



## **AGENDA**

**Magnetawan Community Centre Board (MCCB)**

**Wednesday February 16, 2022**

**9:00 AM**

**Magnetawan Community Centre**

### **OPENING BUSINESS**

- 1.1 Call to Order
- 1.2 Adoption of the Agenda
- 1.3 Disclosure of Pecuniary Interest
- 1.4 Adoption of Previous Minutes

### **ITEMS BROUGHT FORWARD**

- 2.1 Capital Budget Items Presented to Council January 19, 2022
- 2.2 Verbal Update Roof Magnetawan Community Centre
- 2.3 Verbal Update Grants Outcomes and Potential Grant Funding
- 2.4 Verbal Update Signs/Art Murals in Municipal Parking Lot
- 2.5 Verbal Update COVID-19 Protocols
- 2.6 Discussion on Magnetawan Community Centre Floor

### **ADJOURNMENT**

- 4.1 Confirm the Proceedings of Committee and Adjourn



## **Magnetawan Community Centre Board (MCCB)**

### **Meeting Minutes**

**Wednesday December 08, 2021**

**9:00 am**

**Magnetawan Community Centre  
4304 Highway 520, Magnetawan**

#### **Board members in attendance:**

Chair Garry Johnston  
Vice Chair Garfield Robertson  
Councillor Brad Kneller  
Harvey Sohm  
Maria Dunnett

#### **Regrets:**

Charlie Gray  
Mark Langford

#### **Staff members in attendance:**

Deputy Clerk Laura Brandt (Secretary)  
Parks & Maintenance Manager Steve Robinson

#### **OPENING BUSINESS**

Vice Chair Garfield Robertson assumed the position of Chair

#### **1.1 Call to order**

The meeting was called to order at 9:00 AM

#### **1.2 Adoption of the Agenda**

*RESOLUTION 2021-22 Dunnett-Kneller*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the agenda for this regular meeting of Wednesday December 08, 2021.*

*Carried.*

#### **1.3 Disclosure of Pecuniary Interest**

Chair Robinson stated that should anyone have a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

#### **1.4 Adoption of the meeting minutes from previous meeting**

*RESOLUTION 2021-23 Kneller-Dunnett*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the minutes from the regular committee meeting of Wednesday October 6, 2021 as copied and circulated.*

*Carried.*

## **Items Brought Forward**

### **2.1 Verbal Update Ahmic Harbour Community Centre and Fire Hall**

The Parks & Maintenance Manager updated the Board that the Ahmic Harbour Community Centre has been rented for a Christmas function. Staff are currently preparing it for the upcoming rental. The stage has been reinstalled and currently cleaning is being completed. It should be noted that in the future that this facility does not have extra storage for tables and chairs. The Secretary also updated the Board that a new sign has been installed on the outer building, the occupancy partial does not include the kitchen and that Staff and Council have received the engineering report for the kitchen renovations. The completion of the kitchen is planned to be finished in 2022.

### **2.2 Discussion on Magnetawan Community Centre Floor**

The Parks and Maintenance Manager updated the Board that the flooring located in the Community Centre is in need of repair. Currently Staff are having difficulty buffing the floor and it appears the floor is lifting. The Parks and Maintenance Manager will get information from a commercial flooring contractor with recommendations as to type and what areas to replace.

The Secretary also brought forth to the Board a request from residents who are currently playing Pickleball on Tuesdays in the Community Centre if the new flooring could have a pickleball court incorporated into it when the Community Centre Floor is replaced. The Board discussed several different options and decided that renters of the Community Centre would not want to hold their weddings or functions if the flooring was to look like a gymnasium.

### **2.3 Verbal Update Magnetawan Agricultural Society Hydro at Barn'**

The Parks & Maintenance Manager updated the Board that this project is now completed. When the installation of the Hydro was completed, it came to the Parks & Maintenance Manager's attention that there is a wasp's nest. The nest will be left as is, as wasps will not return the next year to build a new one if there is an empty one and their life cycle is one year.

### **2.4 Verbal Update on Front Steps**

The Parks & Maintenance Manager updated the Board that the railing has been installed and the project is now completed. In the spring the Parks & Maintenance Manager will investigate installing a walkway with patio stone to make a pathway from the stairs to the driveway.

### **2.5 Verbal Update Roof Magnetawan Community Centre**

The Secretary updated the Board that Staff and Council have received the engineering report for the Magnetawan Community Centre roof. The Secretary also advised the Board that there is approximately \$65,000 from the ICIP grant that has been allocated towards this project and Staff have applied for additional funding. The Board did discuss that when the roof is replaced/repared that the damage that did occur to the windows should be investigated to ensure that the same issue does not reoccur.

