



MINUTES

Committee of the Whole

**February 19, 2026, 9:15 a.m.
Council Chambers
9 James Street, Parry Sound, Ontario**

Members Present:

Bert Liverance, Reeve
Laurie Emery, Councillor Ward 1
Tom Lundy, Councillor Ward 1
Peter Frost, Councillor Ward 2
Earl Manners, Councillor Ward 3
Scott Sheard, Councillor Ward 3
David Ashley, Councillor Ward 4
Alice Barton, Councillor Ward 4
Rick Zanussi, Councillor Ward 4
Darlene Cade Fraser, Councillor Ward 5
Dan MacLeod, Councillor Ward 6

Staff Present:

John MacKinnon, Chief Administrative Officer
Maryann Martin, Clerk
Cale Henderson, Manager of Development & Environmental Services
Josh Badger, Director of Facilities and Operational Services
Erin Robinson, Chief Financial Officer/Treasurer
Alana Torresan, Deputy Clerk
Steve Stone, Planner
Tera Macfie, Planning Coordinator

1. CALL TO ORDER

The meeting was called to order at 9:15 a.m.

1.1 MEETING DECORUM

1.2 ANNOUNCEMENT OF PUBLIC MEETINGS

1.3 DISCLOSURE OF PECUNIARY INTEREST

1.3.1 Councillor Cade Fraser - 2026 Georgian Bay Biosphere Work Plan and Budget Additional Items

business client relationship

2. FINANCE AND ADMINISTRATION

2.1 2025 Year-End By-law Enforcement Services Activity Report

Liam Thompson, Protective Services Coordinator, summarized the 2025 Year-End By-law Enforcement Services Activity Report, noting a 75% increase in the overall volume of inquiries compared to the previous year. He provided a detailed overview of by-law enforcement activity and geographic data collected throughout 2025. Jordan Robinson, the Township's part-time By-law Enforcement Officer hired in 2025, was formally introduced to the Committee.

Mr. Thompson proposed a motion for Council's consideration to amend the By-law Enforcement Level of Service Policy by adjusting summer hours of operation from 9:00 a.m.–6:00 p.m. to 8:00 a.m.–5:00 p.m. to better align with call volumes.

No concerns were raised regarding the recommendation.

Staff were directed to bring forward a motion for consideration at the March Council Meeting.

2.2 Request that the Minister of Education extricate the West Parry Sound municipalities from the Near North District School Board

Councillor Sheard reported that the Town of Parry Sound and the Township of McKellar have passed resolutions requesting that the Minister of Education extricate the West Parry Sound municipalities from the Near North District School Board and reinstate the West Parry Sound District School Board. He recommended that Council take a position on the matter at the next meeting.

Staff were directed to prepare a motion for consideration at the March Council Meeting.

2.3 Request to Province to maintain local, independent, municipality governed watershed-based conservation authorities

Reeve Liverance reported that the Ministry of the Environment, Conservation and Parks has announced its intention to introduce legislation to establish an Ontario Provincial Conservation Agency and to consolidate conservation authorities across the province. He expressed concerns with the proposed amalgamations and recommended that Council pass a motion outlining the Township's opposition.

The Committee expressed support for the recommendation.

Staff were directed to bring forward a motion for consideration at the February Council Meeting.

2.4 Georgian Cliffs Memorial Park Cemetery Committee Report

Councillor Manners, Chair of the Georgian Cliffs Memorial Park Advisory Committee, provided an update on the Committee's January 28, 2026 meeting. He reported that the Committee approved the Cemetery's 2026 budget and is recommending that Council consider hosting all future Township-run Remembrance Day ceremonies at the Pointe au Baril Community Centre, following a request from the community.

Councillor Manners presented a second recommendation for Council's consideration, requesting that staff investigate the costs associated with the purchase of a new war memorial at the Community Centre. It was noted that the existing memorial at the Cemetery would remain in place.

No concerns were raised with the Committee's recommendations.

Staff were directed to bring forward motions for consideration at the February Council Meeting.

2.5 Corporate Banking Services

Erin Robinson, Chief Financial Officer, summarized her report regarding the issuance of a request for proposal (RFP) to secure a new financial vendor for municipal corporate banking services. She reported that RBC Royal Bank received the highest score through the RFP process and that staff are recommending Council authorize the execution of a five-year service agreement.

Ms. Robinson responded to questions from the Committee regarding the recommendation. No concerns were raised.

Staff were directed to bring forward a motion for consideration at the February Council Meeting.

The Committee recessed for a break at 10:31 a.m. and resumed business at 10:47 a.m.

2.6 West Parry Sound Health Centre Application for MRI

Councillor Sheard advised the Committee that the West Parry Sound Health Centre is in the process of applying for funding for Parry Sound's first magnetic resonance imaging (MRI) machine. He emphasized that supporting the application is in the Township's interest, as it benefits Archipelago residents. Councillor Sheard expressed a preference for the MRI to be located at the hospital rather than a private healthcare facility and recommended that Council consider passing a motion outlining the Township's position on the matter.

No concerns were raised with the recommendation.

Staff were directed to bring forward a motion for consideration at next month's Council Meeting.

