



## **AGENDA**

**Magnetawan Community Centre Board (MCCB)**

**Wednesday November 01, 2023**

**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 Ahmic Harbour Community Centre and Magnetawan Fire Station 2
- 2.2 Verbal Update Magnetawan Community Centre Projects
- 2.3 Verbal Update Lions' Pavilion Projects
- 2.4 Committee Mandate
- 2.5 Discussion Magnetawan Community Centre, Ahmic Harbour Community Centre and Fire Station #2 and Lions' Pavilion Capital 2023 Budget Items

### **FOR INFORMATION ONLY**

- 3.1 Request Magnetawan Agricultural Society Cabinets outcome Council
- 3.2 Outcome of Approval of Public Art Project Drawings

### **ADJOURNMENT**

- 4.1 Confirm the Proceedings of Committee and Adjourn



**Municipality of  
Magnetawan**

**Magnetawan Community Centre Board (MCCB)**

**Meeting Minutes**

**Wednesday September 9, 2023**

**9:00 am**

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

**Committee members in attendance:**

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

**Staff members in attendance:**

Deputy Clerk Laura Brandt (Secretary)

**Regrets:**

Steve Robinson

**OPENING BUSINESS**

**1.1 Call to order**

The meeting was called to order at 9:00 AM

**1.2 Adoption of the Agenda**

*RESOLUTION 2023-13 Belyea-Johnston*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the agenda for this regular meeting of Wednesday September 06, 2023  
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.

**1.4 Adoption of Previous Minutes**

*RESOLUTION 2023-14 Winstone-Dunnett*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adopts the minutes from the committee meeting of Wednesday July 05, 2023, as copied and circulated. Carried.*

**ITEMS BROUGHT FORWARD**

**2.1 Verbal Update Ahmic Harbour Community Centre and Magnetawan Fire Station #2**

The Secretary advised the Committee that the digital sign has been hard wired into the panel to ensure that ESA standards are met as the wiring for the sign goes through the exterior wall to the interior. The Secretary also advised the Committee that the counters have been installed in the kitchen and the backyard area has been cleaned up and there is no longer any refuse located behind the building (steel drums, tires, etc.). The Secretary advised the Committee that the new garage doors on the fire hall portion of the building have been installed and the Mural Project has been relocated to the Heritage Museum Centre and Lions' Pavilion. A Public Art Project will be revisited in 2023/2024 subject to Council approval as the Municipality still has grant funding available for those years under the RED Grant Intake#2 Funding Stream. The Committee discussed the clearing and thinning of the property line of dead trees, stumps etc. and the Secretary advised the Committee that it will be noted as a budget item to be discussed at the next Committee Meeting to be brought forward in the budget process for the approval of Council. It should also be noted that if this project moves forward that the residents located beside the centre should be contacted as they may want the buffering that is provided from the vegetation for privacy as the postal boxes are located right on the property line. The Committee also discussed the water well that was recently located and dug up as it was covered previous to the Municipality taking over the Community Centre. The Committee discussed the leasing of the Centre to the Daycare and there are no new updates as the lease has not been signed.

**2.2 Verbal Update Magnetawan Community Centre Projects**

The Secretary advised the Committee that the windows that were backorder have now been delivered and Staff are currently sourcing a contractor for the installation. The concrete walkway at the Municipal Office/Community Centre has been completed and the Committee agreed that it looked fabulous. The Secretary advised the Committee that the exhaust fan in the kitchen has recently been inspected and Staff are currently waiting for parts to arrive for general maintenance as well as Staff are sourcing a contractor to complete this work. The Secretary also advised the Committee that the Parks and Maintenance Staff and Roads Staff are currently working on a plan to take the spacers out of the drain. The Committee discussed that the only two items left outstanding are the repair of the rock/granite stairs leading up to the Pavilion and the drain in the Community Centre parking lot as it has heaved. The Committee also discussed that the Community Centre Kitchen is in need of a deep clean, the stove needs oiled and cleaned and that new paring knives, nylon cutting boards, and more tea towels need to be purchased. The Committee discussed possible budget items including the painting of the kitchen and revamping of the storage room to include a

closet to separate kitchen items from cleaning items. The Secretary advised the Committee that these items will be put on the next meeting's agenda to discuss and forward to Council in the budgeting process for their consideration.

