



MINUTES

Committee of the Whole

December 12, 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
Maria Pinto, Planner
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

1. CALL TO ORDER

2. **ANNOUNCEMENT OF PUBLIC MEETINGS**

3. **DISCLOSURE OF PECUNIARY INTEREST**

4. **PLANNING AND BUILDING**

4.1 **Rebecca Elphick, J.L. Richards & Associates Limited. Site Alteration & Tree Preservation By-law Presentation**

Rebecca Elphick of J.L. Richards & Associates Limited presented on the draft Site Alteration and Tree Preservation By-laws. Ms. Elphick provided an overview of the guiding principles of the By-laws and the project timeline. She summarized the draft By-laws prohibitions, exempted activities, and anticipated administration and enforcement requirements. Public education, site-specific applications, business practices for administering the By-laws, and the necessary staff training and resources were highlighted as additional considerations for Council following the adoption of the By-laws.

Ms. Elphick outlined three potential next steps for Council's consideration: to adopt both By-laws, adopt only the Site Alteration By-law and refocus efforts on public education, or adopt neither By-law and prioritize public education.

The Committee discussed the draft By-laws and posed questions to Ms. Elphick and staff. The discussion included the cost of implementing the By-laws, with particular focus on staffing. Cale Henderson, Manager of Development and Environmental Services, clarified that the cost estimates provided in a previous report were based on significantly different versions of the By-laws. He emphasized that staff do not yet have a clear understanding of the exact implementation costs, but it is likely that there will be an increase in expenses due to the enhanced level of services provided. John Fior, Chief Administrative Officer, noted that should Council adopt the By-laws, staff will provide annual budget reporting on the implementation of the By-laws.

The Committee reached a consensus that both By-laws will be brought forward for consideration at the January Council Meeting. Staff were asked to prepare a motion for the December Council Meeting outlining this direction.

The Committee recessed for a break at 10:35 a.m. and resumed business at 10:53 a.m.

4.2 **Recommendation Report – Zoning By-law Amendment Z06-24**

Councillor Barton declared a conflict on this item. (I am a shareholder and tenant of the applicant Portincross Estates Limited.)

Maria Pinto, Planner, summarized her report and recommendation to amend the site specific 'Private Club Exception 1 (PC-1)' Zoning on Island B601 Island.

No issues with the recommendation were raised.

Staff were directed to bring forward a By-law to the December Council Meeting.

4.3 Georgian Bay Land Trust (GBLT) Update

John Fior provided an update on the Georgian Bay Land Trust's (GBLT) Corridor Project, noting that Township staff recently met with GBLT representatives to discuss the initiative. Mr. Fior emphasized the importance of Indigenous consultation as a key component of the project. It was reported that Archipelago staff attended a meeting with Georgian Bay Township to learn about their experience with the project, including best practices and key takeaways.

4.4 Georgian Bay Association Vision 2050

Councillor Frost provided a brief overview of the Georgian Bay Association's (GBA) Vision 2025 Project, reporting that GBA is proposing the development of a regional planning framework for the northern and eastern coastal regions of Georgian Bay.

The Committee discussed the matter, expressing concerns that GBA has not engaged in consultation with the municipalities that would be impacted. Members also emphasized that a regional planning structure of this nature could raise concerns regarding potential amalgamation within the West Parry Sound District.

Staff reported that GBA has been invited to attend a future Council Meeting to provide additional details on the project.

4.5 Building Permit Summary

No issues were raised with the report.

4.6 Canada Housing Infrastructure Fund

John Fior reported that staff were asked to explore the Canada Housing Infrastructure Fund for potential funding opportunities related to the Pointe

au Baril Lands Project. It was noted that the funding in question is limited to drinking water, wastewater, stormwater, and solid-waste infrastructure needs, and therefore is not a viable funding avenue to pursue at this time, as it does not fund the creation of roads.

5. FINANCE AND ADMINISTRATION

5.1 Financial Services Update

Erin Robinson, Chief Financial Officer, presented her report on recent finance activities. She provided an update on year-end housekeeping items, including the Borrowing By-law and Interim Tax Rate By-law, which are scheduled for consideration at the December Council meeting. Ms. Robinson also reported that the Capital Budget would be brought forward for Council's consideration in January. Reeve Liverance requested that staff work with Georgian Bay Mnidoo Gamii Biosphere to identify projects and capital purchases to reduce the Township's carbon footprint impact.

Ms. Robinson informed the Committee that staff received an update from the Solicitor General regarding the 2025 Ontario Provincial Police (OPP) levy. The Province's proposed billing changes are expected to result in an estimated financial relief of \$110,287 for The Archipelago. It was noted that staff are currently uncertain whether this financial support will continue in future years.

