

The Corporation of the  
City of Sault Ste. Marie



**MINUTES**  
Committee of Adjustment  
February 4<sup>th</sup>, 2026  
Council Chambers  
Livestreamed & Zoom

### **Call to Order**

The Chair called the hearing to order at 2:00 p.m.

Members' Present: J. Greco, Chair  
F. Bruni  
W. Greco  
M. McGregor  
A. Rossi

Official Present: M. Kelly, Secretary-Treasurer

Staff Present: N. Cicchini, Planning Representative  
S. Zuppa, Plan Representative

The Secretary-Treasurer confirmed that a quorum was in attendance.

### **Opening Remarks**

Chair Greco welcomed the participants & introduced the Committee members & staff present

### **Land Acknowledgement – Secretary-Treasurer**

### **Approval of Minutes of January 21, 2026**

Moved by Rossi, seconded by Greco (W),

“**THAT** the Minutes of the Committee of Adjustment hearing of January 21, 2026, be approved as circulated. **CARRIED.**”

### **Disclosure of Pecuniary Interest and the General Nature Thereof**

Member W. Greco disclosed an indirect pecuniary interest in application A2/26 advising that he is a Board Member of the Huron-Superior Catholic School Board.

Chair Greco disclosed a direct pecuniary interest in application B2/26 advising that he is a neighbouring property owner circulated on the application.

**Notice of Withdrawal or Motion for Deferral – None recorded**

**Matters To Be Considered**

***Deferred Applications***

A1/26 Civic No. 597 Douglas Street

A2/26 Civic No. 48 Oryme Avenue

***New Applications***

A3/26 Civic 523 Trunk Road

B2/26 Civic No. 400 Second Line West

**Application A1/26-54-91-70)-32785-R3**

**TAB 1**

**SAULT STE. MARIE HOUSING CORPORATION** is the owner of Lot 212 & Pt. Lot 213, RP 6541 further described as Part 2, 1R14049, former Township of Korah identified as **CIVIC NO. 597 DOUGLAS STREET**. It is located on the southwest corner of Douglas Street and Wilding Avenue. It is designated Residential in the Official Plan and is zoned R3, Low Density Residential.

**INTENT:**

The following variances are requested.

	<b>By-Law 2005-150 Requires</b>	<b>Proposed Variance</b>
<b>9.7.2</b>	Lot frontage 18m	<b>REDUCE</b> lot frontage to 16.1m
	Exterior side yard 4.5m	<b>REDUCE</b> exterior side yard to 1.0m for the proposed 4-plex structure together with 2 abutting parking spaces only.

**PURPOSE:**

To facilitate the proposed construction of a 2-storey, 4-unit residential structure designed in such a manner as to fit the residential character of the neighbourhood. The proposed side yard setback abutting Wilding Avenue is similar to the established setback of the church directly across the road. Locating two parking spaces as proposed reduces the amount of driveway that will have to be paved and will permit the stormwater retention design to be maintained.

**Technical Review: Circulated Departments & Agencies**

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health		
Bell Canada Right-of-Way		
Building Division	X	No objection
Canada Post		
Conservation Authority	X	No concerns. Requires a permit & site plan review by SSMRCA
Engineering & Construction	X	No concerns
Fire Services	X	No comments
Legal Department	X	No comments
Planning Division	X	No objections, see comments below
PUC Distribution Inc. (Electric)	X	No concerns
Public Utilities Comm. (Water)	X	No concerns
Public Works	X	

**BACKGROUND:**

The applicant is proposing to construct a 2-storey, 4-unit residential building on the subject property. The property is a corner lot, and the required frontage is defined as Douglas Street. Driveway access to 2 units will be from Douglas Street and 2 units will be accessed via a driveway off of Wilding Avenue. The applicant is seeking a 1.8m reduction to the lot frontage. They also seek a reduction to the exterior side yard setback abutting Wilding Avenue for the proposed building and 2 parking spaces only. Locating the building closer to the easterly property line permits the west interior side yard to be of sufficient width to accommodate 2 of the 4 required parking spaces.