**2.3 Verbal Update Lions' Pavilion Projects**

The Secretary advised the Committee that the furnace repair is currently in progress and Staff are actively trying to source a distributor for a replacement but are experiencing some supply demand issues.

**2.4 Verbal Update Trees at Community Centre/Municipal Office**

The Secretary advised the Committee that Deputy Mayor John Hetherington has advised that wrapping the trees for the winter will damage the trees. The Committee discussed other alternatives and Staff will be looking into steel fencing or electric fencing to protect the trees from the deer this winter.

**2.5 Update Magnetawan Agricultural Society Murals**

The Committee discussed that the Murals have now been updated and that Signcraft has done an excellent job of revamping the signs. The Secretary bring forward to the Committee that perhaps a Christmas themed cover could be made if budgeting allows to dress up the signs for the Christmas Tree Lighting.

**2.6 Request Magnetawan Agricultural Society Murals**

*RESOLUTION 2023-15 Langford-Sohm*

*WHEREAS the Magnetawan Community Centre Board receives the correspondence Request Magnetawan Agricultural Society Cabinets;*

*NOW THEREFORE BE IT RESOLVED that the Magnetawan Community Centre Board respectfully requests that the Council of the Municipality of Magnetawan approve the installation of the same length of base cabinets of the same likeness and quality of the current upper cabinets be installed in the Community Centre hallway directly below the Magnetawan Agricultural Society Trophy Case for use by the Magnetawan Agricultural Society Cabinets at no cost to the Municipality.*

*Carried.*

**2.7 Discussion Roles of Community Centre Board Members**

The Chair advised the Committee Members that the mandate is for the Magnetawan Community Centre, Ahmic Harbour Community Centre, and the Lions' Pavilion. The Chair advised that if any Committee Members see anything that is in disrepair or dangerous to reach out to the Secretary so that concerns can be addressed immediately or put on a future agenda for the Committees consideration. The Secretary advised that if a public space is rented for a fee that that public space would be under the Committee's mandate. The Secretary also advised the Committee that if members are feeling overwhelmed with requests that Committee Members can always redirect residents to Municipal Staff and that if Committee Members are unsure if items or issues are covered under the mandate to reach out to Staff for confirmation.

**FOR MORE INFORMATION ONLY**

**3.1 Outcome of Report Ahmic Harbour Community Centre Mural**

**Adjournment**

**4.1 Confirm the Proceedings of Committee and Adjourn**

*RESOLUTION 2023-16 Sohm-Langford*

*BE IT RESOLVED THAT the Magnetawan Community Centre Board adjourns this meeting at 9:35 am to meet again on November 01, 2023 at 9:00 am at the call of the Chair.*

