

*The Corporation of the Township of Plummer Additional*

RR # 2, 38 Railway Crescent

Bruce Mines ON POR ICO

Tel: (705) 785-3479

Fax: (705) 785-3135

email: [plumtwsp@onlink.net](mailto:plumtwsp@onlink.net)

**Minutes February 20, 2019**

Regular COUNCIL MEETING

Council Chambers

6:00 pm

Present: Mayor: Beth West; Councillors: Mike Jones, Boris Koehler, Carl MacKenzie, Tasha Strum  
Staff: Clerk: Vicky Goertzen-Cooke; Roads Working Foreman: Kelly Belisle-Greer (arrived at 8:30 p.m.)

Committee of Adjustment Meeting 6:00 pm:

COA 1. Carrier, Pierre – MNRF information re; Lake Partner Program Data – Round Lake

Staff instructed to copy Planner for interpretation and confirmation of Lake Capacity Study requirements.

COA 2. Adjourn COA mtg

**Resln 2019-25**                      **Carl MacKenzie**                      **Tasha Strum**

**BE IT RESOLVED THAT** this Council adjourns the Committee of Adjustment Meeting at **6:10** pm to meet again as required. CARRIED

Call to Order

1.        **ADDENDUM TO THE AGENDA** - n/a
2.        **DECLARATION OF PECUNIARY INTEREST**- none noted
3.        **MUNICIPAL STAFF REPORTS** - Roads  
            Council consensus to move Roads Department to the end of the meeting.
4.        **PUBLIC PRESENTATIONS:** n/a
5.        **ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

**Resln 2019-26**                      **Carl MacKenzie**                      **Boris Koehler**

**BE IT RESOLVED THAT** this Council approves the minutes as presented for; Jan 16, 2019 (regular), Jan 30, 2019 (Special) re; Casual Admin Assistant/Plow Truck Loan. CARRIED

**REPORTS:**

**MUNICIPAL STAFF REPORT'S continued:**

6.        Planning & By-law Enforcement (K. Morris)
  - a)      Building Permit Summary Report – *no new items from the January report*
  - b)      Mennonite School (B. West) – defer for more information from MPAC and area Townships
  - c)      Draft Trailer By-law for review/comments (previously copied)
    - i.      Temporary use during construction (resln)
    - ii.     Fees & fines – what amounts do you want?
    - iii.    Duration of permits – how long?

**Resln 2019-27**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this Council includes the following in the Trailer By-law:

A recreation vehicle may be used as a temporary residence on a lot where a building permit has been issued for the primary residence. The recreational vehicle must be removed or stored as appropriate and per allowances once the building permit has expired or the occupancy permit for the primary building has been issued, or within 1 year, whichever comes first.

A Temporary Trailer Permit fee will apply. CARRIED

7.        Clerk/Treasurer/Tax Collector ~ (V. Goertzen-Cooke)

- a) CF from Jan – AMO Annual Conference (Council): Aug 18-21, Ottawa, \$785 + HST before March 1<sup>st</sup> – *withdrawn, no further action at this time.*

- b) FONOM Conference:

**ResIn 2019-28**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this council authorizes the following Councillor(s) to attend the Federation of Northern Ontario Municipalities Annual Conference May 8<sup>th</sup> – 10<sup>th</sup> in Sudbury; registration fee \$375.00 +HST (before March 31st); Beth West. CARRIED

- c) MAH Clerk's Forum March 26; Sudbury; registration fee \$50.

**ResIn 2019-29**                      **Mike Jones**                      **Beth West**

**BE IT RESOLVED THAT** this council authorizes the Clerk to attend the Ministry of Municipal Affairs Clerk's Forum on March 26<sup>th</sup> in Sudbury; registration fee \$50.00. CARRIED

- d) Zone 7 Conference:

**ResIn 2019-30**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this council authorizes the Clerk to attend the AMCTO Zone 7 Conference May 8<sup>th</sup> – 10<sup>th</sup> in Elliot Lake; registration fee \$95.00 +HST. CARRIED

- e) OMPF funding – no change in allocation amounts from 2018 for the time being.

- f) Min. of Infrastructure - Asset Management 2.0

**ResIn 2019-31**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** the Municipal Finance Officers Association and the Ministry of Infrastructure are providing free consultations with experts to assist municipalities to further develop their Asset Management Plans & Program;

**BE IT RESOLVED THAT** this council authorizes Staff to commit to working with the Municipal Finance Officers Association and the Ministry of Infrastructure to further develop the Asset Management Plan & Program from Feb 2019 to the estimated project end date of May 2020. CARRIED

- g) Notice - 2019 Fees & Charges By-Law (to be reviewed at the March Council Mtg)

- h) CF from Jan - 1/3 Tax Free Municipal Exemption for Municipal Officials – defer for more information from area Municipalities.

