



April 29, 2026

MINUTES OF PLANNING BOARD MEETING - April 28<sup>th</sup>, 2026

At a Meeting of the Manitoulin Planning Board at the Planning Board Office, Gore Bay, Ontario, held on Tuesday, April 28<sup>th</sup>, 2026 after a Public Meeting, the following Members of Planning Board were present:

- |    |             |    |             |
|----|-------------|----|-------------|
| 1. | K. Noland   | 6. | B. Barker   |
| 2. | L. Hayden   | 7. | D. Head     |
| 3. | D. Osborne  | 8. | I. Anderson |
| 4. | J. DeForge  | 9. | D. Osborne  |
| 5. | R. Stephens |    |             |

Regrets: L. Chappell and D. McDowell

Also in attendance were:

- Sandra and Keith Gamble, for Amendment Application File No. 2022-05ZBL-26-001;
- Jayme Watson, Bill and Carol Dewar and Travis Dewar, Official Plan Amendment Application File No. 2024-12OPA-25-002;
- D. Scott, interested party; and
- T. Sasvari, reporter, Manitoulin Expositor.

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

The Meeting was called to order at 7:08 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 March 24<sup>th</sup>, 2026.

There were no conflicts declared.

**1. ORDER OF BUSINESS**

The Chair requested the adoption of the Order of Business.

The Secretary-Treasurer requested a meeting agenda item of '*May Board Meeting*' as an additional item under 13.

MOTION

It was moved by L. Hayden and seconded by I. Anderson that the Order of Business be adopted, as amended,  
- Carried.

**2. MINUTES OF PREVIOUS BOARD MEETING - March 24<sup>th</sup>, 2026.**

The Chair announced that the Minutes of the Board Meeting held on March 24<sup>th</sup>, 2026 had been circulated to the Board Members and requested that any errors or omissions be stated.

Board Member, D. Head, asked for an update on the existing septic system for a previous Consent to Sever approval, File No.'s B16-25 and B17-25 and the condition regarding the existing septic system. It was explained that it needs to meet the requirements of the Ontario Building Code as per the conditional approval. He also asked what the difference is between 'laying a fine' and 'laying of information'. Chair Noland explained that the 'laying an information' is a bit more complicated and involves going before a judge/Justice of the Peace.

There were no other errors or omissions stated.

MOTION

It was moved by R. Stephens and seconded by J. Van Every that the Minutes of March 24<sup>th</sup>, 2026 be adopted,  
- Carried.

**BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING  
- March 24<sup>th</sup>, 2026**

There was none.

**3. VARIABLE EXPENDITURES**

There were no questions of the variable expenditures as circulated.

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MOTION

It was moved by B. Barker and seconded by D. Head that the variable expenditures be accepted as presented,  
- Carried.

4. PRESENTATION OF AMENDMENT APPLICATION - FILE NO. 2022-05ZBL-26-001

Applicants/Owners: Sandra and Keith Gamble, and Brya Bromfield  
Property Description: Part Lot 26, Concession VIII  
Surveyed as Part 2, Plan 31R-3059  
(Located at #602 Silver Lake Road)  
Township of Robinson, District of Manitoulin

The Secretary-Treasurer presented the amendment application.

A zoning amendment application has been received from by Sandra and Keith Gamble and Brya Bromfield to permit the use of an existing recreational vehicle (travel trailer) which was placed on their property without permit, to remain as a temporary use for up to three years during the construction of their seasonal dwelling.

The required Public Meeting was held by the Manitoulin Planning Board on Tuesday, April 28<sup>th</sup>, 2026 at 7:00 p.m. Sandra and Keith Gamble were in attendance.

Zoning By-law No. 2022-05, under Section 4.1.4 - Recreational Vehicles - states:

- 1. No recreational vehicle shall be used for habitable space, i.e. sleeping and/or eating, except temporarily in a campground for such use;*
- 2. Recreational vehicles are prohibited on vacant lots;*
- 3. Recreational vehicles are only permitted to be parked and/or stored in the zones where residential uses are permitted as an accessory use on a lot that has a primary use;*
- 4. Recreational vehicles must be stored appropriately and conform to the following provisions:  
a) parking/storage is only permitted in the rear yard.'*

Therefore, this amendment is required to permit the non-complying use(s) of the recreational vehicle (RV) placed on the property without permit(s).

