



**The Corporation of the Township of Norwich
Council Meeting Minutes
Tuesday February 25, 2025
Regular Council Meeting**

In Attendance:

Council:

Mayor Jim Palmer
Councillor Toews
Councillor DePlancke
Councillor Gear
Councillor Couwenberg

Staff:

James Johnson, Acting CAO/Treasurer
Kimberley Armstrong, Director of Corporate Services/Clerk
Ken Farkas, Director of Public Works
Sean McCoy, Deputy Clerk/Planning Coordinator

1. Call to Order

The regular session 2022-2026 Council of the Township of Norwich was held in the Council Chambers, Norwich, commencing at 7:00 p.m. with Mayor Palmer presiding.

2. Approval of Agenda

Resolution #1

Moved by Shawn Gear, seconded Adrian Couwenberg:

That the Agenda be accepted as presented.

Carried

3. Public Recognition / Presentations

None.

4. Disclosure of Pecuniary Interest

None.

5. Adoption of Minutes of Previous Meeting(s)

5.1 February 4, 2025 – Special Session

5.2 February 6, 2025 – Special Session

5.3 February 11, 2025

5.4 February 13, 2025 – Special Session

Resolution #2

Moved by Adrian Couwenberg, seconded Shawn Gear:

That the following Minutes of the Township of Norwich Council be adopted as printed and circulated:

- February 4, 2025 – Special Session
- February 6, 2025 – Special Session
- February 11, 2025
- February 13, 2025 - Special Session

Carried

6. Public Meetings / Hearings

6.1 The Municipal Act

None.

6.2 The Drainage Act

None.

6.3 The Planning Act

Resolution #3

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended, Chapter P.13, this Council conduct a public meeting in respect to an application for amendment to Zoning By-law 07-2003-Z by Bruce and Sheila Barnim, File Number ZN 3-25-01.

Carried

The Mayor advised that this meeting is being constituted as being a public meeting held under the Planning Act for the purpose of hearing Zoning Amendment proposals and affording any person in attendance the opportunity to make a presentation to Council.

The Ontario Land Tribunal has the power to dismiss an appeal under subsection (25) if an appellant has not provided the Council with oral submissions at a public meeting or a written submission before a by-law is passed under this section.

The Mayor requested that if anyone was in attendance with respect to this application, that they would please sign the attendance sheet at the door.

6.3.1 Applicant: Bruce and Sheila Barnim

File No.: ZN 3-25-01

Report No.: CP 2025-62

Location: Part Lot 17, Concession 1 (former North Norwich) 385229 Highway 59, Burgessville, Township of Norwich, ON

Details of Proposed Amendment: to remove the split zoning on the subject lands and rezone the entirety of the property to 'Special Agricultural Zone (A2-10)' to permit an Additional Residential Unit (ARU) within a detached agricultural structure. The proposed ARU will be approximately 135 m² (1,456 ft²) addition to an existing building.

Mr. Brad Deming, agent for the applicant, was in attendance representing the application.

Ms. Amy Hartley, Development Planner, provided an overview of the application as contained within Report CP 2025-62. She advised that this application proposes removal of a site-specific use, being a tire service business with accessory office and adding a detached additional residential unit (ARU) as a permitted use. The application will result in the entirety of the parcel being zoned A2-10 rather than just the portion where the tire business previously existed. The applicant has indicated that the tire business is no longer operational from this property.

Ms. Hartley further explained that the proposed ARU will be approximately 1,456 ft², slightly over the allowed size of 50% of the main house. Additionally, the proposed building addition will be at a distance of 121 ft, which is more than the maximum allowed distance of 98 feet. However, staff are satisfied that the gross floor area of the ARU is a slight increase from the 50% requirement, and the increased distance is due to where the façade addition has been constructed and other additions onto the agricultural building that do not allow for the proposed ARU to be located closer.

There was no one in attendance that wished to speak in support of or in opposition to the application.

Resolution #4

Moved by Karl Toews, seconded by Lynne DePlancke:

That the Public Meeting be closed.