*Carried.*

Approved by:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

DRAFT

Ahmic









Maq Community  
Centre







MDP CUTTING BOARD  
Medium Density Polyethylene

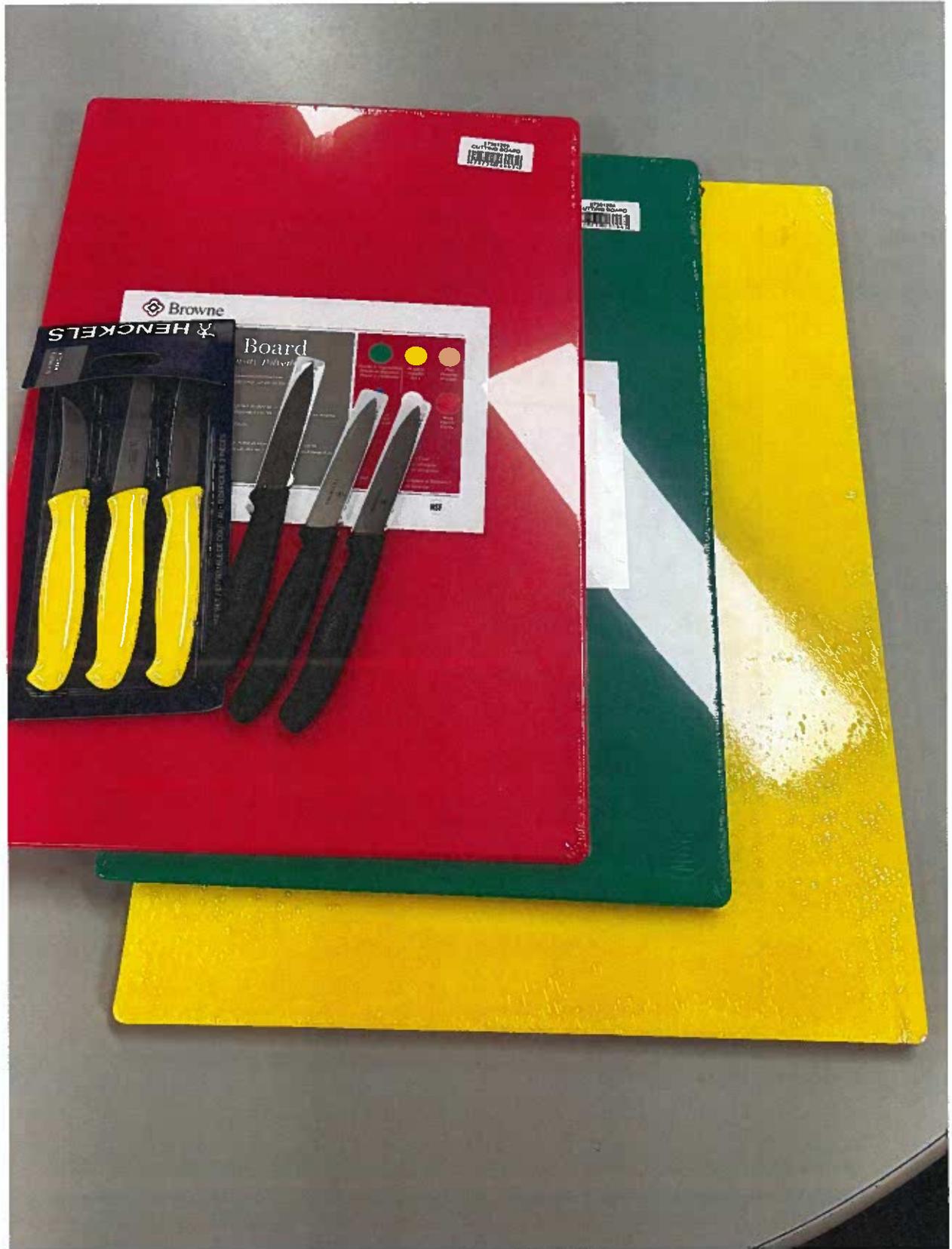
SignatureWares

- Color-coded to prevent against cross-contamination
- Non-porous, will not absorb liquids and odors or harbor bacteria
- Easy to clean with soap and water
- Durable
- Resistant to stains, odors, scratches and water contamination
- Non-porous, will not absorb liquids or odors, making it easy to clean with soap and water
- Easy to clean with soap and water
- Durable

PLANCHE À DÉCOUPER PDM  
Polyéthylène de densité moyenne

 Fruits & Végétaux Fruits et légumes	 Poulet, volaille	 Poisson	 Autres produits alimentaires Autres produits alimentaires
 Cochon, porc Aliments crus	 Dairy Produits laitiers	 Viande Viande	





TESTED  
CUTTING BOARD  
100% POLYPROPYLENE

TESTED  
CUTTING BOARD  
100% POLYPROPYLENE

Browne  
HENCKELS  
Board  
100% POLYPROPYLENE  
100% POLYPROPYLENE



**Municipality of  
Magnetawan**

**MAGNETAWAN COMMUNITY CENTRE BOARD MANDATE**

*Individuals are recruited and appointed by the Council of the Municipality of Magnetawan and they collectively constitute "the Committee". Appointments are generally near the beginning of the new Council term and individuals shall continue to serve until their successors are appointed.*

