



## **MINUTES**

### **Meeting of Council**

**September 20, 2024, 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 Fior, 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  
Shauna Lehtimaki, Director of Legislative & Information Services

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#### **1. CALL TO ORDER**

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

**1.1 National Anthem**

**1.2 Approval of Agenda**

**24-162**

**Moved by:** Councillor Lundy

**Seconded by:** Councillor Emery

**NOW THEREFORE BE IT RESOLVED** that the September 20th, 2024 Revised Council Agenda, be approved.

**Carried**

**1.3 Traditional Land Acknowledgement Statement**

**1.4 Announcement of Public Meetings**

**1.4.1 11:00 a.m. Public Meeting - Zoning By-law Amendment No. Z05-24**

At 11:00 a.m., Council held a Public Meeting to consider a proposed Zoning By-law Amendment. Reeve Liverance called the meeting to order.

Nathan Boersma, property owner, David Boersma, property neighbour, and Peter Boersma, the applicant's agent, were in attendance.

Maria Pinto, Planner, summarized the application to rezone a portion of 100 Boundary Lake Road, from the 'Inland Lakes Residential (IR)' Zone to the 'Inland Lakes Residential Exception 21 (IR-21)' Zone. Ms. Pinto reported that Council will consider a By-law addressing this recommendation in October.

No issues were raised with the staff recommendation.

Reeve Liverance declared the public meeting over at 11:14 a.m.

**1.4.2 1:00 p.m. Committee of Adjustment Meeting**

The Committee of Adjustment met at 1:00 p.m. to consider one application.

**2. DISCLOSURE OF PECUNIARY INTEREST**

**3. MINUTES OF THE PREVIOUS MEETING**

**3.1 Regular Meeting of Council**

**24-163**

**Moved by:** Councillor MacLeod

**Seconded by:** Councillor Ashley

**NOW THEREFORE BE IT RESOLVED** that the Minutes of the Regular Meeting of Council held on August 16th, 2024, be approved.

**Carried**

**3.2 Committee of the Whole Meeting**

**24-164**

**Moved by:** Councillor Frost

**Seconded by:** Councillor Emery

**NOW THEREFORE BE IT RESOLVED** that the Minutes of the Committee of the Whole Meeting held on August 15th, 2024, be approved.

**Carried**

**4. DEPUTATIONS**

**~~4.1 9:15 a.m. Helena Wall, OPP Staff Sergeant. OPP Introduction~~**

**4.2 9:45 a.m. Linda Taylor, West Parry Sound Community Support Services.**

Reeve Liverance welcomed Linda Taylor and Lesley Kennedy from West Parry Sound Community Support Services (WPSCSS) to the meeting. Ms. Kennedy provided an overview of the organization and the various services and programs they offer in Pointe au Baril, including exercise classes and lunch-and-learn sessions. To continue providing these programs to the community, WPSCSS requested that the Archipelago consider extending their in-kind donation of free use of the Pointe au Baril Community Centre.

Council discussed the request and expressed appreciation for the important work WPSCSS provides to the region. Members of Council expressed support for passing a resolution to approve the Archipelago's in-kind donation until 2026.

Staff were directed to prepare a resolution for the October Council Meeting.

**5. CLOSED MEETING**

**24-165**

**Moved by:** Councillor Lundy

**Seconded by:** Councillor MacLeod

**NOW THEREFORE BE IT RESOLVED** that Council move into a CLOSED MEETING at 9:26 a.m., pursuant to Section 239(2)(b) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, to deal with personal matters about an identifiable individual, including municipal employees; and to deal with previous closed meeting minutes.

**Carried**

**5.1 Closed Minutes of Previous Meetings**

**5.2 Human Resource Matter**

**6. OPEN MEETING**

**24-166**

**Moved by:** Councillor Lundy

**Seconded by:** Councillor Barton

**NOW THEREFORE BE IT RESOLVED** that Council move out of a CLOSED MEETING at 9:57 a.m.

**Carried**

**7. UNFINISHED PLANNING BUSINESS**

**8. OFFICIAL PLAN/ZONING AMENDMENTS**

**9. CONSENT APPLICATIONS**

**10. SITE PLAN CONTROL**

**11. SHORE/CONCESSION ROAD ALLOWANCES**

**12. CAO REPORT ON COUNCIL DIRECTIONS**

**24-167**

**Moved by:** Councillor Lundy

**Seconded by:** Councillor Emery

**NOW THEREFORE BE IT RESOLVED** that Council receives the September 2024 CAO Report on Council Directions, as distributed.