**Planning** staff have no objections to this application. The proposed variances are consistent with the established character of the surrounding neighbourhood. There are numerous examples of lots containing two-storey residential structures with frontages of less than the requested 16.1 metres in the area. Also, many residential structures on nearby corner lots do not comply with the 4.5 metre exterior side-yard requirement, with some setbacks measuring less than 1 metre. Pedestrian impacts are expected to be minimal, as there is no sidewalk adjacent to the reduced side yard and pedestrian activity on that side of Wilding Avenue is limited. A sidewalk is located on the opposite side of the street. As such, the requested variances are considered minor, appropriate for the development of the lands, and maintain the general intent and purpose of the Zoning By-law and Official Plan.

Planning staff would also like to note that the proposed development will contribute to the City's affordable housing stock.

**Staff Comments/Recommendations(s)**

Commenting staff have no objections to the request. No evidence has been presented to suggest that approval would create a negative impact. The proposed building location would enjoy a similar setback as the existing church directly across the road.

It is recommended that any approval be conditional on,

1. Any construction shall be substantially in accordance with the site plan dated 2026-01-22 and filed with the application.

**PROCEEDINGS:**

Curtis Berkenbosch agent, attended with the applicant.

The Chair asked if he had any new information to provide. He did not.

The Chair called for comments, seeing none

The Chair called for discussion. Seeing none, the Chair closed discussion & called for a motion.

**FINDINGS:**

All written submissions relating to this application made to the Committee of Adjustment before its decision and any oral submissions made at the public hearing, have been, on balance, taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

The Committee is satisfied that the request is desirable for the appropriate development of the subject property. The Committee is satisfied that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained. The Committee is of the opinion that the requested variance is minor in nature in this instance.

It is the opinion of the Committee that this application meets all four tests under Section 45(1) of the Planning Act.

**DECISION:**

Moved by Rossi, seconded by Bruni,

**“RESOLVED THAT** in accordance with Section 45(2) of the Planning Act this application be **Approved** conditional on the following,

1. **“THAT** construction shall be substantially in accordance with the site plan dated 2026-01-22 and filed with the application.

**CARRIED.”**

*Member W. Greco vacated the Council Chambers at 2:08 p.m. having previously declared his pecuniary interest in this application.*

**Application A2/26-60-(1-60)-6655-R2**

**TAB 2**

**HURON-SUPERIOR CATHOLIC DISTRICT SCHOOL BOARD** is the owner of Pt Lt 24 RCP H732, former Township of St. Mary's identified as **CIVIC NO. 48 ORYME AVENUE**. It is located on the north side of Oryme Avenue approximately 70m east of the Reid Street intersection. It is designated Residential in the Official Plan and is zoned R2, Gentle Density.

**INTENT:**

The following variances are requested.

	<b>By-Law 2005-150 Requires</b>	<b>Proposed Variance</b>
<b>9.6.1</b>	<b>PERMITS</b> an elementary school use	<b>INCLUDE</b> <i>a furniture and supplies depot and repair shop for school materials to be carried on within the building as an accessory use</i>

**PURPOSE:**

To augment the use of the existing building and HSCDSB resources.

**BACKGROUND:**

This application was deferred from the previous hearing to permit the applicant's agent an opportunity to address a neighbour's comments. While the school is a permitted use in the By-law, the storage of school furniture and supplies and a repair shop for school related materials is not expressly defined. The applicant is requesting a variance to include this use with the understanding that there will be no outdoor storage on the property.

Following is a summary of Sandra Linklater's (171 Elmwood Avenue) comments on January 21, 2026.

Ms. Linklater opined that approval of this request will set a precedent. She stated that there would no ability to control who moved into the building or who purchased the property if it were to be sold. She asked what is to stop an industrial use from moving in? Would the use of the building be increased with this request or will it remain the same? She was concerned about the existing traffic situation, and most concerning is the fact that transports and other delivery & passenger vehicles are now using Elmwood Avenue regularly to get off of Great Northern Road. She believed that adding to the permitted scope of work would mean an increase in area traffic between Elmwood Avenue and Oryme Avenue. She advised that this practice results in an increase in noise, dust & other environmental issues. She was concerned about the impact adding this use would have to the property values in the area. She did not agree with the Planner's position that the proposal would have less noise impact than when the school functioned as a school and

added that the sound of children laughing & playing is more pleasant to hear than what is proposed. She advised that the School Board has done nothing to beautify the area. She was disturbed with the fact that a tall outside light located on the subject property shines directly into her home. She questioned why it was necessary and asked if it could be lowered.

