



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

October 15, 2025

PRESENT:	Frank Corbeil Terry Kelly Lauren Rooyakkers	Steve Austin Kenneth Leppert
ABSENT:	Bill Boake	Stephanie Holmes
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

2025-31

Moved by Frank Corbeil

Seconded by Kenneth Leppert

That the draft agenda presented to the Committee and dated October 15th, 2025 be hereby adopted as circulated.

Carried Chair Kelly

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

2025-32

Moved by Kenneth Leppert

Seconded by Lauren Rooyakkers

That the minutes of the Committee of Adjustment Meeting of September 17th, 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. B-2025-10- Deacon Tim Foster on behalf of Roman Catholic Episcapol Corp. Pembroke; A-2025-06 -Kelly Fenton-Beckett & A-2025-07-Deacon Tim Foster on behalf of the Roman Catholic Episcapol Corp. Pembroke

1. B-2025-10 - Deacon Tim Foster on behalf of Roman Catholic Episcapol Corp. Pembroke

A public meeting was held for Consent application B-2025-10 submitted by Deacon Tim Foster on behalf of Roman Catholic Episcapol Corp. Pembroke. The application is to allow for a lot addition to the adjacent property at 1385 Village 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: Deacon Tim Foster on behalf of Roman Catholic Episcapol Corp. Pembroke

CIVIC ADDRESS: 1389 Village Road, Astorville, ON P0H 1B0

FILE NO.: B-2025-10

PURPOSE: The applicant is requesting consent to sever from the Committee of Adjustment for the purpose of a lot addition to the adjacent property at 1385 Village Road, Astorville, 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 15th day of October, 2025.

DECISION: That the requested consent to create one new 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' Director of Community Services;
- That the applicant is required to pay \$250.00 per consent application to the Municipality of East Ferris for the Finalization 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

2025-33

Moved by Frank Corbeil

Seconded by Steve Austin

THAT Consent Application B-2025-10 submitted by Deacon Tim Foster on behalf of Roman Catholic Episcopate Corp. Pembroke requesting permission for a lot addition to the adjacent property at 1385 Village Road, BE APPROVED conditional upon the completion of the standard conditions listed in the Notice of Decision.

Carried Chair Kelly

2. A-2025-06 - Kelly Fenton-Beckett

A public meeting was held on Minor Variance application A-2025-06 submitted by Kelly Fenton-Beckett. The applicant is requesting exempt to the lot area requirements of the Zoning By-law to have the lot area of .70 acres where 2 acres is required.

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: Kelly Fenton-Beckett

CIVIC ADDRESS: 1385 Village Road, Astorville, ON P0H 1B0

FILE NO.: A-2025-06

PURPOSE: The owners seeking a minor variance to request exemption to the lot area requirements of the Zoning By-law. Requesting to have the lot area of .70 acres where 2 acres is required.

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 15th day of October, 2025.

DECISION: That the requested variance to permit to facilitate the consent to sever application B-2025-10 to allow the lot addition to take place 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.

2025-34

Moved by Kenneth Leppert

Seconded by Lauren Rooyakkers

THAT Minor Variance Application A-2025-06 submitted by Kelly Fenton-Beckett to request exemption to the lot area requirements of Zoning By-law to have the lot area of .70 acres where 2 acres is required BE APPROVED.

Carried Chair Kelly

3. A-2025-07 - Deacon Tim Foster on behalf of the Roman Catholic Episcapol Corp. Pembroke

A public meeting was held on Minor Variance application A-2025-07 submitted by Deacon Tim Foster on behalf of Roman Catholic Episcapol Corp. Pembroke. The applicant is requesting a minor variance to request exemption to the lot area requirements of the Zoning By-law – Lot area of 1.4 acres where 2 acres is required.

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: Deacon Tim Foster on behalf of the
Roman Catholic Episcopate Corp. Pembroke

CIVIC ADDRESS: 1389 Village Road, Astorville, ON P0H
1B0

FILE NO.: A-2025-07

PURPOSE: The owners seeking a minor variance to request exemption to the lot area requirements of the Zoning By-law – Lot area of 1.4 acres where 2 acres is required.

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 15th day of October, 2025.

DECISION: That the requested variance to permit to facilitate the consent to sever application B-2025-10 to allow the lot addition to take place 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.

2025-35

Moved by Lauren Rooyakkers

Seconded by Frank Corbeil

THAT Minor Variance Application A-2025-07 submitted by Deacon Tim Foster on behalf of Roman Catholic Episcapal Corp. Pembroke requesting exemption to the lot area requirements of the Zoning By-law, lot area of 1.4 acres where 2 acres is required BE APPROVED.