**2.6 Verbal Update Catch Basin in Municipal Parking Lot**

The Parks & Maintenance Manager updated the Board that the Catch Basin has been repaired. Staff took out one spacer and cold patched so that the Catch Basin is no longer protruding upward. The Catch Basin was draining better after the last rain fall. This project is now completed.

**2.7 Verbal Update Grant Outcomes and Potential Grant Funding**

The Secretary advised the Board that the funding applied for to replace the Magnetawan Lions' Pavilion boards under the Health Communities Initiative Grant Funding was not awarded to the Municipality. Staff will continue to actively source grant funding.

**2.8 Verbal Update Community Rock Snake Project**

The Secretary updated the Board that the Community Rock Snake is now in place and that the Social Media Campaign including the newspaper article has been completed. The Secretary also advised that a rock snake painting station will be set up for the summer season in 2022 at the Heritage Museum Centre and will be overseen by the Students. The Board discussed having a contest to name the Community Rock Snake in 2022 ensuring that the name started with the letter \*M\*. The Board also discussed whether or not winter plowing would affect the community rock snake and the Parks & Maintenance Manager advised the Board that the Lion's Trail/Parkway is not plowed.

Direction was given to the Secretary to bring forward the recommendation of a naming contest to the Magnetawan Community Development Committee in 2022.

**2.9 Verbal Update COVID-19 Protocols**

The Secretary updated the Board that currently there are no longer any occupancy limits and that all members of the public who enter into the Community Centres must provide proof of double vaccinations and adhere to COVID protocols.

**NEW BUSINESS**

**3.1 2021-2022 Skating Hours**

The Secretary noted that messaging on social media platforms reminding residents that the rink is weather dependant and that there is no refrigeration equipment utilized in maintaining the ice.

**3.2 Discussion Painting of Fire Route Municipal Office/Community Centre/Library**

*RESOLUTION 2021-24 Sohm-Johnston*

*WHEREAS the Magnetawan Community Centre Board has received information that complaints have been received by the Municipal Office and Library in regard to vehicles parking in the Fire Route;*

*NOW THEREFORE BE IT RESOLVED THAT the Magnetawan Community Centre Board respectfully recommends to Council the painting of the Fire Route at the Municipal Office/Community Centre/Library and continued enforcement by the By-law Officer.*

*Defeated.*

**3.3 Discussion Fencing of Municipal Overflow Parking Lot and Rail Fencing Facing Hwy 520**  
*RESOLUTION 2021-25 Johnston-Sohm*  
*BE IT RESOLVED THAT the Magnetawan Community Centre Board respectfully recommends to Council the installation of fencing along the Magnetawan Community Centre/Municipal Office/Library property line and overflow parking lot;*  
*AND FURTHER recommends the removal of the Rail Fencing along Hwy 520.*  
*Carried.*

**3.4 Discussion Signs/Art Murals in Municipal Parking Lot**  
The Secretary advised the Board that when Staff decorated for the Annual Christmas Tree Lighting, they noticed that the boards were in disrepair and that there was a large hole in the center board. Councillor Kneller will bring this item forward to the Magnetawan Agricultural Society to be discussed at their annual meeting in January and will update the Board as to the outcome.

**3.5 Capital Budget Items Presented to Council November 24, 2021**  
The Secretary advised the Board that the Items included in the agenda package were presented to Council at the November 24<sup>th</sup> meeting of Council. Council deferred this item to be discussed at a meeting of Council in January.

**3.6 Committee Information and Declaration Form**  
The Secretary advised the Board that each member if willing can submit this form back to the Secretary to be kept on file.

**4.1 Adjournment**  
*RESOLUTION 2021-26 Sohm-Johnston*  
*BE IT RESOLVED THAT the Magnetawan Community Centre Board adjourns this meeting at 9:31 am to meet again on Wednesday February 9, 2022 at 09:00am or the call of the chair.*  
*Carried.*