During a site visit to the property on July 31<sup>st</sup>, 2025 the RV (±2.5 M. X ±9.8 M.) was discovered on the property. A Notice of Violation was posted on the property. Ms. Gamble contacted the Planning Board Office and it was explained that the RV would need to be removed or moved or and that an amendment approved by the Manitoulin Planning Board would be required in order for the use to continue and to conform to Zoning By-law No. 2022-05. The Application for Amendment was sent to Ms. Gamble. Planning Board staff prepared a digital sketch and assisted Ms. Gamble with completing the Application.

The land subject to the amendment has been owned by the applicants since May 2024, having a frontage of ±76.2 M. on Silver Lake Road, a year round road, maintained by the Robinson Local Roads Board and an average depth of ±112.7 M., thereby containing an area of 0.65 Hec. The property currently contains only the recreational vehicle (RV).

The subject land is abutted on the east, west and southwest with rural residential uses (dwellings). Silver Lake Road abuts the property to the north located along the (±20.1 M. wide) shoreline of Silver Lake.

Consent to Sever File No. B32-00 created a new lot being the subject land, surveyed as Part 2, Plan 31R-3059 with Part 3, Plan 31R-3059 being the resulting retained land. Consent to Sever File No. B33-00, a simultaneous file, proposed the creation of a new lot, surveyed as Part 3, Plan 31R-3059. However, this file was not completed and lapsed.

The applicants have also submitted an Application for Zoning Conformity Permit for their proposed seasonal dwelling.

This application was circulated on February 18<sup>th</sup>, 2026 to the Wiikwemkoong Unceded Territory and to the United Chiefs and Councils of Mnidoo Mnising (UCCMM), as per Official Plan Policy F.5 - Consultation and Engagement.

S. Bomberry, UCCMM, advised that the UCCMM have reviewed the application and have no comments at this time.

J. Manitowabi The Wiikwemkoong Unceded Territory, advised that there are no comments or objections to the application.

Access is available via an existing entrance (#602 Silver Lake Road), a public road, maintained year round by the Robinson Local Roads Board.

As requested, the Ontario Ministry of Transportation (MTO) was provided a copy of the application for their comments. R. Debruyne advised via email on February 24<sup>th</sup>, 2026:

*'I can confirm that the subject lot is not within the MTO's permit control area (PCA); therefore, we have no comments to provide at this time.'*

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AMENDMENT APPLICATION - FILE NO. 2022-05ZBL-26-001 - Continued

Servicing is proposed via a private well and a private septic tank & tile field. According to the application, water is currently hauled in and sewage disposal is currently toted out.

The Public Health Sudbury and District (PHSD) advised in 2000 during the circulation of the Consent to Sever applications, File No.'s B22-00 and B23-00, that they would have no objections to the proposed consent since both the severed and the retained properties would appear to be capable of supporting the installation of sewage disposal systems, the locations of which would be determined by a certificate of approval.

There is a Hydro line traversing the northern portion of the property. As part of the preliminary review of the application, Hydro One was provided a copy of the application for their comments. S. Salt advised via email on February 25<sup>th</sup>, 2026:

- 1. Hydro One has an unregistered easement across the property (attached)*
- 2. No new easement required because the unregistered remains in place and is valid*
- 3. No poles on the property but the poles in that area belong to Hydro One Inc.*
- 4. Hydro One has no issues or concerns if [the] existing and proposed [structures] comply with the attached document'*

The attached copy of the unregistered easement states:

- 4. The Grantor covenants and agrees not to erect any buildings, structures, or other obstructions of any nature whatever for a distance of [5.03 metres] of each side of the centre line of the said line except fences not exceeding six feet in height.'* According to the GIS, the recreational vehicle is ±5.88 m. away from the centre line of the Hydro Line, however it is recommended that this be confirmed by the Applicant.

Fire protection is provided via the Robinson Volunteer Fire Department.

School bussing is available if needed.

Garbage Collection is available by the Robinson Township Local Services Board.

The application to amend Zoning By-law No. 2022-05 was circulated on March 26<sup>th</sup>, 2026 to the Township of Robinson Local Roads Board, Ontario Power Generation, Metis Nation of Ontario, the Rainbow and District School Board, Bell Canada, and to all property owners within 120 metres as required by Ontario Regulation 545/06.

