



## **COUNCIL MEETING MINUTES**

**April 16, 2025**

**1:00 pm**

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre on Wednesday April 16, 2025, with the following present:

Mayor Sam Dunnett  
Deputy Mayor John Hetherington  
Councillor Bill Bishop  
Councillor Jon Hind  
Councillor Brad Kneller

Staff: CAO/Clerk Kerstin Vroom, Deputy Clerk Recreation and Communications Laura Brandt and Deputy Clerk Planning and Development Erica Kellogg were present for the entire meeting. Chief Building Official Tyler Irwin was present for his respective section in the meeting.

### **OPENING BUSINESS**

#### **1.1 Call to Order**

The meeting was called to order at 1:00 p.m.

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

*RESOLUTION 2025-85 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the agenda as presented.*

*Carried.*

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

Mayor Sam Dunnett 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.

\*Councillor Kneller declared pecuniary interest for Agenda Item 2.3 Donation Request Magnetawan Agricultural Society Fall Fair.

#### **1.4 Adoption of the Previous Minutes**

##### **RESOLUTION 2025-86 Kneller-Hind**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the Council meetings on March 26, 2025, and April 4, 2025, as copied and circulated.*

*Carried.*

#### **DEPUTATION**

##### **Justin Bellon – Increasing Occupancy by 2, 12 Year Old Children**

##### **RESOLUTION 2025-87 Bishop-Hetherington**

*WHEREAS the Council of the Municipality of Magnetawan passed By-law 2023-24 to License and Regulate the Use of Short-term Accommodation Properties in the Municipality;*

*AND WHEREAS Council passed Motion 2025-69 granting an exemption request with the following conditions:*

- A letter from the North Bay Mattawa Conservation Authority that they are satisfied that this use is acceptable as the property is not occupied full time, and;*
- Proof of the septic system fully pumped and inspected by a licensed technician to be submitted to the Municipality by October 31, 2025*

*AND WHEREAS the North Bay Mattawa Conservation Authority has declined to provide a letter confirming that the increase is acceptable under their guidelines;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan rescinds motion 2025- 69;*

*AND FURTHER approves the exemption request to allow family bookings of 8 guests in 2025 with the following conditions:*

- Proof of the septic system fully pumped and inspected once annually by a licensed technician to be submitted to the Municipality by October 31, 2025*

*Carried.*

#### **DOCKS ON UNOPENED ROAD ALLOWANCES/MUNICIPAL LAND POLICY**

**\*Elizabeth White/Andrew Czernik – Docks on Unopened Road Allowances**

**\*Kevin Anyan, Scouts Canada – 24X24 3-Slip Dock on the Unopened Road Allowance on Lake Cecebe**

**\*Justin Wasielewski, Cecebe Waterways Association (CWA) – Docks on Unopened Road Allowance Municipally Owned**

**\*DRAFT Docks on Unopened Road Allowances/Municipal Lands Policy & Public Comments**

##### **RESOLUTION 2025-88 Hind-Kneller**

*WHEREAS Council passed Resolution #2024-17 directing Staff to prepare a draft dock policy addressing Docks on Unopened Road Allowances/Municipally Owned Land for consideration at a future meeting;*

*NOW THEREFORE BE IT RESOLVED THAT Council receives the Procedure for the Placement of Docks on Unopened Road Allowance:*

*AND FURTHER THAT Council Denies the Dock Policy*

*Carried.*

## **PLANNING ACT MEETING**

**Zoning By-law Application – Tot – CON 9 Lot 21**

**Zoning By-law Application – Woodruff – CON 10 PT LOT 24 & 25**

**Zoning By-law Housekeeping Amendment Entire Municipality**

*RESOLUTION 2025-89 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan recesses the regular meeting to hold a public meeting pursuant to Section 34 of the Planning Act to consider a Zoning By-law Amendment Application described as:*

- Tot – Con 9 Lot 21, Croft.*
- Woodruff – Con 10 Pt Lots 24 and 25.*
- Zoning Housekeeping – Municipality of Magnetawan.*

*Carried.*

*RESOLUTION 2025-90 Hetherington-Kneller*

*WHEREAS the Council of the Municipality of Magnetawan receives the report from Erica Kellogg, Deputy Clerk – Planning and Development regarding Zoning By-law Amendment Application 2025-02, Tot (4944 030 00506901 0000);*

