



TOWN OF COLLINGWOOD

Council - Committee of the Whole Meeting Minutes

May 12, 2025, 2:00 p.m.

Council Chambers and by Videoconference
97 Hurontario Street, Collingwood ON

Council Present: Mayor Yvonne Hamlin
Deputy Mayor Tim Fryer
Councillor Kathy Jeffery
Councillor Deb Doherty
Councillor Chris Potts
Councillor Rob Ring
Councillor Christopher Baines
Councillor Ian MacCulloch

Council Absent: Councillor Steve Perry

Staff Present: Sara Almas, Director of Legislative Services/Clerk
Amanda Pegg, Executive Director, Customer and Corporate Services
Jennifer Graham, Treasurer
Karen Cubitt, Director, Parks Recreation and Culture
Summer Valentine, Director, Growth and Development
Jenny Haines, Administrative Coordinator

Sustainable, Connected, Vibrant

Collingwood is an inclusive community that offers a healthy and active lifestyle in a beautiful waterfront setting, anchored by a responsible government, strong business and nonprofit networks, and an animated downtown.

1. National Anthem

Council and staff rose for the playing of the Canadian National Anthem.

2. Call of Council to Order

Mayor Hamlin called the meeting to order at 2:00 p.m. Councillor Potts provided the recognition and acknowledgement of the traditional territory of the Indigenous peoples.

3. Adoption of the Agenda

RES-216-2025

Moved by: Councillor Deb Doherty

Seconded by: Councillor Christopher Baines

THAT the content of the Council-Committee of the Whole Agenda for May 12, 2025 be adopted as amended:

- Item 6.2 School Board Trustee Deputation: Removed
- Item 12.6 addition of Consent Agenda Item re: Collingwood Input re: Strong Mayor Powers
- Item 15.2.3 P2025-14 Servicing Capacity Allocation Policy – 2025 Comprehensive Review: Staff report and recommendation added
- Item 15.2.4 T2025-06 2024 Draft Financial Review: Staff report and recommendation added
- ADDITION: Request to defer recommendation under Agenda Item 14.1 County Council Composition, Deputy Mayor Fryer
- ADDITION: Agenda Item 15.5.2 under Old or Deferred Business – Strong Mayor Powers continued discussions, Deputy Mayor Fryer

CARRIED

4. Declarations of Pecuniary Interest

None.

5. Community Announcements

Council reported on various community announcements and events.

6. Deputations

6.1 Collingwood General Marine Hospital - 2025-2030 Strategic Plan, Michael Lacroix and Jory Pritchard-Kerr

Michael Lacroix, Collingwood General and Marine Hospital (CGMH) provided Council with an overview of the CGMH's 5 Year Plan and reviewed the how the hospital operates today. Michael Lacroix noted statistics regarding services and programs from 2024 into 2025 and confirmed the vision for the future of the hospital as it pertains to patient beds, programs offered, clinics, diagnostic and surgical services and interprofessional education. Michael Lacroix confirmed the hospitals strategic plan and foundational commitments and reviewed the three levels of focus and how they will define success.

Jory Pritchard-Kerr, CGMH Foundation briefed Council on the hospitals capital campaign, confirmed the local share noting over \$65 million has

been committed to date and thanked Council for their commitment and support of the project.

Michael Lacroix and Jory Pritchard-Kerr answered questions from Council providing clarification on the goal of the campaign and whether funds to be raised are in addition to the funds that are committed to date; and if consideration is being made to potentially assist with housing new hospital staff.

7. Public Meetings

None.

8. Adoption of Minutes

8.1 Council Minutes

RES-217-2025

Moved by: Councillor Chris Potts

Seconded by: Councillor Ian MacCulloch

THAT the minutes of Council-Committee of the Whole meeting held April 28, 2025 (excluding Committee of the Whole recommendations) and Council Meeting held May 5, 2025, be approved as presented.

CARRIED

8.2 Business Arising from Previous Minutes

None.