Approved by:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

# DRAFT 1 CAPITAL ONLY 2022

Account No.	Account Name	2021 BUDGET	2022 DRAFT BUDGET	NARRATIVE	DEPT
7300-8000	COMM CTR/PAVILLION - Capital Expenditures	80,500	313,000	2021 roof/windows/stove/walkway/ replace pavillion furnace- nothing completed 2022 roof \$190,000/windows \$10,000/stove \$5,000/walkway \$10,000/ pavillion furnace \$3,000/replace rail fence along Hwy 420 \$3,000 or remove \$0/rink boards \$80,000/trees for parking lot \$4,000/ fencing along parking lot \$5,000 / replace fence from AG building to parking lot \$3,000. \$65,000 grant confirmed! *engineering reporting included with narrative	STEVE
7700-8000	AHMIC COMMUNITY CENTRE Capital Expenditures	37,910	83,500	2021 kitchen/stove install/ 17,910 for propane furnace & generator and costs offset by Covid grant 2022 WIFI \$8,500 (GRANT REC'D FOR \$2,550) // MESSAGING SIGN \$15,000 // KITCHEN RENOV \$50,000 // SIDING FOR BRICK \$10,000 (motion 2021-116) *engineering reporting included with narrative	STEVE



## CAPITAL BUDGET ITEMS 2022

DEPARTMENT: PARKS – COMMUNITY CENTRE MAG VILLAGE  
FROM: PARKS AND MAINTENANCE MANAGER STEVE ROBINSON

### ITEM

**BUDGET ITEM:** COMMUNITY CENTRE AND PAVILLION

**ACCOUNT NUMBER:** 7300-8000

**AMOUNT:** \$313,000

### FUNDS RAISED FROM

**RESERVES** \$80,500

**GRANT RECEIVED – ICIP** \$65,000

**RAISED BY TAXATION 2022:** \$167,500

### **NARRATIVE:**

IN 2021 \$80,500 WAS BUDGETED ROOF/WINDOWS/STOVE/WALKWAY/ REPLACE PAVILLION FURNACE. ROOF – WAITING FOR ENGINEERING // WINDOWS – WILL BE REPLACED ONCE ROOF COMPLETED // STOVE WILL BE REPLACED ONCE AHMIC CENTRE KITCHEN COMPLETED AND STOVE MOVED THERE // WALKWAY – WAITING FOR CONTRACTOR TO RESPOND // PAVILLION FURNACE – STILL WAITING ON FURNACE

2022 ROOF \$190,000/WINDOWS \$10,000/STOVE \$5,000/WALKWAY \$10,000/ PAVILLION FURNACE \$3,000/REPLACE RAIL FENCE ALONG HWY 420 \$3,000 OR REMOVE \$0/RINK BOARDS \$80,000/TREES FOR PARKING LOT \$4,000/ FENCING ALONG PARKING LOT \$5,000 / REPLACE FENCE FROM AG BUILDING TO PARKING LOT \$3,000.

*HAVE APPLIED FOR CANADA COMMUNITY REVITALIZATION FUND FOR COMMUNITY CENTRE ROOF FOR 190,000 (172,500 GRANT, 17,500 MUNICIPALITY)*

## Kerstin Vroom

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**Subject:** FW: Roof - Question

**Sent:** December 14, 2021 12:26 PM  
**To:** Kerstin Vroom <Clerk@magnetawan.com>  
**Subject:** Re: Roof - Question

Hi Kerstin,

It was my understanding that the main roof issue was with the newer one over the municipal office area. If you refer to my original June report, this portion of the roof is the one with the poor insulation/ventilation and ongoing ice damming issues as shown in the pictures in Page 2 of the report. Based on this, the pricing provided is for this portion of the roof (approximately 5,000 sq.ft.).

Please let me know if there has been some misunderstanding on my part. I would be happy to help you with RFP's for both projects as requested (boat ramp & roof). I can give you a call later this week to discuss.

Thanks,

Frank

On Tue, Dec 14, 2021 at 11:25 AM Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)> wrote:

Hi Frank!

Just wondering if you could double check the costs.

From what I understand we are replacing the Library side of the roof – hatched in blue – see attached jpg It's about 7,650 sq ft.

The other roof – the community centre side (not hatched) is about 5,400 sq ft.

Can you confirm that the quote is for the 7,650 sq foot side? (the quote is only for 5,000 sq ft of insulation)

And also, what is the cost for the entire roof? Below you mentioned that to extend the roof to eliminate the 8" gap it would be \$12 sq ft X 7,650 sq. ft – but that's the piece that's getting covered. Would it be an additional \$12 sq ft X 5,000 sq ft?

Thanks!

