

*The Corporation of the Township of Plummer Additional*

RR # 2, 38 Railway Crescent

Bruce Mines ON POR ICO

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**Minutes August 16, 2023**

Committee of Adjustment/Regular Council Meeting

Municipal Office/Council Chambers and Via Zoom- 6:00 pm

Present: Mayor: Beth West, Councillors: Keith Hoback, Boris Koehler, Mike Jones

Staff: Clerk: Lars Moffatt, Township Planner: Chris Jones

Absent: Councillor: Kelly Warwick

Public Attendees: Mike Cristillo (Agent for Lindsay/Thomas), Laurie and Jamie Greenhough (Connected Via Zoom)

Meeting called to order at 6:04 p.m.

**COA. COMMITTEE OF ADJUSTMENT/PLANNING MEETING**

**COA 1) Minor Variance Application – Lindsay/Thomas (361 Lane 2)**

- Mayor Beth West read the script for the public meeting
- No written submissions relating to this planning application were received by the Clerk.
- Township Planner discussed his report with Council.
- Applicant's agent (M. Cristillo) also spoke about the planning application.

2023-233 Keith Hoback Mike Jones

WHEREAS Thomas and Lindsay (Roll #5719 000 007 10000 0000) of 361 Lane 2, more specifically lands located in SEC 32NPT, RP AR-261, Part 6 and Part 7 PCL 5319 ACS (Lefroy), Township of Plummer Additional, have submitted a Minor Variance application to seek certain variances from By-law 2013-13 as amended;

WHEREAS the application for Minor Variance has been reviewed by Chris Jones, Municipal Planning Services (Township Planner) and Council;

BE IT RESOLVED THAT this Council hereby approves application A-01/2023 for the subject lands to allow variances from By-law 2013-13 as amended for lands located in the SR-4 Zone as per below:

- Lake-facing attached deck to increase in floor area from 23 m<sup>2</sup> to 41.3 m<sup>2</sup>;
- West-facing deck to have maximum floor area of 23 m<sup>2</sup> and may include a roof; and,
- East-facing access deck shall have a maximum floor area of 9.3 m<sup>2</sup>.

AND FURTHER THAT this approval is subject to noted conditions as identified in the Notice of Decision for Application A-01/2023. CARRIED

- M. Cristillo left the meeting at 6:17 p.m.

**COA 2) Minor Variance Application – Kiss (387 Lane 2)**

- Mayor Beth West read the script for the public meeting
- No written submissions relating to this planning application were received by the Clerk.
- Township Planner discussed his report with Council.
- Applicants were not in attendance at the meeting.

2023-234 Boris Koehler Keith Hoback

WHEREAS Jim and Gail Kiss (Roll #5719 000 007 09900 0000) of 387 Lane 2, more specifically described as SEC 32NPT, RP AR-261, Part 4 and Part 5, PCL 5325 ACS (Lefroy), Township of Plummer Additional, have submitted a Minor Variance application to seek a variance from Bylaw.

2013-13 as amended;

WHEREAS the application for Minor Variance has been reviewed by Chris Jones, Municipal

Planning Services (Township Planner) and Council;

BE IT RESOLVED THAT this Council hereby approves application A-02/2023 for the subject lands to allow a minor variance from the shoreline setback requirement of Zoning By-law 2013-13 as amended for the purpose of accommodating an addition to the current dwelling located within the shoreline setback at a distance not less than 15.24 metres from the high-water mark;

AND FURTHER THAT this approval is subject to noted conditions as identified in the Notice of Decision for Application A-02/2023. CARRIED

3. ADJOURNMENT OF COA MEETING

2023-235 Mike Jones Beth West

BE IT RESOLVED THAT this Council adjourns the Committee of Adjustment meeting at 6:21 p.m. CARRIED

1. ADDENDUM TO THE AGENDA: N/A

2. DECLARATION OF PECUNIARY INTEREST: N/A

3. Municipal Staff Report – Roads

a) Roads Working Foreperson Report (C. Mullen)

i. July 12- August 8, 2023

- Report reviewed by Council.

b) Used 16' Trailer – Quote

2023-236 Mike Jones Keith Hoback

WHEREAS the Township of Plummer Additional has been offered a 16' used trailer for purchase;

BE IT RESOLVED THAT this Council authorizes the purchase of a used trailer from Line Webster in the amount of \$2500.00 in the 2024 calendar year. CARRIED

- Council was made aware that the used trailer will require some minor repairs that the RWF estimated to cost roughly \$600.

c) Road Garage Spray Foam Insulation - Quotes

- Council wanted to ensure that a treated sand agreement was established with Ledcor before the Township moved ahead with completing the project. If an agreement cannot be reached, the project will be reviewed again by Council, with the consideration to allocate the funds to the purchase of a Treated Sand Dome.

