



TOWNSHIP OF CHISHOLM COMMITTEE OF ADJUSTMENT

2847 Chiswick Line, R.R. # 4

Powassan, Ontario, P0H 1Z0

Phone (705) 724-3526 Fax (705) 724-5099

info@chisholm.ca

Gail Degagne, Mayor

Lesley Marshall, CAO Clerk-Treasurer

AGENDA

COMMITTEE OF ADJUSTMENT MEETING

TUESDAY, OCTOBER 6, 2026 – 7:00 P.M.

“We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings.”

1. Call to Order
2. Declaration of pecuniary interest.
3. Approval of Agenda.
4. Approval of Minutes – July 7, 2026 Committee of Adjustment. (Encl.)
5. Consider the following Consent Application:
 - (a) File# 2026-03 – Woodill – Con. 10 Pt Lot 26 – 3195 Chiswick Line (Encl.)
6. Adjournment



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MINUTES

COMMITTEE OF ADJUSTMENT MEETING

TUESDAY, JULY 7, 2026 – 7:00 P.M.

“We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings.”

1. CALL TO ORDER

The meeting was called to order by Chairperson Mayor Gail Degagne at 7:05 p.m., along with Councillor Claire Riley, Nunzio Scarfone and committee member Chris Frappier, and Don Butterworth. Staff present was Admin Assistant, Jessica Laberge. There were 3 of the applicants were present in person.

2. DECLARATION OF PECUNIARY INTEREST - None

3. APPROVAL OF AGENDA

Resolution 2026-13 (COA)

Chris Frappier and Don Butterworth: Be it resolved that the *Agenda* for this meeting be approved as presented. **‘Carried’**

4. APPROVAL OF MINUTES – June 2, 2026

Resolution 2026-14 (COA)

Nunzio Scarfone and Claire Riley: Be it resolved that the *Minutes* of the June 2, 2026 Committee of Adjustment meeting be adopted as amended and circulated. **‘Carried’**

5. CONSIDER THE FOLLOWING SEVERANCE APPLICATION

(a) File # 2026-02–Troyer – Con. 10 Lot 18

Chairperson confirmed with Secretary that notices had been sent in accordance with Planning Act regulations. Secretary reported that a letter dated June 24, 2026, was received from the Conservation Authority and the following comments were made:

- The NBMCA reviewed the application based on Section 5.2 of the 2024 PPS, Ontario Regulation 41/24 Prohibited Activities, Exemptions, and Permits, as per Section 28.1 of the Conservation Authorities Act and as a Source Protection Authority under the Clean Water Act.
- There appears to be an unnamed watercourse or drainage channel on the property. A Section 28 permit may be required prior to site development and pre-consultation is recommended prior to site development.
- The proposed severed lot has a home serviced by an existing septic system.
- The NBMCA is satisfied that there is adequate space to accommodate a sewage system in accordance with O. Reg 203/24 of the OBC for a three-bedroom dwelling on the retained lands.
- The subject lands are within an area of Highly Vulnerable Aquifers (HVA) and partially within a Significant Groundwater Recharge Area (SGRA) and Intake Protection Zone 3 and the Issue Contributing Area for Callander.
- The NBMCA is satisfied that the application is consistent with the policies as set out in Section 5.2 of the PPS and have no objections.

Resolution 2026-15 (COA)

Claire Riley and Nunzio Scarfone: Be it resolved that the consent application from Paul Goodridge on behalf of Atlee and Lizzie Troyer to sever one rural lot from CON 10 LOT 18 PCL 12497 12496 NIP, in the Township of Chisholm, District of Nipissing, be approved subject to the following conditions which must be fulfilled within two years from the date of the Committee’s Notice of Decision letter. These conditions must be fulfilled prior to the granting of consent.

1. That this approval applies to the creation of one rural lot, approximately 163.60 meters by 130.6 meters being approximately 2.14 Hectares, and retain lands being approximately 38.3 Hectares.
2. That a Zoning Amendment be applied for and finalized along with a site plan agreement for the operation of Algonquin Pallets.
3. That the following documents be provided for the transaction described in Condition No. 1:
 - (a) That a signed Acknowledgement and Direction Consent and Draft Electronic Transfer setting out the entire legal description of the parcel in question be submitted to the Clerk-Treasurer or Alternate of the Township for the issuance of a Certificate of Consent.
 - (b) A reference plan of survey, which bears the land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel to which the consent approval relates, unless it is not required by the Land Titles Office.
4. That any traveled road, situated on the subject lands be transferred to the Township for road purposes, and that the survey confirm that the travelled road for access is fully contained on the road allowance.
5. That the applicant pay any planning consultant fees incurred by the Township in processing the application, if any.
6. That all property taxes are paid up to date.

