



**COUNCIL MEETING MINUTES  
September 23, 2020**

The meeting of the Council of the Corporation of the Municipality of Magnetawan was held at the Magnetawan Community Centre and streamed electronically for the public through "Go To Meeting" on Wednesday September 23, 2020 at 1:00 pm with the following present:

Mayor Sam Dunnett  
Deputy Mayor Tim Brunton  
Councillor Brad Kneller  
Councillor Wayne Smith  
Councillor John Hetherington

Staff: Kerstin Vroom, CAO/Clerk, and Laura Brandt, Acting Deputy Clerk, were present for the entire meeting. Scott Edwards, Public Works Superintendent; Joe Readman, Fire Chief; and Steve Robinson, Parks and Maintenance Supervisor, 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 2020-234 Brunton-Smith*  
*BE IT RESOLVED THAT BE IT the Council of the Municipality of Magnetawan adopts the agenda as presented.*  
*Carried.*
- 1.3 Disclosure of Pecuniary Interest  
Mayor 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 2020-235 Smith-Brunton*  
*BE IT RESOLVED THAT BE IT the Council of the Municipality of Magnetawan adopts the minutes of September 02, 2020 as copied and circulated.*  
*Carried.*

## **PRESENTATION**

Chas, Anselmo, Senior Manager KPMG, Service Delivery Review

*RESOLUTION 2020-236 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan thanks Chas Anselmo, Senior Manager KPMG, and his team for the well-done comprehensive Service Delivery Review and directs Staff to work towards implementing the recommendations contained therein.*

*Carried.*

Jamie Robinson, Planner MHBC, Second Dwellings

*RESOLUTION 2020-237 Smith-Brunton*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan thanks Jamie Robinson, Planner MHBC, for his presentation Second Dwellings; and directs Staff to develop a protocol on Second Dwellings in Magnetawan and bring a report back to Council.*

*Carried.*

## **PLANNING MEETING**

Zoning By-law Amendment Application – 292 Clayton’s Bay Trail – Olney- Second Dwelling

Zoning By-law Amendment Application – 537 Rocky Reef Road – Reid – Second Dwelling

*RESOLUTION 2020-238 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan recesses the regular meeting to hold a public meeting pursuant to Sections 34 of the Planning Act to consider two separate Zoning By-law Amendment Applications:*

*292 Clayton’s Bay Trail – Olney- Second Dwelling*

*537 Rocky Reef Road – Reid – Second Dwelling*

*Carried.*

*RESOLUTION 2020-239 Smith-Brunton*

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

*Carried.*

*RESOLUTION 2020-240 Brunton-Smith*

*BE IT RESOLVED THAT Council received and approves the recommendations of Jamie Robinson, Planner MHBC, supporting the zoning by-law application for a Second Dwelling – Olney- 292 Clayton’s Bay Trail. The By-law on this matter will be passed later in the meeting.*

*Carried.*

*RESOLUTION 2020-241 Kneller-Smith*

*BE IT RESOLVED THAT Council received and approves the zoning by-law application for a Second Dwelling – Reid – 537 Rocky Reef Road. A By-law on this matter will be passed later in the meeting.*

*Carried.*

**STAFF REPORTS, MOTIONS AND DISCUSSION**

- 2.1 Report from CAO/Clerk Kerstin Vroom, COVID19 Safe Restart Funds  
*RESOLUTION 2020-242 Hetherington-Kneller*  
*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the report from CAO/Clerk, Kerstin Vroom COVID-19 Safe Restart Funds and approves the recommendations contained therein:*
- 1. That Staff be authorized to purchase laptops and a new phone system.*
  - 2. That Staff obtain quotations on heating and/or cooling systems/kitchen/generators as outlined above.*
  - 3. That Staff prepare the 2021 budget keeping the tax rate the same as for 2020 so there will be no increase in municipal taxes.*
  - 4. That the remaining grant money be kept in reserves for future COVID-19 related expenditures.*
- Carried.*
- 2.2 Report from Public Works Superintendent, Scott Edwards, Broom Attachment  
*RESOLUTION 2020-243 Brunton-Smith*  
*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report from Public Works Supervisor, Scott Edwards, Broom Attachment and authorizes Staff to purchase a Broom Attachment for the Case 590 Backhoe # 5.*  
*Carried.*
- 2.3 Report from Public Works Superintendent, Scott Edwards, Digital Radio Upgrades  
*RESOLUTION 2020-244 Kneller-Hetherington*  
*WHEREAS, Section 5.3.1. of the Municipality's Procurement By-law outlines that expenditures over \$20,000 shall be put out for Tender/Bid Process, unless specifically authorized by Council resolution and Section 4.1.1. of the Municipality's Procurement By-law outlines that Council has ultimate authority over expenditures;*  
*AND WHEREAS, Spectrum Group Wireless Solutions is the supplier of the Radio Communications System for the Magnetawan Fire Department which will enable communication amongst the Public Works and Parks Department;*  
*NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report from Public Works Superintendent, Scott Edwards, Digital Radio Upgrades and authorizes Staff to accept the quotation received in the amount of \$38,347.05 from Spectrum Group Wireless Solutions.*  
*Carried.*
- 2.4 Report from Parks & Maintenance Manager Steve Robinson, Parks Tractors  
*RESOLUTION 2020-245 Brunton-Smith*  
*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives and approves the report from Parks & Maintenance Manager, Steve Robinson, Parks Tractors and directs Staff to include funds for a replacement tractor in the 2021 budget.*  
*Carried.*