8.3 Approval of Committee of the Whole Recommendations

8.3.1 Committee of the Whole - April 28, 2025

RES-218-2025

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Deb Doherty

THAT the Committee of the Whole recommendations from its meeting held April 28, 2025 contained within the April 28, 2025, Council minutes be hereby approved as presented.

- P2025-11 180 Ontario Street Zoning By-law Amendment
- Reports/Minutes of Other Committees and Boards

CARRIED

9. Staff Reports

None.

10. By-Laws

RES-219-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Ian MacCulloch

THAT the following By-laws be hereby enacted and passed this 12th day of May, 2025.

CARRIED

10.1 By-law No. 2025-040, being a Zoning By-Law Amendment for lands addressed as 180 Ontario Street (Staff Report P2025-11).

10.2 By-law No. 2025-041, being a by-law to set the tax rates and to levy taxes for the year 2025.

10.3 By-law No. 2025-042, being a by-law to authorize the execution of the letter of agreement for use of the Provincial Gas Tax Funds.

11. Departmental Updates

11.1 Asset Management Plan - Public Engagement Results and Initial Proposed Level of Service, Treasurer Graham, Manager Kaden

Daryush Esmaili, Vice President of Aspire Consulting, provided Council with an update on the Asset Management Plan public engagement results and initial proposed level of service, reviewed the project objective and key outcomes, noting the steps and requirements pertaining to Asset Management Planning for Municipal Infrastructure confirming that the goal regarding the level of service is to find the right balance between cost, risk and service. It was confirmed that the survey aimed to gauge satisfaction with municipal services and perception of cost-effectiveness and that generally the community is satisfied with the levels of service and that approximately 80% of respondents would accept an increase in taxes or fees to support necessary improvements and that there is a preference to prioritize core infrastructure services.

Daryush Esmaili answered questions and received comments from Council regarding the projects timeline and next steps; clarification that the \$20 noted is an annual expense; what specific questions pertaining to demographics were captured; if there is a breakdown regarding the transportation concerns; impressive to see such a high priority placed on infrastructure items; if the Town will retain a consultant to conduct it's annual review; and if the survey results indicate who submitted responses.

11.2 Poplar Health and Wellness Village MZO

No update was provided.

12. Consent Agenda

Consent Agenda Items 12.1, 12.4 and 12.6 were requested to be pulled for discussion.

RES-220-2025

Moved by: Councillor Chris Potts

Seconded by: Councillor Ian MacCulloch

THAT Council herein receive the General Consent Agenda;

AND FURTHER THAT the information and opinions provided in the General Consent Agenda Items are that of the author(s) and are not verified or approved as being correct.

CARRIED

12.1 S. Ashton Letter re: Public Safety on Dawson Drive

Councillor Potts noted concerns and challenges with Dawson Drive and asked Staff if there are plans for traffic calming measures to be implemented in the future. Director Alkoka confirmed that there are plans for street sweeping and line painting. Manager Leal noted that Dawson Drive is included in the MMTP and will confirm if it will be evaluated under the Town's Speed Limit Study.

Councillor Potts confirmed that he will put forward a notice of motion regarding the matter.

12.2 Creative Simcoe Street re: Downtown Masterplan

12.3 Minister of Municipal Affairs and Housing Letter re: Strong Mayor Powers

12.4 Town of Bradford West Gwillimbury Resolution re: Increased Resources and Support for Women Facing Abuse

Deputy Mayor Fryer and Councillor Doherty noted that My Friends House is in support of the motion put forward by the Town of Bradford West Gwillimbury and the need for financial support, with a notice of motion to be brought forward for consideration at a future meeting in support of the Consent Item.

12.5 Proclamation: Fibromyalgia Awareness Day

12.6 Collingwood Input re: Strong Mayor Powers

Deputy Mayor Fryer confirmed that he will bring up the topic regarding Strong Mayor Powers under Old Business and looked to the Mayor and Clerk for an update on whether a response has been received from Minister Flack. Clerk Almas and Mayor Hamlin confirmed that they have no received a response.

Deputy Mayor Fryer noted concern to the transfer of Strong Mayor Powers should the Mayor leave her position in the next 12 months if a by-election would have to be called. Clerk Almas confirmed that a by-election would be required should the Mayor's seat become vacant before March 2026.

