



## TOWN OF COLLINGWOOD

### Council - Committee of the Whole Meeting Minutes

May 26, 2025, 2:00 p.m.

Council Chambers and by Videoconference  
97 Hurontario Street, Collingwood ON

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

Council Absent: Mayor Yvonne Hamlin

Staff Present: Sonya Skinner, CAO  
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  
Mohamed Alkoka, Director of Infrastructure  
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**

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

### **3. Adoption of the Agenda**

#### **RES-239-2025**

Moved by: Councillor Deb Doherty

Seconded by: Councillor Rob Ring

**THAT** the content of the Council-Committee of the Whole Agenda for May 26, 2025 be adopted as amended:

- Removed Item 6.2 Public Rallies or Protests in Downtown deputation
- Addition of the Motion for Item 14.3 Temporary traffic calming measures on Dawson Drive

**CARRIED**

### **4. Declarations of Pecuniary Interest**

#### **4.1 Councillor Christopher Baines - Sister City Committee Funding Request for Youth Participant for Katano Trip**

Councillor Baines declared a conflict with the funding requests for the Katano, Japan trip as a member of the Optimist Club.

### **5. Community Announcements**

Council reported on various community announcements and events.

### **6. Deputations**

#### **6.1 Cranberry Marsh Water Levels and Drainage Concerns, Kevin Marshman and Nick Best**

Kevin Marshman addressed Council on behalf of the residents surrounding the Cranberry Marsh noting concern regarding the rising water levels, drainage and the speed at which the water is rising. It was noted that Council was presented information regarding the water levels in March 2024 and confirmed that the water levels have increased significantly over the last few years and identified a number of concerns and impacts. Photos of 2025 Spring flooding were provided. He further noted that the monitoring system installed by the Nottawasaga Valley Conservation Authority (NVCA) are reading at max levels, and provided recommendations and requests for consideration to address the immediate concerns.

Council discussed awareness of the concern by the MPP and NVCA, and Staff answered questions from Council regarding the status of the MOU with the NVCA regarding Stormwater Management.

#### **6.2 Sister City Committee Funding Request for Youth Participant for Katano Trip**

Councillor Christopher Baines declared a conflict on this item. (Councillor Baines declared a conflict with the funding requests for the Katano, Japan trip as a member of the Optimist Club.)

Robert Schmuck addressed Council with a request for funding to support sending an additional youth participant on the Katano trip in October 2025. An overview of the planned trip was provided, noting the World Expo will be held in Osaka, and requested additional financial support to host a banquet luncheon at the Expo for participants and Katano representatives.

*Councillor Jeffery joined the meeting at 2:43 p.m.*

Council members discussed the potential support from the Optimist Club; estimated cost of the luncheon at the World Expo; and if the Katano Committee has reached out to MP Dowdall to assist with funding.

**RES-240-2025**

Moved by: Councillor Chris Potts

Seconded by: Councillor Kathy Jeffery

**THAT** Council waive notice provisions provided for in the Procedural By-law to consider funding requests provided by the Sister City Committee.

**CARRIED**

*Councillor Baines left the Council table at this time due to a declared conflict.*

**RES-241-2025**

Moved by: Councillor Chris Potts

Seconded by: Councillor Steve Perry

**THAT** Council support funding an additional \$2,500 to enable an additional youth to participate in the Katano Sister City Trip this Fall, conditional upon the additional required \$2,500 to be sponsored through a local service group(s).

**CARRIED**

**RES-242-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Steve Perry

**THAT** Council support funding up to \$2000 to support a banquet luncheon at the World Expo for participants and Katano Billet Families and Guest.

**CARRIED**

*Councillor Baines returned to the meeting.*

**7. Public Meetings**

None.

## **8. Adoption of Minutes**

### **8.1 Council Minutes**

#### **RES-243-2025**

Moved by: Councillor Christopher Baines

Seconded by: Councillor Ian MacCulloch

**THAT** the minutes of Council-Committee of the Whole meeting held May 12, 2025 (excluding Committee of the Whole recommendations), 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 - May 12, 2025**

It was requested that the following items be severed and considered individually: Staff Report P2025-013 re: Conditional Approval and Authorization By-law to Executive Site Plan Control Agreement - 180 Vacation Inn Drive and the recommendation from the Collingwood Downtown BIA Board of Management requesting Council consider the Collingwood Leisure Time Club property (100 Minnesota Street).

#### **RES-244-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Deb Doherty

**THAT** the Committee of the Whole recommendations from its meeting held May 12, 2025 contained within the May 12, 2025 Council minutes be hereby approved as presented.