5.2 2025 Cost of Living

Erin Robinson provided a summary of her report, outlining the formula used to calculate the Cost of Living Adjustment (COLA) percentage and its impacts on the 2025 budget. Based on her research and analysis, Ms. Robinson recommended a 3.0% Cost of Living Adjustment for Council and staff, effective January 1, 2025.

No concerns were raised regarding the recommendation.

Staff were directed to bring forward a motion to the December Council Meeting.

5.3 West Parry Sound Economic Development Collaborative Update

John Fior provided an update on the West Parry Sound Economic Development Collaborative. It was reported that based on feedback from the participating municipalities, the Town of Parry Sound is revising its original proposal to manage the Collaborative. Once the amended proposal is received, it will be presented to the Collaborative Stakeholder

Board for consideration. Mr. Fior advised the Committee that a report on potential next steps will be brought forward in March.

5.4 Draft 2025 Observances Recognition Calendar

Alana Torresan, Deputy Clerk, presented the draft 2025 Observances Recognition Calendar. It was reported that the list of observances will be highlighted on the Township's social media platforms throughout the year.

A request was made for World AIDS Day to be added to the list.

Staff were directed to bring forward a motion to the December Council Meeting.

5.5 Request for Support. Parry Sound Curling Club's Northern Ontario Heritage Fund (NOHFC) Application

Councillor Ashley reported that the Township received a request from the Parry Sound Curling Club asking for the Township to pass a motion in support of the Club's Northern Ontario Heritage Fund funding application for accessibility improvements to the Curling Club building.

The Committee expressed their support for the Club's funding application.

Staff were directed to bring forward a motion to the December Council Meeting.

5.6 Great Lakes and St. Lawrence Cities Initiative 2025 Conferences

5.6.1 Great Lakes Day March 5 - 7, 2025 in Washington, DC, USA

Councillor Ashley inquired which Members would be interested in attending the March 5-7, 2025 Great Lakes Day in Washington, DC, USA.

Reeve Liverance and Councillor Sheard both noted that they have scheduling conflicts that currently prevent them from attending the event.

5.6.2 Great Lakes and St. Lawrence Cities Initiative Annual General Meeting May 14 - 16, 2025 in Milwaukee, WI, USA

Councillor Ashley inquired which Members would be interested in attending the May 14-16, 2025 Great Lakes and St. Lawrence Cities Initiative Annual General Meeting in Milwaukee, WI, USA.

Reeve Liverance and Councillor Sheard expressed their interest in attending the event.

Staff were directed to bring forward a motion to the December Council Meeting.

5.7 Federation of Northern Ontario Municipalities (FONOM) Annual Conference May 5 - 7, 2025 | North Bay

Councillor Ashley inquired which Members would be interested in attending the May 5-7, 2025 Federation of Northern Ontario Municipalities Annual Conference in North Bay.

Councillor MacLeod, Councillor Frost, Councillor Lundy and Councillor Ashley expressed their interest in attending the event.

Staff were directed to bring forward a motion to the December Council Meeting.

5.8 Ontario Good Roads Association (OGRA) Annual Conference March 30 - April 2, 2025 | Toronto

Councillor Ashley inquired which Members would be interested in attending the March 30-April 2, 2025 Good Roads Annual Conference in Toronto.

Councillor Cade Fraser expressed her interest in attending the event.

Staff were directed to bring forward a motion to the December Council Meeting.

5.9 Association of Municipalities of Ontario (AMO) Annual Conference August 17 - 20, 2025 | Ottawa

Councillor Ashley inquired which Members would be interested in attending the August 17-20, 2025 Association of Municipalities of Ontario Annual Conference in Ottawa.

Reeve Liverance, Councillor Lundy, Councillor Sheard, and Councillor MacLeod expressed their interest in attending the event.

Staff were directed to bring forward a motion to the December Council Meeting.

5.10 Federation of Canadian Municipalities (FCM) Annual Conference May 29 - June 1, 2025 | Ottawa

Councillor Ashley inquired which Members would be interested in attending the May 29-June 1, 2025 Federation of Canadian Municipalities Annual Conference in Ottawa.

Councillor Sheard and Councillor Manners expressed their interest in attending the event.

Staff were directed to bring forward a motion to the December Council Meeting.

