



**The Corporation of the Township of Alnwick/Haldimand
Committee of Adjustment / Land Division Meeting Agenda
Tuesday, June 23, 2026 at 9:35 AM
Location: Virtual via Zoom**

The Chair and Secretary Treasurer will be located at the Grafton Municipal Office (10836 County Rd #2, Grafton).

Members of the Public may join the meeting online or by telephone using the following sign-in details:

- Virtual Meeting: <https://zoom.us/j/97902906906>
- Telephone: 1-647-374-4685 or 1-647-558-0588 (Webinar ID: 979 0290 6906)

This meeting will be recorded and uploaded to the Council's Meeting Portal ([Alnwick/Haldimand - Home \(civicweb.net\)](#)) and the Township's YouTube Channel ([Alnwick Haldimand Township AHTWP - YouTube](#)) following the meeting.

1. Call to Order

- 1.1. Chair Logel to confirm quorum and the presence of the Secretary-Treasurer.
Chair Logel to call the meeting to order at 9:35 a.m.

2. Territorial Land Acknowledgement

We respectfully acknowledge that the Township of Alnwick/Haldimand is located on the Mississauga Anishinabeg territory and is the traditional territory of the Mississauga Anishinabeg. The Township of Alnwick/Haldimand respectfully acknowledges that the Mississauga Nation are the collective stewards and caretakers of these lands and waters in perpetuity, and that they continue to maintain this responsibility to ensure their health and integrity for generations to come.

3. Approval of Agenda

- 3.1. Motion to Approve the Agenda

It is recommended that the Committee of Adjustment / Land Division Committee of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That the agenda for the Committee of Adjustment / Land Division Committee meeting held on June 23, 2026 be approved.

4. Disclosures of Pecuniary Interest and General Nature Thereof

There are ___ declarations of pecuniary interest.

5. Approval of Minutes

- 5.1. Motion to Adopt Meeting Minutes

It is recommended that the Committee of Adjustment / Land Division Committee of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That the minutes for the Committee of Adjustment / Land Division Committee meeting held on May 26, 2026 be approved.

6. Business Arising from Previous Minutes

7. Consents

- 7.1. Consent Application, Melissa and Robert Fife AH-02/2026
[PLN-2026-21 - Consent Application, Melissa and Robert Fife AH-02/2026 - 23 Jun 2026 - Pdf](#)
[Attachment 1 - Key Map, AH-02-2026 Fife](#)

It is recommended that the Council of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

*That Application AH-02/2026 Melissa and Robert Fife, to sever a parcel of land for a lot addition and to create an easement over lands located in Part Lot 16, Concession 2, RP298 PT; Location 69, Geographic Township of Alnwick, **be approved** subject to the following conditions:*

- 1. That a registered survey for the severed parcel be submitted to the Township.*
- 2. In addition to the registered survey, a georeferenced DWG file of the survey be provided in a format satisfactory to the Township and Northumberland County.*
- 5. That the severed parcel be deeded as a lot addition to the recipient property and the applicant's lawyer submit an undertaking to register a consolidation on title giving effect to the lot addition.*
- 6. That the applicant's lawyer submits a legal opinion verifying that the lot addition lands will merge on the title with the recipient parcel under the Planning Act and that the existing easement for the private right-of-way will remain.*
- 3. That a draft transfer and certificate of official for the severed parcel be submitted to the Township.*
- 4. That the tax account for the subject property be paid up to date.*

8. Minor Variances

9. Other Business

10. Adjournment

- 10.1. Motion to Adjourn

It is recommended that the Committee of Adjustment / Land Division Committee of the

Corporation of the Township of Alnwick/Haldimand enacts as follows:

That the Committee of Adjustment / Land Division Committee meeting held on June 23, 2026 be adjourned at ___pm.



**The Corporation of the Township of Alnwick/Haldimand
Committee of Adjustment / Land Division Meeting Minutes
Tuesday, May 26, 2026 at 9:35am
Centreton Community Centre**

Members Present: Chair J. Logel, Committee Member J. Stover, Committee Member M. Ainsworth, Committee Member G. Booth, and Committee Member M.C. O'Neill

Staff Present: Tracey Webster, Senior Planner, Dave Dawson, CAO/Fire Chief, and Alexandra Smith, Planning Coordinator

1. Call to Order

1.1 Chair Logel to confirm quorum and the presence of the Secretary-Treasurer.
Chair Logel to call the meeting to order at 9:30 a.m.