- P2025-012 Proposed Amendment to Heritage Designation By-law for Victoria Annex
- T2025-06 2024 Draft Financial Review
- T2025-07 2024 Debt Review (amended)
- T2025-08 Quarter One Financial Update
- Reports/Minutes of Other Committees and Boards, excluding Collingwood Downtown BIA Board of Management recommendation

**RES-245-2025**

Moved by: Councillor Kathy Jeffery  
Seconded by: Councillor Deb Doherty

**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.

**CARRIED**

**RES-246-2025**

Moved by: Councillor Kathy Jeffery  
Seconded by: Councillor Deb Doherty

**THAT** the Committee of the Whole recommendations from its meeting held May 12, 2025 contained within the May 12, 2025 Council minutes be hereby approved as presented.

- P2025-013 Conditional Approval and Authorization By-law to Executive Site Plan Control Agreement - 180 Vacation Inn Drive

**CARRIED**

**9. Staff Reports**

None.

**10. By-Laws**

**RES-247-2025**

Moved by: Councillor Chris Potts  
Seconded by: Councillor Ian MacCulloch

**THAT** the following By-laws be hereby enacted and passed this 26th day of May, 2025.

**CARRIED**

**10.1 By-law No. 2025-044, being a bylaw to assume Van Dolder's Industrial Subdivision**

**10.2 By-law No. 2025-045, being a bylaw to execute a Site Plan Control Agreement at lands addressed as 180 Vacation Inn Dr.**

## 11. Departmental Updates

### 11.1 Sunset Point Parking Updates, Manager Martin, Manager Harrod

Manager Martin provided Council with an update on additional temporary and permanent parking solutions at Sunset Point that will be implemented this season to assist with the impact to parking as a result of the construction at the Water Treatment Plant. Manager Harrod reviewed additional parking management measures that will be implemented noting additional signage and operational strategies.

Staff answered questions from Council regarding paving of temporary parking lots; the amount of parking spaces that will be added back when the WTP construction is complete; presence of by-law staff at Sunset Point; and when the trail system on the boarder of the shoreline will be re-opened.

## 12. Consent Agenda

### RES-248-2025

Moved by: Councillor Rob Ring

Seconded by: Councillor Kathy Jeffery

**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 Proclamation: May is Museum Month

### 12.2 Proclamation - Victorian Order of Nurses Week 2025

### 12.3 Proclamation - Yes in My Back Yard Week

### 12.4 Letters re: Support for Georgian Triangle Humane Society Municipal Capital Facilities Agreement

### 12.5 Minister of Municipal Affairs and Housing Notification Letter re: Bill 17

Deputy Mayor Fryer noted the correspondence received from the Minister of Municipal Affairs and Housing Notification Letter re: Bill 17 and requested an update from Staff on their considerations moving forward. CAO Skinner provided a high-level review of Bill 17 and addressed comments on matters related to the various proposed changes.

### RES-249-2025

Moved by: Councillor Deb Doherty

Seconded by: Councillor Rob Ring

**THAT** Council herein waive notice of motion in accordance with the Procedural By-law to consider the proposed motion pertaining to correspondence to be sent from the Town to the Minister of Municipal Affairs and Housing Notification Letter re: Bill 17.

**CARRIED**

**RES-250-2025**

Moved by: Councillor Deb Doherty

Seconded by: Councillor Kathy Jeffery

**THAT** Council direct Staff to provide comments to the Minister of Municipal Affairs and Housing regarding the proposed changes to Bill 17 regarding matters specifically impacting the Development Charges Act and the Planning Act, and submit to the ERO in advance of the June 11, 2025 deadline;

**AND THAT** the correspondence be copied to AMO and MPP Brian Saunderson.

**CARRIED**

**13. County Report**

Deputy Mayor Fryer provided an update from County Council noting the County's Transit Service Review; changes to the County's waste management collection; the County's governance review, and upcoming reports and motions being put forward.

Council discussed County Council compensation including alternative members; the parameters set for hybrid meeting attendance; where the BIA can express concern regarding the changes to curbside collection for businesses downtown; and County Council composition and weighted votes.

**14. Motions**

**14.1 Confirm AMO Delegation Submissions**

**RES-251-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Christopher Baines

**THAT** Council instruct Staff to submit the following Ministry Delegation Requests, for the Annual Association of Municipalities of Ontario Conference in August 2025:

- Terminals Point – Grain Terminals Revitalization

**CARRIED**

**RES-252-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Christopher Baines

**THAT** Council instruct Staff to submit the following Ministry Delegation Requests, for the Annual Association of Municipalities of Ontario Conference in August 2025:

- Ontario Municipal Partnership Fund (OMPF)

**DEFEATED**

**RES-253-2025**

Moved by: Councillor Kathy Jeffery

Seconded by: Councillor Christopher Baines

**THAT** Council instruct Staff to submit the following Ministry Delegation Requests, for the Annual Association of Municipalities of Ontario Conference in August 2025:

- Reconstruction of Collingwood Collegiate Institute – Ministry of Education (submitted for ROMA) – (Independently).