In response to Ms. Linklater's concern, HSCDSB submitted the following comments.

We would like to provide further context and information regarding the Minor Variance Application A2/26-60-(1-60)-6655-R2 for Civic No. 48 Oryme Avenue. St. Pius X was closed as an elementary school in July of 2017. Since then, the HSCDSB has utilized the building to store excess furniture and supplies. The Board recently decided to look into the possibility of moving the repair/carpenter shop to this location as well to consolidate locations.

Industrial Use Concern: This minor variance is limited to the proposed use of the school materials and any other use, such as industrial, would not benefit from this variance if the building were sold.

Traffic Concern: We currently have cube vans, smaller cargo vans and pickup trucks that frequent the site to pick up and deliver HSCDSB materials. There wouldn't be a noticeable difference in traffic as all these vehicles already frequent the site to get supplies.

Noise/Dust/Environmental Concern; The repairs that our staff complete do not generate a lot of noise and are contained to inside the building. There would be a dedicated workshop with proper ventilation inside the building where power tools would be used to cut materials, build cabinets, etc. This would not be an everyday occurrence either as the majority of the repairs are done directly at the schools. The other repairs that may occur are primarily furniture repairs utilizing hand tools. Any noise generated at this building would be less than when it operated as a school.

Beautification of the Area: The HSCDSB maintains the site to an appropriate standard by ensuring the grass is cut on the entire site and providing snow removal even though the entire site is not being used. There are trees on the property that are maintained and repairs are completed in a timely fashion as required. The Ministry does not provide dollars to maintain storage buildings, so any additional money spent at this location to beautify it would result in less dollars going to functioning schools with staff and students.

Exterior Light Concern: There is an exterior light mounted on the East side of the former Gym that is used to illuminate the parking lot and entrances on that side of the building. The mounting height is at this location to ensure the area is well lit to deter trespassers or illegal conduct on the property. We would be willing to investigate options to divert or shield the light to help with this concern without compromising the security aspect.

### Technical Review: Circulated Departments & Agencies

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health		
Bell Canada Right-of-Way		
Building Division	X	No objection
Canada Post		
Conservation Authority	X	No concerns.
Engineering & Construction	X	No concerns
Fire Services	X	
Legal Department	X	No comment
Planning Division	X	No objections, see comments below
PUC Distribution Inc. (Electric)	X	No concerns
Public Utilities Comm. (Water)	X	No concerns
Public Works	X	

**Planning** staff advised that the application passes the four tests of a minor variance described in Section 45 of the Ontario Planning Act. The proposed use of the subject property will be supporting in nature and supplementary to HSCDSB's current operations. Furthermore, there will be less impact on the surrounding area in terms of noise and traffic, compared to when the site functioned as an elementary school. Planning Staff have no objections to the proposed application.

#### **Staff Comments/Recommendations(s)**

The use(s) requested in this application are defined and are limited in their extent as they are accessory to a school use only.

For the benefit of those in attendance and those viewing electronically, the Ontario Land Tribunal has confirmed the long-standing principle that minor variance conditions must be "reasonably related" to the variance(s) applied for. The Committee, when attaching a condition must provide evidence that a reasonable relationship exists between the request being considered and the condition.

#### **PROCEEDINGS:**

Curtis Berkenbosch, attended as agent in support of this application.

The Chair asked if he had any new information to add. He did not.

Sandra Linklater of 171 Elmwood Avenue attended and reiterated her concerns about traffic and the light that shines into her home.

The Chair called for comments from Committee Members.

Member Rossi opined that the traffic would be less than it was when the elementary school was functioning and buses and vehicular traffic was constant in and out of the school property. He suggested some methods that the Board could consider that would direct the path of light away from Ms. Linklater's window.

The Chair called for discussion.

The Committee opined that the response from the owner regarding the neighbour's concerns was reasonable & they were appreciative of the Boards willingness to investigate the possibility of redirecting the path of light.

Seeing no further discussion, the Chair closed discussion & called for a motion.