Carried

Resolution #5

Moved by Karl Toews, seconded by Lynne DePlancke:

That with respect to the application to amend Zoning By-law 07-2003-Z, by Bruce and Sheila Barnim for lands described Part of Lot 17, Concession 1 (North Norwich) municipally known as 385229 Highway 59 in the Township of Norwich, to amend the text of the 'Special General Agricultural Zone (A2-10)' to remove special provisions relating the tire service business and accessory office and to permit an Additional Residential Unit (ARU) in a detached agricultural structure and apply the 'A2-10' zoning

provisions to the entirety of the subject lands, the Council of the Township of Norwich hereby approve the zone change.

Carried

Resolution #6

Moved by Lynne DePlancke, seconded by Karl Toews:

That pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended, Chapter P.13, this Council conduct a public meeting in respect to an application for amendment to Zoning By-law 07-2003-Z by Maria and Johan Thiessen, File Number ZN 3-25-02.

Carried

The Mayor advised that this meeting is being constituted as being a public meeting held under the Planning Act for the purpose of hearing Zoning Amendment proposals and affording any person in attendance the opportunity to make a presentation to Council.

The Ontario Land Tribunal has the power to dismiss an appeal under subsection (25) if an appellant has not provided the Council with oral submissions at a public meeting or a written submission before a by-law is passed under this section.

The Mayor requested that if anyone was in attendance with respect to this application, that they would please sign the attendance sheet at the door.

6.3.2 Applicant: Maria and Johan Thiessen

File No.: ZN 3-25-02

Report No.: CP 2025-67

Location: Part Lot 27, Concession 9 (former South Norwich) 204685 Ninth Road, Township of Norwich

Details of Proposed Amendment: To rezone the subject lands from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)' to permit a single detached dwelling to be constructed within a 1-acre parcel on an undersized agricultural parcel (approximately 9.34 ha (23 ac) in size) being used for berry and bush crops.

Mr. Johan Thiessen, applicant, was in attendance representing the application.

Ms. Amy Hartley, Development Planner, provided an overview of the application as contained within Report CP 2025-67. She advised that the application is to rezone the subject lands to permit a dwelling to be constructed on an undersized agricultural parcel within a 1 acre building envelope. The intent is that the proposed 1 acre building envelope is to be situated in a way that resembles a typical Rural Residential parcel, subject to any constraints that the property may have. It is intended that the majority of the parcel remain available for agricultural uses to be established.

Ms. Hartley further explained that the proposed location does not achieving the intent of the Official Plan policies and the most appropriate location would be closer to Ninth Road, to mirror rural residential lots. The applicant has indicated that this location is not ideal as the hydro towers are not visually appealing. The hydro towers and lines have existed on the property for quite some time and were present when the applicant bought the property. Staff recommend a deferral to allow the applicant to amend the proposed location.

In response to questions from Council, Ms. Hartley explained that the policy requiring the majority of land remaining for agricultural use does not necessarily need to be tillable land for crop production, there are many kinds of crops. She also advised that the location suggested by staff was already cleared and most resembled rural residential lots.

There was Council discussion about potential effects of electromagnetic frequencies from the tower and powerlines.

Mr. Thiessen explained that the proposed location was to avoid the tower due to concerns about his children playing near it. Also, that the geotechnical bore was taken on the site of the proposed location.

In response to questions from Council, Mr. Thiessen explained that he intended to use the land as a hobby farm for cattle and chickens.

There was no one in attendance that wished to speak in support of or in opposition to the application.

Resolution #7

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That the Public Meeting be closed.

Carried

Resolution #8

Moved by Karl Toews, seconded by Lynne DePlancke:

That with respect to the application to amend Zoning By-law 07-2003-Z, by Johan and Marie Thiessen for lands described Part of Lot 27, Concession 9 (South Norwich) as in 477323, being Parts 1, 2 & 3, 41R-3714, municipally known as 204685 Ninth Road in the Township of Norwich, to be rezoned from 'General Agricultural Zone' to 'Special General Agricultural Zone (A2-sp)', the Council of the Township of Norwich hereby approve the zone change for the following reasons:

- In agreement with the applicant that the hydro line in front reduces EMF and safety concerns.