2. Territorial Land Acknowledgement

Mayor Logel read the Territorial Land Acknowledgement.

3. Approval of Agenda

3.1 Motion to Approve the Agenda

Moved by Committee Member M.C. O'Neill, seconded by Committee Member J. Stover;

It is recommended that the Committee of Adjustment / Land Division Committee of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That the agenda for the Committee of Adjustment / Land Division Committee meeting held on May 26, 2026 be approved.

CARRIED.

4. Disclosures of Pecuniary Interest and General Nature Thereof

4.1 None.

5. Approval of Minutes

5.1 Motion to Adopt Meeting Minutes

Moved by Committee Member J. Stover, seconded by Committee Member G. Booth;

It is recommended that the Committee of Adjustment / Land Division Committee of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That the minutes for the Committee of Adjustment / Land Division Committee meeting held on March 24, 2026 be approved.

CARRIED.

6. Business Arising from Previous Minutes

6.1 None.

7. Consents

7.1 Consent Application - 4D Investments Corp. (Sookhai)

G. Koehl, 104 Bowman Crt S:

- object to using parcel of land that is environmentally protected
- subdivision road is off of Old Danforth, condominium road, property owners to maintain road
- construction traffic concerns, can same consideration be given as New Danforth for construction in a school zone?

C. Renaud, 265 Old Danforth Rd:

- property is directly beside my property, we moved here 4 years ago, we were under the understanding that it was environmental land, it was being farmed at the time, field is a big mess, tall weeds, damage to my property
- how is this going to affect my property, road will go down the side of my property, will there be a buffer, ditch, or curb?
- who will take care of this property?

A. Paterson 625 Station Rd:

- instead of severance can something be done for a turnaround for the school, my driveway is used as a turnaround

L. Caswell, 219 Old Danforth Rd (via email):

- object to application, severance will eliminate access on Station Rd for subdivision

A. Amson, 644 Station Rd:

- when school is out, only one car can get up road, cars parked on both sides, waiting for an accident to happen, lived in area for 5 years, many potholes on road, use lot to enhance pick up/drop off

A. Srinivas, Agent, EcoVue Consulting Services:

- responding to concerns during public meeting for subdivision application

M. C. O'Neill:

- current use of property?

A. Srinivas, Agent, EcoVue Consulting Services:

- previously agricultural use, currently vacant

The Committee Chair and Senior Planner noted that comments regarding the plan of subdivision application would be addressed during the public meeting portion of application Z-02-2026.

Moved by Committee Member J. Stover, seconded by Committee Member M.C. O'Neill;

*It is recommended that the Land Division Committee/Committee of Adjustment for the Corporation of the Township of Alnwick/Haldimand **defer** application AH-01/2026 by 4D Investments Corp. (c/o Patty Sookhai), to sever a parcel of land for the creation of a new hamlet residential lot in Concession A, Part of Lot 21 & 22, geographic Township of Haldimand, until all department, agency and peer review comments have been received and assessed.*

CARRIED.

7.2 Application for Consent - John Michael Apostolides - AH-03/2026

S. Hasselfelt, Agent, Northumberland Land Trust:

- promise to preserve land by the end of 2026, would like to move forward with process as quickly as possible

M. C. O'Neill:

- highlight comment from Alderville First Nation for consultation

S. Hasselfelt, Agent, Northumberland Land Trust:

- Sabrina and Executive Director, Amanda Newell have scheduled a meeting to consult with AFN

Moved by Committee Member J. Stover, seconded by Committee Member M.C. O'Neill;

It is recommended that the Council of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

*That Application AH-03/2026 John Michael Apostolides, to sever and convey a parcel of land for natural heritage conservation in Lot 20, Concession 5, Geographic Township of Alnwick, **be approved** subject to the following conditions:*

- 1. That a registered survey for the severed parcel be submitted to the Township.*
- 2. In addition to the registered survey, a georeferenced DWG file of the survey be provided in a format satisfactory to the Township and Northumberland County.*
- 3. That a draft transfer and certificate of official for the severed parcel be submitted to the Township.*
- 4. That the applicant's lawyer submit an undertaking confirming that the severed parcels will be transferred to the Northumberland Land Trust, to be used for natural heritage conservation.*
- 5. That the tax account for the subject property be paid up to date.*
- 6. That a zoning by-law amendment be in effect for the retained parcel pursuant to the Planning Act.*
- 7. That \$300.00 for the issuance of the Certificate of Official be paid in accordance with By-law 78-2024 Fees and Charges.*

CARRIED.