L. Mastelko, Robinson Local Roads Board (LRB) advised via email on February 21<sup>st</sup>, 2026:  
*'The LRB has no concerns with this amendment application. The LRB encourages MPB to perform regular follow-up and/or site visits to ensure construction is progressing and will be completed within the approved 3-year time frame.'*

There have been no inquiries or concerns received from the agencies or the property owners circulated or from the posting of the signs on the property.

The subject land is designated as a Rural Area in the Official Plan for the District of Manitoulin, under the jurisdiction of the Manitoulin Planning Board.

Official Plan Policy F.4.2.2 - Temporary Use By-laws states:

- 'The Planning Board and/or the municipality may pass a temporary use by-law to allow the temporary use of land, buildings or structures for a purpose otherwise not permitted by the Zoning By-law for a specific period of time not to exceed three (3) years.'*

Official Plan Policy C.3.1.1 states that:

- 'A single detached dwelling unit will be permitted provided it has the ability to accommodate appropriate servicing systems and has access to a municipal road or has access to public docking facilities for water access lots only.'*

Official Plan Policy C.3.1.6 states that:

- 'The specific uses permitted and accessory uses will be established in the Zoning By-laws.'*

The proposed primary use of the subject land is to be a seasonal dwelling, which will conform to policies of Zoning By-law No. 2022-05.

Official Plan Policy C.3.2.2 states that:

- 'Development within Shoreline Areas will also be subject to the policies of Section D and Schedule D to determine any natural resources, Natural Heritage Features and Functions, and hazards which may be a constraint to development.'*

The subject land does not appear to contain any natural resources, natural heritage features, or functions. There is a small amount of classified high Wildland Fire hazard identified within the property. However, the proposed building site will be entirely outside of the risk area.

There does not appear to be any conflicts with policies of the Official Plan.

The subject land will remain designated as being within a Rural Area and all Official Plan (OP) Policies applicable thereto will continue to apply.

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AMENDMENT APPLICATION - FILE NO. 2022-05ZBL-26-001 - Continued

The subject land is within a Rural ( R) Zone, as per Zoning By-law No. 2022-05.

No zoning change is proposed. The proposal is to provide for a temporary use of an existing recreational vehicle (RV) to remain on the property until the dwelling has been constructed, for up to three years.

The Planning Act, under Section 39(1)(2), permits the Planning Board to authorize a temporary use of land, buildings or structures for any purpose that is prohibited by a Zoning By-law.

Section 39 states:

- ' (1) The council of a local municipality may, in a by-law passed under Section 34, authorize the temporary use of land, buildings or structures for any purpose set out therein that is otherwise prohibited by the by-law.
- (2) A by-law authorizing a temporary use under subsection (1) shall define the area to which it applies and prescribe the period of time for which the authorization shall be in effect, which shall not exceed,
- (a) ten years from the day of passing of the by-law, in the case of a by-law authorizing the temporary use of a garden suite; or
- (b) three years from the day of the passing of the by-law, in all other cases.
- Extension
- (3) Despite subsection (2), the council may by by-law grant further periods of not more than three years each during which the temporary use is authorized.'

The Zoning By-law for the Unincorporated Townships of Dawson and Robinson, No. 2022-05 under section 4.1.4 states that:

- '1. No recreational vehicle shall be used for habitable space, i.e. sleeping and/or eating, except temporarily in a campground for such use.
2. Recreational vehicles are prohibited on vacant lots.
3. Recreational vehicles are only permitted to be parked and/or stored in the zones where residential uses are permitted as an accessory use on a lot that has an established primary use.
4. Recreational vehicles must be stored appropriately and conform to the following provisions:
- a) parking/storage is only permitted in the rear yard.'

The existing recreational vehicle (RV) is the only structure on the property and violates these provisions in the Zoning By-law. Therefore, an amendment is required to permit the use of the RV for up to three (3) years for human habitation during the construction of their seasonal dwelling.

Section 14.1 of the Zoning By-law allows for seasonal dwellings and states:

' Seasonal Dwellings are a permitted use if they 'are erected on land to which a consent has been given under Section 53 of the Planning Act, or its successors'

The subject land, surveyed as Part 2, Plan 31R-3059, was created by Consent to Sever File No. B32-00 which meets this criteria.