Carried

Resolution #9

Moved by Lynne DePlancke, seconded by Karl Toews:

That pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended, Chapter P.13, this Council conduct a public meeting in respect to an application for amendment to Zoning By-law 07-2003-Z by Bastiaan and Hendrika Klyn, File Number ZN 3-25-03.

Carried

The Mayor advised that this meeting is being constituted as being a public meeting held under the Planning Act for the purpose of hearing Zoning Amendment proposals and affording any person in attendance the opportunity to make a presentation to Council.

The Ontario Land Tribunal has the power to dismiss an appeal under subsection (25) if an appellant has not provided the Council with oral submissions at a public meeting or a written submission before a by-law is passed under this section.

The Mayor requested that if anyone was in attendance with respect to this application, that they would please sign the attendance sheet at the door.

6.3.3 Applicant: Bastiaan and Hendrika Klyn

File No.: ZN 3-25-03

Report No.: CP 2025-64

Location: Part Lot 13, Concession 2 (former North Norwich) Part 1, 41R-4002, 365467 Evergreen Street, Township of Norwich

Details of Proposed Amendment: To rezone the subject lands from 'Agri-Business Zone (AB)' to 'Special Rural Residential Zone (RR-sp)' to permit the owner to establish a Rural Entrepreneurial Use (REU) on the subject lands. The proposed zone change would allow replacement of an existing dwelling with a new dwelling which will contain a REU consisting of a computer sales and technical support home occupation of approximately 27.8 m² (300 ft²). Also, the owner has requested that the existing storage buildings be allowed to stay for personal storage. This request is to recognize two residential accessory storage structures being 660.8 m² (7,113 ft²) whereas 170 m² (1,830 ft²) is permitted. Additionally the proposed location of the new dwelling requires Minimum Distance Separation (MDS 1) setback relief from the closest livestock barn. The requirement is 614 m (2,014 ft) whereas the proposed dwelling will be located approximately 351 m (1,152 ft) in distance away.

Mr. Bastiaan (Brad) Klyn, applicant, was in attendance representing the application.

Ms. Amy Hartley, Development Planner, provided an overview of the application as contained within Report CP 2025-64. She advised that the applicant proposes to establish a new dwelling with a home occupation as a Rural Entrepreneurial Use. The

current Agri-Business zoning only permits a house where it is accessory to a permitted business use in the AB zone. She explained that the applicant plans to construct the house first and then establish a home occupation. The applicant is proposing demolition of the existing house and then construction a new house in a different location, closer to the west property line, which further diminishes the MDS I setback. The home occupation being proposed is a computer sales and technical support business within an area of approximately 300 ft² of the house. As part of the zone change application, the applicant has also requested that the existing agricultural buildings totaling a size of 7,113 ft² remain on the property to be used for residential storage, and further, that the required MDS I setback be reduced from 2,014 ft to 1,152 ft.

MS. Hartley further explained that Planning staff are generally supportive of the zone change request to permit residential use and the home occupation. However, the requests to keep the agricultural buildings and reduce the MDS I setback is not appropriate for the proposed development of the property. Staff have advised that construction in the location of the existing house would not further reduce an existing insufficient setback. The current buildings consist of one 1,200 ft² building and another being approximately 5,900 ft². Because the REU policies allow for a business to be established within the 3,000 ft² building, staff are recommending that the 1,200 ft² building be demolished to reduce the request.

Ms. Hartley advised that a letter of concern was received as part of the public circulation. This letter cited concerns relating to the size of the accessory buildings, potential future uses for commercial businesses and potentially changing the character of the area. In response to questions, she advised that staff may be directed to draft the by-law to limit the size of the business use to a certain size to address these concerns.

Ms. Hartley concluded that due to the concerns with the reduction to the MDS I setbacks and the size of the existing buildings on the property, Planning staff are recommending deferral of the application to allow the applicant to revise their proposal to address these concerns.