7.3 Applications for Consent - Graeme Harris & Shelley Rae Slobodian - AH-04/2026 & AH-05/2026

S. Hasselfelt, Agent, Northumberland Land Trust:

- receiving funding, ecological gifts requirement (re: severance of two lots, AH-05/2026 being vacant and AH-04/2026 with existing accessory structures), retaining buildings for storage of equipment.

M.C. O'Neill:

- thank you to owner for land donation to Northumberland Land Trust

Moved by Committee Member G. Booth, seconded by Committee Member M.C. O'Neill;

It is recommended that the Land Division Committee/Committee of Adjustment for the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That Applications AH-04/2026 and AH-05/2026 by Graeme Harris & Shelley Rae Slobodian, to sever and convey two lots for natural heritage conservation in Concession 6, Part of Lot 15, geographic Township of Haldimand be approved subject to the following conditions:

- 1. That a registered survey for the severed parcels be submitted to the Township.*
- 2. In addition to the registered survey, a georeferenced DWG file of the survey be provided in a format satisfactory to the Township and Northumberland County.*
- 3. That a draft transfer for the severed parcels be submitted to the Township.*
- 4. That the tax account for the subject property be paid up to date.*
- 5. That the applicant's lawyer submit an undertaking confirming that the severed parcels will be transferred to the Northumberland Land Trust, to be used for natural heritage conservation.*
- 6. That \$300.00 be paid for the issuance of the Certificate of Official in*

accordance with By-law 78-2024 Fees and Charges.

CARRIED.

8. Adjournment

Moved by Committee Member J. Stover, seconded by Committee Member G. Booth;

It is recommended that the Committee of Adjustment / Land Division Committee of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That the Committee of Adjustment / Land Division Committee meeting held on May 26, 2026 be adjourned at 9:57 am.

CARRIED.

John Logel, Chair

Tracey Webster, Secretary-
Treasurer



The Corporation of the Township of Alnwick/Haldimand

Committee of Adjustment / Land Division Meeting Staff Report

Report To: Chair Logel and Members of the Committee of Adjustment
Report No.: PLN-2026-21
Report Title: Consent Application, Melissa and Robert Fife AH-02/2026
Submitted By: Tracey Webster, Senior Planner
Date: 23 Jun 2026

Subject:

Consent Application, Melissa and Robert Fife
Application: AH-02/2026
Address: 11817 3rd Line Rd, Roseneath
Legal Description: Part Lot 16, Concession 2, RP298 PT; Location 69, Geographic Township of Alnwick, Township of Alnwick/Haldimand, County of Northumberland
Owner: Melissa and Robert Fife
Agent: Barry Surerus

Recommendation:

It is recommended that the Council of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That Application AH-02/2026 Melissa and Robert Fife, to sever a parcel of land for a lot addition and to create an easement over lands located in Part Lot 16, Concession 2, RP298 PT; Location 69, Geographic Township of Alnwick, **be approved** subject to the following conditions:

1. That a registered survey for the severed parcel be submitted to the Township.
2. In addition to the registered survey, a georeferenced DWG file of the survey be provided in a format satisfactory to the Township and Northumberland County.
5. That the severed parcel be deeded as a lot addition to the recipient property and the applicant's lawyer submit an undertaking to register a consolidation on title giving effect to the lot addition.
6. That the applicant's lawyer submits a legal opinion verifying that the lot addition lands will merge on the title with the recipient parcel under the Planning Act and that the existing easement for the private right-of-way will remain.
3. That a draft transfer and certificate of official for the severed parcel be submitted to the Township.
4. That the tax account for the subject property be paid up to date.

Background:

The purpose of Application AH-02/2026 is to create a lot addition to merge with 11819 3rd Line Road and easement over an existing driveway to provide access to the rear yard at 11819 3rd Line Road. No development or site alteration is proposed. A copy of the sketch provided with the application is attached as Attachment 1.

