



**THE CORPORATION OF THE MUNICIPALITY OF EAST FERRIS
COMMITTEE OF ADJUSTMENT MEETING MINUTES**

September 17, 2025

PRESENT:	Frank Corbeil Terry Kelly Lauren Rooyakkers	Stephanie Holmes Kenneth Leppert
ABSENT:	Bill Boake	Steve Austin
STAFF PRESENT:	Greg Kirton, Director of Community Services	Monica Hawkins, Deputy Clerk

1. Call to Order

Chair Kelly called the meeting to order at 5:00 p.m.

2. Adoption of Agenda

2025-25

Moved by Stephanie Holmes

Seconded by Frank Corbeil

That the draft agenda presented to the Committee and dated September 17th, 2025 be hereby adopted as circulated.

Carried Chair Kelly

3. Accepting the Minutes of the Previous Meeting(s)

a. Minutes from Meeting of July 16th, 2025

2025-26

Moved by Lauren Rooyakkers

Seconded by Kenneth Leppert

That the Minutes of the Committee of Adjustment Meeting of July 16th, 2025 be adopted as circulated.

4. Business Arising from the Minutes

None for this session.

5. Disclosure of Pecuniary Interest and General Nature Thereof

None for this session.

6. Chair's Comments

Chair Kelly welcomed everyone in attendance. Chair Kelly outlined the process of the meeting to the public and followed with the Committee introduction.

7. Ratepayer's Delegations

None for this session.

8. Public Hearing(s)

- a. A-2025-05: Paul Trahan on behalf of Renee Lacoursiere - 64 Eglinton Road N.

A public meeting was held on Minor Variance application A-2025-05 submitted by Mr. Paul Trahan on behalf of Renee Lacoursiere. The applicant is proposing to construct a detached garage on the property, which will exceed the permitted accessory structure floor area. The proposed floor area of the garage is 1,200 square feet square feet, whereas 960 square feet is currently permitted by the Zoning By-law.

Director of Community Services advised that the North Bay Mattawa Conservation Authority has no objection and no other correspondence was received by agencies or public. No public input was provided at the public hearing and the application was approved as presented.

DECISION OF COMMITTEE ON A MINOR VARIANCE APPLICATION

APPLICANT: Paul Trahan on behalf of Renee Lacoursiere

CIVIC ADDRESS: 64 Eglinton Rd. N., Corbeil, ON P0H 1K0

FILE NO.: A-2025-05

PURPOSE: The owner seeking a minor variance to permit the expansion of an accessory structure on the subject lands. The owner is requesting an increase in the permitted accessory structure size from the permitted 960 square feet, to the proposed 1200 square feet.

We, the undersigned, in making the decision upon this application have considered whether or not the variance requested was minor and desirable for

the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and Official Plan will be maintained.

CONCUR in the following decision and reasons for decision on the 17th day of September, 2025.

DECISION: That the requested variance to permit the increase in accessory structure floor area for the subject lands be approved.

REASONS FOR DECISION:

- The general purpose and intent of the Official Plan is being maintained;
- The general purpose and intent of the Zoning By-law is being maintained;
- The development is desirable and appropriate for the land and consistent with the neighbourhood; and
- The variance is minor in nature.

PUBLIC INFORMATION:

- That no public input was received at the public meeting and COA is of the opinion that the proposal is consistent with Provincial Policy, the general intent and purpose of the Official Plan and Zoning By-law, the development is desirable and appropriate for the land and the variance is minor in nature.

2025-27

Moved by Frank Corbeil

Seconded by Kenneth Leppert

THAT Minor Variance Application A-2025-05 submitted by Paul Trahan on behalf of Renee Lacoursiere requesting a minor variance to allow for the construction of a garage with a larger than permitted floor area to 1200 sq. ft. from the permitted 960 sq. ft., BE APPROVED.

Carried Chair Kelly

b. B-2025-08: Stephane and Macrina Perron

A public meeting was held for Consent application B-2025-08 submitted by Stephane and Macrina Perron. The application is to sever for the purpose of creating one new lot from the subject property at 281 Ouellette Road.

Director of Community Services advised that the North Bay Mattawa Conservation Authority has no objection and no other correspondence was received by agencies or public. No public input was provided at the public hearing and the application was approved as presented.

DECISION OF COMMITTEE ON A CONSENT APPLICATION

APPLICANT: **Stephane and Macrina Perron**
CIVIC ADDRESS: **281 Ouellette Road, Corbeil, ON P0H 1K0**
FILE NO.: **B-2025-08**

PURPOSE: The applicant is requesting consent to sever from the Committee of Adjustment for the purpose of creating one new lot from the property at 281 Ouellette Road, Corbeil, ON.

We, the undersigned, in making the decision upon this application have considered whether or not the requested consent is in conformity with the policies laid out in the East Ferris Official Plan and consistent with the requirements of section 51(24) of the *Planning Act*.

CONCUR in the following decision and reasons for decision on the 17th, day of September, 2025.