13. County Report

Deputy Mayor Fryer provided an update from County Council noting the Finance Committee discussions regarding how much money can be loaned to municipalities; the residential organics pilot program; weighted votes and considerations that may impact discussion on the County Council Composition proposal. .

Councillor Potts noted that One Community Solutions presented to the BIA Board of Management on the status of their work on behalf of the County regarding homelessness.

14. Motions

Councillor Jeffery advised that her motion put forward with request that Staff investigate the sewer lateral repair and replacement permit process be provided as a departmental update as opposed to a staff report. Director Valentine confirmed that an update will be provided at the first Council meeting in June.

14.1 County Council Composition

RES-221-2025

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Kathy Jeffery

THAT the following motion be deferred to the June 9, 2025 Council and Committee of the Whole Meeting:

THAT the Council of the Town of Collingwood [consents or not consents] to County of Simcoe By-law 7119-25, being a By-law to Change the Composition of Council of the Corporation of the County of Simcoe;

AND THAT a copy of this resolution be sent to the Clerk at the County of Simcoe.

CARRIED

RES-222-2025

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Kathy Jeffery

THAT the matter be included within the Committee of the Whole portion of the agenda on June 9, 2025.

CARRIED

14.2 FCM Board of Directors Election Endorsement, Councillor Baines

RES-223-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Chris Potts

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interest of municipalities on policy and program matters that fall within Federal jurisdiction;

AND WHEREAS FCM's Board of Directors and Standing Committees are comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the prestige required to carry the municipal message to the federal government;

AND WHEREAS FCM's Annual Conference and Trade Show will take place from May 29th to June 1st , 2025, during which time the Annual General Meeting will be held and followed by the election of FCM's Board of Directors;

THEREFORE BE IT RESOLVED that Council of the Town of Collingwood, Ontario endorses Councillor Kathy Jeffery to stand for election on FCM's Board of Directors for the period starting in June 2025 and ending June 2027;

AND BE IT FURTHER RESOLVED that Council assumes all costs associated with Councillor Kathy Jeffery's attending FCM's Board of Directors meetings or in the case of an appointment assumes all costs associated with Councillor Kathy Jeffery's attending FCM's Standing Committee meetings and Board of Directors Meeting.

CARRIED

15. Move into Committee of the Whole

15.1 Motion to move into Committee of the Whole (Mayor Hamlin)

RES-224-2025

Moved by: Councillor Ian MacCulloch

Seconded by: Councillor Deb Doherty

THAT Council herein move into Committee the Whole Session.

CARRIED

Committee took a 10 minute recess.

15.2 Staff Reports

15.2.1 P2025-012 Proposed Amendment to Heritage Designation By-law for Victoria Annex

Director Valentine provided introductory remarks and introduced Committee to Community Planner Jocelyn Wainwright. Community Planner Wainwright provided Committee with an overview of Staff Report P2025-12 Proposed Amendment to the Heritage Designation By-Law for Victoria Annex providing an aerial photograph of the subject lands, a review of the Site Plan with assigned municipal addresses, analysis and next steps.

Staff answered questions from Committee regarding the rationale behind changing the heritage designation of the property surrounding the Victoria Annex.

RES-225-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

THAT Staff Report P2025-12, “Proposed Amendment to Heritage Designation By-law for Victoria Annex” dated May 12, 2025, be received;

AND THAT a notice of proposed amendment to Heritage Designation By-law 2019-083 be issued to the property owner in accordance with Section 30.1(3) of the Ontario Heritage Act for the reasons detailed in Report P2025-12; and

AND THAT staff be directed to bring forward the amended Heritage Designation By-law to Council for approval, if no objections are received to the Notices of Intention to Amend Designation By-law in accordance with the Ontario Heritage Act.

CARRIED

15.2.2 P2025-013 Conditional Approval and Authorization By-law to Execute a Site Plan Control Agreement – 180 Vacation Inn Drive (Wyldeewood Creek) Town File No. D11119

Director Valentine provided introductory remarks regarding Town File No. D11119 for 180 Vacation Inn Drive (Wyldeewood Creek). Manager Ayers provided Committee with an overview on the history of the file confirming its Official Plan and Zoning designations, reviewed the Site Plan and Architectural Elevations noting studies and reports which have been considered.