*AND WHEREAS the Applicant seeks relief from Zoning By-law No. 2001-26 as amended, Section 3.12 to permit a Hunt Camp with septic servicing be located in the Rural Residential Zone;*

*AND WHEREAS the Municipality of Magnetawan passed By-law No. 2011-15 to establish policies for the Minimal Use of Unopened Road Allowances for Motor Vehicle Travel;*

*AND WHEREAS the Municipality of Magnetawan Official Plan Section 6.2 requires any development where access is not provided by a Municipally owned or maintained road to enter into a Limited-Service Agreement; and*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan: Denies the Zoning Bylaw Amendment for a Hunt Camp and recommends the applicant apply for a right of way for access to the property, obtain necessary building permits and enters into a Limited Services Agreement.*

*Carried.*

*RESOLUTION 2025-91 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report from Patrick Townes – MHBC Planning Limited and supports the application for a Zoning By-law Amendment as a condition of consent for– CON 10 PT LOT 24 and 25 – Woodruff (4944 01000223400) which is accessed by Miller Road and a By-law on this matter will be passed later in the meeting.*

*Carried.*

*RESOLUTION 2025-92 Kneller-Bishop*

*WHEREAS Council for the Municipality of Magnetawan receives with thanks the report from Patrick Townes, MHBC, Overview of Proposed Zoning Housekeeping Amendment;*

*NOW THEREFORE BE IT RESOLVED THAT Council receives and approves the DRAFT Housekeeping Bylaw as presented and a Bylaw will be passed later in the meeting.*

*Carried.*

*RESOLUTION 2025-93 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adjourns the Planning Act public meeting and returns to the regular meeting.*

*Carried.*

#### **STAFF QUARTERLY REPORTS**

**Report from Fire Chief Derek Young**

**Report from By-law Enforcement Officer Jason Newman**

**Report from Chief Building Official Tyler Irwin**

**Report from Public Works Superintendent Scott Edwards**

**Report from Parks and Maintenance Manager Steve Robinson**

**Report from Deputy Clerk Erica Kellogg**

**Report from Deputy Clerk Laura Brandt**

*RESOLUTION 2025-94 Hetherington-Hind*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Staff Quarterly Reports from the Department Heads as presented for information only.*

*Carried.*

#### **STAFF REPORTS, MOTIONS AND DISCUSSION**

##### **2.1 Consent Agreement (Limited Services Agreement) – Herrnstein – CON 4 LOT 13**

*RESOLUTION 2025-95 Kneller-Hetherington*

*WHEREAS the Council of the Municipality of Magnetawan passed Resolution 2025-71 approving a Zoning By-law Amendment application for lands legally described as Con 4 Lot 21 – HERRNSTEIN with the requirement a Limited Service Agreement be entered into; NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Limited Services Agreement – CON 4 LOT 13 – HERRNSTEIN, and the by-law on this matter will be passed later in the meeting.*

*Carried.*

##### **2.2 Patti Paul, Farmers Market Rent Reduction Request**

*RESOLUTION 2025-96 Bishop-Hind*

*WHEREAS the Council of the Municipality of Magnetawan receives the correspondence from Patti Paul Farmers Market Rent Reduction Request;*

*AND WHEREAS the Magnetawan Farmers Market draws visitors to Magnetawan;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the rental of the Magnetawan Lions' Pavilion for the Farmers Market at a reduced rate of \$0 from the regular rate of \$110 per weekend for 2025 with the following conditions:*

- *The Magnetawan Lions' Pavilion be left clean and tidy after the close of market each Saturday and it is the responsibility of the renter to ensure its cleanliness*
- *That liability insurance in the amount of \$5 million dollars is purchased by the renter*

*Carried.*

### **2.3 Donation Request Magnetawan Agricultural Society Fall Fair**

\*Councillor Kneller declared pecuniary interest for Agenda Item 2.3 Donation Request Magnetawan Agricultural Society Fall Fair due to being the President of the Agricultural Society. Councillor Kneller left the room