2023-237 Boris Koehler Keith Hoback

WHEREAS Staff have compiled quotes for the installation of fire-rated, spray-foam insulation in the Roads Garage (including the removal of all existing insulation and equipment required to complete the job).

AND WHEREAS these quotes have been reviewed by Council;

BE IT RESOLVED THAT this Council accepts the quote as presented by Eco Spray Tech Inc. in the amount of \$41,586.26 (HST INCLUDED), pending the confirmation of a treated sand agreement with Ledcor. CARRIED

d) Public Notice – Copper Bay Road Brushing

- Council reviewed notice that was available to the public (Via the Township website) on August 4, 2023. A notice was posted due to the complaints received about the brushing completed on Copper Bay Road



- Council requested that a formal complaint policy be established by Staff and brought to the next meeting for consideration.

#### 4. PUBLIC PRESENTATIONS: (6:30 p.m.)

##### a) Strategic Plan (2024-2026) - Public Consultation

- No members of the public were in attendance.
- Draft report was reviewed by Council with no concerns/questions noted. Final report to be provided at November regular meeting.

#### 5. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

##### a) July 19, 2023 Regular Council Meeting Minutes

##### b) July 31, 2023 COA and Special Meeting Minutes

2023-238 Boris Koehler Beth West

BE IT RESOLVED THAT this Council accepts the regular meeting minutes of July 19, 2023, and the special meeting minutes of July 31, 2023, as presented. CARRIED

#### REPORTS:

##### MUNICIPAL STAFF REPORTS:

#### 6. Planning, Building & By-law Enforcement (K. Morris)

##### a) Building Permit Summary as of July 31, 2023

- Report was reviewed by Council

##### b) By-Law Enforcement Officer – Contract Position

- Council moved item 6b) until after closed session.

#### 7. Clerk/Treasurer/Tax Collector ~ (L. Moffatt)

##### a) Accessibility – Provincial Audit – Results

- Clerk advised Council that the Province completed an Audit of the Townships accessibility policies and protocols and no concerns were noted.

##### b) Town of Fort Erie Resolution – Short Term Rental Accommodations

2023-239 Mike Jones Keith Hoback

BE IT RESOLVED THAT this Council supports the Town of Fort Erie's resolution calling on the Province of Ontario to establish regulatory framework requiring digital short-term accommodation platforms such as Airbnb and VRBO to:

1. Require owners using the digital platforms to comply with municipal planning and licensing regulations, and;
2. Prevent advertising of properties that are not registered with the relevant municipality, and;
3. Provide a contact with the platform to ensure ongoing and effective communications for provincial and municipal officials;

AND FURTHER THAT The Province of Ontario work with municipalities to address situations in which long-term housing stock has been lost to corporate ownership of short-term rental properties;  
AND FURTHER THAT A copy of the resolution be forwarded to the Premier of Ontario (Hon. Doug Ford), the Minister of Municipal Affairs and Housing (Hon. Steve Clarke), local MPP Michael Mantha, and the Association of Municipalities of Ontario (AMO). CARRIED

c) Provincial Memo – Modernization of Ontario’s Environmental Assessment Program

- Report reviewed by Council.

d) Sale of Real Property By-law (Proposed Revision)

- Council reviewed the proposed by-law amendments
- Council’s consensus to move up item 22a) Sale of Real Property By-law (Replaces 2010-27) on the agenda.

