



**THE CORPORATION OF THE
TOWNSHIP OF BONFIELD
Planning Advisory Committee
3rd December 2024**

PRESENT: Jason Corbett (Chair) Gina Langlois
Eric Foisy Kamil Wroblewski

STAFF PRESENT: Nicky Kunkel - CAO/Clerk
Simon Blakeley, Planning Administrator

REGRETS: Narry Paquette

1. Call to Order

MOVED BY: Eric Foisy **SECONDED BY: Kamil Wroblewski**
MOTION #1

THAT this meeting be opened at 6:00 p.m.

CARRIED Chair, Jason Corbett

2. Adoption of Agenda

MOVED BY: Kamil Wroblewski **SECONDED BY: Eric Foisy**
MOTION #2

THAT the agenda presented to the Planning Advisory Committee dated the 3rd day of December be adopted as prepared.

CARRIED Chair, Jason Corbett

3. Disclosure of Pecuniary Interest - None declared

4. Adoption of Previous Minutes

MOVED BY: Kamil Wroblewski **SECONDED BY: Eric Foisy**
MOTION #3

THAT the Minutes of the Planning Advisory Committee Special Meeting dated 12th November 2024 be adopted as circulated.

CARRIED Chair, Jason Corbett

5. Presentation & Delegations - None

6. Consent Application

MOVED BY: Kamil Wroblewski **SECONDED BY: Eric Foisy**
MOTION #4

THAT the Planning Report for Consent B6/2024, Andre - CON 11 N PT LOT 17 PCL 3774 be approved, subject to the following conditions, and that the Draft Notice of Decision now be presented to Council at its next scheduled meeting:

1. That this approval applies to the consent to sever application to create 3 new Lots, plus the retained lands at CON 11 N PT LOT 17 PCL 3774, zoned Rural (RU).
2. That the following documents be provided:



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- a. The original executed transfer (deed), a duplicate original & 1 photocopy for our records
 - b. A copy of the survey plan deposited in the Land Titles Office, if required
 - c. An electronic copy of the survey emailed to: planning@bonfieldtownship.com
 - d. A schedule describing the severed parcel attached to the transfer for approval purposes
 - e. A schedule that provides a registrable legal description attached to the transfer for the retained land for approval purposes, if required.
3. If there is a forced road situation a 20-metre road allowance or whatever amount is required for road purposes shall be transferred to the Municipality (at the owner's expense) across the whole lot or parcel for which the severance was taken and compensation shall be awarded as per the Compensation Grid for The Transfer of Forced Roads.
 4. That the building setbacks for all buildings must meet the requirements of the Zoning By-Law for the retained and/or severed lot(s), whichever are affected at the time of survey.
 5. A fee of in lieu of parkland dedication for each transfer document shall be deposited in the office of the clerk prior to the stamping of any transfer document regarding a subdivision or a consent for each new lot. For the purpose of determining the amount of payment, and that By-Law 2024-26 Schedule "A" being a by-law for tariff of fees for the purpose of applications and associated fees made in respect of planning matters for Park or other Recreational Purposes shall apply.
 6. If any, all tax arrears must be paid prior to the stamping of Transfer Documents for a new lot.
 7. That the North Bay Mattawa Conservation Authority (NBMCA):
 - i) Be consulted throughout the development of individual site plan(s) associated with the proposed development of severed and/or retained lots; and
 - ii) That a vegetative buffer be maintained of at least 30 meters from the Approximate Regulated Area (ARA), including the watercourse and wetland on the property; and
 - iii) That a Section 28 permit be required should development be proposed within the ARA.
 8. That the Ministry of Transportation (MTO):
 - i) Be consulted throughout the development of individual site plan(s) associated with the proposed development of severed and/or retained lots; and that
 - ii) Entrance permits, plus MTO building and land use permits be required for any new buildings and structures, or site alterations including, but not limited to, grading or paving, septic systems, and wells proposed to be located within 45 meters of the property boundary with Highway 17, or within 395 meters of the centre point of an intersection with Highway 17; and



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- iii) That all new buildings and structures maintain a minimum setback of 14 metres from the highway property line; and
 - iv) That wells maintain a minimum setback of 30 metres from the highway property line.
9. The applicant enters into an agreement with TransCanada Pipeline (TCPL) and that the conditions, restrictions or covenants specified by TransCanada PipeLines Limited (TCPL) shall be registered against title (by agreement) in relation to the “Lands” by way of application to register conditions, restrictions or covenants as applicable, pursuant to the Land Titles Act, or any amendments thereto.

CARRIED Chair, Jason Corbett

8. Other Business

The Planning Advisory Committee (PAC) had a detailed discussion on the Township’s new proposed Draft Housekeeping Bylaw, which the PAC had previously engaged in discussions on, and provided feedback, during previous PAC Committee Meetings - including a Special Meeting held on the 12th November 2024.

The draft housekeeping by-law had been circulated to the PAC by email, as part of the agenda package, prior to the meeting. A constructive conversation was held on matters pertaining to Accessory Buildings, Structures & Uses, Hunt Camps and Additional Dwelling Units, plus other applicable definitions, rules, and regulations contained within the existing adopted Comprehensive Zoning By-law 2012-49.

The Planning Advisory Committee was generally supportive of the Housekeeping By-law as presented; however, requested further clarification on 2 matters as follows:

- 1- That further clarification be obtained from the North Bay Mattawa Conservation Authority (NBMCA) regarding its position as to whether Additional Dwelling Unit(s) might be considered a permitted use within areas of the Township currently designated Recreational, and subject to provisions outlined for the Residential Limited Services (RLS) zone and/or where lakes are at capacity; and
- 2- That additional research be performed to determine the availability of other known best practice examples, plus the re-wording of provisions related to the positioning of ADUs within a lot, and the minimum and maximum lot coverage and maximum primary dwelling size(s) which may be considered permitted development in specified zones throughout the township.

In effect, while recognizing the need to ensure good planning and satisfactory placemaking in the Hamlets, plus other highly visible locations throughout the Township, the PAC sought to ensure greater flexibility in respect of larger lots located within the Rural Area. As such, PAC requested that staff address the above two matters, and that a further meeting be scheduled to approve any revised wording proposed to the draft Housekeeping By-law before it is forwarded to Council.



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MOVED BY: Kamil Wroblewski

SECONDED BY: Eric Foisy

MOTION #5

THAT a decision on the proposed Draft Housekeeping By-law be deferred pending a further revision of the document.

CARRIED Chair, Jason Corbett

9. Correspondence - None

10. Unfinished Business - None specified

11. Adjournment

MOVED BY: Kamil Wroblewski

SECONDED BY: Gina Langlois

MOTION #6

THAT this meeting be adjourned at 9:30pm.

CARRIED Chair, Jason Corbett

CHAIR

SECRETARY