*RESOLUTION 2025-97 Hetherington-Bishop*

*WHEREAS the Council of the Municipality of Magnetawan receives the correspondence Donation Request Magnetawan Agricultural Society and thanks the Magnetawan Agricultural Society for all their good work in providing the Fall Fair for our community; NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorizes a donation of \$1,000 for the 2025 Magnetawan Fall Fair.*

*Carried.*

### **2.4 Donation Request Near North Crime Stoppers Golf Tournament**

*RESOLUTION 2025-98 Kneller-Hetherington*

*WHEREAS the Council of the Municipality of Magnetawan receives the correspondence Donation Request Near North Crime Stoppers Golf Tournament and thanks the near North Crime Stoppers for all their good work in our community;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorizes a donation of \$150 for the 27th Annual Golf Tournament at Highview Golf Course on Friday, June 20, 2025.*

*Carried.*

### **2.5 Parry Sound Area Community Business & Development Centre Request for Funding & 2024 Financial Statements.**

*RESOLUTION 2025-99 Kneller-Hetherington*

*WHEREAS the Council of the Municipality of Magnetawan receives the correspondence from Parry Sound Area Community Business and Development Centre Request for Funding & 2024 Financial Statements;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality approves the funding request in the amount of \$1,000.*

*Carried.*

### **2.6 Board Appointment EMS Advisory Committee**

*RESOLUTION 2025-100 Hind-Hetherington*

*WHEREAS the Parry Sound Emergency Medical Service Advisory Committee is jointly made appointment with neighbouring municipalities;*

*AND WHEREAS the EMS board requires a unanimous appointment;*

*NOW THEREFORE BE IT RESOLVED THAT the Municipality of Magnetawan rescinds motion 2025-35 supporting the appointment of Jon Hind;*

*AND HEREBY supports the appointment of Dan Robertson.*

*Carried.*

**2.7 District of Parry Sound Municipal Association 2025 Spring Meeting May 23, 2025**

**RESOLUTION 2025-101 Hetherington-Bishop**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Correspondence District of Parry Sound Municipal Association 2025 Spring Meeting Friday May 23, 2025;*

*AND the following Council Members will attend the Spring Meeting in 2025:*

*Council Members who would like to attend will reach out to Staff.*

*Carried.*

**2.8 DRAFT Motion Fire Protection Grant (2024-2025)**

**RESOLUTION 2025-102 Bishop-Hind**

*WHEREAS the Council of the Municipality of Magnetawan was successful in their grant application to the Fire Protection Grant (2024-2025);*

*NOW THEREFORE BE IT RESOLVED THAT the Municipality of Magnetawan will be provided an additional amount of \$361.73 to support the following approved project :*

*The funding will support the purchase of a bunker gear extractor and dryer, and a second set of balaclavas and gloves for firefighters. Additionally, all apparatus will be equipped with personal decon wipes for use on scene;*

*AND FURTHER THAT Staff are authorized to execute the Transfer Payment Agreement.*

*Carried.*

**2.9 DRAFT Adopt a Code of Conduct for Building Officials**

**RESOLUTION 2025-103 Kneller-Hetherington**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the Adopt a Code of Conduct for Building Officials By-law as presented, and the by-law on this matter will be passed later in the meeting.*

*Carried.*

**2.10 DRAFT Open Air Burning**

**RESOLUTION 2025-104 Hetherington-Hind**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the Open Air Burning By-law as presented, and the by-law on this matter will be passed later in the meeting.*

*Carried.*

**2.11 DRAFT Set Tax Ratios for Municipal Purposed and Levy the Rates of Taxation for the Year 2025**

**RESOLUTION 2025-105 Hetherington-Bishop**

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the Set Tax Ratios for Municipal Purposed and Levy the Rates of Taxation for the Year 2025 By-law as presented, and the by-law on this matter will be passed later in the meeting.*

*Carried.*

## **MUNICIPAL BOARD AND COMMITTEE MINUTES**

**3.1 Magnetawan Economic Tourism Committee (METC) Minutes March 26, 2025**

**3.2 Almaguin Highlands Health Centre 9AHC) Minutes April 3, 2025**

*RESOLUTION 2025-106 Bishop-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Municipal Boards and Committee Minutes as copied and circulated.*

