



**Municipality of
Magnetawan**

COUNCIL MEETING MINUTES

May 14, 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 May 14, 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, Deputy Clerk Planning and Development Erica Kellogg, Treasurer Stephanie Lewin and Public Works Superintendent Scott Edwards were present for the entire 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 2025-114 Hetherington-Bishop

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 Hetherington declared pecuniary interest for Agenda Item 2.9 DRAFT Motion Almaguin Community Hatchery Program Insurance.

1.4 Adoption of the Previous Minutes

RESOLUTION 2025-115 Kneller-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the Council meetings on April 16, 2025, and Planning Act Public Meeting on April 16, 2025, as copied and circulated.

Carried.

PLANNING ACT MEETING

Zoning By-law Amendment Application – Saunders – 2=34 Magnet Road

Consent Application – Stockdale – Con 5 Pt Lot 15

Consent Application – Marszewski – Con 3 and 4 Lots 26 and 27 (3363 Highway 520)

RESOLUTION 2025-116 Hetherington-Hind

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan recesses the regular meeting to hold a public meeting pursuant to Section 53 and Section 34 of the Planning Act to consider a Consent Application for the creation of new lots and a Zoning By-law Amendment described as:

- *Saunders – Zoning By-law Amendment*
- *Stockdale – Consent Application*
- *Marszewski – Consent Application*

Carried.

RESOLUTION 2025-117 Kneller-Hetherington

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 2025-01, Saunders (4944 030 00302344 0000);

AND WHEREAS the Applicant seeks relief from Zoning By-law No. 2001-26 as amended, Section 3.1 i) ii) to permit an accessory structure to be located in the rear yard (Magnet Road) without meeting the required 10m setback;

AND WHEREAS the Applicant seeks relief from Zoning By-law No. 2001-26 as amended, Section 3.1 c) to permit an accessory structure with a total accessory structure lot coverage exceeding the maximum permitted coverage of 5%;

AND WHEREAS the Applicant seeks relief from Zoning By-law No. 2001-26 as amended, Section 4.2.2 vii) to permit an accessory structure with a total lot coverage exceeding the maximum permitted coverage of 15%;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan: Support the Zoning By-law Amendment subject to a building permit, permitting the establishment of an accessory structure with:

- a. a maximum a 4m setback to the rear yard at the northwest corner of Magnet Road;*
- b. a maximum 8.8m setback from the rear yard at the northeast corner of Magnet Road;*
- c. a maximum lot coverage of 16.25%;*
- d. a maximum accessory lot coverage of 7.5%.*

Carried.

RESOLUTION 2025-118 Bishop-Hind

WHEREAS the Municipality of Magnetawan has received a request to support an application for consent to create 1 new lot located on 15th/16th Side Road, which is a year round municipally maintained road, Magnetawan (Stockdale 4944 030 00412001). The properties are legally described as Croft CON 5 PT LOT 15, hereinafter referred to as "the Lands";

AND WHEREAS the Municipal planning consultant has provided a report in support of the application with conditions;

NOW THEREFORE BE IT RESOLVED THAT the Committee of Adjustment for the Municipality of Magnetawan supports in principle the consent application for the "Lands", subject to the following conditions:

- That the foregoing conditions be fulfilled within two years of the notice of decision of the Committee of Adjustment;
 - Draft Reference Plans to be approved by the Municipality prior to registration;
 - Two (2) true certified paper copies of the registered plans and electronic versions for the proposed severed lots prepared by an Ontario Land Surveyor with a certification that it is a true copy be provided to the Municipality for review and approval which conforms substantially with the applications as submitted;
 - Draft copy of the deeds (with all schedules) to be approved by the Municipality prior to registration;
 - A copy of the original executed transfers (deeds) with all schedules be provided to the Municipality;
 - Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed and Retained Lot can be adequately serviced by individual on-site septic systems;
 - Payment of all taxes, municipal legal fees, planning fees and fees as per the current Fees and Charges By-law, Park Land Dedication By-law and all other fees associated with the processing of these applications;
 - That the Applicant receive confirmation from the Municipality of a suitable location for an entrance to the Severed and Retained lots from 15th/16th Side Road;
 - That the Applicant apply for and be approved for a Zoning Amendment to rezone the proposed severed lot from Rural to Rural Residential to bring the proposed Severed Lot into compliance with the Zoning By-law.
- Carried.**

RESOLUTION 2025-119 Kneller-Hetherington

WHEREAS the Municipality of Magnetawan has received a request to support an application for consent to create 2 news lot located on 3363 Highway 520 which is a provincially maintained road, Magnetawan (Marszewski 4944 010 00138600). The properties are legally described as Chapman CON 3 and 4 LOT 26 and 27, hereinafter referred to as "the Lands";

AND WHEREAS the Municipal planning consultant has provided a report in support of the application with conditions;

NOW THEREFORE BE IT RESOLVED THAT the Committee of Adjustment for the Municipality of Magnetawan supports in principle the consent application for the "Lands", subject to the following conditions:

- That the foregoing conditions be fulfilled within two years of the notice of decision of the Committee of Adjustment;
 - Draft Reference Plans to be approved by the Municipality prior to registration;
 - Two (2) true certified paper copies of the registered plans and electronic versions for the proposed severed lots prepared by an Ontario Land Surveyor with a certification that it is a true copy be provided to the Municipality for review and approval which conforms substantially with the applications as submitted;
 - Draft copy of the deeds (with all schedules) to be approved by the Municipality prior to registration;
 - A copy of the original executed transfers (deeds) with all schedules be provided to the Municipality;
 - Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed and Retained Lots can be adequately serviced by individual on-site septic systems;
 - Payment of all taxes, municipal legal fees, planning fees and fees as per the current Fees and Charges By-law, Park Land Dedication By-law and all other fees associated with the processing of these applications;
 - That the Applicant receive confirmation from the Municipality of a suitable location for an entrance to the Severed and Retained lot from Wurm Road or Lake Cecebe Road both of which are Municipally maintained roads;
 - That the Applicant apply for and be approved for a Zoning Amendment to rezone the proposed Severed Lot 2 to comply with the minimum lot size and minimum lot frontage of the Zoning By-law the existing lot deficiencies to being the proposed Severed Lot into compliance with the Zoning By-law.
- Carried.

RESOLUTION 2025-120 Hetherington-Bishop

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 REPORTS, MOTIONS AND DISCUSSION

2.1 DRAFT Cemetery By-law

RESOLUTION 2025-121 Kneller-Hetherington

WHEREAS the current Cemetery bylaw did not address the columbarium and niche interment;

AND WHEREAS, the Bereavement Authority of Ontario has provided their comments and revisions;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Cemetery By-law, and the by-law on this matter will be passed later in the meeting.

Carried.

2.2 Pinchin 2025 Landfill Closure and Post-Closure Care Liability Chapman and Croft Waste Disposal Sites

RESOLUTION 2025-122 Hind-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence Pinchin 2025 Landfill Closure and Post-Closure Care Liability Chapman and Croft Waste Disposal Sites for information purposes only.

Carried.

2.3 Report from Public Works Superintendent Scott Edwards, Award of Tender 2025-01 Gravel (A+B)

RESOLUTION 2025-123 Hetherington-Bishop

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Award of Tender 2025-01 Gravel (A+B) from Public Works Superintendent Scott Edwards and approves the recommendations contained therein to award the project to Fowlers Construction Company Ltd. In the amount of \$698, 978 plus HST.

Carried.

2.4 Report from Public Works Superintendent Scott Edwards , Award of RFP 2025-01 Roadside Mowing

RESOLUTION 2025-124 Kneller-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Award of RFP 2025-01 Roadside Mowing from Public Works Superintendent Scott Edwards and approves the recommendations contained therein to award the project to Yard Boys Ltd. In the amount of \$14,042 plus HST.

Carried.

2.5 Report from Public Works Superintendent Scott Edwards, Award of RFP 2025-02 Surface Treatment (Double Lift Tar & Chip)

RESOLUTION 2025-125 Bishop-Hind

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Award of RFP 2025-02 Surface Treatment (Tar & Chip) from Public Works Superintendent Scott Edwards and approves the recommendations contained therein to award the project to Duncor Enterprises Inc. In the amount of \$905,226 plus HST.

Carried.

2.6 Report from Public Works Superintendent Scott Edwards, Award of RFP 2025-03 Slurry Seal

RESOLUTION 2025-126 Hetherington-Kneller

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Award of RFP 2025-03 Slurry Seal Surface Treatment from Public Works Superintendent Scott Edwards and approves the recommendations contained therein to award the project to Duncor Enterprises Inc. in the amount of \$160,272 plus HST.

Carried.

2.7 DRAFT Motion Authorize Purchase of CAT 315-07 Excavator

RESOLUTION 2025-127 Bishop-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the purchase of the CAT 315-07 Excavator from Toromont CAT for \$345,348.05 plus HST; AND FURTHER authorizes Staff to enter into the Agreement for same as presented.

Carried.

2.8 Report from Parks and Maintenance Manager Steve Robinson, Replacement of 2010 John Deere Tractor

RESOLUTION 2025-128 Hetherington-Bishop

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Replacement of 2010 John Deere Tractor from Parks and Maintenance Manager Steve Robinson and approves the recommendations contained therein to award the project to Tracks & Wheels equipment Brokers for a Kubota Open Station 34 HP Tractor in the amount of \$42,403, plus HST.

Carried.

2.9 DRAFT Motion Almaguin Community Hatchery Program Insurance

**Councillor Hetherington declared pecuniary interest for Agenda Item 2.9 DRAFT Motion Almaguin Community Hatchery Program Insurance due to being a member of the Almaguin Community Hatchery Program. Councillor Hetherington left the room.*

RESOLUTION 2025-129 Bishop-Kneller

WHEREAS the Council of the Municipality of Magnetawan is appreciative of the important work that the Almaguin Community Hatchery Program has done and continues to do within the Municipality;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan agrees to pay the additional Liability Insurance for this event, which is \$1,300 plus HST for 2025 and directs Staff to include this amount in the budget.