**FINDINGS:**

The Committee, having considered all oral and written comments, is of the opinion that i) the proposal does conform to the Official Plan, ii) does conform to the general intent and purpose of the Zoning By-law, iii) is minor in nature, and iv) is desirable for the appropriate development and use of the lands.

**DECISION:**

Moved by Rossi, Seconded by Bruni,

"**THAT** the application is **APPROVED** as applied for.

**CARRIED."**

*Member W. Greco returned to the Council Chambers at 2:20 p.m.*

**Application A3/26-31-(1-34)-761-C4**

**TAB 3**

**ACHERON HOLDINGS INC.** is the owner of Lot 13 RCP H724, former Township of St. Mary's, municipally identified as **CIVIC NO. 523 TRUNK ROAD**. It is located on the southerly side of Trunk Road approximately 160m west of the South Market Street intersection. It is designated Commercial in the Official Plan and is zoned C4, General Commercial and is subject to site plan control.

**THE APPLICATION:**

The following variance is requested.

	<b>By-Law 2005-150 Requires</b>	<b>Proposed Variance</b>
<b>13.5.2</b>	Rear yard <b>10m</b>	<b>REDUCE</b> the rear yard to <b>5m</b> for an easterly rear portion of the proposed new structure <b>only</b> , as illustrated on the submitted site plan

**INTENT:**

To facilitate the proposed construction of a new 1598m<sup>2</sup> single storey commercial building located in such a manner so as to accommodate the irregular rear lot line.

**Technical Review: Circulated Departments & Agencies**

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health		
Bell Canada Right-of-Way		
Building Division	X	No objections
Canada Post		
Conservation Authority	X	No objections.
Engineering & Construction	X	
Fire Services	X	No comments
Legal Department	X	No comments
Planning Division	X	No objection. See comments below
PUC Distribution Inc. (Electric)	X	No concerns
Public Utilities Comm. (Water)	X	No concerns
Public Works	X	

**BACKGROUND:**

The applicant is proposing to construct a single storey, 1598m<sup>2</sup> commercial building on the subject property. They opine that the irregular rear lot line configuration makes it difficult to locate the building completely within the by-law requirement without negatively impacting parking and vehicular traffic flow at the front of the building.

**Planning** staff noted that the requested minor variance seeks relief from the rear yard setback for only a portion of the building, representing approximately 40% of the rear wall. The remainder complies with the minimum rear yard setback requirement. This is due in part to the irregular shape of the rear lot line, which limits the site's developable area. It is important to note that the rear wall of the building has been angled to generally follow the irregular rear lot line, in order to minimize the extent of the encroachment while providing for a functional layout. As such, the variance is considered minor.

Similar reduced rear-yard setbacks exist along this segment of Trunk Road, including several commercial buildings that abut residential properties at the rear. This proposed variance is therefore consistent with the established development pattern in the area.

Any buffering required between residential and non-residential uses will be addressed through site plan control. No privacy issues are anticipated. At the time of this report, it is understood that there have been no objections from the abutting residential property to the south (rear).

Planning staff are satisfied that this application meets the four tests of a minor variance and recommend its approval.

**Staff Comments/Recommendations(s)**

There have been no objections to the request, and no evidence has been presented to suggest that approval would have a negative impact.

**PROCEEDINGS:**

Ed Swiderski agent attended via Zoom.

The Chair asked the agent if he had any new information to provide. He did not.

Marty MacIntyre, a rear abutting neighbour at 30 Silver Birch attended.

The Chair called for comments/questions from Committee members, seeing none

The Chair called for discussion.

Seeing none, the Chair closed discussion & called for a motion.

**FINDINGS:**

The Committee, having considered all oral and written comments, is of the opinion that i) the proposal does conform to the Official Plan, ii) does conform to the general intent and purpose of the Zoning By-law, iii) is minor in nature, and iv) is desirable for the appropriate development and use of the lands.

**DECISION:**

Moved by Greco (W), Seconded by McGregor,  
"THAT the application is **APPROVED** as applied for.

