



**Township of Cramahe Committee of Adjustment Meeting
Minutes**

April 22, 2025, 5:00 p.m.

Members Present: Chair Martin
Sandra Arthur
Ed Van Egmond
Sherry Hamilton
Joel Schriver

Staff Present: Victoria Heffernan
Secretary-Treasurer Grant
Janet Newall
Nicole Newton
Nathan Proctor

1. MEETING DETAILS

In Person Location:

Rotary Hall, The Keeler Center
80 Division Street, Colborne

Hybrid Option:

Join Zoom Meeting

<https://us02web.zoom.us/j/83008044916>

Meeting ID: 830 0804 4916

Dial By Location:

1 647 374 4685 Canada

1 647 558 0588 Canada

One Tap Mobile:

+14388097799,,83008044916# Canada

+15873281099,,83008044916# Canada

2. CALL TO ORDER

As we gather, we would like to formally recognize the traditional keepers of this land and, specifically, our neighbors of the Alderville First Nation, with a formal territorial acknowledgement.

We respectfully acknowledge that Cramahe Township is located on the Mississauga Anishinabek territory and is the traditional territory of the Mississauga.

Cramahe Township respectfully acknowledges that the Mississauga Nations are the collective stewards and caretakers of these lands and waters in perpetuity, and that they continue to maintain this responsibility to ensure their health and integrity for generations to come.

Chair Martin called the meeting to order at 5:02 p.m.

3. CONFIRMATION OF AGENDA

Moved by Sherry Hamilton

Seconded by Ed Van Egmond

BE IT RESOLVED THAT the Committee of Adjustment approve the agenda, as presented.

CARRIED

4. DECLARATION OF PECUNIARY INTEREST

Members can declare now or at any time during the meeting.

None.

5. ADOPTION OF MINUTES

Moved by Joel Schriver
Seconded by Sandra Arthur

BE IT RESOLVED THAT the Committee of Adjustment approve the minutes of the March 25, 2025 Committee of Adjustment meeting.

CARRIED

6. HEARING D10-CHR-09/10/11-25 **DEFERRED**

File Number:

- D10-CHR-09-25
- D10-CHR-10-25
- D10-CHR-11-25

Location: 14300 Little Lake Road

7. HEARING D10-VOS-05/06/07-25

File Number: D10-VOS-05/06/07-25

Location: Concession Road 1 W (Vacant)

7.a Notice of Public Hearing

Planning staff to confirm how notice was provided.

Manager of Planning, V. Heffernan confirmed that notice was given in accordance with *The Planning Act*, circulated to all applicable agencies, all adjacent landowners within 60 meters with 14 days notice, posted on the Township social media and website.

7.b Report from Manager of Planning & Development, PLAN-20-25

Planning staff to confirm how notice was provided.

Manager of Planning, V. Heffernan provided the background, purpose and effect of the application(s) as outlined in the planning Report, PLAN-20-2025.

Manager of Planning, V. Heffernan outlined the environmentally sensitive areas on the property and the natural heritage

evaluation that was completed and submitted with the applications. Drainage watercourse on property is small.

7.c Review of Comments Received from the Public and Agencies

Planning staff to give overview of comments provided.

Manager of Planning, V. Heffernan outlined the comments received from the agencies to date, as attached.

7.d Questions from the Members of the Committee of Adjustment

Member Ed Van Egmond - Questioned a well being drilled on the first lot to the West prior to approval. Manager of Planning, V. Heffernan advised that the Township is not the approval authority for wells and drinking water.

Member Sherry Hamilton - Question on the lots not meeting frontage. Manager of Planning, V. Heffernan - Lots that are being created are currently zoned Rural and will need a rezoning for minimum frontage requirement frontage of Rural Residential.

7.e Comments from the Members of the Public in Support or Opposition to the Application

Robert Black, Resident of Concession Road 1 W - Provided a letter of opposition to the applications, *as attached*.

7.f Applicant or Agent Comments

Randy Voskamp, Applicant - Confirmed the well drilled will be on his own retained land - even if there is no approval.

7.g Motions with Respect to the Disposition of the Hearing

Moved by Joel Schriver

Seconded by Ed Van Egmond

BE IT RESOLVED THAT based on the information available at the time of this report, application D10-VOS-05-25 be approved.

If the Committee supports this application, the recommended conditions are as follows:

1. That all taxes be paid in full to the satisfaction of the Township Treasurer.
2. That a Reference Plan (survey that is registered) be completed and a digital copy (in .dwg format) and a hard copy be filed with the Secretary-Treasurer of the Committee of Adjustment. A draft copy of the Reference Plan shall be provided to the Secretary-Treasurer for review and approval prior to registration of the survey.
3. Rezoning of the severed and retained lands to the satisfaction of the Township of Cramahe.
4. That a copy of the draft transfer/deed for the severed lots are submitted to the Secretary-Treasurer.
5. That the reference plan illustrates a minimum road widening of 10.06 metres (33 feet) from the centerline of roadway along the frontage of the severed and retained parcels. The road widening must also be free and clear of all encumbrances and deeded to the Township of Cramahe. All costs shall be borne by the applicant. Should the road widening be deemed unnecessary by the Township of Cramahe's Public Works Department, the Public Works Department shall provide a signed document stating that the road widening is not required at this time.
6. That the applicant applies for and installs an entrance on each of the severed and retained lots to the satisfaction of the Township of Cramahe. All costs shall be borne by the applicant. Should an entrance permit be deemed unnecessary by the Township of Cramahe's Public Works Department, the Public Works Department shall provide a signed document stating that the entrance is not required to be applied for at this time.
7. A copy of the Scoped Natural Heritage Evaluation, prepared by Oak Ridge Environmental Ltd. (ORE) (Project No.: 24-3426) is to be submitted to the Ministry of the Environment, Conservation and Parks (MECP) – Species-at-Risk Branch. An assurance letter, acknowledging that the proposed mitigation measures are appropriate to accommodate the proposed

development, is to be requested and submitted to the Township to the satisfaction of Staff.

CARRIED

Moved by Ed Van Egmond

Seconded by Sherry Hamilton

BE IT RESOLVED THAT based on the information available at the time of this report, application D10-VOS-06-25 be approved.

If the Committee supports this application, the recommended conditions are as follows:

1. That all taxes be paid in full to the satisfaction of the Township Treasurer.
2. That a Reference Plan (survey that is registered) be completed and a digital copy (in .dwg format) and a hard copy be filed with the Secretary-Treasurer of the Committee of Adjustment. A draft copy of the Reference Plan shall be provided to the Secretary-Treasurer for review and approval prior to registration of the survey.
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CARRIED

Moved by Ed Van Egmond

Seconded by Joel Schriver

BE IT RESOLVED THAT based on the information available at the time of this report, application D10-VOS-07-25 be approved.

If the Committee supports this application, the recommended conditions are as follows:

1. That all taxes be paid in full to the satisfaction of the Township Treasurer.
2. That a Reference Plan (survey that is registered) be completed and a digital copy (in .dwg format) and a hard copy be filed with the Secretary-Treasurer of the Committee of Adjustment. A draft copy of the Reference Plan shall be provided to the Secretary-Treasurer for review and approval prior to registration of the survey.
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CARRIED

8. ADJOURNMENT

Moved by Sandra Arthur

Seconded by Joel Schriver

BE IT RESOLVED THAT the Committee of Adjustment adjourn the meeting at 5:25 p.m.

CARRIED

Mayor

Clerk