**13. REPORT OF TASK FORCES/COMMITTEES**

**13.1 Parry Sound Area Chamber of Commerce Update - Executive Director Report - June/July/August 2024**

Councillor Emery, the Archipelago representative for the Parry Sound Area Chamber of Commerce, presented the Executive Director's report for July and August, noting that Council is invited to attend the upcoming programs.

**13.2 Floating Accommodations Update**

Councillor Frost provided an update on recent activities of the Georgian Bay Association Floating Cottage Strategy Committee. It was reported that Georgian Bay Township and the Township of Severn have drafted by-laws to restrict floating cottages within their municipalities. Additionally, Georgian Bay Township will be hosting an open house on October 8, 2024, to discuss the proposed amendment to their Zoning By-law concerning floating cottages. Councillor Frost noted that he plans to work with staff to explore whether these proposed by-laws could be adopted by the Township of The Archipelago.

Council discussed the topic and inquired about the reporting mechanism for floating cottages that appear in the area. Councillor Frost informed Council that the Floating Cottage Strategy Committee has developed a document to assist residents in reporting non-conforming floating cottages. He noted that this document can be shared with both Council and residents.

**14. CORRESPONDENCE**

**14.1 Council Correspondence**

Councillor Manners asked whether the Township will be applying for the second round of the Community Emergency Preparedness Grant. Josh Badger, Director of Operations and Facilities, reported that the Township received funding through the first round of the program, therefore it is not eligible for the second round.

Councillor Ashley reported that North of 50's response to Council's decision not to approve their 2024 donation request will be brought forward for discussion at the October Committee of the Whole meeting.

Councillor Emery requested that the Town of Parry Sound's resolution regarding rideshares be added to the October Committee of the Whole agenda for further discussion.

**24-168**

**Moved by:** Councillor Manners

**Seconded by:** Councillor Emery

**NOW THEREFORE BE IT RESOLVED** that Council receives the Revised September 2024 Revised Council Correspondence listing.

**15. OTHER BUSINESS**

**15.1 District of Parry Sound Municipal Association, 2024 Fall Conference - September 27th**

**24-169**

**Moved by:** Councillor Manners

**Seconded by:** Councillor Frost

**NOW THEREFORE BE IT RESOLVED** that the following Council Members are approved to attend the District of Parry Sound Municipal Association 2024 Fall Conference on September 27, 2024:

- Councillor Emery
- Councillor Lundy
- Councillor Frost
- Councillor Manners
- Councillor Sheard
- Councillor Ashley
- Councillor Zanussi
- Councillor MacLeod
- Reeve Liverance

**Carried**

**15.2 2025 Council Meeting Schedule**

**24-170**

**Moved by:** Councillor MacLeod

**Seconded by:** Councillor Lundy

**NOW THEREFORE BE IT RESOLVED** that Council hereby approves the 2024 Council Meetings schedule.

**Carried**

**15.3 Provincial Updates to the Municipal Elections Act - Resolution to support**

**24-171**

**Moved by:** Councillor Manners

**Seconded by:** Councillor Frost

**WHEREAS** elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections; and

**WHEREAS** legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process; and

**WHEREAS** the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that responds to the unique circumstances of their local communities; and

**WHEREAS** the *Municipal Elections Act, 1996* (MEA) will be 30 years old by the next municipal and school board elections in 2026; and

**WHEREAS** the MEA sets out the rules for local elections, the *Assessment Act, 1990* and the *Education Act, 1990* also contain provisions impacting local elections adding more places for voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario; and

**WHEREAS** with rules across three pieces of legislation, and the *MEA* containing a patchwork of clauses, there are interpretation challenges,

inconsistencies, and gaps to fill; and

**WHEREAS** the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce; and

**WHEREAS** while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today's needs and tomorrow's challenges; and

**WHEREAS** to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape which impacts elections administration including privacy, the threats of foreign interference, increased spread of mis/disinformation and the increased use of technologies like artificial intelligence and use of digital identities; and

**WHEREAS** the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration; and

**WHEREAS** AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendations for amendments ahead of the 2030 elections;

**NOW THEREFORE BE IT RESOLVED** that the Township of The Archipelago calls for the Province to update the Municipal Elections Act with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the Municipal Elections Act with longer-term recommendations ahead of the 2030 elections.

