



COMMITTEE OF ADJUSTMENT MINUTES

Monday, October 27th, 2025

5:00 p.m.

Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario
Council Chambers

ATTENDANCE:

Members Present:	Chair, Larry Sparks Richard Schooley Peter Siemons
Members Absent:	None
Staff Present:	Noelle Reeve, Planner Allison Playfair, Secretary/Treasurer
Applicants/Agents Present:	Adrien Gignac, Agent Bridget O'Flaherty, Owner
Public Present:	Jasper O'Flaherty Rose Dyke

1. CALL TO ORDER

The Chair called the meeting to order at 5:00 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The Agenda was adopted as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None at this time.

4. APPROVAL OF MINUTES

i) Committee of Adjustment Meeting – September 29th, 2025.

The minutes of the Committee of Adjustment meeting held on September 29th, 2025, were approved as circulated.

5. INTRODUCTION

The Chair welcomed the attendees. The Planner then provided an overview of the Minor Variance application review process to be followed, including:

- the mandate and responsibilities of the Committee
- a review of available documentation
- the rules of natural justice, the rights of persons to be heard and to receive related documentation on request and the preservation of persons' rights.
- the flow and timing of documentation and the process that follows this meeting
- any person wanting a copy of the decision regarding this/these application(s) should leave their name and mailing address with the Secretary/Treasurer.

The Planner advised that this Committee of Adjustment is charged with making a decision on the applications tonight during this public meeting. The decision will be based on both the oral and written input received and understandings gained.

Based on the above, the Committee has four decision options:

- Approve – with or without conditions
- Deny – with reasons
- Defer – pending further input
- Return to Township Staff – application deemed not to be minor

The agenda for this meeting included the following application(s) for Minor Variance:

MV25-13 – Weldon, Part Lot 19 &20, Concession 11 geographic Township of Bathurst

MV25-14 – O'Flaherty, Part Lot 22, Concession 4, geographic Township of South Sherbrooke

6. APPLICATIONS

i) FILE #: MV25-13 – Weldon

a) PLANNER FILE REVIEW

The Planner reviewed the file and Power Point in the agenda package. The Planner noted that the relief was to permit a second dwelling to have its own water supply and septic system. The relief is also for the location of a secondary dwelling that is more than 12m from the primary unit.

The application meets the Provincial Planning Statement (PPS). The Planner did note that the Official Plan mapping shows the property in a Wildfire High Hazard Zone. The Planner completed a Wildfire Assessment for the property, and it is in an open area, with no slope and the second dwelling is proposing a steel roof, therefore, was rated a lower risk.

A Site Plan Control Agreement is not required for the application as the construction is greater than 150m from Bolton Creek and the Conservation Authority was also not circulated.

This is considered minor in nature and the recommendation of the Planner is for it to be approved.

b) APPLICANT COMMENTS

In response to a Committee Member's question, the fourth building that is on the site is a sugar shack that is not in use but remains for the historical appeal of the site.

c) ORAL & WRITTEN SUBMISSIONS

None.

d) DECISION OF COMMITTEE

RESOLUTION #COA-2025-13

MOVED BY: Richard Shooley
SECONDED BY: Peter Siemons

THAT, in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, that Minor Variance Application MV25-13 is approved, to allow a variance from the requirements of Sections 3.19.1 and 3.19.3 (Second Dwelling Unit and Second Dwelling) of Zoning By-Law 2002-121, for the lands legally described as 193 Hunter Side Road, Part Lot 19 & 20, Concession 11, in the geographic Township of Bathurst, now known as Tay Valley Township in the County of Lanark – Roll Number 0911-916-030-35801;

- To permit a second dwelling to be constructed that is connected to a separate water supply and separate septic from the principal dwelling;
- To permit a second dwelling to be separated 21.5m (67 ft) from the principal dwelling rather than the maximum 12m permitted."

ADOPTED

ii) **FILE #: MV25-14– O’Flaherty**

a) **PLANNER FILE REVIEW**

The Planner reviewed the file and Power Point in the agenda package. The Planner noted that the relief was to permit a second dwelling to have its own water supply and septic system. The relief is also for the location of a secondary dwelling that is more than 12m from the primary unit. The applicant is also seeking relief for the second dwelling to be 17% (21.35m (229 sq. ft.)) larger than permitted

The Planner advised the Committee that the Inactive Pit indicated on the site sketch will be removed from the Township’s Zoning Map after receiving confirmation from the Ministry of Mines that the pit is closed.

A Site Plan Control Agreement will be required for this property as the second dwelling is not more than 100m from the stream. The applicant did apply for a Part 10/11 to the Mississippi Rideau Septic System Office and was refused, therefore, a septic system will require either an extension or the applicant will need to apply for a new septic system.

This is considered minor in nature and the recommendation of the Planner is for it to be approved.

b) **APPLICANT COMMENTS**

The owner of the property noted to the Planner and the Committee Members that “the stream” is dry 90% of the year and feels it is not a stream. The Planner advised that even if it is an intermittent stream, it is still on the Rideau Valley Conservation Authority’s mapping and intermittent streams are included in the Zoning By-Law, therefore, a Site Plan Control Agreement is required.

c) **ORAL & WRITTEN SUBMISSIONS**

None.

d) **DECISION OF COMMITTEE**

RESOLUTION #COA-2025-14

MOVED BY: Peter Siemons

SECONDED BY: Richard Schooley

THAT, in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, that Minor Variance Application MV25-03 is approved, to allow a variance from the requirements of Sections 3.19.1 and 3.19.3 (Second Dwelling Unit and Second Dwelling) of Zoning By-Law 2002-121, for the lands legally described as 988 Brooke Valley Road, Part Lot 22 Concession 4, in the geographic

Township of South Sherbrooke, now known as Tay Valley Township in the County of Lanark – Roll Number 0911-914-020-80000;

- To permit a second dwelling to be constructed that is connected to a separate water supply and septic from the principal dwelling.
- To permit a second dwelling to be separated 17m (56 ft) from the principal dwelling rather than the maximum 12m permitted.
- To permit the second unit to be 67% of the principal dwelling rather than the permitted 50% of the area of the principal dwelling

AND THAT, a Site Plan Control Agreement be completed.”

ADOPTED

7. NEW/OTHER BUSINESS

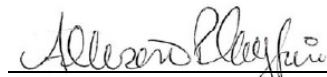
None.

8. ADJOURNMENT

The meeting adjourned at 5:24 p.m.



Chairperson



Secretary/Treasurer