



City of Kenora
Planning Committee of Adjustment
60 Fourteenth Street N., 2nd Floor
Kenora, Ontario P9N 4M9
Phone: 807-467-2292

**Minutes For
City of Kenora Planning Department
Committee of Adjustment
Hybrid Meeting
Wednesday, September 17, 2025
6:00 P.M. (CST)
Video Recorded**

Present:

Robert Bulman	Vice Chair – Acting Chair
Andrea Campbell	Member
Keric Funk	Member
Linda Mitchell	Member
Christopher Price	Member
Renee Robert	Member
Janis Pochailo	Director of Planning and Building
Tara Vader	Associate Planner
Melissa Shaw	Secretary-Treasurer
Nadine Gustavson	Minute Take via recording

Regrets:

Tara Rickaby

1. Call Meeting to Order:

The meeting was called to order by the Acting Chair, Robert Bulman, at 6:00 PM Central Time, and a Land Acknowledgment was provided recognising the traditional territories of Treaty Three First Nations and Metis people. The Chair stated the meeting was being recorded and that all participants agree to be recorded by choosing to attend. The Chair described the expected protocols and processes to be followed during the meeting.

2. Declaration of Interest by a Member for this meeting or at a meeting at which a member was not present: None

3. Additions to the Agenda: There was none

4. Approval of the minutes from the previous meeting(s):

i. August 20, 2025, Committee of Adjustment Meeting

Linda Mitchell noted that under Number 8 of the minutes, the owners' name was spelled incorrectly. That the name should be Macleod.

Moved By: Renee Robert

Seconded By: Linda Mitchell

That the minutes of the August 20, 2025, Regular Meeting of Committee of Adjustments are approved as amended.

Carried.

5. Correspondence before the Committee: There was none

6. Adjournment Requests: There was none

7. Consideration of Applications for Minor Variance:

i. D13-25-13: 14 Agate Bay – Stefan Stiller, Owner

Stefan Stiller was present to represent the application.

Associate Planner, Tara Vader, presented the Planning Report.

Purpose and Effect of the application:

The purpose of this minor variance application is to seek relief from the City of Kenora Zoning By-law 101-2015 to permit the construction of a single-detached dwelling. This application is required as the subject lands contain a rock face through the approximate middle of the property. This application is seeking relief from Section 4.1.3 (d) which requires a 2.5 m interior side yard for a 2-storey dwelling. This application proposes reducing the interior side yard by 1.0 m to permit a 1.5 m interior side yard on the west property line. As well as seeking relief from Section 4.1.3 (f) which requires an 8 m rear yard. This application proposes reducing the rear yard by 3.4 m to permit a 4.6 m rear yard.

The subject property is a vacant residential lot and has access via Agate Bay. The site is serviced by municipal water and sewage services and is approximately 990 square metres.

Decision of the Committee:

Moved By: Keric Funk

Seconded By: Renee Robert

That application for minor variance, file no. D13-25-13 to seek relief from the City of Kenora By-law 101-2015, Section 4.1.3 (d) and (f) is approved to permit a 1.5 metre interior side yard on the west property line and a 4.6 metre rear yard, subject to the following conditions:

1. The proposed single-detached dwelling is constructed in general conformity with the submitted site plan.

Carried.

The Secretary-Treasurer indicated that the Applicant received approval from the Committee and identified the appeal period and stipulations that must be followed prior to the application being able to receive a building permit.

8. Consideration of Applications for Land Division: There were none

9. Old Business:

- Official Plan and Zoning By-law Update: Janis Pochailo reminded the committee that a Special Meeting was being held on September 18, 2025 at 2:00 pm.
- Update – Committee of Adjustment Terms of Reference and Property Standards Committee Terms of Reference: That both documents and all of the adjustments requested by Committee members had been reviewed by herself and legal counsel acting on behalf of The City of Kenora and were ready to be presented to City Council at the next Council meeting being held on Tuesday, September 23, 2025.

- 10. New Business:** That Linda Mitchell, Andrea Campbell, Renee Robert and Tara Rickaby would not be available for the October 15, 2025, meeting. The Secretary-Treasurer will send out a memo to have the meeting date changed to October 22, 2025.

11. Adjournment:

Moved By: Member Keric Funk

Carried

That the September 17, 2025, Meeting of the Committee of Adjustment adjourned at 6:15 P.M. on September 17, 2025.

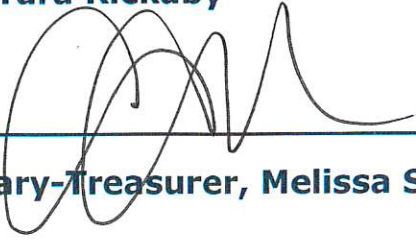
***Please refer to the Planning Committee of Adjustment Video for full details of all questions and responses.**

https://www.youtube.com/watch?list=PLNM-dy9KgF-Q7PoW3Tj07CJjk0xu83Jim&v=-CAkcFS_gWs&embeds_referring_euri=https%3A%2F%2Fwww.kenora.ca%2F

Minutes of the Kenora Planning Committee of Adjustment meeting, September 17, 2025, will be approved on October 22, 2025.



Chair, Tara Rickaby



Secretary-Treasurer, Melissa Shaw