

COUNCIL MEETING MINUTES

JANUARY 27, 2016

The regular meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre on Wednesday, January 27, 2015 at 1:00 p.m.

Council members present: Mayor Sam Dunnett; Councillors Tim Brunton, Jack Crossman, Charlie Gray, and John Hetherington.

Staff in attendance: Clerk-Administrator Andrew Farnsworth; Community Development Officer Intern, Courtney Rizzo.

Notice of this meeting was posted on the municipal web site.

1. CALL TO ORDER

The meeting was called to order at 1:02 P.M.

2.ADOPTION OF THE AGENDA

RESOLUTION 2016-14

Moved by Councillor Crossman; Seconded by Councillor Brunton:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the agenda for this regular meeting of Wednesday, January 27, 2016, with the following amendments: 7.4.7. Membership renewal for the Federation of Canadian Municipalities; 8.6. Enter into an Agreement for a Community Development Officer. (Carried)

3. DISCLOSURE OF PECUNIARY INTEREST

None disclosed.

4. PUBLIC MEETING PURSUANT TO THE PLANNING ACT

None.

5. PRESENTATION

Community Development Officer Intern, Courtney Rizzo, was introduced to Council. Ms. Rizzo discussed the Business and Retention Expansion (BR&E) project and the resulting interviews with Magnetawan businesses. Ms. Rizzo requested that members of Council, in discussions with members of the public and local business owners, continue to explain the BR&E project and request participation in the interview process.

Council discussed access to high speed internet in Magnetawan as a priority, as it remains a barrier to economic development in the area.

6. ADOPTION OF MINUTES

RESOLUTION 2016-15

Moved by Councillor Brunton; Seconded by Councillor Crossman:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the regular Council meeting of Wednesday, January 13, 2016. (Carried)

7. REPORTS FROM MUNICIPAL BOARDS, COMMITTEES, AND OFFICIALS

7.1. Economic Development

- 7.1.1.** Council reviewed the Community Development Officer Intern Agreement and directed the Clerk-Administrator to request that the Joint Economic Development Committee make an amendment to the Agreement to have costs that are incurred in or for a specific municipality, such as photocopying and mileage, be paid by that municipality.

RESOLUTION 2016-16.1

Moved by Councillor Brunton; Seconded by Councillor Hetherington:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts By-law 2016-06, being a By-law to enter into an Agreement for a Community Development Officer Intern. (Carried)

7.1.2. RESOLUTION 2016-16.2

Moved by Councillor Crossman; Seconded by Councillor Hetherington:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan appoints the Clerk-Administrator, Andrew Farnsworth, as alternate on the Joint Economic Development Committee. (Carried)

- 7.2.** Council discussed a report from Chief Building Official, Brian Horsman, that included a building permit summary of the last six months and a recommendation to explore additional staffing. Council directed the Clerk-Administrator to follow up with the Town of Kearney to schedule discussions of the expansion of the building department.

RESOLUTION 2016-17

Moved by Councillor Crossman; Seconded by Councillor Gray:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan accept the attached report from the Chief Building Official, Brian Horsman. (Carried)

- 7.3.** Council discussed a memo from Public Works Superintendent, Bruce Hill, regarding the potential redevelopment of the parking lot at the North Horn Lake Road boat launch. Council directed the Clerk-Administrator to request that Mr. Hill prepare a work plan for the project. Council directed the Clerk-Administrator to examine the Parking By-law and Fees By-law and to contact the Horn Lake Cottagers Association for input on the work plan once drafted.

7.4. Clerk-Administrator's Report

7.4.1. RESOLUTION 2016-18

Moved by Councillor Gray; Seconded by Councillor Hetherington:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the 2016 Health and Safety Policy as attached. (Carried)

- 7.4.2.** The Clerk-Administrator discussed a meeting with Jeff Pajot from the Public Services Health and Safety Association and identified the need to form a Joint Health and Safety Committee.

RESOLUTION 2016-19

Moved by Councillor Crossman; Seconded by Councillor Brunton:

WHEREAS the Occupation Health and Safety Act, R.S.O. 1990, c.O.1., as amended, requires that a Joint Health and Safety Committee be established at a workplace at which 20 or more workers are regularly employed;

AND WHEREAS the Municipality of Magnetawan is vitally interested in the health and safety of its employees;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the establishment of a Joint Health and Safety Committee (JHSC);

AND FURTHER THAT the Clerk-Administrator is authorized to complete the required JHSC Certification courses. (Carried)

- 7.4.3.** Council directed the Clerk-Administrator to finalize the draft letter and send it to Near North District School Board Chair, David Thompson.