*Kerstin*

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**From:** Frank Pattillo <[greenerearthengineering@gmail.com](mailto:greenerearthengineering@gmail.com)>

**Sent:** November 23, 2021 11:21 AM



To: Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)>

Subject: Re: Roof - Question

Hi Kerstin,

As I don't believe there are the same insulation/venting issues on the community centre portion of the roof, it is possible to just install the sleepers and metal roofing over top. The estimated unit cost for this installation is approximately \$12.00/sq.ft. The additional roof area in question is approximately 7,650 sq.ft. so an additional cost of \$92,000 - \$95,000 would need to be considered.

Hope this answers your question.

Thanks,

Frank

On Tue, Nov 23, 2021 at 11:02 AM Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)> wrote:

Hi Frank!

What would the cost be if we extended the new roof right across (ie there won't be an 8" step).

I believe Council would like to see the roof as one complete piece.

Appreciate your opinion.

Thanks!

*Kerstin*



## CAPITAL BUDGET ITEMS 2022

**DEPARTMENT: PARKS**

**FROM: PARKS AND MAINTENANCE MANAGER STEVE ROBINSON**

**ITEM**

**BUDGET ITEM: AHMIC COMMUNITY CENTRES**

**ACCOUNT NUMBER: 7700-8000**

**AMOUNT: \$83,500**

**FUNDS RAISED FROM**

**RESERVES WORKING FUNDS/ASSET MANAGEMENT \$80,950**

**RED GRANT: \$2,550**

**NARRATIVE:**

IN 2019 \$67,473 WAS BUDGETED FOR AHMIC (KITCHEN RENOVATIONS/NEW STOVE/ENGINEERING FEES/REVITALIZATION OF EXTERIOR). THESE REMAINED UNUSED AND WERE TRANSFERRED TO THE WORKING FUNDS RESERVE AS THEY WERE PART OF THE SURPLUS.

IN 2020 \$20,000 WAS BUDGETED – FUNDS WERE NOT SPENT AND WENT TO ASSET MANAGEMENT RESERVE AS PART OF THE SURPLUS.

IN 2021 \$37,910 WAS BUDGETED – FUNDS WERE BROUGHT IN FROM THE WORKING FUNDS RESERVE: \$17,910 WAS FOR THE PROPANE FURNACE AND GENERATOR - \$20,000 FOR KITCHEN/STOVE AND ENGINEERING. (COSTS WERE SUPPOSED TO BE OFFSET BY COMMUNITY INCLUSIVE GRANT WHICH WE DID NOT GET.) IN 2021 \$5,135 WAS SPENT ON THE INSTALLATION OF A NEW FURNACE WHICH WAS ALLOCATED TO THE SAFE RESTART FUNDS (COVID FUND). THE GENERATOR \$13,000 SHOULD BE INSTALLED THIS YEAR STILL AS WELL AND THE FUNDS WILL COME FROM THE SAFE RESTART FUNDS (COVID). STOVE/KITCHEN EXHAUST INSTALLATION \$25,000.

FOR 2022 \$8,500 FOR WIFI EQUIPMENT (LESS \$2,550 - 30% WILL BE FROM RED GRANT WHICH WAS APPROVED)

FOR DIGITAL MESSAGING SIGN \$15,000 (TO BE TAKEN FROM ASSET MANAGEMENT RESERVE AS PER MOTION 2021-116)

KITCHEN RENOVATIONS; \$50,000 (STOVE/EXHAUST/CABINETRY/COUNTERTOPS)

SIDING FOR THE BRICK PORTION OF THE HALL: \$10,000

Corporation of the  
**Municipality**  
of  
**Magnetawan**

AHMIC CAPITAL  
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**RESOLUTION NO. 2021 - 116**

**APRIL 28, 2021**

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives the report as presented from Acting Deputy Clerk Laura Brandt, Outcome of Inclusive Community Grants Program Submission, and approves the recommendations contained therein to transfer \$15,000 from the Asset Management Reserves for the installation of a Municipal Messaging Sign at the Ahmic Harbour Community Center in the 2022 Budget, and to transfer funds as needed from the Working Reserves to cover the remaining balance of the renovations at the Ahmic Harbour Community Centre, and to apply for a grant to complete an Age Friendly Community Plan.

Carried  Defeated  Deferred

\_\_\_\_\_

Sam Dunnett, Mayor

Recorded Vote Called by: \_\_\_\_\_

**Recorded Vote**

Member of Council	Yea	Nay	Absent
Brunton, Tim			
Hetherington, John			
Kneller, Brad			
Smith, Wayne			
Mayor: Dunnett, Sam			



*Knowing our heritage  
we will build our future*