In response to questions from Council, Ms. Hartley explained that if the applicant had demolished the house and built on the current footprint, that would be permitted and could potentially add an addition away from the direction of the livestock operation. She also advised that the neighbouring farm to the south east did not cast as large an MDS radius due to the lower nutrient units assigned to that operation.

Mr. Klyn commented that he was not intending on moving his entire business to the house but wanted to be able to work from home occasionally. He advised that he had not considered any future use beyond his ownership and was supportive of any potential caps to limit use. He also explained that the location chosen for the house was to give a better view of the yard. He commneted that while the exterior of the accessory buildings were not that great, the structure and services to the buildings were in good condition.

There was Council discussion regarding previous uses of the property, as well as the condition of the accessory buildings and possibly removing one of the buildings.

Dr. Glen Yates and Ms. Nancy Yates, of 365462 Evergreen Street, Burgessville, explained that they agreed with the planning recommendation in general. However, they expressed concern about future use with changing ownership, the ramifications of allowing a 3,000 ft² building for business use and the impacts that may have on the character of the neighbourhood.

Ms. Hartley advised that the by-law for this application would include site-specific zoning which specifies use and caps size. Any changes from this would require a planning application and approval.

Mr. Klyn clarified that the accessory buildings were to be used for personal use and storage.

There was Council discussion about adding a cap to the area that could be used for the business to satisfy the concerns that have been expressed.

There was no one else in attendance that wished to speak in support of or in opposition to the application.

Resolution #10

Moved by Karl Toews, seconded by Lynne DePlancke:

That the Public Meeting be closed.

Carried

Council recessed at 8:13 p.m.

Council resumed at 8:25 p.m.

Resolution #11

Moved by Lynne DePlancke, seconded by Karl Toews:

That with respect to the application to amend Zoning By-law 07-2003-Z, by Bastiaan and Hendrika Klyn for lands described as Lot 13, Concession 2 (North Norwich) Part 1, 41R-4002, municipally known as 365467 Evergreen Street in the Township of Norwich, to rezone the lands from 'Agri-Business Zone (AB)' to 'Special Rural Residential Zone (RR-sp)' to facilitate the construction of a replacement dwelling which contains a Rural Entrepreneurial Use (REU) for computer sales and technical support within the dwelling as a home occupation, and:

to recognize the existing agricultural storage buildings as residential accessory structures. The two existing structures are approximately 660.8 m² (7,113 ft²) in size, whereas 170 m² (1,830 ft²) is permitted on a Rural Residential parcel, and:

to provide relief of Minimum Distance Separation (MDS I) setback from the closest livestock barn to 351 m (1,152 ft) in place of the required 653 m (2,142 ft), and:
to limit the gross floor area of the REU, home occupation to 500 sq. feet

the Council of the Township of Norwich hereby approve the zone change for the following reasons:

- Council feels it complies with the Official Plan and the Provincial Planning Statement (PPS).

Carried

Resolution #12

Moved by Karl Toews, seconded by Lynne DePlancke:

That pursuant to Section 34(12) of the Planning Act, R.S.O. 1990, as amended, Chapter P.13, this Council conduct a public meeting in respect to an application for amendment to Zoning By-law 07-2003-Z by Harry's Enterprises Inc., File Number ZN 3-25-06.

Carried

The Mayor advised that this meeting is being constituted as being a public meeting held under the Planning Act for the purpose of hearing Zoning Amendment proposals and affording any person in attendance the opportunity to make a presentation to Council.

The Ontario Land Tribunal has the power to dismiss an appeal under subsection (25) if an appellant has not provided the Council with oral submissions at a public meeting or a written submission before a by-law is passed under this section.

The Mayor requested that if anyone was in attendance with respect to this application, that they would please sign the attendance sheet at the door.