NOTES:

- The NBMCA reviewed the application based on Section 5.2 of the 2024 PPS, Ontario Regulation 41/24 Prohibited Activities, Exemptions, and Permits, as per Section 28.1 of the Conservation Authorities Act and as a Source Protection Authority under the Clean Water Act.
- There appears to be an unnamed watercourse or drainage channel on the property. A Section 28 permit may be required prior to site development and pre-consultation is recommended prior to site development
- The proposed severed lot has a home serviced by an existing septic system.
- The NBMCA is satisfied that there is adequate space to accommodate a sewage system in accordance with O. Reg 203/24 of the OBC for a three-bedroom dwelling on the retained lands.
- The subject lands are within an area of Highly Vulnerable Aquifers (HVA) and partially within a Significant Groundwater Recharge Area (SGRA) and Intake Protection Zone 3 and the Issue Contributing Area for Callander.
- The NBMCA is satisfied that the application is consistent with the policies as set out in Section 5.2 of the PPS and have no objections.

‘Carried’

6. Adjournment

Resolution 2026-16 (COA)

Chris Frappier and Nunzio Scarfone: Be it resolved that this meeting now adjourn.

‘Carried’

Mayor, Gail Degagne

Secretary, Lesley Marshall

TOWNSHIP OF CHISHOLM

PLANNING REPORT

Report Prepared for:	Committee of Adjustment	Application Number:	2026-03
Report Prepared by:	Jessica Laberge Admin. Assistant	Applicant Name:	Bill Woodill/ Paul Goodridge OLS
Location:	Lot 26, Con. 10		
Report Date:	Oct 1, 2026		

A. PROPOSAL/BACKGROUND

An application to sever has been submitted by Joel and Tara Kelly. The application proposes to sever one rural lot from Lot 26, Concession 10. The subject property is located along Chiswick Line on the maintained Road and Gravelle Road. The property has a total area of approximately 29.82 Hectares. The two proposed severed properties will have a total lot area of approximately 1.015 hectares. The retained portion will have a total area of approximately 27.79 Hectares. The submitted application is attached to this report.

B. ZONING BY-LAW COMPLIANCE

The subject lands are designated Rural (RU), under the Township of Chisholm Zoning By-law (ZB) 2014-25. In the Rural Zone, residential uses are permitted, as per Table A1 on Page 61 of the ZB. The proposed lot is to be located in the Rural Zone, and conforms to the Zoning By-law minimum lot area and frontage requirements. The lot will be approximately 79.25 Meters in frontage along Gravelle Road and 128.02 Meters in Depth.

Figure 1 is an excerpt from Schedule A of the Zoning By-law. Figure 2 is from CGIS.