Section 3 of the Planning Act requires that decisions affecting planning matters 'shall be consistent with' policy statements issued under the Act. Planning decisions for the Manitoulin Planning Area must be consistent with Policies of the Provincial Planning Statement (PPS) 2024.

Paragraph 2.7.1 states that:

'On rural lands located in territory without municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences).'

This proposal provides for a seasonal dwelling in Robinson Township, which will not be used as a permanent residence. With approval of this proposed amendment, there does not appear to be any conflict or adverse impacts to policies expressed by the PPS 2024.

From information available, the subject land does not appear to have any natural heritage features or species at risk concerns.

The proposal is considered to be consistent with the PPS 2024.

The Growth Plan for Northern Ontario 2011, under Section 3.4.3 states that:

'Municipalities are encouraged to support and promote healthy living by providing for ' communities with a diverse mix of and uses, a range and mix of employment and housing types, high-quality public open spaces and easy access to local stores and services.'

The Growth Plan is supportive of a range of housing types, and thus, the proposal would conform to the Growth Plan for Northern Ontario 2011.

The Secretary-Treasurer advised that If approved, the proposal will amend Zoning By-law No. 2022-05 to permit the use of the existing recreational vehicle (RV) on a temporary basis for up to three years during the construction of the applicants' seasonal dwelling.

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AMENDMENT APPLICATION - FILE NO. 2022-05ZBL-26-001 - Continued

The applicants asked a few questions including what the difference was between a year round dwelling and a seasonal dwelling; if they could have two driveways to their property; why the Robinson Local Roads Board would have concerns about on-going construction.

It was explained that the Rural Zone permits an existing seasonal dwelling if the lot was created by consent and also permits a year round single detached dwelling; the Building Code has different requirements for a year round home; the applicants are responsible to building according to the Building Code Act; the Robinson Local Roads Board would have the authority to issue a 2<sup>nd</sup> driveway; the Local Roads Board collect additional taxes once a dwelling has been constructed and assessed by the Municipal Property Assessment Corporation (MPAC) but do not receive any taxes for an RV.

The Board asked if construction was to begin soon; if three years was long enough to complete the dwelling; if a a year round dwelling would be more appropriate if they plan to retire on Manitoulin Island; the Robinson Local Roads Board do not get any assessments for recreational vehicles.

Mr. Gamble advised that once they decide on the size of the dwelling they hope to start construction right away and have it closed in by Fall; they may decide to construct a year round dwelling and also a shed.

The Secretary-Treasurer explained that the current Zoning Conformity Permit Application may need to be changed to add the shed, and change the size and type of the dwelling.

The Secretary-Treasurer read the following By-law:

**BY-LAW NO. T- 2026-001**

**TEMPORARY USE PROVISIONS FOR SPECIFIC LANDS**

Being a By-law of the Manitoulin Planning Board to amend By-law 2022-05, the comprehensive zoning By-law for the Townships of Dawson and Robinson.

**Whereas** the Manitoulin Planning Board has been granted the authority by Ontario Regulation 159/96 deeming Ontario Regulation 672/81, a Minister's Zoning Order, to be and to always have been a By-law of the Manitoulin Planning Board under Section 34 of the Planning Act.

**And Whereas** the Manitoulin Planning Board has ensured that adequate information has been made available to the public and has held at least one (1) public meeting after due notice for the purpose of informing the public of this By-law.

**And Whereas** the Manitoulin Planning Board deems it desirable to amend By-law No. 2022-05 under the Temporary Use Provisions as set out by Section 39 of the Planning Act, Chapter p.13, R.S.O., as amended,