**FURTHER IT BE RESOLVED** that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Minister of Municipal Affairs and Housing ([minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)), the Minister of Education ([minister.edu@ontario.ca](mailto:minister.edu@ontario.ca)), the Minister of Public and Business Service Delivery ([todd.mccarthy@ontario.ca](mailto:todd.mccarthy@ontario.ca)), Minister of Finance



([Minister.fin@ontario.ca](mailto:Minister.fin@ontario.ca)) the Premier of Ontario ([premier@ontario.ca](mailto:premier@ontario.ca) ), Graydon Smith MPP and AMCTO ([advocacy@amcto.com](mailto:advocacy@amcto.com)).

**Carried**

**15.4 Muskoka Summit on the Environment - October 4, 2024, Bracebridge**

**24-172**

**Moved by:** Councillor Emery

**Seconded by:** Councillor Lundy

**NOW THEREFORE BE IT RESOLVED** that Councillor MacLeod is hereby approved to attend the 2024 Muskoka Summit on the Environment on October 4, 2024.

**Carried**

**15.5 Pointe au Baril Lighthouse. Digital Preservation of Photos, Artifacts and Historical Documents**

**24-173**

**Moved by:** Councillor Manners

**Seconded by:** Councillor Sheard

**WHEREAS** the Pointe au Baril Lighthouse is a significant historical landmark in the Township of The Archipelago; and

**WHEREAS** Council of the Township of The Archipelago recognizes the importance of maintaining and preserving the history related to the Pointe au Baril Lighthouse.

**NOW THEREFORE BE IT RESOLVED** that Council hereby directs staff to ask the West Parry Sound District Museum to facilitate a Pointe au Baril Lighthouse Historical Preservation Project in their 2025 workplan, in conjunction with the Township of The Archipelago.

**Carried**

**15.6 Request to engage Banko Creative Studio's assistance with social media tools for Members of Council**

**24-174**

**Moved by:** Councillor Lundy

**Seconded by:** Councillor Sheard

**WHEREAS** effective communication through social media is increasingly important for Members of Council to engage with the community and share important updates; and

**WHEREAS** professional guidance and training on social media tools would enhance the ability of Members of Council to communicate effectively and efficiently;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of The Archipelago directs staff to request a cost estimate from Banko Creative Studios for providing social media support services to Members of Council, including training and assistance with the use of social media tools.

**FURTHER BE IT RESOLVED** that staff report back to Council with the cost estimate and any additional information on the scope of services offered by Banko Creative Studios.

**Carried**

**15.7 Pointe au Baril Community Centre Tuesday Hours**

**24-175**

**Moved by:** Councillor Lundy

**Seconded by:** Councillor Emery

**WHEREAS** the Pointe Au Baril Community Centre is a community gathering space that offers many amenities including a main hall, meeting room, and fitness facility; and

**WHEREAS** staff have received feedback from the community emphasizing the value of extending hours into the evening; and

**WHEREAS** the success of the pilot program offering extended evening hours on Tuesday's from 1pm to 8pm during the summer months has demonstrated a demand for such hours to be made permanent.

**NOW THEREFORE BE IT RESOLVED** that Council supports the revised

operating hours at the Pointe Au Baril Community Centre on Tuesday's from 1pm to 8pm for increased accessibility and opportunity for all community members.