Subject Property

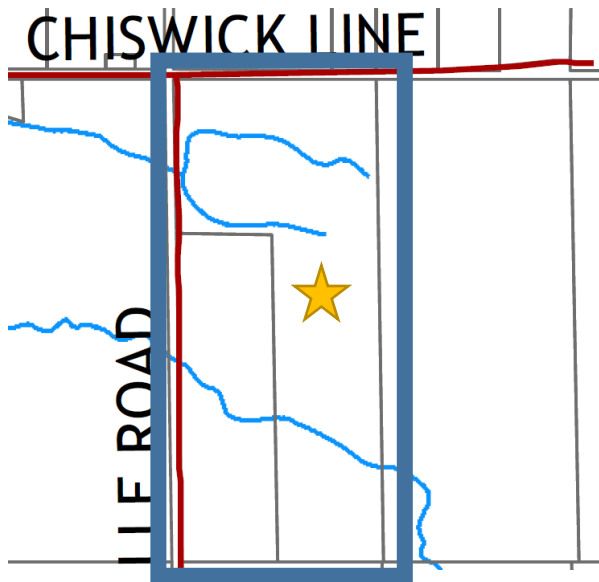


Figure 1

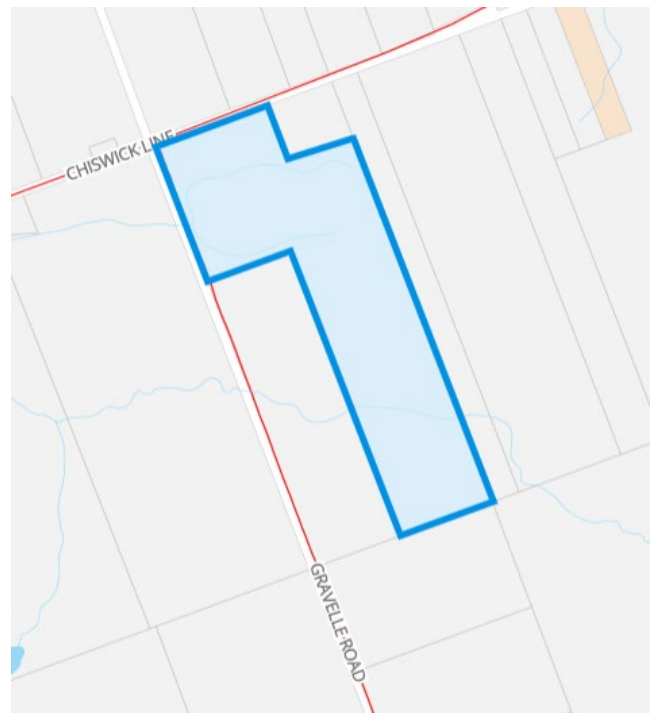


Figure 2

C. OFFICIAL PLAN

The property is designated ***Rural***

Section B1.3 – Rural

Within the rural designation, single detached dwellings are a permitted use. The location of the proposed severance is in the ***Rural*** designation.

The subject property is from an Original Township lot and according to Section B1.4.1(b) allows for the severance of a maximum of three new lots from an original Township lot having a lot area of 20 hectares. A severance application for the creation of one lot was completed in 2023, therefore there are two more lots permitted to be severed.

Section D4.2.1(a) requires that the proposed lot fronts on and will be directly accessed by a public road that is maintained on a year-round basis. The proposed lot has frontage on Gravelle Road.

Provincial Policy Statement

All decisions under the Planning Act are required to be consistent with the Provincial Planning Statement.

The province released a new Provincial Planning Statement which came into effect on October 20, 2024. This Planning Report was considered from the perspective of this new Provincial Planning Statement, 2024

According to the Provincial Planning Statement:

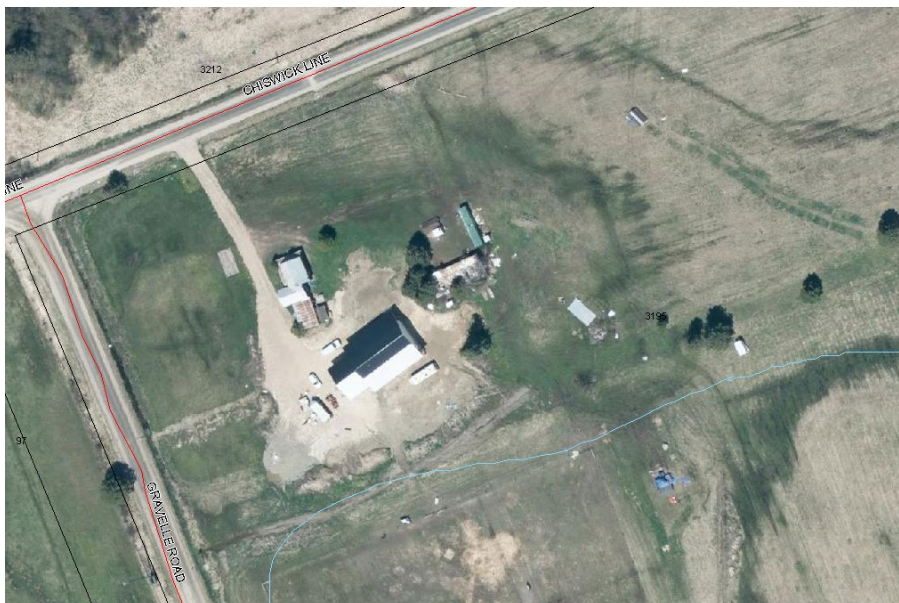
- Growth and development may be directed to rural lands in accordance with section 2.6, including where a municipality does not have a settlement area – (Section 2.5.3);
- On rural lands located in municipalities, permitted uses are: residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services (Section 2.61. c)
- Development that can be sustained by rural services levels should be promoted. (Section 2.6.2)
- Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure. (Section 2.63)