5.11 Crane Lake Area Fire Protection Services Agreement between the Township of Seguin and the Township of The Archipelago

Liam Thompson, Protective Services Coordinator, summarized his recommendation report for Council to proceed with renewing the fire protection services agreement with Seguin Township for Archipelago properties in the Crane Lake area. It was noted that the agreement remains largely unchanged from the previous version, with the exception of the included properties now being specifically listed and an increase of \$29.00 per property for the special levy.

No issues were raised with the recommendation.

Staff were directed to bring forward a motion to the December Council Meeting.

5.12 Renewal of the 9-1-1 Primary Public Safety Answering Point (PSAP) Service Agreement

Liam Thompson summarized his report and provided an overview of the 9-1-1 Primary Public Safety Answer Point Service (P-PSAP). He noted that all seven West Parry Sound municipalities, along with Wasauksing First Nation, participate in the service. Mr. Thompson advised the Committee that the price per call remains unchanged from the previous agreement at \$0.56.

The Committee noted that Shawanaga First Nation is not currently involved in the program. Staff clarified that the service is available to all First Nations interested in participating. Direction was given to the CAO to share information about the program with Shawanaga's new CAO.

6. TECHNOLOGY

6.1 Connectivity Activity Report

Joe Villeneuve, Manager of Corporate Services, summarized the various connectivity activities and highlights that occurred in the Archipelago in 2024. Mr. Villeneuve provided updates on the Accelerated High-Speed Internet Program and new broadband infrastructure projects throughout the Township.

Staff answered multiple questions from the Committee regarding fiber and tower installation.

The Committee recessed for a break at 2:49 p.m. and resumed business at 3:02 p.m.

7. HUMAN RESOURCES

8. ENVIRONMENT

8.1 Mathur v. Ontario Climate Change Court Case

Reeve Liverance presented the Marthur v. Ontario Climate Change Court Case, emphasizing that the outcome of this case illustrates how organizations are now being held accountable for achieving their climate change goals.

Staff confirmed that plans are in place to continue working with Georgian Bay Mnidoo Gamii Biosphere to advance the Township's climate change goals through the asset management process and future projects.

8.2 Draft Resolution Recognizing Bill Lougheed, Executive Director of Georgian Bay Land Trust

Councillor Sheard presented the motion he drafted to recognize Georgian Bay Land Trust's Executive Director, Bill Lougheed, on his upcoming retirement and contributions to the preservation of Georgian Bay.

No issues were raised with the proposed motion.

Staff were directed to bring forward a motion to the December Council Meeting.

9. PUBLIC WORKS

9.1 Operational Services Update

Josh Badger, Manager of Operational Services and Facilities, summarized his report on recent operational activities and advised the Committee of holiday facility closures throughout the Township.

Mr. Badger provided an update on the Township's Pointe au Baril Vessel Operation Restriction Regulation (VORR) application, noting that Transport Canada has requested additional information, including mapping, detailed quantifiable data, expanded impact assessments with scientific opinions, studies, and enforcement data.

Staff were directed to contact the Ontario Provincial Police (OPP) to request enforcement data collected on the channel. If the OPP does not have this information, staff were asked to obtain an official response from the OPP indicating that no data is available and for this letter to be submitted to Transport Canada.

9.2 11 James Street Lease Renewal

Josh Badger summarized his report and recommendation to proceed with the lease renewal for 11 James Street until December 2027, which includes an additional 800 square feet on the second level of the building. He noted that the extra space is needed to accommodate future staffing hires resulting from the 2024 Organizational Review.

No concerns were raised regarding the recommendation.

Staff were directed to bring forward a motion to the December Council meeting.

10. CLOSED MEETING

Councillor Manners introduced Nigel Bellchamber, the consultant who was hired by Council to overview the recruitment of the Township's new Chief Administrative Officer (CAO). Mr. Bellchamber provided an overview of the recruitment process, noting that should Council choose to proceed with the proposed applicant, a By-law will be brought forward to the December Council Meeting to appoint a new CAO.

Moved by: Councillor Frost

Seconded by: Councillor Ashley

NOW THEREFORE BE IT RESOLVED that the Committee of the Whole move into a CLOSED MEETING at 11:03 a.m., pursuant to Section 239(2)(b) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, to deal with personal matter about an identifiable individual, including municipal or local board employees.

Carried

10.1 Human Resources

11. OPEN MEETING

Moved by: Councillor Cade Fraser

Seconded by: Councillor MacLeod

NOW THEREFORE BE IT RESOLVED that the Committee of the Whole move out of a CLOSED MEETING at 12:26 p.m.

Carried

12. ADJOURNMENT

The meeting adjourned at 3:31 p.m.

Bert Liverance, Reeve

Maryann Martin, Clerk