November 1, 2023

**Mandate and Accountability**

1. Committee members must act honestly, in good faith, leaving aside personal interest(s) to advance the public interest and the mandate of the Municipality of Magnetawan. The Committee is an advisory committee to the Council of the Municipality of Magnetawan.
2. The Committee is governed by the rules outlined in the current Council Procedure By-law.
3. The Committee will hold meetings as required with the goal of a minimum of six committee meetings within a calendar year.
4. The Committee will consist of a minimum of five (5) members to a maximum of eight (8) members and shall include one (1) member of Council.
5. Depending on circumstances committee members are expected to attend all scheduled meetings and if more than three (3) committee meetings are missed within a calendar year, a motion to remove a committee member may be considered.
6. A majority of members present shall constitute a quorum. If no quorum is present thirty (30) minutes after the time appointed for the meeting, the Secretary will record the names of the members present and the meeting shall be adjourned until the date of the next regular meeting or until a special meeting is called.
7. The Committee will ensure that Council is aware of the needs of the community and maintain standards in regard to following buildings Community Centre Hall, Ahmic Community Centre, Lion's Pavilion. The Committee will advise Council of public perspective on the care and maintenance, community concerns, rental procedures and/or operations, and safety concerns of the above-named facilities.
8. A Chair and Vice Chair will be appointed by the Committee for a fixed term of up to one (1) year, with the potential of re-appointment.
9. Copies of the Mandate document will be filed at the Municipal Office. In support of the principle of transparency, this document will also be easily available to the public on the Municipality's website [www.magnetawan.com](http://www.magnetawan.com).

Approved by:

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Chair

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Municipality's Designate

## Laura Brandt

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**From:** Sam Dunnett <sdunnett2@gmail.com>  
**Sent:** September 12, 2023 1:37 PM  
**To:** Laura Brandt  
**Subject:** Re: Updated Community Centre Mandate  
**Attachments:** image001.png

Yes, I believe it captures the essence of their mandate.  
Sam

On Tue., Sep. 12, 2023, 12:03 p.m. Laura Brandt, <[lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)> wrote:

Good Afternoon Sam

Hope you are doing well. You had previously asked me to revise the Mandate for the Community Centre to hopefully help bring clarification as to what their mandate is.

I have attached the old mandate to this email and revised number 7 to the following below to hopefully bring some clarity to their role as members.

The Committee will ensure that Council is aware of the needs of the community and maintain standards in regard to following buildings Community Centre Hall, Ahmic Community Centre, Lion's Pavilion. The Committee will advise Council of public perspective on the care and maintenance, community concerns, rental procedures and/or operations, and safety concerns of the above-named facilities.

I just wanted to run it by you to ensure that I have encompassed what you were thinking.

Thanks so much

Laura



## **BUDGET ITEMS TO BE CONSIDERED**

### **Ahmic Community Centre and Magnetawan Fire Station #2**

1. Flooring was budgeted for in 2023 if project is not completed will have to be re-budgeted.

### **Magnetawan Lions' Pavilion**

1. Furnace was budgeted for in 2023 if project is not completed will have to be re-budgeted for.

### **Magnetawan Community Centre**

1. Windows was budgeted for in 2023 if project is not completed will have to be re-budgeted for. This item is covered by the ICIP grant funding stream.
2. Kitchen hoods air intake must be completed to ensure compliance estimated cost \$25,000 to \$30,000.

## **COMMITTEES CURRENT WISH LIST**

1. Painting of Kitchen in Magnetawan Community Centre
2. New closet for kitchen items or cabinet built into existing closet
3. Replacement of aluminum pots with steel pots

IN STOCK

### SignatureWares | Stock Pot, Stainless Steel

★★★★★ (9) 5.00 / 5.00

SKU: 5000:STOCKPOTSS32

BARCODE: 842405004708

PRODUCT TYPE: Stock Pots

VEHICLE: SignatureWares

# \$286.59 CAD

CAPACITY: 32 QT

8 qt 10 qt 12 qt 16 qt 20 qt 24 qt **32 qt** 40 qt 50 qt

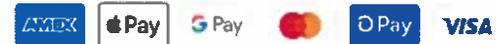
DELIVERY & RETURN

- 1 + **ADD TO CART**

ADD TO WISHLIST

Spend \$99.00 CAD to get Free Shipping

GUARANTEED SAFE CHECKOUT:



#### PRODUCT INFORMATION

SignatureWares Stainless Steel Stock Pot is made with professional quality to survive the rigours of commercial kitchens. Made with a 3-ply base, this commercial kitchen stock pot offers excellent heat conductivity and is suitable for electric, gas,

Report Date  
2023-10-16 3:29 PM

Municipality of Magnetawan  
**Budgetary Control**  
For the Period 2023-01-01 - 2023-10-31