22. a) Sale of Real Property By-law (Replaces 2010-27)

2023-240 Keith Hoback Boris Koehler

WHEREAS the Township’s Clerk has made recommendations to amend the Township’s existing by-law which establishes a procedure governing the sale of real property (By-law 2010-27);

AND WHEREAS the Clerk has provided proposed changes to by-law 2010-27;

BE IT RESOLVED THAT this Council gives three readings and approves by-law 2023-38, being a by-law to amend established procedures governing the sale of real property, and that By-law 2010 is hereby repealed with the passing of the same. CARRIED

e) Surplus Property – Roll#5719 000 004 07900 000

2023-241 Mike Jones Boris Koehler

BE IT RESOLVED THAT this Council removes roll #5719-000-004-07900 from the Township’s declared surplus property list and retains this property until further notice. CARRIED

f) 2022 Draft Audited Financial Statements

2023-242 Mike Jones Boris Koehler

BE IT RESOLVED THAT this Council approves the 2022 Consolidated DRAFT Audited Financial Statements (including general operations) as presented by BDO Canada. CARRIED

8. Community Fire Safety: N/A9. Community Emergency Management Program ~ (K. Hoback): N/A10. Animal Control: N/ACOMMITTEE REPORTS:11. Health & Health Centre ~ (B. Koehler): N/A12. Recreation ~ (K. Warwick)a) Follow-up discussion – Canoe/Kayak Paddle Day

- K.Hoback provided a follow-up on the Paddle Day event to Council and gave his thanks to all staff and volunteers that assisted with the event.

13. Tri-Neighbours & Waste Management ~ (B. Koehler)a) 2022 Audited Financial Statements

2023-243 Keith Hoback Boris Koehler

BE IT RESOLVED THAT this Council accepts Tri-Neighbours’ 2022 DRAFT Audited Financial Statements as presented by BDO Canada. CARRIED



**14. Cemetery ~ (Keith Hoback)**

a) Cemetery Committee Walk - September 12, 2023

- Council made aware of upcoming Cemetery Walk. The report from the walk will go to Council for review.

**15. Library, Parks & Hall ~ (B. West)**

a) Bruce Station Hall Renovations- Painting and Wood Panel Quote

2023-244(WTD) Keith Hoback Mike Jones

WHEREAS the Bruce Station Community Hall is currently undergoing renovations;

AND WHEREAS the Township has received a quote for the removal of the wood paneling in the hall, including required patching and wall painting.

BE IT RESOLVED THAT this Council temporarily hires a labourer for 45 working days to complete the following renovations at the Bruce Station Community Hall:

- Painting of Interior walls, trim, and wood paneling on stage
- Removal of Wood paneling along interior walls, including necessary patching. WITHDRAWN

**16. Health and Safety ~ (M. Jones)**a) Next Meeting – Thursday, August 31<sup>st</sup>**17. Personnel:**

a) Revised Organizational Chart

2023-245 Keith Hoback Mike Jones

BE IT RESOLVED THAT this Council accepts the Township's revised Organizational Chart as presented.

CARRIED

b) Contract Term – Roads Equipment Operator Position – Posting closed August 15<sup>th</sup>, 2023

- Human Resources Committee to review applications. Selected candidates will be contacted in the coming weeks for an interview.

**18. Other: N/A****19. UNFINISHED BUSINESS: N/A****20. NEW BUSINESS:**

- Council requested Clerk to draft an updated procedural by-law, which will refine how hybrid/zoom meetings are conducted and when they are necessary. Draft by-law to come to October 18th regular meeting.
- Numerous residents noted to Councillors confusion about the new tax payment schedule for 2024. Revised notice to go out on the website in the coming weeks and in the spring of 2024.

**21. DISBURSEMENTS & Financials:**

a) General and Cemetery Expenditure Reports for the period of July 1 – 31, 2023

2023-246 Mike Jones Keith Hoback

BE IT RESOLVED THAT this Council authorizes payment of the following expenditure reports for the period of July 1-31, 2023:

- General (\$576,648.24)
- Cemetery (\$1,364.98) CARRIED

b) Unaudited Financial Statements (General and Cemetery) as of July 31, 2023

- Reviewed by Council

22. BY-LAWS:

- Council consensus to move items 22b,c,d to be discussed after closed session.
  - b) L. Webster – Employment Agreement (Replaces 2023-11)
  - c) W. Alcock – Employment Agreement
  - d) By-Law Enforcement Officer – Term Contract

