



**CITY OF ORILLIA  
COMMITTEE OF ADJUSTMENT MINUTES**

HEARING MINUTES

COMMITTEE OF ADJUSTMENT

HEARING OF

November 5, 2024

The November hearing of the City of Orillia Committee of Adjustment was held in person in the DSE Boardroom of the City of Orillia on November 5, 2024 with the following in attendance:

Peter Bowen – Committee Member (Chair)  
Ian Gordon – Committee Member  
Kelly Smith – Committee Member  
Jeff Duggan – Senior Planner  
Ali Chapple – Senior Planner  
Jill Lewis – Senior Planner  
Susan Votour – Intermediate Planner  
Lorrie Jackson – Secretary-Treasurer  
Sue McCormick – Planning Administrator

**1. Introduction by the Secretary-Treasurer**

**2. Opening of Hearing:**

The hearing was called to order at 11:00 a.m.

**3. Approval of Agenda:**

**058-24 Moved by: Ian Kelly Smith  
Seconded by: Ian Gordon**

That the Agenda for the November 5, 2024, be approved.

**Carried**

**4. Confirmation of Minutes of the October 16, 2024 Hearing:**

**059-24 Moved by: Ian Gordon  
Seconded by: Kelly Smith**

That the Minutes of October 16, 2024 be approved.

**Carried**

**5. Notification of Pecuniary Interest:**

None.

**6. Correspondence/other business**

**a. Training Session**

The Committee and Staff discussed the following items:

- Conflict of Interest and the Integrity Commissioner
- In Camera or Closed Session discussion
- Circulation Process
- Site Visits
- Circulation of Comments and Planning Report Review
- Hearing Process
- Possible Conditions
- Questions from the Public

**b. Approval of the 2025 Committee Hearing Schedule**

**060-24 Moved by: Kelly Smith  
Seconded by: Ian Gordon**

**7. Adjournment:**

**061-24 Moved by: Ian Gordon  
Seconded by: Kelly Smith**

**We now adjourn at 12:16 p.m.**

**Carried**

The Committee will reconvene at 9:15 a.m. on December 11, 2024.



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Pete Bowen, Chair



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Lorrie Jackson, Secretary-Treasurer