**CARRIED**

*Councillor Perry left the Council table from 5:06 p.m. and returned at 5:09 p.m.*

**14.2 Installation of a Veterans Crosswalk, Councillor Potts**

**RES-254-2025**

Moved by: Councillor Chris Potts

Seconded by: Councillor Kathy Jeffery

**WHEREAS** the Town of Collingwood Community Based Strategic Plan identifies Connectedness as an Strategic Pillar, and supporting and fostering matters that bring people together and showcasing the richness of our culture, diversity, heritage and Community;

**AND WHEREAS** a Veterans Crosswalk is a pedestrian crossing that is dedicated to honouring our Veterans and their Service, promoting remembrance, and raising awareness;

**THEREFORE BE IT RESOLVED THAT** Council request Staff commence discussions with the Collingwood Branch of the Royal Canadian Legion regarding the potential installation, and location, of a Veterans Crosswalk in the Town of Collingwood for consideration in the 2026 budget deliberations, or sooner if capacity exists in 2025.

**CARRIED**

**14.3 Temporary traffic calming measures on Dawson Drive, Councillor Potts**

**RES-255-2025**

Moved by: Councillor Chris Potts

Seconded by: Councillor Steve Perry

**WHEREAS** the Community Based Strategic Plan has prioritized the speed and safety related components of the Master Mobility & Transportation Plan to support a people-centric approach to transportation;

**AND WHEREAS** the Town has received community correspondence highlighting concerns over pedestrian safety along Dawson Drive, however, a petition from abutting residents has not been received in accordance with the Traffic Calming Policy to initiate the review;

**AND WHEREAS** the Master Mobility and Transportation Plan currently does not include an assessment specifically related to Dawson Drive;

**THEREFORE BE IT RESOLVED THAT** Council directs staff to incorporate an assessment of Dawson Drive into the Master Mobility & Transportation Plan Study;

**AND FURTHER THAT** Council authorizes staff to initiate a traffic calming assessment and consider the implementation of temporary traffic calming measures on Dawson Drive as an interim safety solution, despite the absence of a formal resident petition, pending the completion of the comprehensive Master Mobility & Transportation Plan and any subsequent recommendations aimed at enhancing pedestrian safety on Dawson Drive, if deemed necessary.

**CARRIED**

**15. Move into Committee of the Whole**

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

**RES-256-2025**

Moved by: Councillor Christopher Baines

Seconded by: Councillor Deb Doherty

**THAT** Council herein move into Committee the Whole Session.

**CARRIED**

*Chair Potts confirmed that Agenda Item 15.2.3 will be advanced earlier in the agenda.*

*Committee took a 10 minute break.*

**15.2 Staff Reports**

### **15.2.1 P2025-15 Proposed Zoning By-law Amendment - 35 Elgin Street, Town File No. PLZAMA2024326**

Community Planner Rose provided Committee with an overview of Staff Report P2025-15 and the proposed Zoning By-law Amendment for 35 Elgin Street, confirmed existing and proposed zoning, provided a review of the neighbourhood context, conceptual site plan and existing and proposed east and north elevation. Public comments, summary of studies and reports were reviewed along with a planning analysis, outcomes and next steps.

#### **RES-257-2025**

Moved by: Councillor Ian MacCulloch

Seconded by: Councillor Rob Ring

**THAT Staff Report P2025-15**, “Proposed Zoning By-law Amendment – 35 Elgin Street” dated May 26, 2025 be received;

**AND THAT** the amending Zoning By-law, attached as Appendix “A” to this Report, be enacted and passed.

#### **CARRIED**

*Committee recessed at 5:40pm and reconvene at 6:00pm.*

### **15.2.2 CAO2025-02 Operational Plan Q1 2025 Status Update**

CAO Skinner provided Committee with a high-level overview of the Operational Plan Q1 2025 Status Update including a high-level summary of items that have been completed in Q2. CAO Skinner reviewed the various attachments included with the Staff Report noting items prioritized in the 2025 work plans; Council Resolution items that are anticipated to be completed beyond 2025; and the Customer Service and Communications Division’s Q1 highlights. CAO Skinner noted various items identified by Council as priorities for 2025 and addressed questions from Council.