6.3.4 Applicant: Harry's Enterprise Inc.

File No.: ZN 3-25-06

Report No.: CP 2025-53

Location: Part Lot 8, Concession 3, Part 1, 41R-5684 (North Norwich) 345723 Quaker Street, Township of Norwich, ON

Details of Proposed Amendment: To amend the site-specific provisions of the 'Special Agri-Business Zone (AB-39)' to increase the permitted lot coverage for buildings or structures from 1,421.1 m² (15,200 ft²) to 1,885 m² (20,300 ft²); and to reduce an existing deficient Minimum Distance Separation (MDS I) setback from 525 m (1,722.5 ft) to 500 m (1,640.42 ft), whereas 608 m (1,995 ft) is the required setback to the manure storage structure of the effected livestock operation. The effect of the zoning amendment will permit the applicant to construct an addition on the existing building for an electrical contractor's shop. Additional building area is required to store equipment and vehicles indoors.

Jason Van Vliet, applicant, was in attendance representing the application.

Ms. Amy Hartley, Development Planner, provided an overview of the application as contained within Report CP 2025-53. She advised that an application for this property was previously before Council in order to permit an electrical contractors shop on the subject property. The applicant was unaware that the zoning for the property also contained provisions relating to the gross floor area of the building and the MDS I setbacks from a neighbouring livestock operation. As such, the applicant has requested that the size of the permitted building be increased to 20,300 ft² and the MDS I be further reduced to 1,640 ft.

Ms. Hartley further explained that planning policy does allow for Council to consider minor expansions and changes to existing commercial, industrial and non-agricultural uses. The subject lands have been zoned Agri-Business since 2018 and the applicant has indicated a need for expansion, demonstrated that on-site water and sewage services are adequate and proper road access and infrastructure are available. Also, while the proposed MDS I reduction represents a 21% decrease, staff are satisfied that the proposed use is no more sensitive, and other residential uses are located between the subject property and the effected livestock operation.

There was no one in attendance that wished to speak in support of or in opposition to the application.

Resolution #13

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That the Public Meeting be closed.

Carried

Resolution #14

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That with respect to the application to amend Zoning By-law 07-2003-Z, by Harry's Enterprises Inc. for lands described Part of Lot 8, Concession 3 (North Norwich), Part 1, 41R-5684, municipally known as 345723 Quaker Street in the Township of Norwich, whereby the existing 'Special Agricultural-Business Zone (AB-39)' that applies to the lands described as Part of Lot 8, Concession 3 (North Norwich), Township of Norwich, is to be amended to increase the lot coverage for buildings and structures from 1,421.1 m² (15,200 ft²) to 1,885 m² (20,300 ft²), and to reduce the Minimum Distance Separation (MDS I) setback from 525 m (1,722.5 ft) to 500 m (1,640.2 ft) to facilitate an addition to a contractor's shop, the Council of the Township of Norwich hereby approve the zone change.

Carried

Resolution #15

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That the following members sit as the Committee of Adjustment for the Township of Norwich: Chair Shawn Gear and Members: Jim Palmer, Karl Toews, Lynne DePlancke, and Adrian Couwenberg;

And Further that the Committee of Adjustment is now convened.

Carried

Committee of Adjustment

Councillor Gear, assumed the Chair.

The Chair advised that this public meeting of the Committee of Adjustment is being held for the purpose of hearing Minor Variance proposals and affording any person in attendance the opportunity to make a presentation to the Committee.

If an eligible applicant appealing a decision of the Committee of Adjustment in respect of the proposed minor variance does not provide written submissions or make oral submissions at a public meeting, the Ontario Land Tribunal may dismiss all or part of the appeal.

The Chair directed that if anyone was in attendance with respect to this application, that they please sign the attendance sheet at the door and if they wished to receive a copy of the decision, to please provide their name and email address to the Deputy Clerk.

6.3.5 Applicant: Emm Homes Inc.

File No.: A 01-25

Report No.: CP 2025-56

Location: Part Lot 112, Plan 226 and Part Lot 151, Plan 253, being Part 2, 41R9755, 9 Sunview Drive, Norwich, Township of Norwich, ON

Details of Requested Relief: Relief from Table 11.2 – R1 Zone Provisions, to increase the maximum permitted lot coverage from 30% to 38% to permit the construction of a single detached dwelling on the subject lands.