7.4.4. RESOLUTION 2016-20

Moved by Councillor Crossman; Seconded by Councillor Brunton:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorize the Clerk-Administrator to register for and attend the AMCTO Annual Conference in Niagara Falls from June 12, 2016 to June 15, 2016, at a cost of \$720.00 plus HST. (Carried)

7.4.5. RESOLUTION 2016-21

Moved by Councillor Hetherington; Seconded by Councillor Crossman:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorize the Clerk-Administrator to register for the Fred Dean Webinars for Municipal Clerks series, in the amount of \$299.99 plus HST. (Carried)

- 7.4.6.** Council discussed a draft advertisement for volunteers for the Recreation Committee and for the Heritage Centre Board. Council directed the Clerk-Administrator to prepare a job description for a Recreation Director, to make changes to the draft advertisement for volunteers, and to bring both documents to the next meeting of Council.

RESOLUTION 2016-22

Moved by Councillor Gray; Seconded by Councillor Crossman:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan directs the Clerk-Administrator to advertise in the Almaguin News for volunteer members for the Magnetawan Recreation Committee and the Magnetawan Heritage Centre Board. (Carried)

7.4.7. RESOLUTION 2016-23

Moved by Councillor Crossman; Seconded by Councillor Hetherington:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorize the Clerk-Administrator to renew the Municipality's membership in the Federation of Canadian Municipalities for 2016, in the amount of \$347.19. (Carried)

- 7.5.** Council received the Fire Chief, By-law Enforcement, CEMC, 2015 4th Quarter Report

7.6. RESOLUTION 2016-24

Moved by Councillor Gray; Seconded by Councillor Crossman:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves an amendment to the Regional Fire Services Committee Terms of Reference to change the meeting dates to the third Thursday of each month. (Carried)

7.7. RESOLUTION 2016-25

Moved by Councillor Hetherington; Seconded by Councillor Crossman:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves advance funding in the amount of \$15,000 to the Magnetawan Public Library to continue operations until provincial and municipal grants are awarded. (Carried)

7.8. RESOLUTION 2016-26

BE IT RESOLVED:

- 1. THAT ROYAL BANK OF CANADA ("Royal Bank") is appointed banker for THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN ("the Customer").*
- 2. THAT Any one of Mayor, or Deputy Mayor with any one of Clerk Administrator or Treasurer are authorized on behalf of the Customer from time to time:*
 - a. to withdraw or order transfers of funds from the Customer's accounts by any means including the making, drawing, accepting, endorsing or signing or cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;*
 - b. to sign any agreements or other documents or instruments with or in favour of Royal Bank, including agreements and contracts relating to products or services provided by Royal Bank to the Customer; and*
 - c. to do, or to authorize any person or persons to do, any one or more of the following:*
 - i. to receive from Royal Bank any cash or securities, instruments or other property of the Customer held by Royal Bank, whether for safekeeping or as security, or to give instructions to Royal Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;*

- ii. *to deposit with or negotiate or transfer to Royal Bank, for the credit of the Customer, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Customer, or any other name under which the Customer carries on business, on any security or instrument;*
 - iii. *to instruct Royal Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Customer; and*
 - iv. *to receive statements, instruments and other items (including paid cheques) and documents relating to the Customer's accounts with or any service of Royal Bank, and to settle and certify the Customer's accounts with Royal Bank.*
3. *THAT all instruments, agreements (including contracts relating to products or services provided by Royal Bank) and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to Royal Bank by any person, shall be valid and binding on the Customer, and Royal Bank is hereby authorized to act on them and give effect to them.*
 4. *THAT Royal Bank be furnished with:*
 - a. *A copy of this Resolution; and*
 - b. *A list of the names of the persons authorized by this Resolution to act on behalf of the Customer, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons, each certified by the (1) Mayor and (2) Treasurer of the Customer; and*
 - c. *In writing, any authorization made under paragraph 2(c) of this Resolution.*
 5. *THAT any document furnished to Royal Bank as provided for in paragraph 4 of this Resolution shall be binding upon the Customer until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of Royal Bank where the Customer has its account. (Carried)*
- 7.9.** Council reviewed the draft 2016 Quick Reference Card and directed the Clerk-Administrator to work with staff to make edits to the Card.
- 7.10.** Council discussed succession planning for municipal staff and directed the Clerk-Administrator to follow up with staff regarding plans for retirement.

8. BY-LAWS

- 8.1.** Automatic Aid Agreement: the item is deferred as the Agreement is still in draft form.
- 8.2.** *RESOLUTION 2016-27*
Moved by Councillor Hetherington; Seconded by Councillor Gray:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts By-law 2016-02, being a By-law to establish penalty and interest charges. (Carried)
- 8.3.** *RESOLUTION 2016-28*
Moved by Councillor Brunton; Seconded by Councillor Gray:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts By-law 2016-03, being a By-law to set tax ratios for municipal purposes in the year 2016. (Carried)
- 8.4.** *RESOLUTION 2016-29*
Moved by Councillor Brunton; Seconded by Councillor Hetherington:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts By-law 2016-04, being a By-law to authorize borrowing for current expenditures for 2016. (Carried)
- 8.5.** *RESOLUTION 2016-30*
Moved by Councillor Brunton; Seconded by Councillor Gray:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts By-law 2016-05, being a By-law to provide for an interim tax levy. (Carried)
- 8.6.** This item was previously addressed during item 7.1.1.