#### **RES-258-2025**

Moved by: Councillor Rob Ring

Seconded by: Councillor Christopher Baines

**THAT Staff Report CAO2025-02**, Operational Plan: Q1-2025 Status Update, be received for information.

#### **CARRIED**

### **15.2.3 T2025-09 Annual Reserve Statement**

Treasurer Graham provided Committee with an overview of the 2024 Statement of Reserves and Reserve funds confirming the difference between reserves and reserve funds, reviewed the Statement of

Reserves, Obligatory Statement of Reserve Funds and Discretionary Statement of Reserve Funds and surplus allocation in 2024 and adequacy of reserves.

Treasurer Graham answered questions from Committee regarding the percentage that was put into the special capital levy and clarification regarding the amount of change that occurred; clarification on Council's decision making as it pertains to discretionary and obligatory reserves; reserve funds set aside for the hospital; and the purpose of the commuter cycling fund.

**RES-259-2025**

Moved by: Councillor Christopher Baines

Seconded by: Councillor Deb Doherty

**THAT** Staff Report T2025-09, Statement of Reserves and Reserve Funds, be received.

**CARRIED**

**RES-260-2025**

Moved by: Deputy Mayor Tim Fryer

Seconded by: Councillor Ian MacCulloch

**THAT** the recommendation to re-balance the General reserve by transferring \$1,727,344 to the Lifecycle Replacement Reserve Fund be deferred until the July 2025 Committee of the Whole meeting.

**CARRIED**

**15.2.4 IN2025-06 Summit View Phase 1 - Assumption**

Manager Leal provided an overview of Staff Report IN2025-06 entitled Summit View Phase 1 Subdivision Assumption, confirmed Staffs recommendation that Council enact and pass a By-law to assume the roads and all associated municipal infrastructure within Phase 1 of the Summit View Subdivision.

**RES-261-2025**

Moved by: Councillor Christopher Baines

Seconded by: Councillor Steve Perry

**THAT Staff Report IN2025-06**, Summit View Phase 1 Subdivision Assumption, be received;

**AND THAT** Council approve the assumption of all non-assumed municipal works within the Summit View Phase 1 Subdivision;

**AND THAT** Council enacts and pass a by-law to assume the roads and infrastructure within Phase 1 of the Summit View Subdivision.

**CARRIED**

**RES-262-2025**

Moved by: Councillor Steve Perry  
Seconded by: Councillor Rob Ring

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

**CARRIED**

**15.3 Deputations (unregistered)**

None.

**15.4 Reports/Minutes of Other Committees/Boards**

**RES-263-2025**

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

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

- Minutes - Collingwood Heritage Committee - May 1, 2025
- Minutes - Accessibility Advisory Committee - April 17, 2025

**CARRIED**

**15.5 Old or Deferred Business**

None.

**15.6 Other Business**

None.

**15.7 Notice of Motions**

**15.7.1 FCM re: International Student Program**

Councillor Jeffery provided the following motion for consideration at the next regular meeting:

**WHEREAS** the Canadian government's recent policy changes to the International Student Program (ISP) have significantly impacted the financial sustainability of colleges and post-secondary institutions across the country.

**AND WHEREAS** these changes, including caps on international student permits, stricter visa requirements, and alterations to post-

graduation work permit eligibility, have led to substantial revenue losses, program closures, and staff layoffs.

**AND WHEREAS** the reduction in international student numbers has far-reaching effects beyond the education sector including local economies, labour market and research and innovation.

**THEREFORE BE IT RESOLVED** that the Federation of Canadian Municipalities urge the Federal Government to repeal the changes to the International Student Program (ISP) impacting the solvency of the Canadian education sector and inadvertently impacting local economies, labour markets and research and innovation generated therefrom.

## **15.8 Rise from Committee of the Whole**

### **15.8.1 Motion to rise form Committee of the Whole (Councillor Potts)**

#### **RES-264-2025**

Moved by: Councillor Deb Doherty

Seconded by: Councillor Ian MacCulloch

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

**CARRIED**

## **16. Confirmatory By-Law**

#### **RES-265-2025**

Moved by: Councillor Deb Doherty

Seconded by: Councillor Steve Perry

**THAT** By-law No. 2025-046, being a by-law to confirm the proceedings of the regular meeting of Council held May 26, 2025, be enacted and passed this 26th day of May, 2025.

**CARRIED**

## **17. Adjournment**

Moved by Councillor Jeffery

**THAT** the Council meeting be hereby adjourned at 7:09 p.m. **CARRIED.**

---

Mayor

---

Clerk