Ms. Amy Hartley, Development Planner, advised that when this application was circulated for comment, the Building Department identified an additional variance requirement for the rear yard setback that was not applied for. Therefore the public notice circulated and posted on the property was not sufficient to capture the additional required variance for the rear yard setback.

Ms. Hartley recommended that the application be deferred to circulate proper notice containing all the required variances, and that the application be brought back to the Committee for consideration at the next meeting.

There was no one in attendance that wished to speak in support of or in opposition to the application.

Resolution #16

Moved by Lynne DePlancke, seconded by Karl Toews:

That with respect to the application by Emm Homes Inc., File No. A 01-25, for a Minor Variance located at Part of Lot 112, Plan 226 and Part Lot 151, Plan 253, being Part 2, 41R-9755, municipally known as 9 Sunview Drive in the Township of Norwich, the Committee of Adjustment hereby defer the requested Minor Variance in order for the required public notice to be provided for all required variances.

Carried

Resolution #17

Moved by Karl Toews, seconded by Lynne DePlancke:

Be it hereby resolved that the Committee of Adjustment do now Adjourn and that the Regular Council meeting resumes.

Carried

6.4 Other

None.

7. Delegations

None.

8. Correspondence

8.1 Long Point Region Conservation Authority

Re: Meeting Minutes – January 8, 2025

8.2 Peterborough County

Re: Proposed U.S. Tariffs on Canadian Goods

8.3 Town of Hanover

Re: United States Imposition of Tariffs on Canada

8.4 Township of Uxbridge

Re: implementation of 'Buy Canadian' Policy

8.5 Township of Zorra

Re: Township Procurement Practices to Align with Provincial and Federal Directives

8.6 Norwich Skating Club

Re: Request for approval for installation of a Skating Harness

Resolution #18

Moved by Lynne DePlancke, seconded by Karl Toews:

That the Correspondence as listed in Agenda Item 8.1 to 8.6 be received as information;

And further that the Norwich & District Skating Club request for permission to install a skating harness be referred to staff for a report.

Carried

9. Committee Minutes

9.1 Woodlawn Adult Community Centre Board of Management

Re: Meeting Minutes – January 13, 2025

Resolution #19

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That the following Committee Minutes, be received as information; and further that the recommendations be approved and acted upon:

Woodlawn Adult Community Centre Board of Management
Re: Meeting Minutes – January 13, 2025

Carried

10. Reports

10.1 Planning and Development Services

No Report

10.2 Fire and Protective Services

No Report

10.3 Drainage Services

No Report

10.4 Building Services

No Report

10.5 Public Works Services

No Report

10.6 Community Development Services

No Report

10.7 Medical Centre Services
No Report

10.8 Financial Services

10.8.1 Request for Reconsideration – Councillor Couwenberg

Re: Capital Budget – Public Works Loader

Resolution #20

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That Council reconsider Resolution #5 passed November 28, 2024.

Carried

Resolution #21

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That the John Deere Loader be deferred until 2029.

Lost

In response to questions from Council, Mr. Farkas explained that three new tires were required as one had already failed and had been replaced. He also advised that John Deere products use a 10w30 hydraulic fluid and using a different fluid in different makes would void their warranty. Mr. Johnson advised that the other loader was purchased in 2020 and is believed to have a 15-year life cycle.

Resolution #22

Moved by Lynne DePlancke, seconded by Shawn Gear:

That the John Deere Loader as identified in the 2025 Capital Budget be approved.