2.7 The Path Forward – DSSAB's Approach to Housing Loss Prevention & Encampments

Councillor Zanussi reported that the District of Parry Sound Social Services Administration Board (DSSAB) is hosting a workshop titled 'The Path Forward – DSSAB's Approach to Housing Loss Prevention and Encampments' from 10:00 a.m. to 4:00 p.m. on April 23, 2026 and encouraged members of Council to attend. John MacKinnon noted that he will be attending the workshop on behalf of staff.

2.8 CRA and Underused Housing Tax Auditing

John MacKinnon advised the Committee that staff have received several inquiries from seasonal Archipelago residents who have been notified of audits under the Canada Revenue Agency's Underused Housing Tax Program. He reported that residents with seasonal access only properties can contact the Township to have their files reviewed. If staff confirm that a property is accessible only seasonally, the Township will provide a letter confirming this fact.

2.9 Great Lakes Day - March 4-6, 2026, Washington

Reeve Liverance reported that he is unable to attend the Great Lakes Day event in Washington, D.C., in March and inquired if any other member of Council would be interested. Councillor Frost expressed interest in attending.

No concerns were raised regarding the matter.

Staff were directed to bring forward a motion for consideration at the February Council Meeting.

3. CLOSED MEETING

Moved by: Councillor Frost

Seconded by: Councillor Emery

NOW THEREFORE BE IT RESOLVED that the Committee of the Whole move into a CLOSED MEETING at 10:00 a.m., pursuant to Section 239(2)(b) and (f) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, to deal with personal matters about an identifiable individual, including municipal or local board employees; and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried

3.1 10:00 a.m. Z03-25 Zoning By-law Amendment Island A472 (Double Island) Ballentine - OLT Hearing Update

3.2 Citizen Appointments to WPS OPP Detachment Board

4. OPEN MEETING

Moved by: Councillor Sheard

Seconded by: Councillor Frost

NOW THEREFORE BE IT RESOLVED that the Committee of the Whole move out of a CLOSED MEETING at 10:13 a.m.

Carried

5. PLANNING AND BUILDING

5.1 Zoning By-law Amendment Z06-25

Steve Stone, Planner, summarized his report and recommendation to rezone Island B344 (locally known as Simonett Island) from the 'Coastal/Island Residential (CR)' Zone to the 'Coastal/Island Residential Exception 100 (CR-100)' Zone.

Mr. Stone answered questions from the Committee regarding site specific regulations.

Staff were directed to bring forward a By-law for consideration at the February Council Meeting.

5.2 Building Permit Summary

No issues were raised with the report.

Cale Henderson, Director of Development Services and Environmental Initiatives, reported that staff will be bringing forward a report on building permit fees next month.

6. ENVIRONMENT

6.1 2026 Georgian Bay Biosphere Work Plan and Budget Additional Items

Councillor Cade Fraser declared a conflict on this item. (business client relationship)

Cale Henderson summarized his report on the optional 'add-ons' programs outlined in Georgian Bay Biosphere's (GBB) 2026 work plan budget presented at the January Committee of the Whole meeting.

The Committee discussed the three additional items and reached a consensus not to include any of the services in the 2026 budget. Staff were directed to work with GBB to explore future funding opportunities to address Japanese knotweed within the Township.

Staff were directed to bring forward a motion for consideration at the February Council Meeting.

6.2 Great Lakes St. Lawrence - Ontario Regional Advisory Committee Meeting - Winter 2026

Reeve Liverance reported that he was unable to attend the February 11, 2026 Great Lakes and St. Lawrence Cities Initiative (GLSLCI) Ontario Regional meeting. He advised that the meeting materials are included in the agenda for the Committee's information.

Reeve Liverance noted that any ideas for motions to be considered at the GLSLCI Annual General Meeting can be sent to the Environment Committee to be reviewed at next month's meeting.

7. PUBLIC WORKS

7.1 Pointe au Baril Lighthouse Letter and Lighthouse Maintenance

Josh Badger, Director of Operations and Facilities, presented a draft letter to Parry Sound MP Scott Aitchison regarding The Archipelago's concerns about the condition of the Pointe au Baril Lighthouse and the support required to ensure its continued preservation and operation.

A few minor revisions to the letter were recommended. Staff were directed to make the revisions and proceed with sending the letter to MP Aitchison.

7.2 Holiday Cove Marina Fees 2026

Josh Badger presented the proposed 2026 fee schedule for Holiday Cove Marine. The Committee was informed that similar to 2025, a 5% increase to dockage rates is being recommended.

No issues with the proposed rates were raised.

Staff were directed to bring forward a motion for consideration at the February Council Meeting.

7.3 Pothole Prevention Grant Approval

Josh Badger advised the Committee that the Township was successful in securing \$38,000 in funding through the Ministry of Transportation's Pothole Prevention and Repair Program.

No concerns were raised regarding the grant.

Staff were directed to bring forward a By-law to execute the funding agreement at the February Council Meeting.

8. ADJOURNMENT

The meeting adjourned at 12:06 p.m.

Bert Liverance, Reeve

Maryann Martin, Clerk

