



**Municipality of  
Magnetawan**

**COUNCIL MEETING MINUTES**

**December 06, 2023**

**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 December 06, 2023, 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.

**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 2023-347 Kneller-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.

**1.4 Adoption of the Previous Minutes**

*RESOLUTION 2023-348 Hind-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the meeting on November 15, 2023, as copied and circulated.*

*Carried.*

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

### **2.1 Request for Exemption Short-term Accommodation Licence Cameron – 288 Chapman Drive**

*RESOLUTION 2023-349 Hind-Bishop*

*WHEREAS Council for the Municipality of Magnetawan passed Bylaw 54-2023 to Licence and regulate the Use of Short-term Accommodation Properties in the Municipality; AND WHEREAS By-law 54-2023 defines “Dwelling Unit” which excludes the use of accessory structures as dwelling units for the purpose of Short-term Accommodation rental;*

*AND WHEREAS an application from Cameron – 288 Chapman Drive for a Short-term Accommodation licence has been received with a request to permit the additional use of an existing boathouse as part of the Short-term Accommodation for the 2024 season based on bookings and non-refundable deposit received prior to the passing of By-law 54-2023;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves a one-time exemption only for the 2024 bookings included in the exemption request and correspondence, provided all of the licensing criteria is met.*

*Carried.*

### **2.2 Staff Report Jamie Robinson, MHBC Planning Municipality Initiated Employment Area – 4855 Highway 520**

*RESOLUTION 2023-350 Bishop-Hind*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Staff Report, Municipally Initiated Employment Area - 4855 Highway 520 from Jamie Robinson at MHBC Planning, and endorses the concept Plan ‘A’;*

*AND FURTHER directs Staff to prepare a consent application to be reviewed by Council at an open public Council meeting.*

*Carried.*

### **2.3 Report from Deputy Clerk, Erica Kellogg, Magnetawan Association for Tourism Business Case Study**

*RESOLUTION 2023-351 Bishop-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report from Deputy Clerk Planning & Development Erica Kellogg – Municipal Accommodation Tax – Business Case Study and directs Staff to begin the solicitation process for community input.*

*Carried.*

### **2.4 Terms of Reference for Almaguin Highlands Health Council (AHHC)**

*RESOLUTION 2023-352 Hind-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Terms of Reference for Almaguin Highlands Health Council (AHHC) and proposes the following recommendations for Consideration:*

*Carried.*

**2.5 Request Near North Crime Stoppers Recognizing January 2024 as Crime Stoppers Month**

*RESOLUTION 2023-353 Hetherington-Bishop*

*WHEREAS the Council of the Municipality of Magnetawan recognizes the good work that the Near North Crime Stoppers has done in our and surrounding municipalities;*

*AND WHEREAS every January, Crime Stoppers Month is recognized around the world for the organization's impact on its communities;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan declares January as Crime Stoppers Month.*

*Carried.*

**2.6 Donation Request Ahmic Harbour Recreation Group Christmas 2023**

*RESOLUTION 2023-354 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves a donation of up to \$300 with the presentation of receipts for the Ahmic Harbour Recreation 2023 Christmas Celebrations, provided the community event is held at the Ahmic Harbour Community Centre.*

*Carried.*

**2.7 DRAFT Motion Yearly Donation Royal Canadian Legion, Dunchurch, Branch 394**

*RESOLUTION 2023-355 Kneller-Hind*

*WHEREAS the Council of the Municipality of Magnetawan appreciates its Veterans and is supportive of the Royal Canadian Legion;*

*NOW THEREFORE BE IT RESOLVED that \$500 be donated directly to the Royal Canadian Legion, Dunchurch, Branch 394 in 2023.*

*Carried.*

**2.8 DRAFT Resolution Year End Motions**

*RESOLUTION 2023-356 Hetherington-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan:*

- 1) Authorizes the payment of accounts up to and including December 31, 2023*
- 2) Authorizes the Treasurer to transfer \$100,000 from the 2022 year-end surplus into an investment account to be held for share contribution for the Huntsville and Bracebridge Hospital builds.*
- 3) Authorizes the Treasurer to transfer any 2023 year-end surplus into the Asset Management Reserve.*
- 4) Authorizes the Treasurer to draw any 2023 year-end deficit from the Working Funds Reserve.*

*Carried.*

**2.9 Restatement of 2023 Budget as per O'Reg 284/09**

*RESOLUTION 2023-357 Hind-Bishop*

*WHEREAS generally accepted accounting principles for local governments established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada require municipalities to capitalize and amortize tangible capital assets to accrue liabilities related to post-employment and sold waste landfill closure and post-closure expense;*

