



## **The Corporation of the Town of Kingsville**

### **Minutes of the Committee of Adjustment and Appeals of the Town of Kingsville**

Tuesday, November 18, 2025

6:00 p.m.

Unico Community Centre  
37 Beech Street  
Kingsville, ON N9Y 1A9

#### **Members Present:**

Thomas Neufeld, Councillor  
Ed Cornies  
Russell Horrocks

#### **Members Absent:**

Nicole Hackett, Chair  
Phil Caruana

#### **Administration Present:**

Allen Burgess, Manager of Planning  
Vitra Chodha, Town Planner  
Lu-Ann Marentette, Drainage Superintendent  
Clare Janisse, Drainage Analyst  
Angelina Pannunzio, Office Support  
Natalie Sharp, Deputy Clerk  
Matthew Ducharme, Recording Secretary

#### **A. Call to Order**

The Vice-Chair called the meeting to order at 6:01 p.m.

#### **B. Disclosures of Pecuniary Interest**

The Vice-Chair asked members if there were any disclosures of pecuniary interest. None were noted.

**C. Adoption of Minutes**

**COAA-56-20251118**

Moved By: Ed Cornies  
Seconded By: Russell Horrocks

That the Minutes of the Committee of Adjustment and Appeals meeting dated October 21, 2025, **be adopted** as presented.

**Carried**

**D. Committee of Adjustment Hearings**

1. Requests for Withdrawal or Deferral

None.

2. Current Applications

a. Application for Minor Variance (A-2025-10)

Vitra Chodha, Town Planner, presented the application.

The applicants, Glen & Sherry Baker, were present to answer questions from the Members.

**COAA-57-20251118**

Moved By: Russell Horrocks  
Seconded By: Ed Cornies

That whereas the Minor Variance is consistent with the general intent and purpose of the Town's Official Plan and Zoning By-law, the proposal satisfies the four tests outlined in Section 45(1) of the Planning Act, and having considered all relevant reports and supporting documentation, and input from the public, agencies and Town Staff, be it therefore resolved that the Committee of Adjustment and Appeals **approve** Minor Variance Application A-2025-10 for the property located at 372 Road 11, to permit an Additional Dwelling Unit in the front yard, subject to the following condition:

1. The property owner provides a satisfactory occupancy permit from the Town of Kingsville Building Department prior to the existing house located within the front yard of the

proposed new primary dwelling being recognized as an Additional Dwelling Unit.

**Carried**

**E. Court of Revision**

1. Bridge over the Orton Sideroad Drain

a. Engineer's Report

Tony Peralta, Engineer from N.J. Peralta Engineering Ltd., presented the report.

b. List of Appeals

a. Roll Number 400-04205

Elizabeth Dellio, Agent for 1339407 Ontario Inc., property owner of 3190 Graham Side Road, appealed the assessment for the property on the grounds that the assessment is too high.

Tony Peralta, Engineer from N.J. Peralta Engineering Ltd., responded to the appeal.

**COAA-58-20251118**

Moved By: Russell Horrocks

Seconded By: Ed Cornies

That the appeal of 1339407 Ontario Inc. respecting the property municipally known as 3190 Graham Sideroad, **be dismissed.**

**Carried**

c. Deliberation and Decision

**COAA-59-20251118**

Moved By: Russell Horrocks

Seconded By: Ed Cornies

That the Schedule of Assessment for the Bridge Over the Orton Sideroad Drain, forming part of the Engineer's Report as prepared

by N.J. Peralta Engineering Ltd. and dated January 24, 2025, **be adopted** as presented.

**Carried**

**F. Property Standards Appeal Hearings**

None at this time.

**H. Next Meeting Date**

The next regularly scheduled meeting of the Committee of Adjustment and Appeals is December 16, 2025, at 6:00 p.m. at the Unico Community Centre.

**I. Adjournment**

**COAA-60-20251118**

Moved By: Ed Cornies

Seconded By: Russell Horrocks

That the meeting **be adjourned** at 6:36 p.m.

**Carried**

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Vice-Chair

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Recording Secretary