

**MINUTES**  
**THE ARCHIPELAGO AREA PLANNING BOARD**

**January 15, 2026, 1:00 p.m.**  
**Council Chambers**  
**9 James Street, Parry Sound, Ontario**

Members Present: Peter Frost  
Stephen Wohleber  
Tom Lundy  
Earl Manners  
David Ashley  
Darlene Cade Fraser  
Dan MacLeod

Staff Present: Cale Henderson, Secretary-Treasurer / Planner  
John MacKinnon, CAO  
Steve Stone, Planner  
Tera Macfie, Planning Coordinator

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1. MEETING CALLED TO ORDER

2. APPROVAL OF THE AGENDA

**PB26-01-01**

**Moved by:** Tom Lundy

**Seconded by:** Darlene Cade Fraser

**NOW THEREFORE BE IT RESOLVED** that the agenda for the January 15, 2026, meeting of The Archipelago Area Planning Board be approved.

**Disposition Carried**

3. DISCLOSURE OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

**PB26-01-02**

**Moved by:** David Ashley

**Seconded by:** Darlene Cade Fraser

**NOW THEREFORE BE IT RESOLVED** that the minutes of The Archipelago Area Planning Board meeting held on November 20, 2025, be approved as circulated.

**Disposition Carried**

5. DELEGATIONS

6. CONSENT APPLICATIONS

**6.1 BUSHEY - CONSENT APPLICATION NO. B02-24, B03-24, B04-24**

**CIVIC ADDRESS:** 149 Riverside Drive, Unincorporated Township of Henvey

**PURPOSE AND EFFECT OF THE APPLICATION:**

The purpose of Consent Applications No. B02-24, B03-24, B04-24, is to divide the property locally known as 151 Riverside Drive, Britt, into three new vacant residential lots and one retained lot being:

a) Lot 1 = 0.5 ha (1.23 ac) in size, having approximately 84.6 m (277.6 ft) of frontage;

b) Lot 2 = 0.58 ha (1.43 ac) in size, having approximately 79.0 m (259.2 ft) of frontage;

c) Lot 3 = 0.54 ha (1.33 ac) in size, having approximately 93.0 m (305.1 ft) of frontage; and

d) Retained Lot = 1.14 ha (2.81 ac) in size, having approximately 74.0 m (242 ft) of frontage.

The effect of the proposed consent would be the creation of three new vacant residential lots and one retained residential lot.

**Public Meeting**

Steve Stone, Planner, explained the nature of the application. The agent, Ms. Christine Bushey and the owner, Mr. Patrick Bushey attended in support of the application.

**Effect of Public Input, if any, on land use decisions:**

The Archipelago Area Planning Board did not receive any letters of support or opposition for the application, nor did any members of the public attend the meeting.

**The Planning Board made the following decision with respect to Application No. B02-24, B03-24, B04-24 (Bushey)**

**PB26-01-03**

**Moved by:** Stephen Wohleber

**Seconded by:** Tom Lundy

**NOW THEREFORE BE IT RESOLVED** that Consent Application Nos. B02-24, B03-24 and B04-24, to divide the property locally known as 151 Riverside Drive, Britt, into three new vacant residential lots and one retained lot being:

1. Lot 1 being 0.5 ha (1.23 ac) in size, having approximately 84.6 m (277.6 ft) of frontage;
2. Lot 2 being 0.58 ha (1.43 ac) in size, having approximately 79.0 m (259.2 ft) of frontage;
3. Lot 3 being 0.54 ha (1.33 ac) in size, having approximately 93.0 m (305.1 ft) of frontage; and
4. Retained Lot being 1.14 ha (2.81 ac) in size, having approximately 74.0 m (242 ft) of frontage

be **approved**, subject to the conditions as outlined in the Decisions.

**NOTES:**

Pursuant to the Planning Act, as amended, all conditions imposed must be fulfilled within two (2) years from the date of the sending of the Decision or the application is deemed to be refused. All conditions are subject to the approval of The Archipelago Area Planning Board, but at no cost to the Board.

**Disposition Carried**

7. PLAN OF SUBDIVISION/CONDOMINIUM APPLICATIONS
8. ZONING APPLICATION
9. UNFINISHED/NEW BUSINESS
10. CLOSED MEETING
11. OPEN MEETING
12. MATTERS ARISING FROM CLOSED
13. ADMINISTRATION

**13.1 Ontario Transfer Payment Agreement - Agreement from MMAH for Assistance to Planning Boards Program**

**PB26-01-04**

**Moved by:** Tom Lundy

**Seconded by:** Dan MacLeod

**WHEREAS** the Ministry of Municipal Affairs and Housing has provided the Planning Board with an Ontario Transfer Payment Agreement to be completed in order to receive funds through the Assistance to Planning Board Funding Program (APBFP or the "Program");

**AND WHEREAS** the allocation of \$17,355, for the delivery of planning services in the unincorporated area between April 1, 2025 to March 31, 2026, will not be forwarded to the Board until the agreement has been signed, sealed and returned to the Ministry;

**AND WHEREAS** in December, 2025, the Ministry requested the agreement be signed by the Chair and Secretary-Treasurer and returned electronically, and that at the next scheduled Planning Board meeting, a resolution be passed authorizing the agreement;

**NOW THEREFORE BE IT RESOLVED** that the board hereby authorizes the Chair and Secretary-Treasurer of The Archipelago Area Planning Board to execute all documents as may be required, to enter into an agreement with the Ministry, in order that the Board receives the allocated funds.

**Disposition Carried**

14. CORRESPONDENCE

15. ADJOURNMENT

The Archipelago Area Planning Board hearing of January 15th, 2026, hereby be adjourned at 1:15 pm.

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CHAIR

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DATE

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SECRETARY-TREASURER

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DATE