Applicant and Developer David Hirsh, President of Brandy Lane Corporation addressed Committee noting the lengthy approval process, the fundamental design building model for the development and confirmed request that Council approve Staff’s recommendation.

Chair Potts called for comments from the public.

Mike Devries addressed Committee as a concerned resident noting that he is appreciative that consideration was made to relocate the emergency access and that there might be challenges to get so many different parties to come to an agreement.

Planning Staff, Developer David Hirsh and his colleagues answered questions and received comments from Committee regarding the developments environmental plan and efforts to ensure affordable housing; confirmation on the location of the secondary emergency access point; clarification on the wetland boundary and buffer zone; what is being done to control the invasive non-native species; if there will be changes to the golf course when boundaries are adjusted; and if there is a way to ensure that the units are being utilized and purchased by the target demographic.

RES-226-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Kathy Jeffery

THAT Staff Report P2025-13, “Conditional Approval and Authorization By-law to Execute a Site Plan Control Agreement – 180 Vacation Inn Drive (Wyldeewood Creek)” dated May 12, 2025 be received;

AND THAT Site Plan Application File D11119 be approved subject to the following conditions:

- Confirmation of municipal servicing capacity allocation;
- Resolution of any outstanding minor technical comments, including any associated plan revisions, to the satisfaction of Town departments, third-party peer reviewers, and external agencies;
- Approval of a future Consent application by the Committee of Adjustment and registration of the Transfer of Easement in favour of the subject property on terms and conditions to the satisfaction of the Town and the applicable utility authority(ies);
- Issuance of a Tree Cutting Permit to permit the removal of necessary boundary trees and trees on the adjacent golf course lands in proximity to the shared southern and western property lines to facilitate the proposed servicing corridor and grading and drainage, with the exact locational boundaries of the tree removals to be determined through the permitting process;

- Issuance of all required permits by the Nottawasaga Valley Conservation Authority (NVCA);
- Registration of the Transfer of Easement (Water) in favour of the subject property per Consent PLBN2024460;
- Execution of a Site Plan Control Agreement and issuance of Final Site Plan approval of the conditionally approved second emergency vehicle access at 10 Vacation Inn Drive (File No. D111123); and
- Execution of a Site Plan Control Agreement with the Town of Collingwood;

AND THAT an Authorization By-law to execute the Site Plan Control Agreement for a residential development at 180 Vacation Inn Drive be enacted and passed;

AND THAT this conditional Site Plan approval shall lapse three years from the date that the conditional approval was issued should a permit under the Building Code Act to implement the site plan not be issued.

CARRIED

Committee recessed at 4:45 p.m. and reconvened at 5:19 p.m.

15.2.3 P2025-14 Servicing Capacity Allocation Policy – 2025 Comprehensive Review

Senior Planner Nathan Wukasch provided Committee with an overview of Staff Report P2025-14 Servicing Capacity Allocation Policy (SCAP) – 2025 Comprehensive Review, reviewed the background of the SCAP and identified key observations and considerations regarding the SCAP criteria and proposed SCAP amendments. Director Valentine provided Committee with a high-level overview of key takeaways regarding service capacity allocation decisions noting balance, reasonableness, appropriate flexibility and legislative compliance.

Moved by: Deputy Mayor Tim Fryer
Seconded by: Councillor Kathy Jeffery

THAT Staff Report P2025-14, “Servicing Capacity Allocation Policy – 2025 Comprehensive Review 2025”, dated May 12, 2025 be received;

AND THAT the advancement of Staff Report P2025-14 to Council be delayed by a two-week period to allow for any additional feedback from the community, with appropriate changes to be incorporated into this Report by amendment;

AND THAT By-law 2022-025, as amended, be further amended by Council to replace “Schedule A” with the updated Servicing Capacity

Allocation Policy (SCAP) dated May 12, 2025 attached to Staff Report P2025-14.

