

Central Almaguin Planning Board
MINUTES
Wednesday, January 7, 2026
At the Village of South River Municipal Office located at
63 Marie Street, South River

Attending:

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

Regrets: South River Member Jim Coleman

Secretary-Treasurer: Christine Hickey

Public: Ted Williams, (Other public members may have been in attendance)

1. Call to order at 5:30 p.m.

The Chair Called the meeting to order at 5:32 p.m.

2. Approval of Agenda

Resolution #1

Moved by: Chris Nicholson

Seconded by: John MacLachlan

BE IT RESOLVED THAT this Board does hereby approve the January 7, 2026 agenda as written. **CARRIED**

3. Declaration of Pecuniary Interests - None
4. a) Minutes – November 5, 2025 Meeting

It was requested that the minutes be modified to read there were holes so big in the application that you could drive Mayor Bryson Log Truck through it.

Resolution #2

Moved by: Fraser Williamson

Seconded by: Tim Bryson

BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, November 5, 2025 with the requested revision. **CARRIED**

b) Minutes – December 3, 2025 Meeting

Resolution #3

Moved by: Chris Nicholson

Seconded by: John MacLachlan

BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, December 3, 2025; as written **CARRIED**

5. Payment of January Accounts:

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

Resolution #4

Moved by: Chris Nicholson

Seconded by: Fraser Williamson

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

Village of South River – Rent for January 2026 - \$363.78

Christine Hickey – Wages (December 1, 2025 – December 31, 2025 – 17 hours)

Russell Christie – Invoice: 90-145-004 - \$816.31

B008/25 and B009/25 – Refund of Overpayment of Finalization Fee - \$200.00

Online CRA Payments for December (\$100.11)

Online Visa Payment for December (\$32.77)

CARRIED

6. Public Meetings/Decisions on the following Files

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

The meeting time for this application was approximately 5:41p.m. to 5:50 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: Chris Nicholson

Seconded by: John MacLachlan

BE IT RESOLVED THAT this Board does hereby approve File B019/25 Joly;

This approval applies to create one (1) new lot which will have:

70.1m (+/-) Frontage on Sand Hill Road, with a depth of 121.92m (+/-) and an area of 0.809ha (+/-).

Retained Lot will be 3.642ha (+/-).

THE SUBJECT LANDS ARE LOCATED at Concession 14, Lot 4, municipally known as 916 Sandhill Road, Township of Joly, District of Parry Sound.

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

CARRIED

7. New/Direction Files

7.1 B001/26 Strong - Cancellation Certificate – 501 South Lake Bernard Road

Ted Williams, agent for the property owner summarized the request for cancellation and noted that the request is to cancel a consent that was previously issued, the client owns both the properties and would like to 2 properties to merge in order to build a garage.

Resolution #6

Moved by: Fraser Williamson

Seconded by: Tim Bryson

BE IT RESOLVED THAT the Central Almaguin Planning Board authorize the Secretary-Treasurer to work with the applicant on issuing a Cancellation Certificate for Part Lot 13, Concession 2, Township of Strong, municipally known 501 South Lake Bernard Road;

AND THAT a fee of \$500.00 for the requested Cancellation Certificate be paid by the property owner to the Central Almaguin Planning Board;

AND FURTHER THAT the Secretary-Treasurer be authorized to sign necessary documents to complete the Cancellation Certificate process.

CARRIED

8. Follow-up/New Items

8.1 Ministry of Municipal Affairs and Housing - Transfer Payment Agreement
Re: 2025-2026 Annual Assistance to Planning Board Draft Financial Statements

Discussion ensued on the funding amount received; the Committee would like to see an increase to the base amount that we receive due to the increasing costs of the applications and the additional work that is required.

The Committee requested the Secretary-Treasurer to continue to track hours on the work completed in the unorganized areas in order to request additional monies from the Ministry.

Would like to send a letter back with the agreement to request additional funding to cover increased costs.

Resolution #7

Moved by: John MacLachlan

Seconded by: Chris Nicholson

BE IT RESOLVED THAT the Central Almaguin Planning Board receive the correspondence from the Ministry of Municipal Affairs and Housing regarding Assistance to Planning Boards 2025-2026;

AND THAT the Board acknowledge the allocation of \$11,935.50 for the delivery of planning services in the unincorporated territory;

AND THAT the Chair and Secretary-Treasurer be authorized to execute the Transfer Payment Agreement.

CARRIED

9. Correspondence/Updates

The Secretary Treasurer provided an update that the Ministry sent a letter to advise that we were unsuccessful in our request for the 2025-2026 Special Case Business Funding.

10. By-Laws - None

11. Closed Session

Resolution #8

Moved by: Chris Nicholson

Seconded by: John MacLachlan

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

Closed Session meeting started at 6:05 p.m.

Resolution #9

Moved by: Fraser Williamson

Seconded by: Chris Nicholson

BE IT RESOLVED THAT the Central Almaguin Planning Board does hereby return to open session at 6:20 p.m. **CARRIED**

12. Adjournment

Resolution #10

Moved by: John MacLachlan

Seconded by: Fraser Williamson

BE IT RESOLVED THAT the Central Almaguin Planning Board adjourn at 6:22 p.m. until Wednesday February 4, 2026 or at the call of the Chair. **CARRIED**

Lynda Carleton, Chair

Christine Hickey, Secretary-Treasurer