*AND WHEREAS Ontario Regulation 284/09 states that a municipality may exclude these expenses from budgeted amounts for which revenue must be raised;*

*AND WHEREAS if excluded, Ontario Regulation 284/09 requires Council to adopt a report that shows the impact of fully covering these expenses;*

*NOW THEREFORE, BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves and adopts the report entitled "Municipal Act, 2001 Ontario Regulation 284/09, 2023 Budget" as presented.*

*Carried.*

**2.10 DRAFT Building By-law**

*RESOLUTION 2023-358 Hetherington-Hind*

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

*Carried.*

**2.11 DRAFT Establish Fees and Charges By-law for 2024**

*RESOLUTION 2023-359 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Establish Fees and Charges By-law for 2024 as presented, and the by-law on this matter will be passed later in the meeting.*

*Carried.*

**2.12 Report from Deputy Clerk, Laura Brandt Outcome of Dinner and Drive-In Movie Event**

*RESOLUTION 2023-360 Bishop-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report Outcome of Dinner and Drive-In Movie Event from Deputy Clerk Laura Brandt and approves the recommendations contained therein to include \$7,000 in the 2024 budget and to actively source for funding.*

*Carried.*

**2.13 Report from Deputy Clerk, Laura Brandt 2023 Private Road Grant Program**

*RESOLUTION 2023-361 Hind-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report 2023 Private Road Grant Program from Deputy Clerk Laura Brandt and approves the recommendations contained therein to include \$15,000 in the 2024 budget and to make a recommendation of an increase for the 2025 budget if an upward trend is evident.*

*Carried.*

#### **2.14 Verbal Update Habitat for Humanity**

*RESOLUTION 2023-362 Kneller-Hind*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Verbal Update Habitat for Humanity for information purposes.*

*Carried.*

#### **MUNICIPAL BOARD AND COMMITTEE MINUTES**

**3.1 Municipal Partners POA Advisory Committee Minutes May 25, & November 23, 2023 Parry Sound Provincial Offences Act Court Manager's Report Q3 2023, 2023 POA General Ledger – DRAFT YTD, 2023 POA Municipal Partners Distribution**

**3.2 North Bay Parry Sound District Health Unit Board of Health Minutes September 27, 2023**

**3.3 District of Parry Sound Social Services Administration Bord (DSSAB) Chief Administrative Officer's report November 2023**

**3.4 Almaguin Highlands Health Centre (AHC) Minutes November 2, 2023, November 24, 2023 & Update November 24, 2023**

*RESOLUTION 2023-363 Hetherington-Bishop*

*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 Municipality of Tweed Infrastructure Funding**

**4.2 Correspondence FONOM Letter to Premier NOSM Support Resolution**

**4.3 Successful Outcome of Phase One NOHFC Community Events Stream**

**4.4 Notice of Public Meeting Building Fees**

**4.5 Notice of Public Meeting Change to Fees and Charges By-law**

**4.6 Certificate of Completion Community Emergency Management Coordinator – Derek Young**

**4.7 Magnetawan Lions' Pavilion Skating Schedule Poster**

**4.8 Magnetawan Annual Christmas Tree Lighting Poster**

**4.9 ICYMI Council Highlights November 15, 2023**

*RESOLUTION 2023-364 Hind-Kneller*

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

*Carried.*

*RESOLUTION 2023-365 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 4.1 Township of Tweed Infrastructure Funding;*

*AND FURTHER THAT this resolution be circulated to MP Kramp-Neuman, MPP Bresee, the Hasting County Warden, the Association of Municipalities of Ontario, and all Ontario Municipalities.*

*Carried.*

**ACCOUNTS**

**5.1 Accounts in the amount of \$723,951.03**

*RESOLUTION 2023-366 Hind-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$723,951.03 as presented.*

*Carried.*

**BY-LAWS**

**6.1 Building By-law**

**6.2 Establish Fees and Charges By-law for 2024**

*RESOLUTION 2023-367 Bishop-Kneller*

*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 Building By-law*

*6.2 Establish Fees and Charges By-law for 2024*

*Carried.*

**CONFIRMING BY-LAW AND ADJOURNMENT**

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

*RESOLUTION 2023-368 Hetherington-Hind*

*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 1:45 pm to meet again on Wednesday January 17, 2024, at 1:00 pm or at the call of the Chair.*

*Carried.*

Approved by:

Mayor

Clerk