Amendment:

RES-227-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Deputy Mayor Tim Fryer

THAT the words "qualified" or "senior" be added before Town Administration.

CARRIED

Amendment:

RES-228-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Rob Ring

THAT in reference to radius proximity measuring the following be added:

A5 - Development represents transit supportive development based on density and proximity (i.e. 400-800 meters measured by radius from the property boundary) to existing or planned transit routes, which must include trail/road/sidewalk access to the route within the radius.

CARRIED

Amendment:

RES-229-2025

Moved by: Councillor Rob Ring

Seconded by: Councillor Christopher Baines

THAT the SCAP point score be adjusted to increase affordable housing points to 15 points.

CARRIED

RES-230-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Kathy Jeffery

THAT Staff Report P2025-14, "Servicing Capacity Allocation Policy – 2025 Comprehensive Review 2025", dated May 12, 2025 be received as amended.

CARRIED

15.2.4 T2025-06 2024 Draft Financial Review

Treasurer Graham provided a high-level overview of the 2024 Draft Financial Review noting the 2024 surplus pertaining to the tax supported operating budget, spending efficiencies and offsetting pressures. Treasurer Graham reviewed the 2024 Non-Tax Supported Operating Budget noting the 2024 surplus, budget variances and key observations. Capital budget highlights were provided with a review of the Town's investment portfolio, grant successes and next steps.

Treasurer Graham answered questions and received comments from Committee regarding the importance of multi-year budgeting; if Staff are considering taxation revenue in the 2025 estimates; the OPP billing adjustment; concerns regarding adjustments and surplus; and unfunded liabilities. Treasurer Graham further confirmed that a report regarding the Town's financial position for Q3 could be provided and answered questions from Committee regarding the capital budget and tax impact and forced reserves; and salaries and overtime.

RES-231-2025

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Deb Doherty

THAT Staff Report T2025-06, 2024 Draft Financial Review, be received.

CARRIED

15.2.5 T2025-07 2024 Debt Report

Manager Weber briefed Committee on the 2024 Annual Debt Report noting 2024 tax supported debt, 2024 water supported debt, 2024 wastewater supported debt, and debt servicing percentages. Manager Weber answered questions from Committee regarding internal borrowing and anticipated debt for larger infrastructure projects. Manager Weber confirmed that the staff report will be amended to include clarification regarding parking reserve funds and internal borrowing.

RES-232-2025

Moved by: Mayor Yvonne Hamlin

Seconded by: Councillor Rob Ring

THAT Staff Report T2025-07, 2024 Debt Report, be received for information.

CARRIED

15.2.6 T2025-08 Quarter One Financial Update

Treasurer Graham provided Committee with an update on the Town's 2025 Quarter One Financials noting that financial performance remains on track and that Staff have identified no concerns. Treasurer Graham reviewed the Q1 Capital and Operating budget, salaries and benefits; Q1 investment activity; grants; and funding request.

Treasurer Graham took questions and received comments from Committee regarding the PPN investments and interest that has come from the investments; comparing return on investments when the difference can be seen annually; the status of capital projects; impact of snow removal and winter maintenance from the past winter; and if Staff need the assistance or support from the Mayor in advocating for grants, that she would be able to assist.

RES-233-2025

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Deb Doherty

THAT Staff Report T2025-08, Quarter One Financial Update, be received.

CARRIED

15.3 Deputations (unregistered)

None.

15.4 Reports/Minutes of Other Committees/Boards

RES-234-2025

Moved by: Councillor Deb Doherty

Seconded by: Councillor Rob Ring

THAT the following minutes of Other Committees and Boards be received and the recommendations contained therein be approved:

- Minutes - Trails and Active Transportation Advisory Committee - April 10, 2025
- Minutes - Museum Advisory Committee - April 17, 2025
- Minutes - Collingwood Heritage Committee - April 3, 2025

CARRIED

15.5 Old or Deferred Business

15.5.1 Update re: Downtown Collingwood BIA Board of Directors Recommendation

Director Cubitt provided Committee with an update on the Arts Centre Feasibility Study, reviewed the 12 locations assessed for suitability in Phase 1 and confirmed the 6 locations that were recommended for further evaluation in Phase 2. The Leisure Time Club location was considered and determined to not be a preferred location, with Millennium Park (Grain Terminal Redevelopment) and Parking Lot 1 (48 Ste. Marie Street) also considered with Council's recommendation to focus solely on 48 Ste. Marie St at the time. As part of Phase 3 of the assessment, three downtown parking lots were evaluated and that in a Report to Council in July of 2024, 140 Ste. Marie Street was removed from consideration, leaving 101 Pine Street as an option.

