

Committee of Adjustment Meeting Minutes

The Committee of Adjustment met in person in the Council Chambers on August 13, 2025 at 3:00 p.m.

Those in attendance were:

Chair: Chuck Arrand

Member: Marc Royal

Member: Ken Walker

Member: Gord Zeggil

Councillor: Robert McArthur

Regrets: None

Staff: Secretary Treasurer, Colin Ens Funk
Deputy Secretary Treasurer, Lori Kennedy
Community Planner, Danielle Waters
Community Planner, Nick Ainley
Manager of Planning, Rossalyn Workman

1. Call to Order

The Chairman called the meeting to order at 3:00 pm.

2. Minutes

3.1 Minutes of the Committee of Adjustment meeting held on July 9, 2025.

Resolution:

Moved by Gord Zeggil, Seconded by Ken Walker, Be It Resolved That the Committee of Adjustment hereby approve the minutes dated July 9, 2025, as presented. Motion Carried.

3. Disclosure of Disqualifying Interest and General Nature Thereof

None.

4. Applications

4.1 Consent File 25-B07 – 1583 Concession 10 South (Carter)

Joel Swagerman, representative for the file, was available to answer questions.

Resolution:

Moved by Robert McArthur, Seconded by Gord Zeggil, Be It Resolved, That Committee of Adjustment of the Township of Clearview hereby:

Approves consent 25-B07 pertaining to lands at 1583 concession 10 south subject to the following conditions:

1. That the owner meets all the requirements, financial and otherwise of the Municipality.
2. That a registrable legal description of the severed lands and retained lands, if requested, be provided to the Secretary-Treasurer together with a survey plan prepared by an Ontario Land Surveyor illustrating the consent consistent with the decision of the Committee of Adjustment.
3. That any mortgage on the property be discharged from any lands being severed from 1583 Concession 10 South and that the solicitor provides an undertaking in writing that this condition will be fulfilled.
4. That the applicant's solicitor obtains a Cancellation Certificate from the Township to ensure that the severed and receiving parcel merge as one parcel. The Cancellation Certificate shall be obtained, and all instruments be registered in an order and manner to the satisfaction of the Township.
5. That the solicitor provides an undertaking that the severed lands are transferred into the ownership of the Bruce Trail Conservancy.
6. That upon fulfillment of all other conditions of approval, the owner submit a request to the Secretary-Treasurer for a certificate of consent for the severed lands and retained lands, if requested, which shall be given by the Secretary-Treasurer conclusive evidence that the consent was given and that the provisions of the Planning Act leading to the consent have been complied with.
7. That a covenant be registered on title of the severed lands that would preserve the lands for conservation purposes and that no building permit for a dwelling is available. This requirement may be fulfilled by a means to the satisfaction of the Township solicitor, which may include a precursory undertaking.

Motion Carried.

4.2 Consent File 25-B08 – 7972 Highway 26 (Dunlop)

Kristine Loft, representative for the file, was available to answer questions.

Resolution:

Moved by Gord Zeggil, Seconded by Ken Walker, Be It Resolved, That hat Committee of Adjustment of the Township of Clearview hereby:

APPROVES consent 25-B08 pertaining to lands at 7972 Highway 26 subject to the following conditions:

1. That the owner meets all the requirements, financial and otherwise of the Municipality.
2. That the applicant provides a description of the land which may be registered under the requirements of the Registry Act or Land Titles Act as applicable.
3. That any mortgage on the property be discharged from any lands being severed from 7972 Highway 26 and that the solicitor provides an undertaking in writing that this condition will be fulfilled.
4. That the Owner(s) convey the land to be severed (6.5 ha) from 7972 Highway 26 into the same name as the Owner of the abutting land to the north, 8012 Highway 26, and being assessed as Roll No. 432901000214400 to the satisfaction of the Township of Clearview.
5. That the applicant successfully clears all conditions and receive a Certificate of Consent for Consent 25-B08 to the satisfaction of the municipality.

Motion Carried.

4.3 Minor Variance File 25-A11 – 2616 Fairgrounds Road South (Branigan)

Resolution:

Moved by Gord Zeggil, Seconded by Marc Royal, Be It Resolved, That Committee of Adjustment of the Township of Clearview hereby:

Defers minor variance 25-A11 pertaining to lands at 2616 Fairgrounds Road South to the September 10th meeting of the Committee of Adjustment.

Motion Carried.

5. New Business

No new business.

7. Next Meeting – September 10, 2025

8. Adjournment

Resolution:

Moved by Gord Zeggil, Seconded by Robert McArthur, Be It Resolved, that the Committee of Adjustment hereby be adjourned at 3:15 p.m. Motion Carried.

Chuck Arrand, Chair

Colin Ens Funk, Secretary-Treasurer

Board & Committee Meeting Minutes are not a Final Document of the Corporation until adopted by the Board/Committee.