**Now Therefore**, the Manitoulin Planning Board enacts the following:

- (1) By Special Exception, No. R-33  
Despite Section 14.0 - Rural Zone and Section 4.1.4 - Recreational Vehicles of Zoning By-law No. 2022-05 one existing (RV) recreational vehicle ( $\pm 8.2$  m. X  $\pm 2.4$  m.) placed on the property without permit, may be located and used on lands described in Subsection (2) as a temporary use until the **28<sup>th</sup> Day of April 2029** in accordance with Section 39 of the Planning Act.
- (2) Subsection (1) applies to that parcel of land described as being Part Lot 26, Conc. VIII, surveyed as Part 2, Plan 31R-3059, (Located at #602 Silver Lake Road), Township of Robinson, District of Manitoulin, as deposited/registered in the Land Registry Office for the Registry Division of Manitoulin (31).
- (3) That it is hereby certified that this amending By-law is in conformity with the Official Plan for the District of Manitoulin, under the jurisdiction of the Manitoulin Planning Board.
- (4) Schedule "A" hereto attached shall be considered to be part of this By-law.
- (5) This By-law shall come into force and take effect on the date of its final reading subject to the expiration of the 20 day appeal period, provided in Section 34(19) of the Planning Act and subject to the approval of the Ontario Land Tribunal (OLT) where objections to this by-law are filed with the Secretary-Treasurer of Planning Board.

**MOTION**

It was moved by L. Hayden and seconded by D. Osborne that By-law No. T-2026-001 be approved, as read,

- Carried Unanimously.

5. PROPOSED OFFICIAL PLAN AMENDMENT APPLICATION  
- FILE NO. 20224-12OPA-25-002 - MUNICIPALITY OF CENTRAL MANITOULIN

Documentation had been provided to the Board Members including a report in support of the application prepared by J.L. Richards, dated April 7<sup>th</sup>, 2026.

The Secretary-Treasurer provided a brief summary of the Official Plan Amendment (OPA) Application and the simultaneous Application for a Municipal Zoning By-law Amendment (ZBL).

J. Watson, agent for the application, was advised of Official Plan Policies, Policies of the Provincial Planning Statement 2024, and requirements of a complete application that she submitted on behalf of her parents on May 23<sup>rd</sup>, 2025.

By letter dated October 9<sup>th</sup>, 2025 Ms. Watson was asked to contact a professional planner and have them prepare a report demonstrating that the proposed Official Plan Amendment (OPA) to redesignate from Village Area and Rural Area to Agriculture Area and the proposed Municipal Zoning By-law Amendment Application (ZBL) to rezone from Hamlet Residential Zone and Rural Zone to Agriculture Zone conforms to the Provincial Planning Statement (PPS) 2024 and other provincial legislation, and related regulations, i.e housing supply.

On October 23 2025, the Council of the Municipality of Central Manitoulin passed a motion supporting the amendment and waiving the requirement for a supporting report, and on November 24<sup>th</sup>, 2025 the Municipality directed Planning Board to put the application into circulation. The application was put into circulation on December 16<sup>th</sup>, 2025 for a public meeting of January 15<sup>th</sup>, 2026.

The Ontario Ministry of Municipal Affairs and Housing (MMAH) were circulated a copy of the Amendment Applications.

On January 2<sup>nd</sup>, 2026, (MMAH) sent a letter to the Municipality recommending that the processing of the application be paused until it could be recommended for approval by the Planning Board, and it could be demonstrated that the proposal would have no impact on the ability of the Planning Area as a whole to accommodate projected population and employment forecasts.

At the Public Meeting on January 15<sup>th</sup> 2026, Municipal Council of Central Manitoulin moved to pause the application process for the Official Plan Amendment for 90 days, for the Manitoulin Planning Board to consider the Amendment Application.

On February 4<sup>th</sup>, 2026, a letter was sent to Ms. Watson stating that any further consideration of the applications will be on hold until a report prepared by a professional planner providing the required information is received and reviewed.

On April 13<sup>th</sup> 2026, Planning Board received a Planning Memo in support of the development proposal, from Sarah Vereault, Registered Professional Planner at J.L. Richards, dated April 7<sup>th</sup>, 2026.

On review of the report, Planning Board Staff believes the report supports the policies of the Official Plan and the Provincial Planning Statement, and that the report demonstrates that the Planning Area as a whole will not be impacted by the proposal and the application can be considered on a site-specific amendment.

The Secretary-Treasurer requested a motion of the Planning Board to support the recommendation of the Planning Board staff for a site specific Official Plan Amendment rather than a District wide Official Plan Amendment.

R. Stephens, Board Member representing the municipality of Central Manitoulin, spoke to the application and noted that it is not clear how/why the property was put into a Hamlet Zone and that his Council supports maintaining the existing historically Agricultural uses.

