



**Municipality of  
Magnetawan**

**COUNCIL MEETING MINUTES**

**September 17, 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 September 17, 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, were present for the entire meeting. Deputy Clerk Planning and Development Erica Kellogg, Parks and Maintenance Manager Michelle Tamblyn, and Public Works Superintendent Scott Edwards were present for their respective sections 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 2025-231 Hetherington-Hind*

*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 2025-232 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan adopts the minutes of the Council meetings on August 13, 2025, Planning Act Public Meeting on July 16, 2025, Planning Act Public Meeting on August 13, 2025, as copied and circulated.*

*Carried.*

## **PLANNING ACT MEETING**

### **Zoning By-law Amendment Application – Longhurst – 28 River Road**

### **Minor Variance Application – Duck – 3213 Ahmic Lake Road**

#### *RESOLUTION 2025-233 Hind-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan recesses the regular meeting to hold a public meeting pursuant to Section 34 and 45 of the Planning Act to consider a Zoning By-law Amendment and a Minor Variance Application described as:*

- *Longhurst – Con 8 Lot 26 Chapman, 28 River Road; Zoning Bylaw Amendment, and*
- *Duck – Plan 42M552 Lot 3 Spence, 3213 Ahmic Lake Road; Minor Variance.*

*Carried.*

#### *RESOLUTION 2025-234 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report from Patrick Townes, Planner MHBC and supports the application for a Zoning By-law Amendment for CON 8 PT LOT 26 – Longhurst (4944 010 0020780000) which is access by River Road and a By-law on this matter will be passed later in the meeting.*

*Carried.*

#### *RESOLUTION 2025-235 Kneller-Hetherington*

*WHEREAS a Minor Variance application from Liscombe Construction Inc. (agent) has been received regarding Concession 4 Lot 3, municipally known as 3213 Ahmic Lake Road a Municipally owned and maintained road, Municipality of Magnetawan – (Duck) seeking relief from the Municipality of Magnetawan Zoning By-law 2001-26 as amended Section 3.19 a) i) minimum rear yard setback from 10 metres to 6.43 metres and Section 3.19 a) ii) increased legal complying height from 3.8 metres to 5 metres.*

*AND WHEREAS the Committee of Adjustment for the Municipality of Magnetawan has received a Staff Report from Jamie Robinson and Patrick Towes, MHBC Planning in support of the Minor Variance application and is satisfied the application meets the four tests of a Minor Variance;*

*NOW THEREFORE BE IT RESOLVED THAT the Committee of Adjustment for the Municipality of Magnetawan provisionally approves the Minor Variance with the following conditions:*

- *That all taxes and monies owing to the Municipality are paid to date.*

*Carried.*

#### *RESOLUTION 2025-236 Hind-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 Stop Up Close and Close Unopened Road Allowance – Geode – 3 Robinson Road**

*RESOLUTION 2025-237 Bishop-Hetherington*

*WHEREAS Council of the Municipality of Magnetawan received a Stop Up and Close application along with the non-refundable fee from Alan and Michelle Goede of 3 Robinson Road (494403000504122) to purchase an Unopened Road Allowance between Con 8 & 9 Lots 16 & 17 and Plan M208 Lot 22;*

*AND WHEREAS the Municipality of Magnetawan surveyed the subject Unopened Road Allowance resulting in a deposited Plan known as 42R-22812;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan agrees in principle to sell Part 2 and 3 on Plan 42R-22812 of the Municipally owned Unopened Road Allowance with the following conditions;*

- All costs incurred by and/or imposed by the Municipality arising from and in consequence of the application and the proposed closure and sale be borne by the applicant;*
  - The price of the land shall be determined by a qualified appraiser;*
  - The applicant's lawyer to provide a registered, legal right of way over Parts 2 and 3 of Plan 42R-22812 to lands legally known as Plan M208 Lot 21;*
  - The Applicant request a deeming by-law to consolidate Part 2 and 3 with Lot 22.*
- Carried.*

### **2.2 Report from Deputy Clerk erica Kellogg, Award RFT 2025-02 – Construction of Internal Access Road off Highway 520**