	Lot Addition	Retained Lot
Frontage	1.5 m	21.36 m
Depth	Approx. 25 m-71 m	Approx. 71 m
Area		Approx. 0.16 ha

Risk Assessment: Financial, Staffing, Legal, & Other Implications:

Financial: Should Council make a decision that is not consistent with the recommendation of Staff, a consultant may need to be retained to defend Council's position if there is appeal to the Ontario Land Tribunal.

Staffing: There are no staffing implications related to this report.

Legal: The Planning Act R.S.O. 1990, c. P.13 sets out the appeal process. In accordance with Section 53(14), the applicant can appeal where council fails to make a decision on the application within 90 days after an application is received. In accordance with Section 53(19) the applicant, the Minister, a specified person or any public body may submit an appeal of the decision or any condition imposed by the council to the Ontario Land Tribunal.

When appealing a decision or condition an appellant must explain how the decision or condition:

- Is inconsistent with the Provincial Planning Statement;
- Fails to conform with or conflicts with a provincial plan; and/or
- Fails to conform with an applicable official plan or zoning by-law.

Applicable Legislation & Policies:

Section 2 of the Planning Act R.S.O. 1990, c. P.13 requires Council to have regard to matters of provincial interest which includes, among other matters:

- the resolution of planning conflicts involving public and private interests;
- the orderly development of safe and healthy communities;

Section 2.1 (5) (a) of the Planning Act R.S.O. 1990, c. P.13 requires a decision of Council of the municipality to be consistent with the Provincial Planning Statement.

Connection to Strategic Plan:

Good Governance

- G05: Conduct continual process improvement reviews and apply lean management principles to ensure process and cost efficiencies.

Site Characteristics & Surrounding Land Uses:

The subject property is located at the corner of Division St and 3rd Line Rd within the Roseneath settlement area. Alderville First Nation Reserve is directly to the west. The property is surrounded by primarily rural/agricultural lands to the north and west, and residential to the south and east.

The subject property contains a detached dwelling and a detached garage. The recipient property contains a single detached dwelling, a detached garage and accessory buildings. The detached garages of the subject and recipient properties abut within roughly 2 metres of each other along the shared property.

The lot addition will add 5 feet of frontage on 3rd Line Rd to the recipient property, consisting of an existing driveway. The easement will provide access to the rear yard of the recipient property from a gravel driveway on Division St.

There are no significant wetlands, watercourses, or woodlands mapped near to both properties.

Policies:

The Provincial Planning Statement (PPS), the Northumberland County Official Plan and the Township of Alwick/Haldimand Official Plan considers easements and lot line adjustments for legal and/or technical reasons. However, the adjustment must not result in the creation of a lot that is undersize for the purpose for which it is being or may be used. The proposed severance is consistent with the PPS, as well as conforms to the Northumberland County and Alwick/Haldimand Official Plans.

Zoning By-Law:

The proposed subject and recipient lots are located within the “Hamlet Residential” (HR) on Schedule “A” of the Township of Alwick/Haldimand Zoning By-law 19-2019. Both the subject and recipient lots are deficient in lot area. Section 4.12 recognizes existing undersized lots therefore the proposal is in conformity with the Zoning By-law.

Agency Circulation & Comments:

The applications were circulated to the following agencies:

- Township of Alwick/Haldimand Public Works
- Township of Alwick/Haldimand Building Department
- Northumberland County
- Lower Trent Conservation
- Alderville First Nation
- Beausoleil First Nation
- Chippewas of Georgina Island First Nation
- Chippewas of Rama First Nation
- Curve Lake First Nation
- Hiawatha First Nation
- Mississaugas of Scugog Island First Nation
- Haliburton, Kawartha, Pine Ridge District Health Unit
- Bell Canada
- Kawartha Pine Ridge District School Board

- Peterborough, Victoria, Northumberland, Clarington Catholic District School Board

Township of Alnwick/Haldimand Public Works

Public Works has no issues with the application.

Northumberland County

Northumberland County Planning has no objections with this consent application.

Lower Trent Conservation (LTC)

LTC would therefore have no objection to the approval of these applications.

Public Circulation & Comments:

Notice of this application was circulated to all registered owners of land within 60 m (200 ft) of the subject property on June 2nd, 2026 and a sign was posted on the property. No comments from the Public have been received as of the writing of this report.