**Carried**

**15.8 Archipelago Specific Postal Codes for Communities in the Township of The Archipelago**

**24-176**

**Moved by:** Councillor Sheard

**Seconded by:** Councillor Manners

**WHEREAS** the mailing address convention for Skerryvore Community is outside of The Township of The Archipelago and currently designated as Nobel, Ontario; and

**WHEREAS** the mailing address convention for Crane Lake, Healey Lake, and Kapikog Lake communities is outside of The Township of The Archipelago and is currently designated as Mactier, Ontario; and

**WHEREAS** community members within The Township of The Archipelago have raised mailing issues relative to Northern Ontario benefits, advocated that civic addressing reflects pride of community, and request Township assistance; and

**WHEREAS** Canada Post initially denied assistance to our communities; and

**WHEREAS** further discussion with Canada Post at the 2024 Association of Municipalities of Ontario (AMO) Annual Meeting identified a request application process to alter Mailing Place Name Recognition and Civic Addressing; and

**WHEREAS** Canada Post strongly recommends a Council resolution to support the Mailing Place Name Recognition and Civic Addressing Request Process.

**NOW THEREFORE BE IT RESOLVED** that Council hereby directs staff to initiate the Mailing Place Name Recognition and Civic Addressing Request process with Canada Post to ensure that mail addressed to Township

addresses of Crane Lake, Healey Lake, Kapikog Lake, and Skerryvore reflect their community naming conventions.

**Carried**

**15.9 Pointe Au Baril Septic Capital Budget and Award**

**24-177**

**Moved by:** Councillor Emery

**Seconded by:** Councillor Ashley

**WHEREAS** the Pointe Au Baril Community Centre septic system plays an important role in the function of the Community Centre, including the Nursing Station and EMS base, and is planned for replacement; and

**WHEREAS** a closed tender process was conducted and the Lawson Landscape submission in the amount of \$125,500 before tax was the most appropriate quotation received; and

**WHEREAS** a capital budget of \$90,000 before tax was approved in the 2024 budget but due to a larger septic design required an additional \$40,000 before tax is required to be approved.

**NOW THEREFORE BE IT RESOLVED** that Council approve additional \$40,000 budget to be funded through reserves for construction of the Pointe Au Baril Septic System Replacement and approve the award to Lawson Landscape.

**Carried**

**15.10 Development of Clear Lake (Sequin Township) and use of Crane Lake for access**

**24-178**

**Moved by:** Councillor Frost

**Seconded by:** Councillor Cade Fraser

**WHEREAS** Council for the Township of The Archipelago has significant concerns with the recent and future use of the creek connecting Clear Lake and Crane Lake and the resulting damages to the beaver dam and the natural heritage features; and

**WHEREAS** Council for the Township of The Archipelago previously raised concerns with the development of Clear Lake and the resulting environmental degradation to the creek and natural heritage features.

**NOW THEREFORE BE IT RESOLVED** that Council for the Township of The Archipelago direct staff to contact the Ministry of Natural Resources and Seguin Township regarding public water access to Clear Lake and the destruction of the beaver dam and ongoing use of the creek and resulting environmental degradation.

**Carried**

**16. BY-LAWS**

**16.1 Designate Site Plan Control Areas - Pepper**

**2024-34**

**Moved by:** Councillor Lundy

**Seconded by:** Councillor Frost

**That By-law 2024-34**, being a By-law to designate part of Island A481, being Part 1, Registered Plan 42R-3455, being Parcel 12136 SEC NS, in front of the geographic Township of Harrison, The Archipelago as site plan control areas (Pepper), be read and finally passed on the 20th day of September, 2024.

**Carried**

**16.2 Shore Road Allowance - Rego**

**2024-35**

**Moved by:** Councillor Ashley

**Seconded by:** Councillor Sheard

**That By-law 2024-35**, being a By-law to close and stop up that part of the original shore road allowance along the shores of Shawanaga Inlet of Georgian Bay, in front of Lot 33, Concession 9, in the geographic Township of Shawanaga, in the Township of The Archipelago, District of Parry Sound, designated as Part 1, Plan 42R-22341 and to sell Part 1, according to Plan 42R-22341 (Rego), be read and finally passed on the 20th day of September, 2024.

**Carried**

**16.3 Shore Road Allowance - Hurley/Vanderbrug**

**2024-36**

**Moved by:** Councillor Manners

**Seconded by:** Councillor Zanussi

**That By-law 2024-36**, being a By-law to close and stop up that part of the original shore road allowance along the shores of Georgian Bay, in front of Lot 51, Concession 4, in the geographic Township of Harrison, in the Township of The Archipelago, District of Parry Sound, designated as Part 1, Plan 42R-22504 and to sell Part 1, according to Plan 42R-22504 (Hurley/Vanderbrug), be read and finally passed on the 20th day of September, 2024.