DECISION: That the requested consent to create one new additional lot be approved, conditional upon the following:

- That confirmation is provided that all taxes are paid up to date;
- That a plan of survey is prepared and filed with the Municipality;
- That a plan of survey be sent electronically to the Municipality of East Ferris's Director of Community Services;
- That the applicant pays \$250.00 in finalization fee per consent application prior to the transfer of the parcel of land;
- That the applicant is required to pay \$1,500.00 per consent application to the Municipality of East Ferris for the Parkland Dedication Fee prior to the transfer of the severed land;
- That the transfer(s)/Deed(s) of Land is submitted to the Secretary-Treasurer for the Issuance of the Certificate of Consent under subsection 53 (42) of the Planning Act, R.S.O. 1990, c.P.13, as amended;
- That prior to the endorsement of the transfer(s) the owner grants simply unto the Municipality of East Ferris free of any charges, all lands measured 10.0 metres (33 feet) from the centerline of any existing publicly maintained road along the full length of the owner's total holdings being the subject of this consent; and
- That all conditions must be filled within two years from the date the notice of decision has been given otherwise this provisional consent will lapse

and the application for consent shall be deemed to be refused as per Section 53 (41) of the Planning Act, R.S.O. 1990, c.P.13, as amended.

REASONS FOR DECISION:

The Committee has considered the application and based it's decision upon:

- Conformity with the *Planning Act*
- Public comments submitted
- Conformity with Provincial Policy
- Conformity with East Ferris Official Plan

2025-28

Moved by Lauren Rooyakkers

Seconded by Stephanie Holmes

THAT Consent Application B-2025-08 submitted by Stephane and Macrina Perron requesting permission to allow for the creation of one new lot for residential purposes, BE APPROVED conditional upon the completion of the standard conditions listed in the Notice of Decision.

Carried Chair Kelly

- c. B-2025-09: Steve McArthur, Senior Planner, TULLOCH on behalf of Ronald Campbell and Judith Townson

A public meeting was held for Consent application B-2025-09 submitted by Steve McArthur, Senior Planner, Tulloch Engineering on behalf of Ronald Campbell and Judith Townshon. The application is for consent to sever for the purposes of a lot addition from the subject property at 88 Meadow Drive to the adjacent vacant property, which has frontage on Corbeil Road.

Director of Community Services advised that the North Bay Mattawa Conservation Authority has no objection and no other correspondence was received by agencies. Public input was provided at the public hearing from Mr. Mark Lasalle and the application was approved as presented.

DECISION OF COMMITTEE ON A CONSENT APPLICATION

APPLICANT: Steve McArthur, Senior Planner, TULLOCH on behalf of Ronald Campbell and Judith Townson

CIVIC ADDRESS: 88 Meadow Drive, CORBEIL, ON P0h 1K0

FILE NO.: B-2025-09

PURPOSE: The applicant is requesting consent to sever from the Committee of Adjustment for the purpose of creating a lot addition from the property at 88 Meadow Drive, Corbeil, ON.

We, the undersigned, in making the decision upon this application have considered whether or not the requested consent is in conformity with the policies laid out in the East Ferris Official Plan and consistent with the requirements of section 51(24) of the *Planning Act*.

CONCUR in the following decision and reasons for decision on the 17th day of September, 2025.

DECISION: That the requested consent to create lot addition be approved, conditional upon the following:

- That confirmation is provided that all taxes are paid up to date;
- That a plan of survey is prepared and filed with the Municipality;
- That a plan of survey be sent electronically to the Municipality of East Ferris's Director of Community Services;
- That the applicant pays \$250.00 in finalization fee per consent application prior to the transfer of the parcel of land;
- That the applicant is required to pay \$1,500.00 per consent application to the Municipality of East Ferris for the Parkland Dedication Fee prior to the transfer of the severed land;
- That the transfer(s)/Deed(s) of Land is submitted to the Secretary-Treasurer for the Issuance of the Certificate of Consent under subsection 53 (42) of the Planning Act, R.S.O. 1990, c.P.13, as amended;
- That prior to the endorsement of the transfer(s) the owner grants simply unto the Municipality of East Ferris free of any charges, all lands measured 10.0 metres (33 feet) from the centerline of any existing publicly maintained road along the full length of the owner's total holdings being the subject of this consent; and
- That all conditions must be filled within two years from the date the notice of decision has been given otherwise this provisional consent will lapse and the application for consent shall be deemed to be refused as per Section 53 (41) of the Planning Act, R.S.O. 1990, c.P.13, as amended.

REASONS FOR DECISION:

The Committee has considered the application and based it's decision upon:

- Conformity with the *Planning Act*

- Public comments submitted
- Conformity with Provincial Policy
- Conformity with East Ferris Official Plan

2025-29

Moved by Frank Corbeil

Seconded by Kenneth Leppert

THAT Consent Application B-2025-09 submitted by Tulloch c/o Steve McArthur, Senior Planner on behalf of Ronald Campbell and Judith Townson, requesting permission to allow for the creation of a lot addition to the adjacent property, BE APPROVED conditional upon the completion of the standard conditions listed in the Notice of Decision.

Carried Chair Kelly

9. Correspondence and Information Items

Committee brought the matter up regarding several Minor Variance applications being received for request to increase the size of garage. At present, Zoning By-law No. 2021-60 allows for 960 sq. ft. permitted floor area. Committee would like to see if it would be feasible to amend the Zoning By-law to increase the size to 1200 sq. ft. of permitted floor area. Further discussion will be brought forward to the next meeting of the Committee of Adjustment.

10. In-Camera (if required)

None for this session.

11. Adjournment

2025-30

Moved by Stephanie Holmes

Seconded by Kenneth Leppert

That we do now adjourn at 5:40 p.m. and meeting again on October 15th, 2025 if required.

Carried Chair Kelly

Chair

Terry Kelly

Director of Community Services

Greg Kirton