*RESOLUTION 2025-238 Hetherington-Bishop*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Award RFT 2025-02 – Construction of Internal Access Road off Highway 520 from Deputy Clerk Erica Kellogg and approves the recommendations contained therein to award the project to Muskoka Truck Equipment Sales Ltd. in the amount of \$191, 291.50 plus HST with the overage to come from the Fire Hall Reserve Account (land sales).*

*Carried.*

### **2.3 Report Greer Galloway, Award RFP 2025-05 Replacement of Bridge #17 – Miller road (on desk)**

*RESOLUTION 2025-239 Kneller-Hind*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Greer Galloway, Award RFP 2025-05 Replacement of Bridge #17 Miller Road from Public Works Superintendent Scott Edwards and approves the recommendations contained therein to award the project to HugoMB Contracting Inc. in the amount of \$1,117,998 plus HST.*

*Carried..*

**2.4 Report EXP Replacement of Bridge #4 – Nipissing Road South (on desk)**

*RESOLUTION 2025-240 Hetherington-Bishop*

*WHEREAS Council passed Motion 2025-10 awarding the RFP# 2024-06 Bridge #4 Nipissing Road South to supply engineering and oversight for the rehabilitation in the amount of \$116,965 plus HST to EXP;*

*AND WHEREAS Council passed Motion 2025-168 approving the change order to supply engineering and oversight for the replacement instead of rehabilitation of Bridge #4 Nipissing Road South;*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the Report EXP Replacement of Bridge #4 – Nipissing Road South and approves the recommendations contained therein to defer the replacement of Bridge #4 Nipissing Road South to be in completed in 2027.*

*Carried.*

**2.5 Report from Michelle Tamblyn, Parks and Maintenance Manager – Emergency Repair – Asphalt to the South Sid Kitchen Entrance**

*RESOLUTION 2025-241 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report Emergency Repair – Asphalt Repair to the South Side Kitchen Entrance from Parks & Maintenance Manager Michelle Tamblyn and approves the quotation contained therein to award the project to Ahmic Excavating Ltd. In the amount of \$4,435 plus HST to be taken from Asset Management Reserve Fund.*

*Carried.*

**2.6 Muskoka Almaguin Ontario Health Team – Health Human Resources Recruiter**

*RESOLUTION 2025-242 Hind-Kneller*

*WHEREAS the Council of the Municipality receives the correspondence from the Almaguin Highlands Health Council (AHHC) requesting continued funding to support the Resources Recruiter for the Muskoka and Area Ontario Health Team (MAOHT);*

*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the request for funds from the Almaguin Highlands Health Council to commit up to \$1,000 annually for three years (2026, 2027, & 2028) to support the Recruiter position for the MAOHT.*

*Carried.*

**2.7 Township of Armour, Mayor's Report – Governance of family Health Teams**

*RESOLUTION 2025-243 Hind-Kneller*

*WHEREAS Ontario's Family Health Teams provide team-based healthcare which is critical to our communities:*

*AND WHEREAS healthcare in Ontario is publicly funded;*

*AND WHEREAS municipalities invest significant additional public/taxpayer money support of Family Health Teams and other healthcare-related organizations, including supports for primary care recruitment, healthcare facilities, and additional community healthcare needs:*

*AND WHEREAS the governance models for Family Health Teams in Ontario do not follow mandatory standards:*

AND WHEREAS governance models are designed to ensure appropriate representation, transparency, and guardrails with respect to potential conflicts of interest for the organization they represent;

AND WHEREAS many boards of Family Health Teams are not balanced in terms of representation from the communities and municipalities that they cover;

AND WHEREAS the lack of a standard and balanced governance model means that the needs of the local communities are not necessarily fully represented;

AND WHEREAS the province is directing the Primary Care Action Team (PCAT), through Dr. Jane Philpott to ensure connected and convenient healthcare across the province;

AND WHEREAS Family health Teams are crucial in the delivery of the mandate of PCAT;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan urges the Province of Ontario to implement a standard and mandatory governance model for the boards of the Family health Teams across the province, which ensures the community members make up 50% of the overall board membership to ensure appropriate representation for the communities which use and support healthcare in their local area;

AND FURTHER THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Deputy Premier and Minister of Health, Dr. Jane Philpott, Chair of the Primary Care Action Team, the Association of the Municipalities of Ontario (AMO), the Association of Family Health Team of Ontario (AFHTO), and all municipalities of Ontario.

