



AGENDA

Magnetawan Community Centre Board (MCCB)

Wednesday October 02, 2024

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 Verbal Update Magnetawan Community Centre Projects
- 2.2 Verbal Update Lions' Pavilion Projects
- 2.3 Verbal Update Trees at Community Centre/Municipal Office
- 2.4 Verbal Update Ahmic Harbour Community Centre

FOR INFORMATION ONLY

- 3.1 Motion 2024-127 & Report to Council from CAO/Clerk Kerstin Vroom Office Renovations
- 3.2 Motion 2024-196 Snow Guards Magnetawan Community Centre Roof

ADJOURNMENT

- 4.1 Confirm the Proceedings of Committee and Adjourn



Magnetawan Community Centre Board (MCCB)

Meeting Minutes

Tuesday July 23, 2024

9:00 am

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

Committee members in attendance:

Chair Garfield Robertson
Vice Chair Mark Langford
Councillor Brad Kneller
Maria Dunnett
Garry Johnston
Harvey Sohm
Martina Winstone

Staff members in attendance:

Deputy Clerk Laura Brandt (Secretary)

OPENING BUSINESS

1.1 Call to order

The meeting was called to order at 9:00 am

1.2 Adoption of the Agenda

RESOLUTION 2024-09 Dunnett-Kneller

BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the agenda for this regular meeting of Tuesday July 23, 2024.

Carried.

1.3 Disclosure of Pecuniary Interest

Chair Robertson 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.

1.3 Adoption of Previous Minutes

RESOLUTION 2024-10 Winstone-Langford

BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the minutes from the committee meeting of Wednesday April 17, 2024, as copied and circulated.

Carried.

ITEMS BROUGHT FORWARD

2.1 Verbal Update Magnetawan Community Centre Projects

The Secretary advised the Committee that the drain has been lowered in the Parking lot to be level with the rest of the parking lot by the Roads Department in May. Staff also advised the Committee that the air intake does not need the extensive work that was previously thought and that a formalized procedure and recommendations will be implemented as per the Engineering Report that is included in the Committee agenda package. Further Staff advised that the cigarette butts and kitchen bathroom have been cleaned as well as the steel pots, long wooden spoons and spatulas were ordered and have arrived and have been put in the kitchen ready for use. The Committee discussed the new extension of curtains that were installed in front of the kitchen that the Almaguin Players used as a backdrop for their Murder Mystery Event. The Committee advised the Secretary that the curtains should be shortened in length so that they do not get soiled by touching the floor. The Secretary advised that new stage curtains will be ordered to replace the current original curtains as they have been repaired and are stained. The Secretary was asked by the Committee to include in the next agenda all information that was provided to Council regarding the Municipal Office renovations. The Committee also discussed the outstanding projects that need to be completed, which are the painting of the kitchen as well as making wooden dividers to fit in the kitchen drawers. The Committee also advised the Secretary that the black railing in front of the Municipal Office/Library needs to be repainted.

2.2 Verbal Update Lion's Pavilion Projects

Staff advised the Committee that Staff have repaired the cracks on the rinks surface at the Pavilion and the remaining cracks outside of the Pavilion near the pillars will be repaired in the upcoming months. Staff also advised the Committee that included in the agenda package is information regarding the outcome of the Magnetawan Farmers Market rental reduction request to Council. The Committee was advised that new plastic chairs have been purchased from the Golf Course to replace the wooden chairs that are currently in use. Staff advised the Committee that any chairs found to be in disrepair will be disposed of. The Committee discussed the outstanding projects to be completed, which are the replacement of the Furnace which Staff are currently waiting on quotes as well as the repair on the stairs leading to the Pavilion which will involve the removal of the railing and crane to fix the stone/rock step and then the remounting of the railing.

2.3 Verbal Update Trees at Community Centre/Municipal Office

RESOLUTION 2024-11 Sohm-Langford

WHEREAS the Magnetawan Community Centre Board passed motion 2021-10 recommending to Council to replace the Pine Trees along the Magnetawan Community Centre and overflow parking lot with Green Giants;

AND WHEREAS Council passed motion 2021-251 approving the recommendation;

AND WHEREAS the trees were replaced but did not fair the winter well due to the inclement weather and wildlife;

NOW THEREFORE BE IT RESOLVED THAT the Magnetawan Community Centre Board respectfully recommends to Council to plant an additional 3 sugar maples on the municipal grounds and re-evaluate the Green Giants once the soil sample results are received.

Carried.