Ms. Watson spoke to the application and noted that the report was costly but supports the expansion of the Agriculture land on a site specific basis. She asked what the 'Next Steps' would be.

It was explained that the Planning Board will make a Decision and then staff will be discussing the amendment application with the municipality and will advise her of the process moving forward. Once a Decision is made by the Municipality, there is a 20 day appeal period.

Discussion resulted in the following motion:

MOTION

It was moved by B. Barker and seconded by J. DeForge that Official Plan Amendment File No. 2024-12OPA-25-002 be considered a site specific amendment effecting the municipality of Central Manitoulin and not a District Wide Amendment, as recommended by Planning Board staff,

- Carried Unanimously.

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6. MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING (MMAH)

a) Planning Administration Grant - Townships of Robinson and Dawson

The Secretary-Treasurer reported that Chair, K. Noland had written a letter to Bill Rosenberg, MPP on March 31<sup>st</sup>, 2026, requesting consideration be given to the fact that the Planning Administration Grant, received from the Ontario Ministry of Municipal Affairs and Housing (MMAH), has not been increased since 2009 and should be increased to reflect the rate of inflation. A copy of the letter was provided to the Board Members and is attached to the Board Minutes.

Chair Noland advised that Mr. Rosenberg had called him and acknowledged his letter and advised him that the letter is under review. He also acknowledged the newspaper article published in the April 1<sup>st</sup>, 2026 edition of the Manitoulin Expositor.

The Board acknowledges the email of March 31<sup>st</sup>, 2026 from Mr. Rosenberg's Office and will wait for a reply back, and are hopeful that Mr. Rosenberg will respond in a meaningful way in a timely manner.

b) Building Officials for the Unincorporated Townships of Robinson and Dawson

At the March 24<sup>th</sup>, 2026 Planning Board meeting, staff members were asked to investigate if a Chief Building Official could be hired by the Ministry of Municipal Affairs and Housing (MMAH) or by the Manitoulin Planning Board to enforce Zoning By-Law No. 2022-05. Staff were asked to report back to the Board.

G. Nimoh, Ministry of Municipal Affairs and Housing (MMAH), advised via email that the province is responsible for enforcement of the Building Code Act in the unincorporated areas, with the director of the Building and Development Branch of MMAH acting as the Chief Building Official in those areas. The Building Code Act was amended in 2023 by Bill 97 to permit the Ministry to contract qualified building inspectors outside the Ontario Public Service as needed. The Building Code is a regulation under the Building Code Act for the purpose of setting out minimum requirements governing construction, demolition and change of use in buildings in Ontario. The Ministry does not have a policy for proactive inspections in all unincorporated areas; so far they have only appointed a single inspector under this new policy, to carry out inspections for specific purposes in an unincorporated area outside of a planning board.

Planning Board staff have requested further information from MMAH and are waiting to hear back with an answer to the specific question(s) regarding a Chief Building Official for the area.

7. VIOLATION REPORT - TOWNSHIPS OF ROBINSON AND DAWSON

The Secretary-Treasurer provided a follow-up from the discussion had at the March 24<sup>th</sup>, 2026 Board Meeting. She advised that there are currently ten out standing violations resulting from 2025 and 2026 site visits. With the number of emails, letters, phone calls, visits, and application maps/sketches produced, it is estimated that approximately 50.3 hours has been spent to date, to try and resolve the ten violations.

Planning Board staff were directed to proceed with the '*Laying of Information*' process as per the Provincial Offenses Act, for three of violations of non-conformity to Zoning By-law No. 2022-05 for the Unincorporated Townships of Robinson and Dawson, due to no follow-ups being received from the land owners.

One of the three violations appears to have been resolved. A site inspection will be done as a follow-up to confirm this.

Registered letters were sent to the owners of the other two properties in order to give final notice of violation and confirm that the mail is being properly received for the purposes of issuing summons. (A summons can be served by registered mail when it is delivered to an address where the person is known to receive mail.) One letter was returned on April 21<sup>st</sup> 2026 after delivery was attempted and delivery notices left by Canada Post went unanswered. The other letter was signed for on April 16<sup>th</sup> 2026, but not by the property owner. With the information available neither of the landowners can be confirmed to have received the mail. Other options for summons are available. However, it appears that the two violations may not be resolved any time soon. Staff will be following up.