Planning Analysis & Conclusion:

The proposed severed parcel for a lot addition and easement is consistent with the Provincial Planning Statement, and maintains the general intent of the Northumberland County and Township of Alnwick/Haldimand Official Plans.

Attachments:

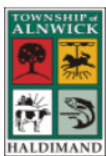
[Attachment 1 - Key Map, AH-02-2026 Fife](#)

Approved By:

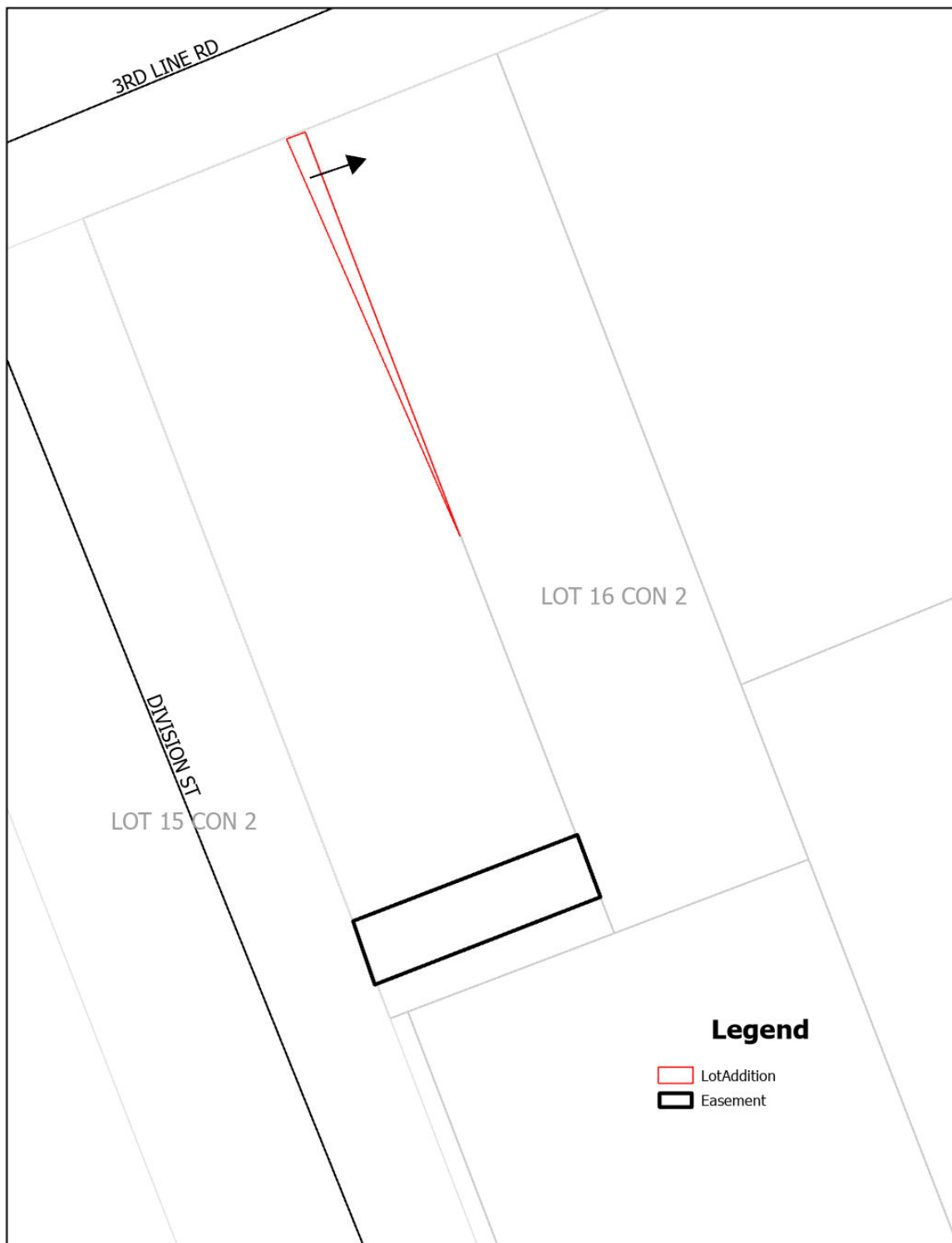
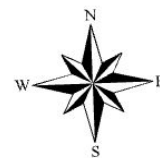
Dave Dawson, CAO/Fire Chief
Emily Cartlidge, Municipal Clerk