Carried

10.9 Administrative Services

10.9.1 Request to Amend Heritage Designation By-law

- Knox Presbyterian Church

Report CL 2025-05

Resolution #23

Moved by Karl Toews, seconded by Lynne DePlancke:

That Report CL 2025-05, Request to Amend Designation By-law – Knox Presbyterian Church, be received as information;

And further that Council support the recommendation of the Municipal Heritage Committee and declare their Intention to Amend By-law 27-92, being a By-law to

Designate the Property known as the Knox Presbyterian Church, Lot 581, Plan 955, Village of Norwich, as being of Architectural and Historical Value or Interest;

And further that Staff be directed to serve the Notice of a Proposed Amendment on the property owner, the Ontario Heritage Trust and arrange publication in a local newspaper, subject to the applicants agreeing to cover any associated expenses as outlined within the report.

Carried

11. Notice(s) of Motion

None

12. Closed Session

9:04 p.m.

Resolution #24

Moved by Lynne DePlancke, seconded by Karl Toews:

That pursuant to the Municipal Act, 2001, as amended, Chapter 25, Section 239(2), council convene in a meeting closed to public to discuss personal matters about an identifiable individual, including municipal or local board employees.

Carried

12.1 Personal matters about an identifiable individual, including municipal or local board employees
Re: Otterville Park Advisory Committee – Appointments
Confidential Report CL 2025-04

12.2 Personal matters about an identifiable individual, including municipal or local board employees
Re: HR Verbal Updates

12.3 Personal matters about an identifiable individual, including municipal or local board employees
Re: CAO Recruitment

12.3 Closed Meeting Minutes
Re: February 4, 2025
Re: February 6, 2025
Re: February 13, 2025

9:23 p.m.

Resolution #25

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That the Council do now reconvene in open session.

Carried

Resolution #26

Moved by Lynne DePlancke, seconded by Karl Toews:

That Confidential Report CL 2025-04, Otterville Park Advisory Committee Appointments, be received as information;

And further that the Terms of Reference be amended to allow for up to 12 members;

And further that the following be appointed as members of the Otterville Park Advisory Committee:

Hillary Hunter, Dalene Furlong, Jennifer Arthur-Lackenbaur, Roy King, Lisa James, Robert Jongeneelen, Gail Lewis, Trish Scholten, Larry Hussey, Jennifer Grant, and Jennifer Hussey;

And that Karl Toews be appointed as the Council Representative.

Carried

13. By-Laws

- No. 04-2025-Z To Amend Zoning By-law 07-2003-Z (Barnim, File No. 3-25-01)**
- No. 05-2025-Z To Amend Zoning By-law 07-2003-Z (Harry's Enterprises Inc., File No. 3-25-06)**
- No. 10-2024 To Confirm All Actions and Proceedings of Council**

13.1 First and Second Reading of the Following By-law(s)

Resolution #27

Moved by Shawn Gear, seconded by Adrian Couwenberg:

That the following By-law as listed, be introduced and taken as read a first and second time:

- No. 04-2025-Z To Amend Zoning By-law 07-2003-Z (Barnim, File No. 3-25-01)**
- No. 05-2025-Z To Amend Zoning By-law 07-2003-Z (Harry's Enterprises Inc., File No. 3-25-06)**
- No. 10-2025 To Confirm All Actions and Proceedings of Council**

Carried

13.2 Third Reading of the Following By-law(s)

Resolution #28

Moved by Adrian Couwenberg, seconded by Shawn Gear:

That By-laws 04-2025-Z, 05-2025-Z and 10-2025 as listed, be taken as read a third and final time and passed and signed by the Mayor and Clerk and the Corporate Seal be affixed thereto.

Carried

14. Adjournment – 9:27 p.m.

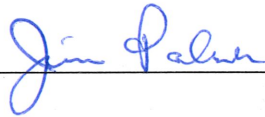
Resolution #29

Moved by Lynne DePlancke, seconded by Karl Toews:

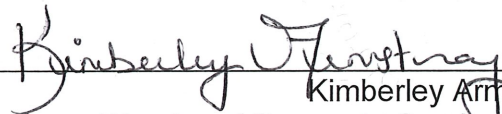
That this Council do now adjourn.

Carried

These minutes adopted by way of Resolution No. 2 as approved by Council at its meeting on the 11th day of March, 2025.



Jim Palmer
Mayor



Kimberley Armstrong
Director of Corporate Services/Clerk