23. NOTICE OF MOTIONS: N/A24. MEMBERS REPORT (on items other than listed above): (COUNCIL MEMBERS): N/A25. CLOSED SESSION:

2023-247 Mike Jones Boris Koehler

BE IT RESOLVED THAT this Council proceeds into Closed Session at 7:21 pm to consider the following subject matter in accordance with the Municipal Act. S.239 (2):

- Personal matters about an identifiable individual, including municipal or local board employees;
- Labour relations or employee negotiations. CARRIED

2023-248 Mike Jones Keith Hoback

BE IT RESOLVED THAT this Council adjourns the closed session and returns to open meeting at 7:38 p.m.  
CARRIED

2023-249 Keith Hoback Boris Koehler

BE IT RESOLVED THAT this Council approves the closed minutes of July 19, 2023 (Regular) and July 31, 2023 (Special) as presented. CARRIED

6. b) By-Law Enforcement Officer – Contract Position

2023-250 Mike Jones Keith Hoback

BE IT RESOLVED THAT this Council hires David Pearse as the Township's By-law Enforcement Officer on a temporary contract for a period of 3 months effective August 17, 2023. CARRIED

22. BY-LAWS

2023-251 Keith Hoback Boris Koehler

BE IT RESOLVED THAT this Council gives three readings and approves the following by-laws:

- By-law 2023-39 - L. Webster – Employment Agreement (Replaces 2023-11)
- By-law 2023-40 - W. Alcock – Employment Agreement
- By-law 2023-41 - By-Law Enforcement Officer – Term Contract (David Pearse). CARRIED

26. CONFIRMATORY BY-LAW

2023-252 Keith Hoback Mike Jones

BE IT RESOLVED THAT this Council gives three readings and approves By-Law No. 2023-42 being a by-law to confirm the proceedings of the meeting(s) held prior to and on August 16, 2023. CARRIED



**27. ADJOURNMENT:**

2023-253 Mike Jones Boris Koehler

BE IT RESOLVED THAT this Council adjourns the Meeting at 7:46 p.m. to meet again on September 27, 2023 for the next special meeting, or at the call of the Mayor. CARRIED

  
 Mayor: Beth West

  
 Clerk: Lars Moffatt
Acronyms:

@ = at

ADSSAB – Algoma District Social Services Administration Board

AGM – Annual General Meeting

AHPS – Arthur Henderson Public School

AODA – Accessibility for Ontarians with Disabilities Act

CBO – Chief Building Official

CEMC – Community Emergency Measures Committee

CERB – Central Emergency reporting Bureau

CF – Carry Forward

CFSO – Community Fire Safety Officer

CUPE – Canadian Union of Public Employees

EARS – East Algoma Roads Superintendents

FCM – Federation of Canadian Municipalities

FYI – for your information

Fed Nor – Federal Economic Development for Northern Ontario

FONOM – Federation of Northern Ontario Municipalities

Frd – forwarded from prior meeting

HNWDRRC – Huron Northwest Doctor Recruitment &amp; Retention Committee

ICIP Investing In Canada Infrastructure Program

OCIF – Ontario Community Infrastructure Fund

OGRA – Ontario Good Roads Association

OMB – Ontario Municipal Board

OMAFRA – Ministry of Agriculture, Food &amp; Rural Affairs

OPP – Ontario Provincial Police

Orig. – Original

OTF – Ontario Trillium Foundation

POA – Provincial Offences Act

Min. – Ministry

MMP – Municipal Modernization Program

MNR – Ministry of Natural Resources

MAH – Ministry of Municipal Affairs

MOU – Memorandum of Understanding

MPAC – Municipal Property Assessment Corporation

Mtg – Meeting

MTO – Ministry of Transportation

MWRC – Municipal Waste &amp; Recycling Consultants

N/A – not applicable

NOSM – Northern Ontario School of Medicine

NOHFC – Northern Ontario Heritage Fund Corporation

POA – Provincial Offences Act

RBC – Royal Bank of Canada

RED – Rural Economic Development

Reg. – registration

Rep – Representative

Resln – Resolution

RFQ – Request for Quote

ROMA – Rural Ontario Municipal Association

RWF – Road Working Foreperson

SSM – Sault Ste. Marie

TMM – The Managed Municipality

TSSA – Technical Standards and Safety Authority

TWSP – Township