Director Cubitt noted that the direction from the interim report was to defer decision-making until the Downtown Master Plan was completed and the scope reduction exercise took place, with both completed in Q1 2025. The Steering Committee will be presenting their final report in June 2025.

Committee discussed the feasibility of the Leisure Time Club property and presentation made to Council, and that consideration could be made to attach the venue to an educational institution of some kind.

Staff answered questions from Committee regarding next steps.

Mayor Hamlin assumed the role of Chair.

RES-235-2025

Moved by: Councillor Chris Potts

Seconded by: Deputy Mayor Tim Fryer

THAT Council refer the following BIA Board recommendation to the appropriate parties for review in the evaluation of locations for the potential Art Centre for Council's future consideration:

RECOMMENDATION: THAT the Collingwood Downtown BIA Board of Management request that Council consider the Collingwood Leisure Time Club property (100 Minnesota Street) to be considered as a location for the Arts Centre.

DEFEATED

Councillor Potts assumed the role of Chair at this time.

RES-236-2025

Moved by: Councillor Rob Ring

Seconded by: Councillor Kathy Jeffery

THAT in accordance with the Procedural By-law, the meeting be extended past the five hour limit by an additional hour.

CARRIED

15.5.2 Strong Mayor Powers, Deputy Mayor Fryer

Deputy Mayor Fryer referenced the recent training by Clerk Almas and Municipal Solicitor O'Melia and implications of the legislation on requirements such as by-elections in the event of a vacancy of the Mayor's Office, and questioned the anticipated use and potential delegations under the legislation. Mayor Hamlin confirmed that she is considering two delegations to the CAO on powers related to the organizational structure and employment powers related to Department Heads.

Deputy Mayor Fryer questioned the budget delegation to Council. Clerk Almas and Treasurer Graham confirmed that the Mayor cannot delegate the powers to propose a budget to Council, however it is forfeited to Council if such has not occurred as of February 1st in the budget year.

Mayor Hamlin confirmed that she has scheduled meetings with members of Council to discuss any questions, concerns or suggestions members may have with the use of Strong Mayor Powers and any preliminary thoughts on the upcoming budget.

15.6 Other Business

15.6.1 Veterans Crosswalk - Councillor Potts

Councillor Potts asked Staff if the Town has ever considered installing in Veterans Crosswalk. Director Cubitt noted that there has been no discussions regarding a Veterans Crosswalk, but if it is the direction of Council, Staff can consider it.

15.7 Notice of Motions

Councillor Potts provided the following two notices of motion:

- That Staff consider temporary traffic calming measures on Dawson Drive in advance of the MMTP.
- That consideration be made to install a Veterans Crosswalk in the Town of Collingwood with no identified location at this time.

15.8 Rise from Committee of the Whole

15.8.1 Motion to rise from Committee of the Whole (Councillor Potts)

RES-237-2025

Moved by: Councillor Christopher Baines

Seconded by: Councillor Deb Doherty

THAT Council herein rise from Committee of Whole and return to the regular Council meeting.

CARRIED

16. Confirmatory By-Law

RES-238-2025

Moved by: Councillor Deb Doherty

Seconded by: Councillor Ian MacCulloch

THAT By-law No. 2025-043, being a by-law to confirm the proceedings of the regular meeting of Council held May 12, 2025, be enacted and passed this 12th day of May, 2025.

CARRIED

17. Adjournment

Moved by Councillor Jeffery

THAT the Council meeting be hereby adjourned at 7:28 p.m. **CARRIED.**

Mayor

Clerk