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## 8. TARIFF OF FEES

The Secretary-Treasurer advised that the Tariff of Fees, which had been updated on March 24<sup>th</sup>, 2026, does not include an increase for 'NSF Cheques', which is currently at \$65.00. She had discussed this with Chair Noland and is requesting support from the Board to keep the current fee.

The general consensus of the Board was that they had no concerns with the NSF fee remaining at \$65.00.

## 9. MUNICIPAL PROPERTY ASSESSMENT CORPORATION (MPAC) - Assessment of Portable Storage Containers (PSC)

Planning Board Staff have corresponded with the Municipal Property Assessment Corporation (MPAC) regarding the assessment of Portable Storage Containers (PSC) permitted on a permanent basis in the unincorporated townships of Robinson and Dawson. PSC have been permitted by a Zoning Amendment on a permanent basis within Part Lot 10 and Lot 9 Concession VIII in Dawson Township, (±\$3000.00) and within Part Lot 2 Concession VI in Robinson Township(±\$1950.00). MPAC has confirmed that PSC that are used as permanent structures can be assessed, and they have assessed the containers for both of the above properties as of February 2026. Additionally, they have advised that the containers will typically be assessed at a value in the range of \$2000.00 to \$4000.00, depending on their condition.

J. Deforge, Board Member representing the Township of Tehkummah reported that MPAC had informed his municipality that PSC will be assessed if they are placed on a 'proper base' and they are to get clarification on what the meaning of this is.

Discussion was had and the general consensus of the Board was that a Public Meeting in the Unincorporated Township(s) may be considered to address the on-going issues with Portable Storage Containers and Recreational Vehicles that are being placed on properties without permits and are not being assessed. A Permit System may be an option. A Portable storage container is considered a 'structure' under the Building Code Act if it is supported to the ground. A permit system may be a better option if possible rather than assessment for the Local Boards.

Board Member, J. VanEvery representing the Unincorporated Townships felt that a meeting in an organized public forum should be had to discuss the issues of the Provincial funding shortfall, and Portable Storage Containers and Recreational Vehicles placed on properties without permits.

The general consensus of the Board was that this is a good idea.

## 10. ARCGIS ONLINE PROGRAM FOR THE TOWNSHIPS OF ROBINSON & DAWSON

Planning Board staff were asked to investigate whether access to the Planning Board Geographic Information System (GIS) could be provided to the Local Roads Boards and Local Services Boards for Robinson and Dawson Townships. Access to the software could be provided via ArcGIS Online, with a purchase of an annual ArcGIS Online Viewer License (\$240.00 per viewer/per year). Because the Planning Board license for the parcel data is through the Ontario Parcel data license, it needs to be confirmed that the local boards are eligible to be covered under our license before we can share access to the data in the GIS software. An Inquiry has been made to the Ministry of Natural Resources, the administrator of the Ontario Parcel data license, and they have advised that our license for the Ontario Parcels is through the Municipal Property Assessment Corporation (MPAC) and that any sub-licensing needs to be reviewed by them. MPAC is currently reviewing the request to provide a definite answer. (It may be possible to sub-license the local boards to share the data, or they may need to sign their own license for the parcel data). Any update will be provided at a future Board Meeting.

## 11. NATURAL HERITAGE SYSTEM STRATEGY (NHSS)

The Secretary-Treasurer reported that there appears to be some discrepancies with the role of the municipalities and the roles of the Manitoulin Planning Board regarding the requirements of a Public Meeting or an Official Plan Amendment.

Public Meeting dates are being confirmed with the member municipalities to adopt the original Natural Heritage System Strategy (NHSS) that the Townships had supported by Resolutions and that the Manitoulin Planning Board had adopted at on January 31<sup>st</sup>, 2023. The Public Meeting had been held by the Manitoulin Planning Board on November 22<sup>nd</sup>, 2022.

The Ministry of Municipal Affairs and Housing (MMAH) have advised that the Municipalities are required to each hold a Public Meeting and adopt the Official Plan Amendment, No. OPA-A-3, by By-law.