Status:

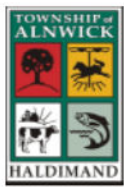
None
None



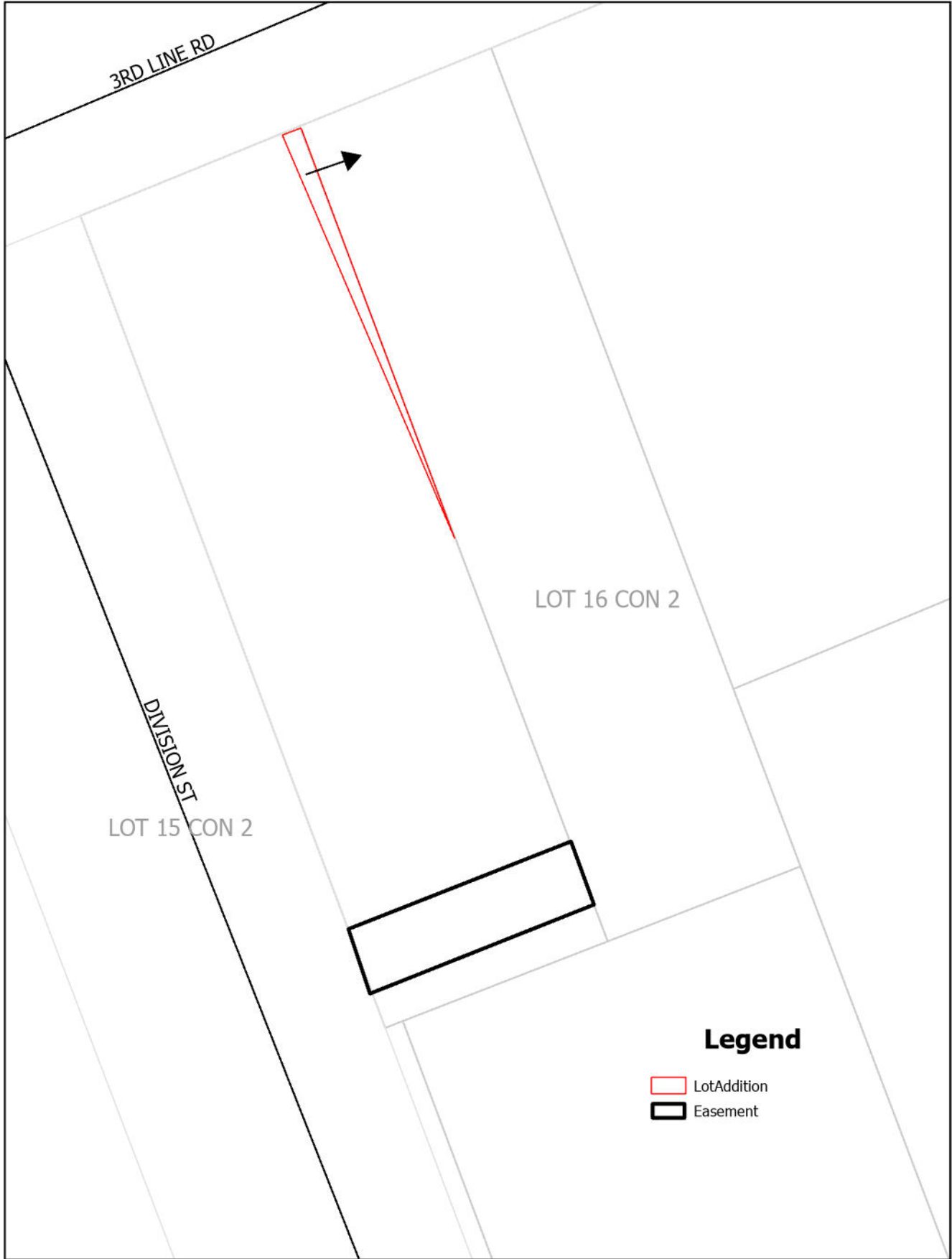
Consent Application AH-02/2026



1:440



Consent Application AH-02/2026



Legend

-  Lot Addition
-  Easement