- 2.5 DRAFT By-law Regional Fire Training Officer Services 2021-2023  
*RESOLUTION 2020-246 Smith-Kneller*  
*BE IT RESOLVED THAT the Council of the Municipality has reviewed the DRAFT By-law Fire Training Officer Services 2021-20123 as presented and is in favour of entering into an agreement with the surrounding Municipalities and that the funding formula be revised on an equal share basis per Municipality.*  
*Carried.*
- 2.6 Correspondence from Bob McPhail, Next Steps for Regional Department  
*RESOLUTION 2020-247 Kneller-Smith*  
*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan receives the correspondence from Bob McPhail, Next Steps for Regional Fire Department.*  
*Carried.*
- 2.7 Correspondence from Town of Parry Sound Supplemental Emergency Medical Services Levy  
*RESOLUTION 2020-248 Brunton-Kneller*  
*WHEREAS, the Council of the Municipality of Magnetawan received the correspondence Town of Parry Sound Supplemental Emergency Medical Services Levy;*  
*AND WHEREAS there is a request for funding from the contributing Municipalities in the amount of an additional; \$450,000 which is cost shared based on % of distribution;*  
*AND WHEREAS the Town of Parry Sound is requesting municipalities use the funds received from the Safe Restart Funding;*  
*AND WHEREAS the Town of Parry Sound should petition the Province for these funds rather than levy the Municipalities;*  
*AND WHEREAS the Municipality of Magnetawan understands that the monies received by Municipalities through the Safe Restart Funding is to address their own operation pressures and local needs in dealing with COVID-19 not those of other agencies;*  
*AND WHEREAS there was no itemized listing of the funds requested by the Town of Parry Sound;*  
*NOW THEREFORE BE IT RESOLVED that the Municipality of Magnetawan does not authorize the payment of this supplemental levy at this time and requests an itemized list of expenditures and requests the levy be allocated over a 3 year period to be able to budget accordingly;*  
*AND FURTHER THAT the Clerk forward a letter to the Town of Parry Sound advising same;*  
*AND THAT this resolution be forwarded to partner Municipalities.*  
*Carried.*
- 2.8 Discussion on Engineering for Bridge 11, West Poverty Bay Road  
*RESOLUTION 2020-249 Brunton-Smith*  
*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan authorizes Staff to hire an engineer for Bridge 11, West Poverty Bay.*  
*Carried.*
- 2.9 Discussion on Building Department, Succession Planning  
*RESOLUTION 2020-250 Hetherington-Kneller*  
*BE IT RESOLVED that the Council of the Municipality of Magnetawan is in favour of hiring another Building Inspector for succession planning for our Joint Building Department and the Town of Kearney advertising this position.*  
*Carried.*

## **MUNICIPAL BOARDS AND COMMITTEE MINUTES**

3.1 Almaguin Community Economic Development (ACED) Minutes August 17, 2020

3.2 Almaguin Highlands Health Centre (AHHC) Minutes September 11, 2020

*RESOLUTION 2020-251 Brunton-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 Municipality of Tweed Illegal Cannabis Operations Fine

4.2 Bakertilly, Chartered Professional Accounts Audit of the Municipality, Management Letter

4.3 Muskoka Algonquin Health Care COVID-19 Update

4.4 2020 POA Summary of Operations Quarter 2 Update

4.5 Correspondence from Product Care Association Outstanding June Hazmat Rebate

4.6 Request for Tender 2020-08 Guide Rail Inventory

4.7 Magnetawan Lock System Brochure

*RESOLUTION 2020-252 Brunton-Smith*

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

*Carried.*

*RESOLUTION 2020-253 Kneller-Hetherington*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses item 4.1 and supports The Municipality of Tweed Illegal Cannabis Operations Fine*

*Carried.*

## **ACCOUNTS**

5.1 Accounts in the amount of \$283,225.60

*RESOLUTION 2020-254 Brunton-Smith*

*BE IT RESOLVED THAT the Council of the Municipality of Magnetawan approves the accounts in the amount of \$283,225.60 as presented.*

*Carried.*

## **BY-LAWS**

6.1 By-law Fire Establishing and Regulating a Fire Department (E&R)

6.2 By-law Regional Fire Training Officer Services 2021-2023

6.3 By-law Zoning Amendment Olney

6.4 By-law Zoning Amendment Reid

*RESOLUTION 2020-255 Kneller-Hetherington*

*BE IT RESOLVED by 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 By-law Fire Establishing and Regulating a Fire Department(E&R)*

*6.3 By-law Zoning Amendment Olney*

*6.4 By-law Zoning Amendment Reid*

*Carried.*

**CONFIRMING BY-LAW AND ADJOURNMENT**

7.1 Confirm the Proceedings of Council and Adjourn

*RESOLUTION 2020-256 Smith-Brunton*

*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 3:42 pm to meet again on Wednesday, October 14, 2020 at 1:00 pm or at the call of the Chair.*

*Carried.*

Approved by:



Mayor



Clerk