8. Community Fire Safety:

- a) Town of Bruce Mines:

**ResIn 2019-32**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this council approves payment of 75% of the 2019 Town of Bruce Mines Fire Invoicing estimate in the amount of \$30,675 for Operations plus \$5,000 for Capital for a total of \$35,675.00. CARRIED

- It was reported by a Councillor that the Town of Bruce Mines is investigating building a new Fire Hall.
- Council requested to review services purchase agreement regarding Capital.

9. Community Emergency Management Program ~ (C. MacKenzie)

- a) Light Haven Home – request for Emergency Evacuation Centre

**ResIn 2019-33**                      **Boris Koehler**                      **Beth West**

**BE IT RESOLVED THAT** this council approves Light Haven Home to utilize the Bruce Station Hall as a temporary evacuation centre should an emergency arise. CARRIED

- b) FYI – Annual CEMC Compliance report – submitted by due date Jan 30, 2019

10. Animal Control: n/a

COMMITTEE REPORTS:

11. Health & Health Centre ~ (B. Koehler)

- a) Window replacement:

**ResIn 2019-34**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this council approves the quote of Glass Employees in the amount of \$1,837.38 to supply and install a window at the Health Centre. CARRIED

12. Recreation ~ (T. Strum & B. Koehler)  
a) Equipment Rental/use sign out forms (ResIn)

**ResIn 2019-35**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this council approves Recreation Equipment Use/Rental Regulations, which includes fees as attached. CARRIED

13. Tri-Neighbours & Waste Management ~ (C. MacKenzie)  
a) AECOM – Collection of Curbside Waste, Landfill Operation, Collection & Processing of Recyclables;

**ResIn 2019-36**                      **Boris Koehler**                      **Carl MacKenzie**

**WHEREAS** Council has reviewed the proposed extension agreements with Municipal Waste and Recycling for curbside pickup of waste and recyclables as well as landfill operations;

**BE IT RESOLVED THAT** this council approves AECOM to proceed with finalizing the Addenda to the original agreements for a 5-year extension to June 30, 2024. CARRIED

- b) AECOM- Stewardship Ontario proposed Amendments to the Blue Box Program – reviewed.  
c) MWRC – recycling Year-end report 2018 – reviewed.

14. Cemetery ~ (T. Strum)  
a) Nov. Meeting Nov – Board to re-schedule

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

- a) Bruce Station Hall – request for free usage:

**ResIn 2019-37**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** the following have requested that the fee for use of the Bruce Station Hall be waived;

**BE IT RESOLVED THAT** this council approves the use of the space for:

- i. Dr. Trefry Memorial Centre – Adult Day Out Program
- ii. Life on the Farm Fundraiser March 15<sup>th</sup> & 16<sup>th</sup> for ARCH – V. Bailey
- iii. Sylvan Circle Art Tour Committee – Sylvan Circle Artisan Tour Sept. 21<sup>st</sup>. CARRIED
  - b) Library Minutes Feb 14 - reviewed
  - c) Library – 2019 Expenditures & Income Statement – January
  - d) Library - user fees, membership rules (B. West)
    - Conflicting reports were discussed regarding presumed denial of Library Services/card to a Ratepayer due to lack of a phone number.
    - Mayor B. West noted that the Library Services are available free to all Ratepayers of Plummer, Bruce Mines, and Johnson; non-ratepayers may access services for a fee.
      - Library will be sending out a flyer advertising this as well as upcoming programs such as; food service day, healthy kids painting, sewing program, and March Break events.
    - Amber Wills is scheduled to return to work in mid-March.
  - e) FYI - Bruce Station Hall renovations on hold– no Trillium Funding this round
  - f) Bruce Station Hall – needs a 3 unit sink upstairs (options) & fridge (options)

**ResIn 2019-38**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this council approves staff to;

- a) Purchase a new fridge for the hall up to the amount of **\$750.00 + tax**. CARRIED  
Sink purchase to be deferred; Staff to verify arrangement at the Rydal Bank Hall/inpsection

16. Health and Safety ~ (M. Jones)  
a) Minutes January 30<sup>th</sup>

17. Personnel: N/A

18. Other:

- a) Central Algoma Freshwater Coalition – financial support

**ResIn 2019-39**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this council approves a support levy of **\$250.00** to the Central Algoma Freshwater Coalition. CARRIED

- b) Bernard Road – L. Danniher – (B. West) 911 number

- A wrong 911 number was issued on Bernard Road (a closed road); it is unclear by who; Landowner states it was MPAC which is not the normal process for issuing 911 #'s.
- Staff to verify with legal; 911 will have to be on Lakeview or Carter Side Road.