Carried Chair Kelly

b. B-2025-11 & A-2025-08 - Denis Larmand on behalf of Georgette Perron and Carmen Larmand

1. B-2025-11 - Denis Larmand on behalf of Georgette Perron and Carmen Larmand

A public meeting was held for Consent application B-2025-11 submitted by Denis Larmand on behalf of Georgette Perron and Carmen Larmand. The application is for consent to allow for a lot addition to the adjacent property at 48 South Shore Road. The septic system servicing 48 South Shore Road is partially located on the adjacent property and the purpose of the lot addition is to correct this issue.

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: Denis Larmand on behalf of Georgette Perron and Carmen Larmand

CIVIC ADDRESS: FERRIS CON 2 PT LOT 19 PT RD ALLOW AND RP 36R2838 PART 6 PT PART 2 RP 36R3361 PARTS 7 TO 10 (Vacant Land Village Road and South Shore Road)

FILE NO.: B-2025-11

PURPOSE: The applicant is requesting consent to sever from the Committee of Adjustment for the purpose of creating a lot addition to the adjacent property at 48 South Shore Road, Astorville, 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 15th day of October, 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' Director of Community Services;
- That the applicant is required to pay \$250.00 per consent application to the Municipality of East Ferris for the Finalization 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

2025-36

Moved by Steve Austin

Seconded by Lauren Rooyakkers

THAT Consent Application B-2025-11 submitted by Denis Larmand on behalf of Georgette Perron and Carmen Larmand requesting permission

to allow for a lot addition to the adjacent property at 48 South Shore Road, BE APPROVED conditional upon the completion of the standard conditions listed in the Notice of Decision.

Carried Chair Kelly

2. A-2025-08 - Denis Larmand on behalf of Georgette Perron, Carmen Larmand and Lucille Gagnon

A public meeting was held on Minor Variance application A-2025-08 submitted by Denis Larmand on behalf of Georgette Perron and Carmen Larmand and Lucille Gagnon. The applicant is requesting a minor variance to permit a lot area of 0.8 acres whereas by-law 2021-60 requires 2.0 acres.

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: Denis Larmand on behalf of Georgette Perron and Carmen Larmand and Lucille Gagnon

CIVIC ADDRESS: 48 South Shore Road, Astorville, ON
P0H 1B0

FILE NO.: A-2025-08

PURPOSE: The owners seeking a minor variance to permit a lot area of 0.8 acres whereas By-law No. 2021-60 requires 2.0 acres.

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 15th day of October, 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.

2025-37

Moved by Frank Corbeil

Seconded by Kenneth Leppert

THAT Minor Variance Application A-2025-08 submitted by Denis Larmand on behalf of Georgette Perron, Carmen Larmand and Lucille Gagnon requesting a minor variance to permit a lot area of 0.8 acres whereas By-law No. 2021-60 requires 2.0 acres BE APPROVED.

Carried Chair Kelly

9. Correspondence and Information Items

- a. Exemption from Zoning By-law 2021-60, Section 3.2.7 - Regulating floor area of structures to residential uses in rural and residential zones.

2025-38

Moved by Frank Corbeil

Seconded by Kenneth Leppert

WHEREAS the Committee of Adjustment note that a significant percentage of minor variance applications being received are seeking exemptions from Section 3.2.7 of Zoning By-law 2021-60;

AND WHEREAS Section 3.2.7 of Zoning By-law 2021-60 regulates the floor area of accessory structures to residential uses in rural and residential zones;

AND WHEREAS Section 3.2.7 of Zoning By-law 2021-60 currently regulates accessory structure size based on lot area, with a maximum accessory structure floor area ranging between 960 sq. ft. on lots under 1.5 acres in lot area to 1600 sq. ft. on lots greater than 10 acres in lot area;

AND WHEREAS the Committee of Adjustment has been supportive of all applications submitted for an exemption to Section 3.2.7 since the adoption of By-law 2021-60 by East Ferris Council on January 11, 2021;

BE IT HEREBY RESOLVED that the Committee of Adjustment recommend to Council that a review of provision 3.2.7 of Zoning By-law 2021-60 be undertaken to determine whether it would be appropriate to increase the maximum permitted floor area for accessory structures to residential uses on all lots in rural or residential zones.

Carried Chair Kelly

10. In-Camera (if required)

None for this session.

11. Adjournment

2025-39

Moved by Lauren Rooyakkers

Seconded by Steve Austin

That we do now adjourn at 5:32 p.m. and meet again on November 19th, 2025 if required.

Carried Chair Kelly

Chair

Terry Kelly

Director of Community Services

Greg Kirton