She is still waiting to her back from three of the Municipalities confirming a Public Meeting date, before proceeding with Notice of the Public Meetings.

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April 28<sup>th</sup>, 2026

12. DRAFT 2025 FINANCIAL STATEMENTS

Staff Member, J. Diebolt, explained that the three outstanding adjustments of the Financial Statements (FS) that were presented at the March 24<sup>th</sup>, 2026 Board Meeting had been accounted for and explained them in detail.

Discussion resulted in the following motions:

MOTION

It was moved by I. Anderson and seconded by J. DeForge that the Manitoulin Planning Board accept, approve, and adopt the (draft) 2025 Financial Statements, prepared by KPMG, LLP, as presented by staff member, J. Diebolt, with no changes from the draft version to the final version,

- Carried Unanimously.

MOTION

It was moved by L. Hayden and seconded by B. Barker that K. Noland, Chair and J. Diebolt, staff member, be authorized to sign the Engagement Letter acknowledging the conditions of the audit as performed, as required by KPMG, LLP for the 2025 Financial Statements on behalf of the Manitoulin Planning Board,

- Carried Unanimously.

MOTION

It was moved by R. Stephens and seconded by D. Osborne that J. Diebolt, staff member, be authorized to sign the Representation Letter to confirm that the Audit has been completed to the satisfaction of both parties, and that all information required has been disclosed, as required by KPMG, LLP for the 2025 Financial Statements on behalf of the Manitoulin Planning Board,

- Carried Unanimously.

Note: *A copy of the final version of the Financial Statements (2025) prepared by KPMG, LLP, may be obtained with a written request to the Secretary-Treasurer of the Manitoulin Planning Board.*

13. MAY 2026 BOARD MEETING

The Secretary-Treasurer reported that currently there are no Consent to Sever Applications ready for a May Board Meeting. She requested that the Regular Planning Board Meeting for May 2026 be cancelled as she will be away on Vacation until May 20<sup>th</sup>, 2026.

The following motion resulted:

MOTION

It was moved by B. Barker and seconded by D. Head that the regular Meeting of Planning Board for May 2026 be cancelled,

- Carried Unanimously.

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The time now being 8:41 P.M. and all business before the Board having been dealt with the Meeting was adjourned on a motion moved by J. DeForge and seconded by J. Van Every.

\_\_\_\_\_  
K. NOLAND, CHAIR

  
\_\_\_\_\_  
T.A. CARLISLE, SECRETARY-TREASURER



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

March 31, 2026

VIA EMAIL

Mr. Bill Rosenberg, MPP  
Constituency Office  
169 Main Street, P.O. Box 429  
Thessalon ON P0R 1L0

Dear Mr. Rosenberg:

Reference: Ministry of Municipal Affairs and Housing (MMAH)  
Planning Administration Grant for the Unincorporated Area  
of Robinson and Dawson Townships, District of Manitoulin

Further to our letters/emails of July 4<sup>th</sup>, 2025 and February 04, 2026 (copies attached), for which we did not receive a reply back:

As part of the annual Assistance to Planning Boards Program, the Ontario Ministry of Municipal Affairs and Housing (MMAH) typically allots funding to the Manitoulin Planning Board (MPB) each year, for the Unincorporated Townships of Robinson and Dawson. This funding is for the delivery of planning services in the Unincorporated Area on behalf of the province, to cover a time period of April 01 to March 31 each year. The annual amount of \$16,073.00 has just been received for the period of 2024-2025 and is the same as it has been since 2009.

The rate of inflation according to the Bank of Canada has increased a total of 45.7 percent and our municipal requisitions have increased 86.0 percent, over the past seventeen (17) years.

The Planning Administration Grant has not increased at all during this time period.

This is unacceptable.

We are requesting your assistance, to have the amount of this grant increased. With an average increase between the two of about 65.9 percent, we would ask at the very minimum an increase to \$26,675.00.

The Manitoulin Planning Board would appreciate it if you would give this matter your attention to assist in any way possible to address our concerns, and any update you could provide as to why this grant amount has not been increased at all in seventeen (17) years.

A timely response is requested.  
Thank you.

Yours truly,

Ken Noland, Chair  
[knoland@xplornet.com](mailto:knoland@xplornet.com)  
Cell: 705-348-1721