The Committee discussed the need for trees on the Municipal grounds as a wind barrier and a means of controlling admission into the Magnetawan Agricultural Fall Fair as they need to accurately determine how many attendees there are for their \$3,000 annual grant submission/reporting. The Committee also discussed the need for soil samples to determine if the soil is suitable for planting/replacing the green giants that are currently planted. The Committee further discussed the placement of the 3 sugar maples, and it was decided that if Council approves the recommendation from the Committee that two be placed beside the row of trees that include the tree utilized for the Christmas tree lighting as well as the remaining tree to be placed along the chain fence in front of the library picnic tables. The Committee also discussed that there may be a need for fencing to be installed around the sugar maples to protect them from the wildlife. The Committee further discussed the possibility of other Community Groups like the Magnetawan Agricultural Society and the Magnetawan Lions' Club donating sugar maples this year or in subsequent years to make a row of sugar maples across the back of the property by the Agricultural Barn.

3.1 Confirm the Proceedings of Committee and Adjourn

RESOLUTION 2024-12 Winstone-Kneller

BE IT RESOLVED THAT the Magnetawan Community Centre Board adjourns this meeting at 9:32 am to meet again on October 02, 2024, at 9:00 am at the call of the Chair.

Carried.

Approved by:

Chair

Secretary

Municipality of Magnetawan
4304 Hwy 520 P.O. Box 70
Magnetawan, Ontario
P0A1P0
Sept 4, 2024



Dear Mayor Dunnett & Council Members

The town recreation committee and various organizations host a variety of events in town. The majority of these are held usually in or around the community centre. Some of these attract large numbers of people. Such as the Saturday market, Canada Day and the Fall Fair.

At all of these events parking is always at a premium. Especially during the fair and Canada day when the parking lot is unavailable. Making the only 4 handicap parking spaces unaccessible.

The new parking lot is a wonderful addition but fills up quickly and has no handicap parking at all.

There has been more than one occasion that I fully intended on attending an event but was unable to do so. I am unable to walk the distance required when I do finally locate a parking spot somewhere on the street.

I was lucky enough to be allowed to park in the back of the lot off Bidy Street this year to attend the fair. After I asked at the gate and explained why or I would have not been able to attend.

I am requesting Council take the amount of handicapped parking spaces into consideration and hopefully increase this number. Magnetawan is a community with a large number of retired seniors. Many of whom require handicap parking.

If this is not attainable then a possible consideration of a shuttle service from the downtown area to the community centre during these events. I believe that would go a long way to maybe solving this problem.

Thank you for your consideration regarding this issue.

Julie Ferris

RESOLUTION NO. 2024 - 287 **SEPTEMBER 25, 2024**

Moved by: John Hetherington

Seconded by: Jon Hind

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence from Julie Ferris, Request More Accessible Parking at Municipal Office/Community Centre and directs Staff to implement more accessible parking spots at the Municipal Office/Community Centre including the overflow parking lot.

Carried Defeated Deferred

Sam Dunnett
Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



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Accessible Parking

ⓧ existing - 5

X new to be implemented - 6



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RESOLUTION NO. 2024 - 237

AUGUST 14, 2024

Moved by: Bill Bishop

Seconded by: John Hetherington

WHEREAS the Council of the Municipality of Magnetawan receives the correspondence from the Magnetawan Community Centre Board dated July 23, 2024;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Municipality of Magnetawan supports the purchase and planting of three sugar maple trees on the Municipal overflow parking area beside the Community Centre.

Carried Defeated Deferred

Sam Dunnett

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



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Maple Tree Placement .

Sent July 25th + Sept 5th .

Laura Brandt

To: Laura Brandt
Cc: Kerstin Vroom
Subject: Outcome of Council Ahmic Harbour Community Centre

Good Afternoon

Hope everyone is doing well today.

The Committee did request that I advise them of the outcome of agenda item 2.7 Correspondence from Magnetawan Daycare Center Permanent Closure – Withdrawal from Lease after yesterday's Council meeting so that Chair Garfield Roberston could determine whether or not he would like to call a meeting before the Wednesday October 2nd meeting that we scheduled.

My understanding is that the health unit has put an order on the community centre due to the sewer back up and that as soon as the affected areas are disinfected and cleaned the Health Inspector will come out to approve the opening. The Municipality also has a restoration company coming to inspect and do a full report including if there is any asbestos present and test the mold that is located under the sink/bar area as some mold has formed due to the sweating of the pipes. The health inspector is not concerned about the mold.

The cleaning/disinfecting of the affected areas has already been completed by the Parks Department and the Health Inspector has been contacted for reinspection, so we are just waiting for him to inspect to be able to open the community centre again.

All the documents presented to Council yesterday are in our public agenda package on our website on page 133 including the order from the Health Unit detailing the issue and what needs to be done to rectify it to be able to open.