*Carried.*

## **CORRESPONDENCE**

**4.1 Bruce County Enabling a Municipal Response to Tariffs**

**4.2 District of Parry Sound Social Services Administration Board (DSSAN) Action-Orientated Encampment Response Plan**

**4.3 FONOM Ministry of Transportation Approach with Northern Municipalities**

**4.4 OPP MPB Financial Services Unit (Opp) 2025 Court Security and Prisoner Transportation Grant Update**

**4.5 Thank You Letter Magnetawan Public Library**

**4.6 Success Outcome of ParticipACTION Grant**

**4.7 Municipal Office & Landfill Easter Closure Poster**

**4.8 Call for Artist Poster**

**4.9 Call for Concession Stand Operators Poster**

**4.10 Music in the Park Poster**

**4.11 1<sup>st</sup> Annual Magnetawan Leekfest Poster**

**4.12 ICYMI Council Highlights March 26, 2025**

*RESOLUTION 2025-107 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence items as copied and circulated;*

*AND FURTHER endorses the following motions:*

*4.1 Bruce County Enabling a Municipal Response to Tariffs.*

*Carried.*

## **ACCOUNTS**

**5.1 Accounts in the amount of \$504,569.51**

*RESOLUTION 2025-108 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$504,569.51 as presented.*

*Carried.*

## **BY-LAWS**

- 6.1 Zoning By-law Tot – CON 9 LOT 21
- 6.2 Zoning By-law – Woodruff – CON 10 PT LOT 24 & 25
- 6.3 Zoning By-law Housekeeping Amendment
- 6.4 Consent Agreement (Limited Services Agreement) – Herrnstein – CON 4 LOT 13
- 6.5 Adopt a Code of Conduct for Building Officials
- 6.6 Open Air Burning
- 6.7 Set Tax Ratios for Municipal Purposed and Levy the Rates of taxation for the year 2025

### *RESOLUTION 2025-109 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan that the following by-laws are now read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book:*

- 6.1 ~~Zoning By-law Tot – CON 9 LOT 21~~
- 6.2 Zoning By-law - Woodruff - CON 10 PT LOT 24 & 25
- 6.3 Zoning By-law Housekeeping Amendment
- 6.4 Consent Agreement (Limited Services Agreement) - Herrnstein - CON 4 LOT 13
- 6.5 Adopt a Code of Conduct for Building Officials
- 6.6 Open Air Burning
- 6.7 Set Tax Ratios for Municipal Purposes and Levy the Rates of Taxation for the Year 2025

*Carried.*

## **CLOSED SESSION**

**In accordance with Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall proceed into Closed Session in order to address matters pertaining to:**

**(b) personal matters about an identifiable individual, including municipal or local board employees**

**(c) a proposed or pending acquisition or disposition of land**

### *RESOLUTION 2025-110 Hetherington-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan moves to a closed session at 2:05 pm pursuant to Section 239(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall proceed into Closed Session in order to address matters pertaining to:*

*(b) personal matters about an identifiable individual, including municipal or local board employees*

*(c) a proposed or pending acquisition or disposition of land*

*Carried.*

### *RESOLUTION 2025-111 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan returns to open session at 2:20 pm.*

*Carried.*

**RESOLUTION 2025-112 Bishop-Kneller**

*BE IT RESOLVED THAT the Council of the Municipality thanks all of those who have sent in their letter of interest and appoints the following members to be part of the Magnetawan Economic Tourism Committee: Francine Yolkowskie, Brenda Fraser, Dave Antle and Ken Mihan*

*Carried.*

Direction was given to Staff to update the Magnetawan Economic Tourism Committee (METC) Mandate to include up to 8 members.

**CONFIRMING BY-LAW AND ADJOURNMENT**

**7.1 Confirm the Proceedings of Council and Adjourn**

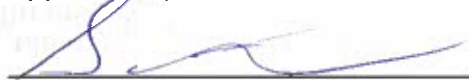
**RESOLUTION 2025-113 Kneller-Hetherington**

*BE IT RESOLVED by the Council of the Municipality of Magnetawan that the Confirming By-law is now read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and engrossed in the by-law book;*

*AND FURTHER THAT, this meeting is now adjourned at 2:25 pm to meet again on Wednesday May 14, 2025, at 1:00 pm or at the call of the Chair.*

*Carried.*

Approved by:



Mayor



Clerk