**Carried**

**16.4 Appoint a Building Inspector - Jacob Fleer**

**2024-37**

**Moved by:** Councillor Sheard

**Seconded by:** Councillor Frost

**That By-law 2024-37**, being a By-law to Appoint a Building Inspector, be read and finally passed on the 20th day of September, 2024.

**Carried**

**17. QUESTION TIME**

Councillor Ashley inquired about a rumor circulating in Ward 4 regarding the permanent closure of the EMS station in Mactier. Councillor Sheard, the Archipelago representative on the Parry Sound District Emergency Medical Services Committee, acknowledged that while the Mactier station is known to be used sparingly, he will report back on the matter next month.

Councillor Frost notified Council that Ward 2 residents in Bayfield Inlet are interested in constructing a tennis court similar to the one in Nares Inlet. Staff was advised that the group of residents will likely request a deputation in the near future to present their proposal.

Councillor Zanussi inquired about the Draft Site Alteration and Tree Preservation By-laws, indicating that Ward 4 Councillors continue to receive critical feedback on the proposed By-laws. Cale Henderson, Manager of Development and Environmental Services, reported that an update on the By-laws will be coming forward in October.

**18. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN**

**18.1 Creation of the Deputy Reeve position**

Reeve Liverance advised Council that creating a Deputy Reeve position would help assist the Reeve with Head of Council duties, as the current workload is substantial. The Reeve requested that the resolution be deferred in order for staff to prepare a report on potential options for implementing the Deputy Reeve position.

**24-179**

**Moved by:** Councillor Frost

**Seconded by:** Councillor Lundy

WHEREAS the Township of The Archipelago strives to model the characteristics of quality organizations and organizational best practices; and WHEREAS the traits of quality organizations include an unobstructed vision, effective leadership, open communication, strong teamwork, employee empowerment, customer focus, agility and adaptability, operational excellence, social responsibility, and innovation; and WHEREAS the principles supporting the Township of The Archipelago's Organizational Review is based upon the characteristics of a quality organization for Staff; and WHEREAS Council has applied the characteristics of a quality organization to its organizational structure by promoting leadership at all levels and to the role and function of Committee Chairs and Vice-Chairs within the Committee of The Whole and the Alternate Roles for Chair positions, board positions, and commissions; and WHEREAS the duties of the Reeve are increasingly demanding and require extensive commitment in time and attention; and WHEREAS a Deputy Reeve position would assist the extensive workload of the office of the Reeve and projects as determined by the Reeve and Council; and WHEREAS the addition of the role of Deputy Reeve to the organization provides the Reeve with an official delegate for absences; and WHEREAS the Reeve position advocates for the Township and its residents to senior levels of government and external organizations as would the Deputy Reeve position; and WHEREAS the Reeve position and the Deputy Reeve position provide North and South Archipelago perspectives in the interest of the communities they serve, the Township, Staff, and Council. NOW THEREFORE BE IT RESOLVED that Council nominates a Councillor to the position of Deputy Reeve to assist the Reeve and Council for the remainder of this term of council; and FURTHER BE IT RESOLVED that the Clerk be requested to amend the procedural by-laws to recognize the role and function of the Deputy; and FINALLY BE IT RESOLVED that the remuneration for the position of Deputy Reeve be reviewed as part of the 2025 Budget.

**Deferred**

**19. NOTICES OF MOTION**

**20. CONFIRMING BY-LAW**



**2024-38**

**Moved by:** Councillor Frost

**Seconded by:** Councillor MacLeod

**That By-law 2024-28**, being a By-law to Confirm the Proceedings of the Regular Meeting of Council held on September 20th, 2024, be read and finally passed on the 20th day of September, 2024.

**Carried**

**21. ADJOURNMENT**

**24-180**

**Moved by:** Councillor Sheard

**Seconded by:** Councillor Emery

**NOW THEREFORE BE IT RESOLVED** that the Regular Meeting of Council held on September 20th, 2024 be adjourned at 11:43 p.m.

**Carried**

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Bert Liverance, Reeve

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Maryann Martin, Clerk