I have included the link below for you 😊

<https://magnetawan.com/content/government/agendas-minutes/07-24-2024-council-agenda-amended-package-1.pdf>

Have a great day

Laura

Laura Brandt, Deputy Clerk Recreation and Communications

*Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0
Phone 705-387-3947 ext. 1002 | Fax 705-387-4875 | lbrandt@magnetawan.com*

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RESOLUTION NO. 2024 - 222 **JULY 24, 2024**

Moved by: Jon Hind

Seconded by: John Hetherington

WHEREAS the Council of the Municipality of Magnetawan receives the correspondence Magnetawan Daycare Center Permanent Closure - Withdrawal from Lease;

AND WHEREAS the Council of the Municipality of Magnetawan appreciates the hard work that Meghan Fincham and the Magnetawan Daycare Board have done to get the Daycare up and running;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan is in agreement with the termination of the lease with no penalty or further payments required from the Magnetawan Daycare with the understanding that all items related to the Daycare will be removed expediently;

AND FURTHER Staff is directed to inform the Ministry of the Environment, Conservation and Parks to return the hall to a 'Small Drinking Water System' and the Health Unit that the floors have been cleaned and disinfected, and that the use will revert back to a Community Centre and not a Daycare.

Carried Defeated Deferred

Sam Dunnett

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



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Laura Brandt

Subject: FW: Magnetawan Daycare Center Permanent Closure

From: Kerstin Vroom
Sent: Monday, July 22, 2024 5:02 PM
To: Meagan Fincham <meagan@magdaycare.com>; Brendon Marsden <brendon@magdaycare.com>; Ann Antle (McDonald) <ann@magdaycare.com>; Steve Robinson <steve@magdaycare.com>
Cc: Amanda Munn <amunn@magdaycare.com>; Ann Antle (McDonald) <ann@magdaycare.com>; Steve Robinson <steve@magdaycare.com>

Subject: RE: Magnetawan Daycare Center Permanent Closure

Hello Meagan,
I am sorry to hear that; you worked very hard on getting this up and running.
I will put this on this week's Council agenda and I know Council will be disappointed to hear this news as well.
Wishing you all the best,
Kerstin

From: Meagan Fincham
Sent: Monday, July 22, 2024 4:54 PM
To: Brendon Marsden <brendon@magdaycare.com>; Kerstin Vroom <kerstin@magdaycare.com>
Cc: Amanda Munn <amunn@magdaycare.com>; Ann Antle (McDonald) <ann@magdaycare.com>
Subject: Magnetawan Daycare Center Permanent Closure

Hi Kerstin and Brendon,

I'm writing this email to officially request that the Magnetawan Daycare Centre Inc's lease with the Municipality of Magnetawan for the Ahmic Harbour Community Centre located at 60 Ahmic Street be broken. This is due to the closure's necessary because of the mould and septic flood.

I have disinfected all of the floors and furnishings in it with 5000ppm bleach aside from some items in the bar room which will need to be thrown out.

I am working on removing all of the daycare's items from the community centre as soon as possible.

Thank you for working with me on this project. It's been a pleasure.

Have a lovely day and enjoy the sunshine,
Meagan



ORDER MADE UNDER THE H.P.P.A.

**ORDER
MADE UNDER SECTION 13 OF THE HEALTH PROTECTION AND
PROMOTION ACT, R.S.O. 1990, c.H.7**

July 18, 2024

HAND DELIVERED

To: Municipality of Magnetawan
4304 Highway 520, P.O. Box 70
Magnetawan, ON P0A 1P0

I hereby require you to:

1. Close the premises known as the Ahmic Community Centre (also operating as The Magnetawan Daycare Centre) located at 60 Ahmic Street, Ahmic Harbour, Ontario on July 17, 2024, on/or before 2:15 pm.

Reasons for this Order are:

I inspected The Magnetawan Daycare Centre (also operating as the Ahmic Community Centre) on July 17, 2024 at 1:48 pm and observed non-compliance with Ontario Regulation 137/15 made under the Child Care and Early Years Act, 2014.

1. Non-compliance conditions were observed as follows:

- a) The Daycare operator advised that a sewage backup occurred at 11:00 am in two washrooms.
- b) The Public Health Inspector observed the female washroom still smelled of sewage.
- c) The Daycare operator advised that the washroom was cleaned and disinfected with Lysol by Municipality of Magnetawan staff; the disinfecting agent in Lysol is not effective against non-enveloped viruses like Norovirus and Rotavirus.

2. These conditions constitute a health hazard for the following reasons:

- a) Sewage is likely to contain disease-causing organisms.
- b) Contamination of surfaces in the facility with sewage is likely to result in staff, children, and any other users coming into direct contact with sewage, which is likely to cause illness.

.../2



3. This Order is made by me under section 13 of the *Health Protection and Promotion Act, R.S.O., 1990 c.H.7*. The reasons for making this Order are that in my opinion:
- a) The condition of the above mentioned property as set out above is a health hazard within the meaning of section 1(1) of the said Act, in that, the said condition(s) has or is likely to have an adverse effect on the health of a person or persons;
 - and
 - b) This Order and the requirements specified in this Order are necessary to decrease the effect(s) of, or to eliminate the health hazard.