In reviewing the Provincial Planning Statement, and applying relevant policies, it is my opinion that the proposed application is consistent with the Provincial Planning Statement, 2024.

D. Buildings

Retained Land:

The retained lands have an existing dwelling with an accessory building. See below.



COMMENTS FROM THE NORTH BAY-MATTAWA CONSERVATION AUTHORITY FOLLOW THIS REPORT.

TOWNSHIP OF CHISHOLM

**Application for Consent under
Section 53 of the Planning Act**

Note to Applicants: In this form the term "subject" land means the land to be severed and retained.

Completeness of the Applicant:

The information in this form that must be provided by the applicant is indicated by black asterisks on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulations 41/95 made under the Planning Act. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Township of Chisholm will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Township of Chisholm and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Submission of the Application:

1. One application form is required for each parcel to be severed.
2. The application fee is \$600 per severance, plus \$500 deposit (Conservation Authority, planning consulting fees, etc.)
3. Site plan sketch, showing the subject land, identify the severed and retained with measurements, and label any buildings, environmental features, etc.

Please Print and Complete or (x) Appropriate Box(es)

1. Application Information		
**1.1 Name of Applicant <i>Bill Woodill</i>	Home Telephone 	Business Telephone
Address (Civic and Mailing) <i>46 Lillian Crt Callander, ON</i>		Postal Code <i>P0H 1W0</i>
**1.2 Name of Owner(s) (if different from Applicant).		
An owner's authorization is required in Section 11.1 if applicant is different from Owner		
Name of Owner(s) <i>Woodfield Holsteins LTD.</i>	Home Telephone	Business Telephone
Address (Civic and Mailing)	Postal Code	Email
**1.3 Name of the person who is to be contacted, if different from the applicant (ie. Firm acting on the applicant's behalf) <i>Goodridge Goulet Planning & Surveying LTD.</i>		
Name of Contact Person <i>Paul Goodridge OLS</i>	Home Telephone	Business Telephone <i>705-493-1770</i>
Address (Civic and Mailing) <i>1-490 Main St. E</i>		Postal Code <i>P1B 1B5</i>

2. Location of Subject Land (Complete applicable boxes in 2.1)

**2.1 District Nipissing		Municipality Chisholm	
Concession 10	Lot Number 26	Reference Plan Number	Parcel Number

**2.2 Are there any easements or restrictive covenants affecting the subject land?

☐ Yes ☒ No

3. Purpose of this Application

**3.1 Type and Purpose of proposed transaction (check appropriate box)

Transfer	☒ Creation of new lots (2)	☐ Addition to lot	☐ An easement
Other	☐ A charge	☐ A lease	☐ Correction of title
	☐ Other purposes		

**3.2 Name of person(s), if known, to whom land is to be transferred, leased or charged.

Unknown

**3.3 If a lot addition, identify the lands to which the parcel will be added.

4. Description of Subject Land and Servicing Information. (Complete each subsection)

**4.1 Description		Severed	Retained
	Frontage (m)	79.25, 79.25	184.586
	Depth (m)	128.02, 128.02	871.475
	Area (m)	1.015ha, 1.015ha	27.791ha
**4.2 Use of Property	Existing Uses	Rural	Rural
	Proposed Uses	Dwelling	Dwelling
**4.3 Buildings/Structures	Existing	None	Dwelling
	Proposed	Dwelling	Unknown
**4.4 Access Check appropriate space	Provincial Highway		
	Municipal Road Maintained all year	☒	☒
	Municipal road maintained seasonally		
	Other public road		
	Right of way		
	Water access (if so describe below)		

Describe in Section 9.1, the parking and docking facilities to be used, and the approximate distance of these facilities from the subject land and the nearest public road.