**CARRIED."**

*Chair Greco having previously declared a pecuniary interest in this application vacated the Council Chambers at 2:26 p.m. Member Rossi assumed the Chair.*

**Application B2/26-80-(1-90)-13300-C4, S428**

**TAB 4**

**ARK DEVELOPMENTS INC.** is the owner of Lot 12 RCP H625 Korah Parts 1 to 6, 1R14279; subject to an easement over Pars 2 & 5, 1R14279 as in T8244; subject to an easement over Parts 2 & 5, 1R14279 as in T82464, PIN 31594-0110 (LT); and municipally identified as **CIVIC NO. 400 SECOND LINE WEST**. It is located on the north side of Second Line West approximately 20.5m east of the Second Line West and Prentice Avenue intersection. The subject property is designated Commercial in the Official Plan and is zoned C4, S428, General Commercial Zone with a special exception & is subject to site plan control.

## INTENT:

The applicant is seeking the Committee's consent to establish a services easement over the easterly portion of the subject property having an area of 1378.1m<sup>2</sup> and illustrated as Parts 1, 2, & 3 on 1R-14279, in favour of **Civic No.551 Korah Road**.

The easement is intended to facilitate the provision of electricity, water, storm sewer, natural gas, communications and the like to the rear property.

### Public Input

Notice of public hearing was sent by personal mail to neighbouring properties, by posting a sign on-site & posting on the City website.

### Technical Review: Circulated Departments & Agencies

As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health	X	
Bell Canada Right-of-Way		
Building Division	X	No objections
Canada Post		
Conservation Authority	X	No concerns. See comments below
Engineering & Construction	X	No concern
Fire Services	X	No concerns
Legal Department	X	No comment
Planning Division	X	No objections, see comments below
PUC Distribution Inc. (Electric)	X	No concerns
Public Utilities Comm. (Water)	X	No concerns with easement to accommodate the watermain described in PUC Waterworks Agreement
Public Works		

**The Sault Ste. Marie Conservation Authority** had the following comments.

Based on current regulated area mapping, the lands subject to the proposed consent application **are not located within a regulated area** as defined by O. Reg. 41/24 (i.e., floodplain, erosion hazard, dynamic beach, wetland, or associated allowances).

**SSMRCA has no objection** to the proposed consent application to establish an easement for services and utilities purposes from a Conservation Authority Act perspective.

The subject property has been reviewed under the Clean Water Act, 2006, and the approved Sault Ste. Marie Source Protection Plan. The lands are **located within a**

**vulnerable Wellhead Protection Area (WHPA-A) and (WHPA-B)** as delineated in the SSM Region Source Protection Plan. The application seeks to establish an easement for services and utilities purposes only, in favour of the abutting property municipally known as 551 Korah Road. The establishment of the easement itself does not constitute a prescribed drinking water threat activity.

The proposed easement, as described, **does not introduce a new or increased risk to municipal drinking water sources**. No prohibition policies apply to the establishment of an easement for services and utilities. No Risk Management Plan is required for the consent application.

From a Source Protection Plan perspective, there is no objection to the proposed consent, provided that: Any future works, construction, or activities within the easement that involve prescribed drinking water threats (e.g., handling or storage of fuel, chemicals, or sewage works) are reviewed separately and comply with applicable Source Protection Plan policies; and all future servicing works obtain any required approvals under applicable legislation.

**Planning** staff understand that the requested easement is intended solely for servicing and utilities purposes and, as such, has no objection to its approval.

#### **Staff Comments**

No objections have been filed and there has not been any evidence submitted that might suggest that the intent of the easement would have a negative impact.

**Recommended conditions** of any approval are,

- Payment of Transfer Review Fee for each Transfer presented.
- Provide Transfer for Easement for Certificate of Official
- Provide draft copy of proposed reference plan for approval prior to registration.
- Provide full size white print of registered reference plan.
- Provide digital copy of registered reference plan.
- Provide current PIN abstract & PIN map.
- Payment of Taxes
- Undertaking to provide a registered copy of Transfers

#### **PROCEEDINGS:**

Mark Lepore, Solicitor, attended in support of his request.

The Chair asked if the solicitor had any new information to provide. He did not.

The Chair called for comments, seeing none,

The Chair called for discussion. Seeing none, the Chair closed discussion & called for a motion.