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Expense Totals:</b>						
1-4-7700-8000 - AHMIC - CAPITAL EXPENDITURES			26,591.55	34,500.00	7,908.45	77.1
<b>Expense Totals:</b>			26,591.55	34,500.00	7,908.45	77.1
<b>Net Surplus (Deficit):</b>			(26,591.55)	(34,500.00)	7,908.45	77.1

Accounts Printed: 1

Report Date  
2023-10-16 3:30 PM

Municipality of Magnetawan  
**Budgetary Control**  
For the Period 2023-01-01 - 2023-10-31

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
<b>Expense Totals:</b>						
1-4-7300-8000 - HALL - CAPITAL EXPENDITURES			4,419.38	24,000.00	19,580.62	18.4
<b>Expense Totals:</b>			4,419.38	24,000.00	19,580.62	18.4
<b>Net Surplus (Deficit):</b>			(4,419.38)	(24,000.00)	19,580.62	18.4

Accounts Printed: 1

ACCOUNT #	2022 WORKING BUDGET AND 2023 FORECAST BUDGET Account Name	2023 FINAL BUDGET Passed March 8/23	2023 NARRATIVE	ACTUALS AS OF DEC. 31/23	2024 DRAFT	2024 NARRATIVE
7700-8000	AHMIC - Capital Expenditures	19,500	2023 2022-158 Mural \$8,000 as siding was not done RED GRANT 30% to a MAX of \$3,000 for public art for Mural 2023 flooring \$5,000, Countertops \$5,000, Digital sign electrical \$750 - will be putting unused hood fan on Gov Deals which will offset costs Router and IT work to set up sign \$750			

ACCOUNT #	2022 WORKING BUDGET AND 2023 FORECAST BUDGET Account Name	2023 FINAL BUDGET Passed March 8/23	2023 NARRATIVE	ACTUALS AS OF DEC. 31/23	2024 DRAFT	2024 NARRATIVE
7300-8000	COMM CTR/PAVILLION - Capital Expenditures	24,000	Windows \$10,000/walkway \$10,000/pavillion furnace \$4,000			offset by ICIP grant funding \$10,000

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

Tel: (705) 387-3947  
Fax: (705) 387-4875  
www.magnetawan.com

P.O. Box 70, Magnetawan, Ontario POA 1P0

**RESOLUTION NO. 2023 - 274** **SEPTEMBER 13 2023**

Moved by: BB Bishop

Seconded by: John Hetherington

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives the request from the Magnetawan Community Centre Board Cabinets Community Centre Hallway;

**AND FURTHER** approves the installation of the same length of base cabinets of the same likeness and quality of the current upper cabinets be installed in the Community Centre hallway directly below the Magnetawan Agricultural Society Trophy Case for their use as storage at no cost to the Municipality.

