



Committee of Adjustment Minutes June 4, 2025 – 9:00 AM

Present: Janet Horner, Chair
Earl Hawkins
Patricia Clark
Andrew Cunningham
Kim Lyon
Tracey Atkinson – CAO/Planner
Roseann Knechtel – Clerk/Planning Coordinator

1.0 Call To Order

The Chair called the meeting to order at 9:00 a.m.

2.0 Land Acknowledgement

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

3.0 Approval of the Agenda

Moved by Clark and Seconded by Lyon

That the agenda be approved.

Carried.

4.0 Minutes of the Previous Meeting

Moved by Cunningham and Seconded by Hawkins

That the minutes of April 2, 2025 are approved.

Carried.

5.0 Disclosure Of Pecuniary Interests - None

6.0 Applications

6.1 B02-2025 FLEIMAN

Planner Tracey Atkinson presented the application for a boundary adjustment between 757270 2nd Line E (R# 3-02700) and 627214 15 Sideroad (R#3-02750) highlighting Official Plan designations, natural features, and draft conditions of consent approval.

The Applicant stated the boundary adjustment is to move all structures to the west lot.

There were no comments from the public.

Moved by Lyon and Seconded by Clark

That Application No. B02-2025 submitted by Hanan Fleiman for a boundary adjustment between 757270 2nd Line E (R# 3-02700) and 627214 15 Sideroad (R#3-02750) be approved subject to the following:

- That the consent applies to a boundary adjustment of approximately 5.5 ha (13.6 acres) when rounded to two decimal places from CON 2 E E PT LOT 15 RP 7R3878 PART 4 (757270 2nd Line E / R# 3-02700) to CON 2 E E PT LOT 15 RP 7R3878 PART 3 (627214 15 Sideroad / R#3-02750).
- All costs pertaining to this application, survey expenses and all others applicable shall be borne by the applicant. All legal costs, engineering peer reviews, and consultant fees be paid, including a 10% administration fee, as per the Township's Tariff of Fees By-law. Where the costs are unknown at the time of issuance of a Certificate of Official, a deposit shall be required in the amount of \$2,000
- The deed for the subject severance must be presented to the Secretary Treasurer prior to two years after the date of decision; being June 4, 2027 less two weeks for processing for review and approval.
- Compliance with all bylaws, including, but not limited to zoning, site plan and property standards.
- Two paper copies of the registered plan of survey and one pdf copy. The copy of the draft R-plan shall be circulated to the Township for review prior to registration.
- One digital autocadd (.dwg) drawing be provided, including documentation (such as email confirmation) from the surveyor certifying that the digital copy was created from the same file that was used to plot the original paper copies of the R-plan.
- The severed parcel shall be subject to Section 50(3) of the Planning Act, as applicable.
- The solicitor for the owner of the lot to which the severed parcel is to be added shall provide an undertaking to make an application for consolidation within thirty days following registration of the deed for the resulting enlarged parcel, and to provide the Township with documentation which demonstrates that the consolidation has taken place.
- That the survey for the parcels reflects the approved configuration and is within +/- 5%, of the approved area/dimensions, when rounded to two decimal places.

- The solicitor for the owner shall provide an Acknowledgement and Direction, with the draft transfer in preparation attached, for signature by the signing officers for the municipality, including authorization to permit electronic registration of the transfer. The solicitor shall prepare an undertaking to transfer said road widening to the Township within 30 days of the completion
- Road Widening and Site Triangle: The applicant shall, at his/her own expense, convey to the Municipality sufficient lands, being a sight triangle measuring 12m south on 2nd Line East and 12m west along 15 Sideroad, as well as a road widening being 3.05m, along the frontage on 15 Sideroad and 2nd Line East, fronting the applicant's property to meet the requirements of the Township for road widening as well as any land between the travelled road and the municipal road allowance. Surveys are to be submitted to the Municipality, for review and approval, prior to registration. Deeds are to be submitted to the Municipality, for review and approval, accompanied by a solicitor's certificate indicating that the title is free and clear of all encumbrances and the Municipality has a good and marketable title. A copy of the plan of survey depicting the widening shall be provided to the Municipality for their records. The Municipality shall be consulted prior to commencing a survey to determine the amount of road widening required. All diseased and dead trees and livestock fences shall be relocated to the satisfaction of the Director of Infrastructure.
- The registered owner shall obtain, from the Municipality, any required entrance approvals.
- An emergency number be installed at each entrance of a retained lot as per County Regulations.
- Parkland: Cash in lieu of parkland shall be paid in accordance with the Parkland Dedication By-law in effect at the time of the payment.
- Taxes: Payment of the balance of any outstanding taxes and local improvement charges shall be made to the Township Treasurer. This includes all taxes levied as of the date of the stamping of the deeds.

Carried.

7.0 Adjournment

Moved by Lyon and Seconded by Cunningham

That the Committee adjourns the meeting at 9:17 a.m. to meet again at the call of the Chair.

Carried.