**4.5 Water Supply	Publically owned and operated piped water system		
	Publically owned and operated individual water system		
	Privately owned and operated communal well	☒	☒
	Lake or other water body		
	Other means		

** 4.6 Sewage Disposal Check appropriate space	Publically owned and operated <u>sanitary sewage system</u>		
	Privately owned and operated <u>individual septic tank (1)</u>	✓	✓
	Privately owned and operated <u>communal septic system</u>		
	<u>Other Means</u>		

(1) A certificate of approval from the North Bay/Mattawa Conservation Authority submitted with this application will facilitate the review.

**4.7 Other Services	<u>Electricity</u>	✓	✓
	<u>School Busing</u>	✓	✓
	<u>Garbage Collection</u>	✓	✓

****4.8** If access to the subject land is by private road, or if "other public road" or "right of way" was indicated in Section 4.4 indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year.

5. Land Use	Rural	OVERLAY OF SOURCE WATER CALLANDER ISSUE CONTRIBUTING AREA.
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**5.1 What is the existing official plan designation(s) if any, of the subject land?	Rural - OVERLAY OF SOURCE WATER CALLANDER ISSUE CONTRIBUTING AREA
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****5.2** What is the zoning, if any, of the subject land? If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number?

Use or Feature	On Subject Land	Within 500 meters of Subject Land, unless otherwise specified (indicate distance)
An agricultural operation, including livestock facility or stockyard		
A landfill		
A sewage treatment plant or waste stabilization plant		
A provincially significant wetland (Class 1,2 or 3)		
A provincially significant wetland within 120 meters of the subject land		
Flood Plain		
A rehabilitated mine site		
A non-operating mine site within 1 km of the subject land		
An active pit or quarry		
Industrial or commercial use (note use)		
An active railway line		
A municipal or federal airport		

6. History of the Land

**6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?	
☐ Yes	If yes and if known, provide the Ministry's application file No. and the decision made on the application
☒ No	

****6.2** If this application is a resubmission of a previous consent application describe the changes made from the original applicat.

**6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land?	
☐ Yes	
☒ No	If yes, provide for each parcel severed, the date of transfer, the name of transferee and the land use

7. Current Applications

****7.1** Is the subject land currently the subject of a proposed official plan amendment that has been submitted to the Minister for approval?
no

****7.2** Is the subject land the subject of an application for a zoning by-law amendment, Minister's zoning order amendment, minor variance consent or approval of a plan of subdivision?

☐ Yes If yes and if known, specify the appropriate file number and status of the application.
☒ No

8. Sketch (use the attached sketch sheet) To help you prepare a sketch, refer to the attached Sample Sketch.

****8.1** The application shall be accompanied by a sketch showing the following:

- a) the boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained.
- b) the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land.
- c) the distance between the subject land and the nearest township lot line or landmark, such as railway crossing or bridge.
- d) the location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
- e) the approximate location of all natural and artificial features on the subject land and adherent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wooded areas, wells and septic tanks.
- f) the existing use(s) on adjacent lands.
- g) the location, width and name of any roads within, or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way.
- h) if access to the subject land is by water only, the location of the parking and boat docking facilities to be used.
- i) the location and nature of any easement affecting the subject land.

9. Other Information

****9.1** Is there any other information that you think may be useful to the Township or other agencies in reviewing this application? If so, explain below, or attach on a separate page.

10. Affidavit or Sworn Declaration

****10.1** Affidavit or Sworn Declaration for the Prescribed Information

I, BILL WOODILL of the _____

in the _____ make oath and say (or solemnly declare) that the information contained in Sections 1.1, 1.2, 2, 3.1, 3.2, 4.1, to 4.6 inclusive, 5.1, 6.1, 6.3, 7 and 8 of this application is true and that the information contained in the documents that accompany this application in respect to the above Sections is true.