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			

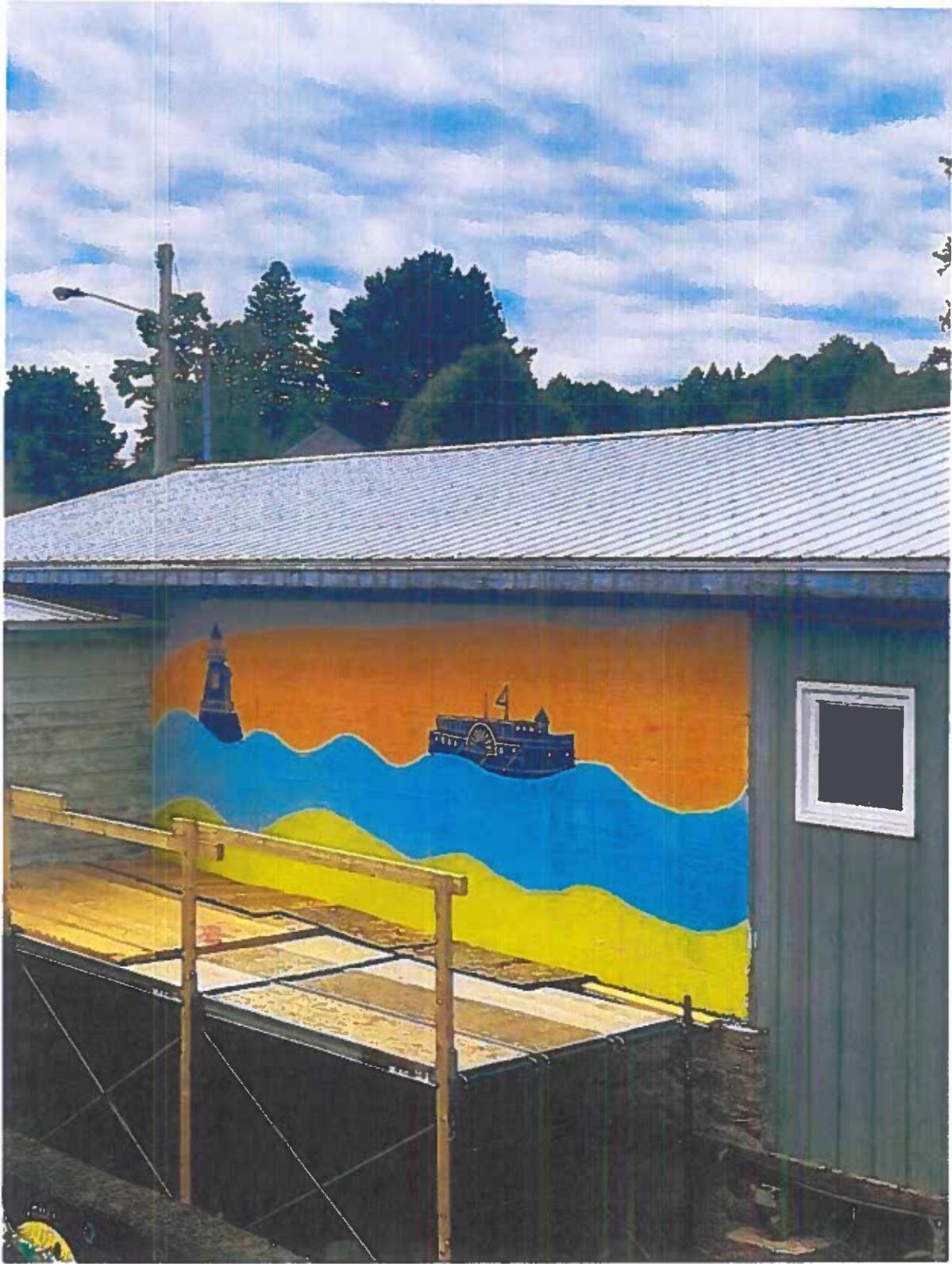


*Knowing our heritage  
we will build our future*

Sept 13, 2023  
on deck



ART MURAL  
DESIGNS



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

Tel: (705) 387-3947  
Fax: (705) 387-4875  
www.magnetawan.com

P.O. Box 70, Magnetawan, Ontario P0A 1P0

**RESOLUTION NO. 2023 - 275** **SEPTEMBER 13 2023**

Moved by: Bill Bishop

Seconded by: John Hetherington

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan receives and approves the Art Mural Designs Magnetawan Heritage Museum and Lions' Pavilion.

