



MINUTES
REGULAR BOARD MEETING OF APRIL 09, 2026
3:00 P.M.

Present	Absent	Also Present
Michael Jalak Rita Kokis Jerry Dolcetti Eric Groulx	Julia Hanninen	Rebecca Elphick – JL Consultants Matthew Lemieux – Applicant Susan Matthews - Applicant
Official: Jess Boyer		

1. ADOPTION OF MINUTES

- a. Resolve that the attached minutes of the regular Board Meeting held March 26, 2026, be adopted.

Mover — Michael Jalak

Secunder — Eric Groulx

CarriedRes. No 40 / 26

2. DECLARATION OF CONFLICTS

None.

3. PLANNING AND ZONING APPLICATIONS

- a. **ZBA 2025-08** – Matthew & Jessica Lemieux; 398 Hwy 17N (a.k.a. 264 Macintyre Rd), SEC 29 SE1/4PT. Requesting to rezone a portion of the subject property, currently zoned Rural (RU) to RU(T1), to permit a one-unit detached residential structure of approximately 55 square metres containing bathroom and kitchen facilities that is accessory to an existing residential structure and that is designed to be portable (garden suite). No changes are proposed to the portion of the subject property zoned Environmental Protection (EP) which is associated with flooding hazards along the Root River.

Resolve the Report of Planning Staff concerning ZBA 2025-08, Matthew & Jessica Lemieux; 398 Hwy 17N (a.k.a. 264 Macintyre Rd), SEC 29 SE1/4PT, be accepted and the application be approved, subject to the conditions mentioned in the report.

Mover — Rita Kokis

Secunder — Eric Groulx

CarriedRes. No 41 / 26

4. PRESENTATIONS/DELEGATIONS

None.

5. LETTERS OF CONFORMITY

None.

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6. CORRESPONDENCE

None.

7. ADMINISTRATIVE

None.

8. TRAINING

None.

9. FINANCIALS

- a. Financial Statement of Accounts for the Month ending March 31, 2026 is attached [Board Information and Approval].

Resolved that the account expenditures for the month ending March 31, 2026 in the amount of \$15,252.88 be passed.

Mover — Rita Kokis

Secunder — Eric Groulx

CarriedRes. No 42 / 26

10. NEW OR UNFINISHED BUSINESS

None.

11. CLOSED MEETING

None.

12. ADJOURNMENT

- a. Resolved that we now adjourn.

Mover — Eric Groulx

Secunder — Michael Jalak

CarriedRes. No 43 / 26

Chairperson

Vice Chairperson