Sworn (or declared) before me

at the _____

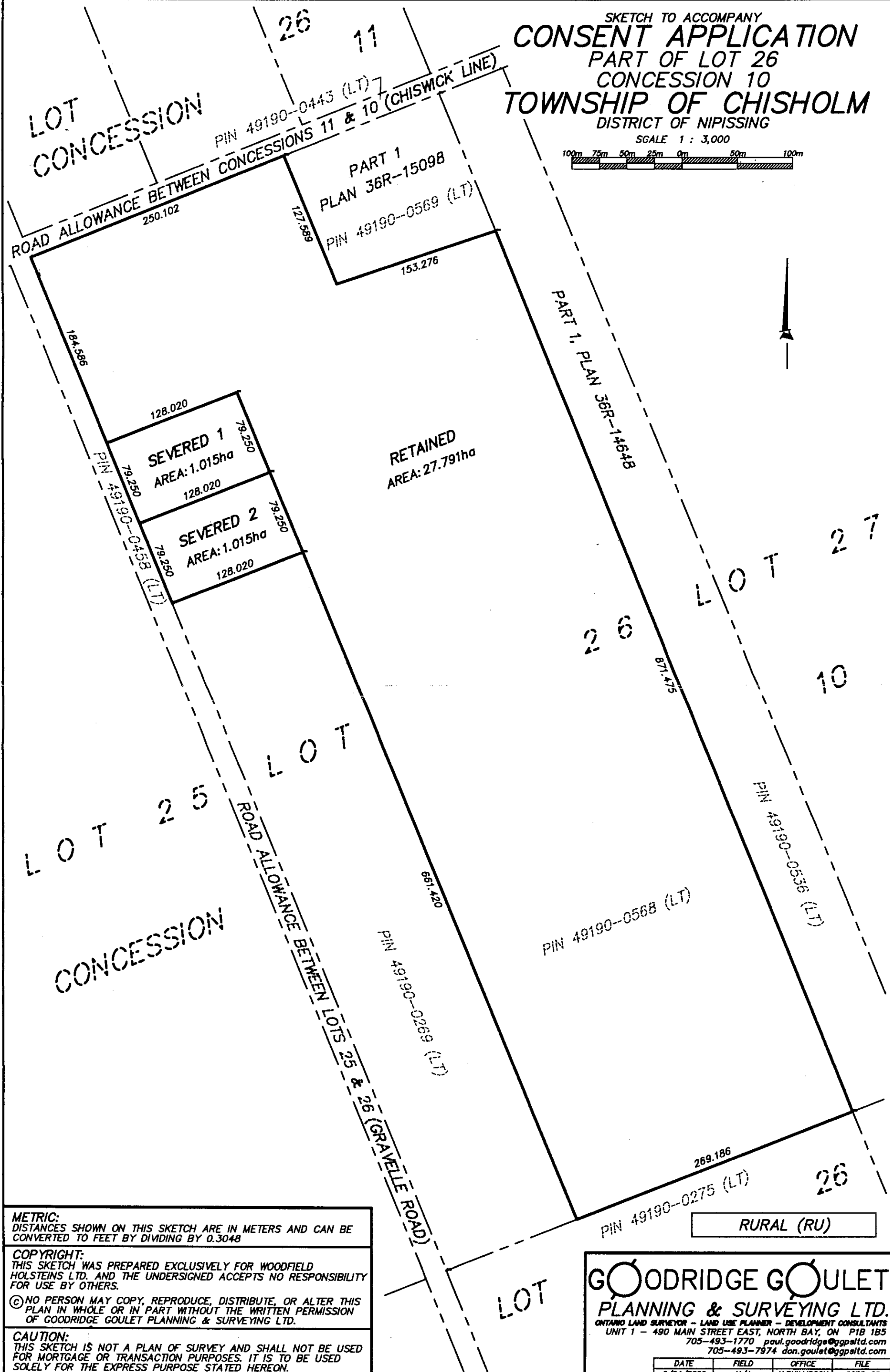
in the _____

this _____ day of _____, 20____

Commissioner of Oaths

WED WED
Applicant

SCALE 1 : 3,000



CAUTION:
THIS SKETCH IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED
FOR MORTGAGE OR TRANSACTION PURPOSES. IT IS TO BE USED
SOLELY FOR THE EXPRESS PURPOSE STATED HEREON.

ONTARIO LAND SURVEYOR - LAND USE PLANNER - DEVELOPMENT CONSULTANTS
UNIT 1 - 490 MAIN STREET EAST, NORTH BAY, ON P1B 1B5
705-493-1770 paul.goodridge@gggspltd.com
705-493-7974 don.goulet@gggspltd.com

DATE	FIELD	OFFICE	FILE
6/24/2026	N/A	K.PHILLIPSON	2273-28