Carried.

2.10 DRAFT Motion Date Change August 27th Council Meeting

RESOLUTION 2025-130 Kneller-Hetherington

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorizes the Mayor and Clerk to revise the Council meeting dates due to conflicts as follows:

- Remove August 6th and 27th -Add August 13th*

Carried.

2.11 Almaguin Pride Request Raising the Pride Flag 2025

RESOLUTION 2025-131 Bishop-Kneller

WHEREAS Council is appreciative of the good work and inclusive messaging that the Almaguin Pride Network provides to our residents and neighbouring communities;

AND WHEREAS the Council of the Municipality of Magnetawan receives the correspondence Almaguin Pride Request Raising of the Pride Flag 2025;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan will join communities across Canada in celebrating Pride Month in June by once again displaying the Pride Flag on our digital signs, community centres and post messaging on Municipal Social Media Platforms as in previous years;

AND FURTHER THAT Council approves a donation in the amount of \$500.

Carried.

Direction was given to Staff to include a flag pole in the 2026 budget and to bring back a flag policy to a future meeting for Council's consideration.

2.12 Almaguin Highlands Secondary School Graduation Awards Program

RESOLUTION 2025-132 Hetherington-Hind

WHEREAS the Council of the Municipality of Magnetawan is supportive of our community school and students and congratulates all of our graduates;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorizes a donation of \$500 for the Almaguin Highlands Secondary School Graduation Awards Program.

Carried.

2.13 Correspondence from Jessica Busch Program Manager, Women's Own Resource Centre Request for Donation Supporting 2025-26 Programming

RESOLUTION 2025-133 Bishop-Hetherington

WHEREAS the Council of the Municipality of Magnetawan receives the correspondence from Program Manager Jessica Busch, Women's Own Resource Centre Request for Donation Supporting 2025/26 Programming;

AND WHEREAS Council is appreciative of the good work that the Women's Own Resource Centre provides to our residents and neighbouring communities;

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

Carried.

MUNICIPAL BOARD AND COMMITTEE MINUTES

3.1 North Bay Parry Sound District health Unit Minutes February 26, 2025

3.2 District of Parry Sound Social Services Administration Board Chief Administrative Officer's report March/April 2025

3.3 Lakeland Holding Ltd, 2025 Q1 Shareholder Update

3.4 Magnetawan Community Centre Board (MCCB) Minutes April 23, 2025

3.5 Magnetawan Economic Tourism Committee (METC) Minutes April 30, 2025

3.6 Almaguin Highlands Health Centre (AHC) Minutes May 1, 2025

RESOLUTION 2025-134 Hind-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 Town of Alymer Opposition to Expansion of Strong Mayor Powers**
- 4.2 Village of Sundridge Advocacy for Increased Seniors and Aged Care Housing**
- 4.3 Township of Otonabee-South Monaghan Proposal to End Daylight Savings Time in Ontario**
- 4.4 Updated Name Muskoka Almaguin Ontario Health Team**
- 4.5 Thank You Near North Crimestoppers 27th Annual Golf Tournament**
- 4.6 Thank You Mary Jane Campbell Key to the Municipality Award**
- 4.7 Successful Outcome of Summer Employment Opportunities Program 2025 Grant Funding**
- 4.8 Successful Outcome of Trans Canada Trail Grant Funding**
- 4.9 Unsuccessful Outcome of Ontario Trillium Foundation Grow Grant Funding**
- 4.10 Municipal Landfills Notice Switch to Summer Hours Poster**
- 4.11 Municipal Office Closure Victoria Day Poster**
- 4.12 ICYMI Council Highlights April 16, 2025**

RESOLUTION 2025-135 Bishop-Kneller

*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 Town of Alymer Opposition to Expansion of Strong Mayor Powers*
 - 4.2 Village of Sundridge Advocacy for Increased Seniors and Aged Care Housing*
 - 4.3 Township of Otonabee-South Monaghan Proposal to End Daylight Savings Time in Ontario*
- Carried.*

ACCOUNTS

- 5.1 Accounts in the amount of \$375,612.38**

RESOLUTION 2025-136 Hetherington-Hind

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$375,612.38 as presented.
Carried.*

BY-LAWS

6.1 Zoning By-law Amendment -Saunders – 34 Magnet Road

6.2 Cemetery By-law

6.3 Authorize Sale of Lands at 284 Chapman Drive

RESOLUTION 2025-137 Kneller-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 Amendment - Saunders - 34 Magnet

6.2 Cemetery By-law

6.3 Authorize the Sale of Lands at 284 Chapman Drive

Carried.

CONFIRMING BY-LAW AND ADJOURNMENT

7.1 Confirm the Proceedings of Council and Adjourn

RESOLUTION 2025-138 Bishop-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 2:10 pm to meet again on Wednesday June 4, 2025, at 1:00 pm or at the call of the Chair.

Carried.

Approved by:



Mayor



Clerk