9. CORRESPONDENCE

- 9.1. Council discussed a letter from Jeremy and Eleanor Egan, 32 Mary Street, Ahmic Harbour, regarding a municipal streetlight near their house. Council directed the Clerk-Administrator to work with the Parks and Maintenance Manager to determine possible courses of action with Lakeland Power and to reply to the Egans' letter.
- 9.2. Council discussed a media release from the Town of Parry Sound regarding a new contract for the provision of EMS services. The Clerk-Administrator has requested further documentation from Parry Sound Director of Emergency and Protective Services, Dave Thompson, and will provide the information to Council at the next regular meeting.
- 9.3. *RESOLUTION 2016-31*
Moved by Councillor Gray; Seconded by Councillor Brunton:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorize (left blank) to attend the 2016 Annual OSUM Conference in Goderich from May 4, 2016 to May 5, 2016, at a cost of \$499.00 plus HST per attendee. (Defeated)
- 9.4. *RESOLUTION 2016-32*
Moved by Councillor Gray; Seconded by Councillor Hetherington:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorize Andrew Farnsworth, Jack Crossman, and Sam Dunnett to attend the 2016 Annual Federation of Northern Ontario Municipalities (FONOM) / Ministry of Municipal Affairs and Housing (MMAH) Northeastern Municipal Conference in Timmins from May 11, 2016 to May 13, 2016, at a cost of \$360.00 plus HST per attendee, plus out of pocket expenses. (Carried)
- 9.5. *RESOLUTION 2016-33*
Moved by Councillor Hetherington; Seconded by Councillor Gray:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorize (left blank) to attend the 2016 Annual AMO Conference in Windsor from August 14, 2016 to August 17, 2016, at a cost of \$645.00 plus HST per attendee. (Defeated)
- 9.6. Council discussed a request for support from the Royal Canadian Legion and directed the Clerk-Administrator to request a copy of the 2016 Military Service Recognition Book.
- RESOLUTION 2016-34*
Moved by Councillor Crossman; Seconded by Councillor Brunton:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan renews the ¼ Page Full Colour Veterans Support / Remembrance Ad in the Royal Canadian Legion 2016 Military Service Recognition Book in the amount of \$482.30 + HST. (Carried)
- 9.7. *RESOLUTION 2016-35*
Moved by Councillor Brunton; Seconded by Councillor Hetherington:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes from the January 11, 2016 meeting of the Joint Economic Development Committee. (Carried)
- 9.8. DSSAB 2016 Levy Apportionment Schedule
- 9.9. H.O.M.E. Network Meeting, Wednesday, February 17, 2016, re: RSVP. The Clerk-Administrator will attend on behalf of the Municipality.
- 9.10. *RESOLUTION 2016-36*
Moved by Councillor Hetherington; Seconded by Councillor Brunton:
BE IT RESOLVED THAT the Council of the Municipality of Magnetawan agrees in principle to the use of the Magnetawan Community Centre as the Township of Ryerson's alternate Emergency Operations Centre;
AND FURTHER THAT the Clerk-Administrator request that the Township of Ryerson draft an Agreement to formalize the details of said use. (Carried)
- 9.11. The Clerk-Administrator directed Council to the Correspondence File, to be viewed at leisure.

10. UNFINISHED BUSINESS

11. ADDENDUM

12. ACCOUNTS PAYABLE FOR PAYMENT APPROVAL

RESOLUTION 2016-37

Moved by Councillor Brunton; Seconded by Councillor Gray:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves for payment the Accounts Payable and Payroll in the amount of \$232,353.28. (Carried)

13. CLOSED SESSION

RESOLUTION 2016-38

Moved by Councillor Brunton; Seconded by Councillor Hetherington:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan move to a closed session at 4:05 P.M., pursuant to Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, as the subject matter being considered is:

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (being an update on ongoing litigation);

(c) a proposed or pending acquisition or disposition of land by the municipality or local board (being the acquisition of land); and

(d) labour relations or employee negotiations (being a review of the CUPE collective agreement). (Carried)

RESOLUTION 2016-39

Moved by Councillor Hetherington; Seconded by Councillor Brunton:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan return to open session at 4:30 P.M. (Carried)

14. QUESTION PERIOD FROM THE PUBLIC

15. NEXT MEETING OF COUNCIL

Wednesday, February 10, 2016 at 1:00 P.M., Magnetawan Community Centre.

16. ADJOURNMENT

RESOLUTION 2016-40

Moved by Councillor Gray; Seconded by Councillor Brunton:

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adjourns this meeting at 4:35 P.M. (Carried)

Sam Dunnett, Mayor

Date

Andrew Farnsworth, Clerk-Administrator

Date

