

**Central Almaguin Planning Board**  
**MINUTES**  
**Wednesday, December 3 2025**  
**At the Village of South River Municipal Office located at**  
**63 Marie Street, South River**

Attending:

**Chair**      **Vice Chair**   Machar Member Lynda Carleton  
Sundridge Member Fraser Williamson      Provincial Member John MacLachlan  
Joly Member Chris Nicholson      Strong Member Tim Bryson

**Regrets:**      South River Member Jim Coleman

Secretary-Treasurer: Christine Hickey

Public: Kathy Roi, Dave McAlister, Rick M. (Other public members may have been in attendance)

1. Call to order

The Chair called the meeting at order at 5:35 p.m.

2. Approval of Agenda

**Resolution #1**

**Moved by:** Fraser Williamson

**Seconded by:** John MacLachlan

BE IT RESOLVED THAT this Board does hereby approve the December 3, 2025 agenda as amended to include Item 8.3 - B006-25 Lount and B007-25 Lount – Update to Conditions

**CARRIED**

3. Declaration of Pecuniary Interests - None

4. Minutes – November 5, 2025 Meeting

The Board was in agreeance to move the November minutes to the January Meeting

**Resolution #2**

**Moved by:** Fraser Williamson

**Seconded by:** Chris Nicholson

BE IT RESOLVED THAT this Board does hereby defer the approval of the Wednesday, November 5, 2025 minutes to the January 7<sup>th</sup>, 2026 meeting

**CARRIED**

5. Payment of December Accounts:

(Payment method will be Cheque or electronically based on the payee)

**Resolution #3**

**Moved by: Chris Nicholson**

**Seconded by: Tim Bryson**

BE IT RESOLVED THAT this Board does hereby approve payment of the December Accounts:

Village of South River – Rent for December 2025 - \$363.78

Christine Hickey – Wages (November 1, 2025 – November 30, 2025 – 32.5 hours)

Pahapill cpa – Invoice CEN115 - \$3,955.00

CAPB Board Member Honourarium 2025 - \$8,500.00

Online CRA Payments for November (\$187.08)

Online Visa Payment for November (\$32.77)

**CARRIED**

6. Public Meetings/Decisions on the following Files

6.1 B014/25 Laurier – Concession 1, Lot 8 – 544 Brennans Road

The meeting time for this application was approximately 5:38 p.m. to 5:45 p.m.

The Secretary-Treasurer confirmed that the required circulation was completed and there were no written or electronic comments received. The Chair confirmed if there were any questions or comments from those attending electronically or in person, there were no further comments.

The Board is requesting that Recommendation 3 in the planning report be provided before a final decision is made. A copy of the survey is required to determine the ownership of the severed lot and to confirm that there would be no conflict to the proposed severance.

**Resolution #4**

**Moved by: John MacLachlan**

**Seconded by: Chris Nicholson**

THAT the BOARD hereby defer a decision on B014/25 until details can be provided on the proposed severed lot by the applicant.

**CARRIED**

6.2 B018/25 Lount – Concession 2, Lot 12 – Boundary Road

The meeting time for this application was approximately 5:45 p.m. to 5:48 p.m.

The Secretary-Treasurer confirmed that the required circulation was completed and there were no written or electronic comments received. The Chair confirmed if there were any questions or comments from those attending electronically or in person, there were no further comments.

**Resolution #5**

**Moved by: Tim Bryson**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT this Board does hereby approve File B018/25 Lount;

This approval applies to create two (2) new lots which will have:

Lot 1: 76.2m (+/-) Frontage on Machar-Strong Boundary Road, with a depth of 531.2m (+/-) and an area of 4.04ha (+/-).

Lot 2: 76.2m (+/-) Frontage on Machar-Strong Boundary Road, with a depth of 266.7m (+/-) and an area of 2.03ha (+/-).

Retained Lot will be 34.42ha (+/-).

THE SUBJECT LANDS ARE LOCATED at Concession 2, Lot 12, (Machar-Strong Boundary Road), Township of Lount, District of Parry Sound.

The Board requires that all conditions of draft approval from the Central Almaguin Planning Board be met before the deeds can be stamped and final approval given. **CARRIED**

7. New Files

7.1 B019/25 Joly – Concession 14, Lot 4 – 916 Sandhill Road

That the Secretary-Treasurer be authorized to proceed with a Notice of Public Meeting.

8. Follow-up/New Items

8.1 B003/24 and B004/24 Lount – Concession A, Lot 148 and 149 - 977 Rye Road  
Re: Update to Request from November 5, 2025 Meeting (verbal)

Secretary-Treasurer to confirm if there can be a document registered on title to note no winter maintenance and to reach out to the Local Roads Board on the status of the rye road and if they are able to provide further details on why the change to this maintenance of the road.

**Resolution #6**

**Moved by: Chris Nicholson**

**Seconded by: John MacLachlan**

BE IT RESOLVED THAT this Board does hereby receive the update from the Secretary Treasurer regarding the request for a formal document noting the setback of the proposed lots to the quarry and the request to contact the Ministry on the recent signage indicating no winter maintenance;

AND THAT ST be authorized to seek professional advice on the road status.

**CARRIED**

8.2 Appointment of Chair and Vice Chair for 2026

**Resolution #7**

**Moved by: Chris Nicholson**

**Seconded by: Tim Bryson**

BE IT RESOLVED THAT this Board does hereby appoint Lynda Carleton as Chair and Fraser Williamson as Vice Chair for the 2026 term.

**CARRIED**

8.3 B006/25 and B007/25 Lount – Concession 8, Lot 10 - 93 Rye Road

Re: Update to Condition on Travelled Portion of Rye Road Transfer

Secretary-Treasurer advised that Condition e) was not able to be met as the Ministry of Transportation does not accept titled ownership of a local road. This is confirmed by Section 44(1) of the Land Titles Act.

**Resolution #8**

**Moved by: Tim Bryson**

**Seconded by: Fraser Williamson**

BE IT RESOLVED THAT this Board does hereby receive the update from the Secretary Treasurer regarding condition to have the travelled portion of Rye Road that trespasses onto the severed or retained lands transferred to the Province or appropriate authority;

AND THAT the Board waive condition e) for application B006/25 and B007/25

**CARRIED**

9. Correspondence/Updates

- 9.1 Township of Machar – Notice of Passing of By-law – Part Lot 16, Concession 5
- 9.2 MMAH Letter dated November 25, 2025 – Bill 17 - Planning Act Changes

Request that the procedural By-law be updated to note that the electronic platform will be paused when a recess is requested at a meeting.

10. By-Laws - None

11. Closed Session

**Resolution #9**

**Moved by: John MacLachlan**

**Seconded by: Chris Nicholson**

BE IT RESOLVED THAT the Central Almaguin Planning Board hold a Closed Session as provided for by Section 239 (b) of the Municipal Act, 2001, as amended to deal with: Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**CARRIED**

**Resolution #10**

**Moved by: Tim Bryson**

**Seconded by: John MacLachlan**

BE IT RESOLVED THAT the Central Almaguin Planning Board does hereby return to open session at 6:34 p.m.

**CARRIED**

12. Adjournment

**Resolution #11**

**Moved by: Chris Nicholson**

**Seconded by: John MacLachlan**

BE IT RESOLVED THAT the Central Almaguin Planning Board adjourn at 6:35 p.m. until Wednesday January 7, 2026 or at the call of the Chair.

**CARRIED**

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Jim Coleman, Chair

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Christine Hickey, Secretary-Treasurer