Carried.

## **2.8 DRAFT Magnetawan Employee Use of Community Centre & Pavilion Policy**

RESOLUTION 2025-244 Kneller-Hetherington

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the DRAFT Magnetawan Employee use of Community Centre & Pavilion Policy as presented.

Recorded Vote Called by Councillor Bill Bishop

Bill Bishop

Nay

Deputy Mayor John Hetherington

Yea

Jon Hind

Yea

Brad Kneller

Yea

Mayor Sam Dunnett

Yea

Carried.

## **2.9 DRAFT By-law to Authorize and Govern the Use of Municipal Credit Cards**

RESOLUTION 2025-245 Bishop-Kneller

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the Authorize and Govern the Use of Municipal Credit Cards 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 District of Parry Sound Social Services Administration Board (DSSAB) Chief Administrative Officer's Report July/August 2025
- 3.2 Almaguin Highlands Health Centre (AHHC) Minutes July 3, 2025
- 3.3 Almaguin Highlands O.P.P Detachment Board Minutes July 11, 2025
- 3.4 Magnetawan Community Centre Board (MCCB) Minutes August 6, 2025

*RESOLUTION 2025-246 Kneller-Hind*

*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 Almaguin Highlands OPP Detachment Board Agenda September 10, 2025
- 4.2 Report from OPP 2023-2025 Action Plan, 2024 Annual Report
- 4.3 OPP MPB Financial Services Unit April to June 2025 Detachment Revenues
- 4.4 District of Parry Sound Municipal Association Meeting Agenda September 26, 2025 t
- 4.5 Successful Outcome of Northern Ontario Heritage Fund 9NOHFC) 2024 Leekfest
- 4.6 Line Dancing Poster
- 4.7 Historical Art & Artifact Exhibition – A Journey Through Canadian History Poster
- 4.8 Maggie The Community Rock Snake Project Update Poster
- 4.9 Dinner and Drive-In Movie Event Poster October 3, 2025 Poster
- 4.10 ICYMI Council Highlights June 25, 2025

*RESOLUTION 2025-247 Hetherington-Kneller*

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

### **ACCOUNTS**

- 5.1 Accounts in the amount of \$1,239,657.48

*RESOLUTION 2025-248 Kneller-Hind*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$1,239,657.48 as presented.  
Carried.*

## **BY-LAWS**

6.1 License Trailers

6.2 Zoning By-law Amendment – Longhurst -28 River Road

6.3 Authorize and Govern the Use of Municipal Credit Cards

*RESOLUTION 2025-249 Hind-Bishop*

*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 Deputy Mayor and the Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book:*

6.1 License Trailers

6.2 Zoning By-law Amendment – Longhurst – 28 River Road

6.3 Authorize and Govern the Use of Municipal Credit Cards

*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:*

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

*(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board*

*RESOLUTION 2025-250 Hetherington-Kneller*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan moves to a closed session at 1:40 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:*

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

*(d) labour relations or employee negotiations*

*Carried.*

*RESOLUTION 2025-251 Kneller-Hind*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan returns to open session at 2:25 pm.*

*Carried.*

*RESOLUTION 2025-252 Bishop-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan ratifies the Memorandum of Settlement dated August 28, 2025 regarding the Collective CUPE Agreement.*

*Carried.*

RESOLUTION 2025-253 Kneller-Hind

BE IT RESOLVED THAT the Council of the Municipality of Magnetawan that the following 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:

A BYLAW TO AUTHORIZE THE EXECUTION OF AN APPLICATION FOR APPROVAL TO EXPROPRIATE LAND AND NOTICE OF APPLICATION FOR APPROVAL TO EXPROPRIATE LANDS.

Carried.

**CONFIRMING BY-LAW AND ADJOURNMENT**

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

RESOLUTION 2025-254 Kneller-Bishop

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 Deputy 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 2:30 pm to meet again on Wednesday October 8, 2025, at 1:00 pm or at the call of the Chair.

Carried.

Approved by:

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Mayor

\_\_\_\_\_  
Clerk