This Order is directed to you as the owner/occupier of the premises pursuant to section 13(5) of the *Health Protection and Promotion Act, R.S.O. 1990, c.H.7*

This Order is given by:

Brendon Marsden, C.P.H.I. (C)
Public Health Inspector
North Bay Parry Sound District Health Unit
North Bay Office

Right to appeal:

Under section 44(1) of the *Health Protection and Promotion Act, R.S.O. 1990 c.H.7*, if you wish to dispute this Order you are entitled to request a Hearing by the Health Services Appeal and Review Board and section 44(4) of the Act provides that the Board may confirm, alter or rescind this Order. If you wish to arrange for this matter to be heard by the Health Services Appeal and Review Board you must, within fifteen (15) days after the receipt of this Order, mail or deliver to the Board and to the Medical Officer of Health for the North Bay Parry Sound District Health Unit, a notice in writing requesting a Hearing.

For this purpose, the address of the Medical Officer of Health for the North Bay Parry Sound District Health Unit is as follows:

Dr. Carol Zimbalatti
Medical Officer of Health/Executive Officer
North Bay Parry Sound District Health Unit
345 Oak Street West
North Bay, ON P1B 2T2
705-474-1400



and the address of the Health Services Appeal and Review Board is as follows:

The Health Services Appeal and Review Board
Health Boards Secretariat
151 Bloor Street West, 9th Floor
Toronto, ON M5S 2T5
416-327-8512

Notwithstanding the above mentioned right to appeal, under section 44(3) of the *Health Protection and Promotion Act, R.S.O. 1990 c.H.7* this Order is effective from and after the time it is served on the person to whom it is directed unless it is altered or rescinded by the Health Services Appeal and Review Board or, unless the Board, under application with notice, grants a stay of the Order until the proceedings before the Board are disposed of.

Subject to the foregoing, failure to comply with this Order is an offence under section 100(1) of the *Health Protection and Promotion Act, R.S.O. 1990 c.H.7* for which under section 101(1) of the Act, for every day on which the offence occurs or continues, a maximum fine of \$5,000.00 may be imposed in the case of a person and a maximum fine of \$25,000.00 may be imposed in the case of a corporation.

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RESOLUTION NO. 2024 - 127 **MAY 1, 2024**

Moved by: Bill Bishop

Seconded by: John Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report from CAO/Clerk Kerstin Vroom, Office Renovations and approves the recommendation contained therein to accept the quotation from Legacy Carpentry in the amount of \$42,801.27 plus HST.

Carried Defeated Deferred

Sam Dunnett

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



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REPORT TO COUNCIL

To:	Mayor and Council
From:	CAO/Clerk Kerstin Vroom
Date of Meeting:	May 01, 2024
Report Title:	Office Renovations

Recommendation: THAT Council receives and approves this report as presented and accepts the quotation for the Office Renovation from Legacy Carpentry in the amount of \$42,801.27 + HST for the conversion of two offices into three and a barrier wall for the office in the kitchen.

Background: The current office layout does not adequately accommodate staff. There are currently two shared offices, a makeshift office in the kitchen, and no area to meet with someone privately. Staff was finally able to procure an architect to design and provide drawings to convert the two shared offices into three private ones, which is the most realistic and cost-effective option. This renovation will enable the Deputy Clerk Recreation and Communication, Treasurer/Tax Collector and CAO/Clerk to each have their own private office with the CAO/Clerk's office to include a small meeting space. The plans include the building of a privacy wall for the Parks and Maintenance Manager's makeshift office in the kitchen to offer him some privacy as well. Once the files from the Archive room are moved upstairs, which is to begin shortly, that area which had originally been considered for office space for the Parks and Maintenance Manager, will be utilized to hold recreational supplies – such as the sports and recreational equipment, event supplies (Christmas, Canada Day, Family Day), etc., keeping them in a dry secured space. The shelving from the Archive room will be moved into the main office for the roll file system with the bulky file cabinets being moved to the mezzanine to hold permanent and confidential files.

Financial: Request for Quotations with drawings, were sent to and received by four local contractors – Ahmic Marine, Jamesway Contracting, Renoman (Tim Barry), and Legacy Carpentry. Ahmic Marine responded that they were unable to take on the project, and there was no response from Jamesway or Renoman. Barring any unforeseeable issues with the renovations (electrical, HVAC) the project is expected to come in on budget.

Conclusion: Legacy Carpentry did a site visit, which included their electrician, and is able to begin the project in June/July of this year, with an estimated time for renovation to be around 4 weeks. The quotation received is very comprehensive and includes protective barriers so staff can continue to work during the renovation. Staff recommends accepting the proposal from Legacy Carpentry for the office renovation project.

Respectfully Submitted,

Kerstin Vroom, CAO/Clerk