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			



*Knowing our heritage  
we will build our future*

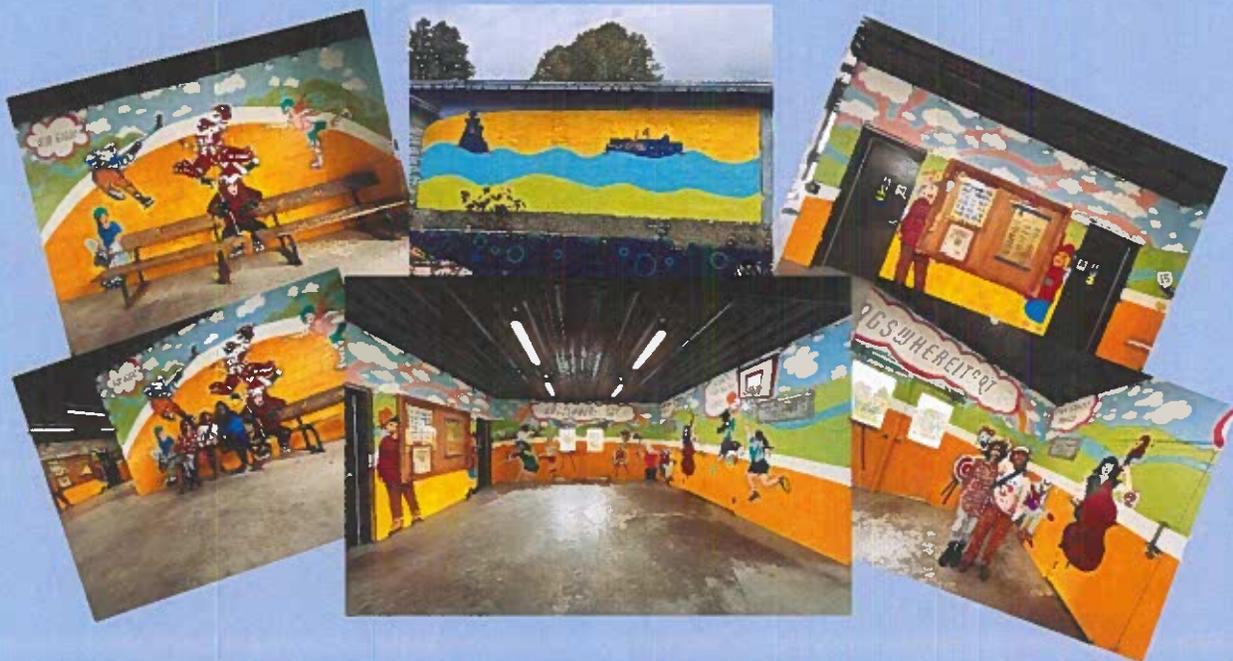
# NEW PUBLIC ART MURALS

**#MAGSWHEREITSAT #MAGNETAWAN**

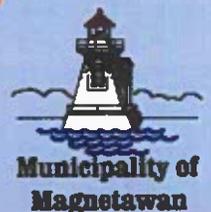
**AT THE HERITAGE MUSEUM CENTRE AND LOG CABIN &  
MAGNETAWAN LIONS' PAVILION**

The Beautification of the Municipality of Magnetawan Project aims to establish a Public Art Collection, which will enhance Magnetawan's visual appeal and vibrancy of our public spaces as well as honour, preserve and encourage Magnetawan's cultural heritage and artistic diversity while providing an opportunity to recognize local and regional artists.

**A BIG THANK YOU TO CRAVE FLUIDITY AND NOMI DRORY FOR ADDING  
TO OUR PUBLIC ART COLLECTION!**



For more information contact the Municipal Office at (705) 387-3947 or by email at [recreation@magnetawan.com](mailto:recreation@magnetawan.com)





On desk  
Nov 1, 2023

## MAGNETAWAN COMMUNITY CENTRE BOARD MANDATE

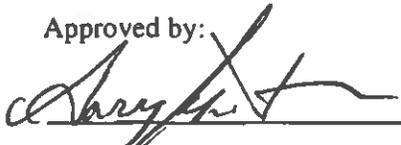
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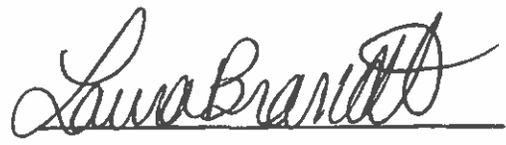
September 30, 2020

### Mandate and Accountability

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6. A majority of members present shall constitute a quorum. If no quorum is present thirty (30) minutes after the time appointed for the meeting, the Secretary will record the names of the members present and the meeting shall be adjourned until the date of the next regular meeting or until a special meeting is called.
7. The Committee will advise Council of public perspective on the care and maintenance of the facilities, community concerns, rental procedures and/or operations, and safety concerns. The Committee will ensure that Council is aware of the needs of the community and maintain standards of the following community grounds and buildings Community Centre Hall, Ahmic Community Centre, Lion's Pavilion.
8. A Chair and Vice Chair will be appointed by the Committee for a fixed term of up to one (1) year, with the potential of re-appointment.
9. Copies of the Mandate document will be filed at the Municipal Office. In support of the principle of transparency, this document will also be easily available to the public on the Municipality's website [www.magnetawan.com](http://www.magnetawan.com).

Approved by:

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Municipality's Designate