**FINDINGS:**

The Committee, after reviewing the evidence, the illustrations presented, and the submissions made by the parties, finds that the criteria set out in subsection 51(24) of the Planning Act have been satisfied. The Committee notes that planning staff and commenting agencies had no objections to the request. Based on all the evidence, the Committee finds that the request would not conflict with any provincial plan or plans, is consistent with any policy statements made under Subsection 3(1) of the Planning Act, is in keeping with the City's Official Plan and Zoning By-law(s), and will provide orderly development of the City, a plan of subdivision is not necessary.

**DECISION:**

Moved by Rossi, seconded by Greco (W).

**“RESOLVED THAT** *provisional* consent is **AUTHORIZED** for the severance and conveyance of the parcel(s) of land for easement purposes as described in the application, subject to the following conditions which must be, in the opinion of the Secretary-Treasurer, completed within two-years from the date of giving of the written notice of this Decision failing which consent shall be deemed to be refused/lapsed in accordance with Section 53(41) of the Planning Act, R.S.O. 1990, as amended.

**1. TRANSFER/DEED OF LAND FOR EASEMENT PURPOSES**

That the Secretary-Treasurer is provided with one (1) copy of the “electronic registration in preparation documents”, prior to registration on title for review for issuance of a Certificate of Official. The Said Certificate of Official must be registered with the “electronic registration transfer.”

**NOTE:** Any alterations to the legal description after the Secretary-Treasurer has issued the Certificate will deem the document(s) invalid and must be returned to the Secretary-Treasurer. A new Certificate containing will have to be endorsed by the Secretary-Treasurer prior to registration of the document(s). An issuance fee will apply.

**2. CERTIFICATE APPLICATION FEE**

That a certificate application fee be paid to the City Corporation for **each** document presented to the Secretary-Treasurer for certification, at the rate applicable at the time of issuance. (fee for 2026 is \$245 per document)

**3. REFERENCE PLAN/SURVEY PLAN/LEGAL DESCRIPTION**

That the applicant provides the Secretary-Treasurer with TWO (2) full size white prints, ONE (1) 11 X 14 copy, & ONE (1) digital copy of a deposited plan of reference prepared by an Ontario Land surveyor registered in the Province of Ontario and bearing the seal of the Land Registrar depicting the entire land which conforms substantially with the application as submitted. At least one copy of a plan of reference must indicate any easement/right-of-way and the locations and dimensions of all buildings and structures on the subject property and their distance to property lines.

**4. PIN ABSTRACT & PIN MAP**

That a copy of the latest PIN abstract & PIN map accompanies the “electronic registration in preparation documents” for both the subject property and the benefitting property.

**5. MINOR VARIANCE APPLICATION**

(After Provisional Consent given)

a) That a minor variance application is received and approved by the Committee of Adjustment to recognize any applicable deficiencies on the subject lands, including finalization of conditions imposed thereto.

**6. PAYMENT OF MUNICIPAL TAXES**

The owner shall provide to the Secretary-Treasurer confirmation of payment of all current and outstanding taxes to date of consent including any local improvement charges, if applicable.

**7. RECEIPTED ELECTRONIC TRANSFER**

That the Solicitor for the Owner give a written undertaking to provide to the Secretary-Treasurer within 30 days of registration in the Land Registry/Land Titles Office & prior to the issuance of any Building Permits, a copy of the Receipted Electronic Transfer document including the Form 2 for Consent. **CARRIED.”**

Final date for appeal is **February 24<sup>th</sup>, 2026**. Procedures for an appeal are set out on the last page of this decision.

**FOREWARNING:**

**THIS** provisional approval does not become effective until the above conditions have been satisfied. **ALL conditions must be fulfilled within two years of the date of giving of the formal Notice of Decision, failing which this application shall thereupon be deemed to be refused. Section 53(4), The Planning Act R.S.O., 1990.**

*Chair Greco resumed the Chair at 2:32 p.m.*

**OTHER BUSINESS**

Next meeting is February 4, 2026

**ADJOURNMENT**

Seeing no further business, the Chair called for a motion to adjourn.

Moved by Rossi, seconded by Greco (W),  
“**RESOLVED THAT** this meeting adjourn at 2:33 p.m.,

*Michelle Kelly*  
Michelle Kelly, ACST  
Secretary-Treasurer

**CARRIED.”**  
  
J. Greco  
Chair