- c) Annual Audit scheduled for April 1st week;

- d) Budget dates to schedule (Boris/Beth/Tasha).

- April 8 @ 4:30 pm
- April 29 @ 4:30 pm
- If more than two Councillors are in attendance, it will be deemed a Special Council Meeting; Councillors are to advise in advance if they plan on attending.

19. UNFINISHED BUSINESS: n/a

20. NEW BUSINESS: n/a

21. DISBURSEMENTS:

**ResIn 2019-40**                      **Boris Koehler**                      **Tasha Strum**

**BE IT RESOLVED THAT** this Council authorizes payment of the following expenditures for Jan 1- 31, 2019: General \$364,898.38, Health Centre \$10,692.32. CARRIED

22. BY-LAWS:

- a) Tree Canopy

**ResIn 2019-41**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** Section 270 of the Municipal Act, 2001, c. 25 requires that the Township adopts and maintains a policy setting out the manner in which the Municipality will protect and enhance the tree canopy and natural vegetation in the Municipality;

**BE IT RESOLVED THAT** this council gives three readings and approves by-law 2019-07 which is a by-law that adopts a policy to protect and enhance the tree canopy and natural vegetation in the Municipality. CARRIED

- b) Councillor Maternity Leave

**ResIn 2019-42**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** Section 270 of the Municipal Act, 2001, c. 25 requires that the Township adopts and maintains a policy with respect to pregnancy and parental leaves of members of council;

**BE IT RESOLVED THAT** this council gives three readings and approves by-law 2019-08 which is a by-law that adopts a policy for pregnancy and parental leaves for members of council. CARRIED

- c) Code of Conduct

- i. Integrity Commissioner Inquiry Protocol

**ResIn 2019-43**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** Section 232.2 of the Municipal Act, 2001, c. 25 requires that the Township adopts code of conduct and; **FURTHER** that sections 5, 5.1, and/or 5.2 of the Municipal Conflict of Interest Act be addressed in this policy;

**BE IT RESOLVED THAT** this council gives three readings and approves by-law 2019-09 which is a by-law adopting a Code of Conduct policy with the addition of the Integrity Commissioner Inquiry Protocol as a Schedule. CARRIED

- d) Council Staff Relations Policy

**ResIn 2019-44**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** Section 270 of the Municipal Act, 2001, c. 25 requires that the Township adopts a Council-Staff Relations Policy;

**BE IT RESOLVED THAT** this council gives three readings and approves by-law 2019-10 which is a by-law adopting a Council-Staff Relations Policy. CARRIED

e) Integrity Commissioner Quotes: (appointment):

i. Bids received/reviewed from Ironside Consulting and Expertise for Municipalities

**ResIn 2019-45**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** Bill 68 requires that the Township appoints an Integrity Commissioner for Council, its Committee(s) and Local Board(s);

**BE IT RESOLVED** that this Council gives three readings and passes by-law 2019-11 being a by-law to authorize the Mayor and Clerk to enter into an agreement with Ironside Consulting to provide Integrity Commissioner Services. CARRIED

23. **NOTICE OF MOTIONS** n/a

24. **MEMBERS REPORT (on items other than listed above): (COUNCIL MEMBERS)** n/a

25. **CLOSED SESSION:** disposal of land, advice from legal,

a) Closed session minutes January 16, 2019

**ResIn 2019-46**                      **Mike Jones**                      **Tasha Strum**

**BE IT RESOLVED THAT** this Council proceeds into Closed Session at **8:15** pm to consider the following subject matter in accordance with the Municipal Act. S.239 (2): c) A proposed or pending acquisition or disposition of land for municipal or local board purposes; f) the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose. CARRIED

**ResIn 2019-47**                      **Mike Jones**                      **Carl MacKenzie**

**BE IT RESOLVED THAT** this Council returns to open meeting at **8:35** pm. CARRIED

**ResIn 2019- 48**                      **Mike Jones**                      **Carl MacKenzie**

**BE IT RESOLVED THAT** this Council approves the Closed Minutes on *Jan 16, 2019* as presented. CARRIED

Kelly Belisle-Greer arrived 8:30 pm

Council returned to Section 3 of the Agenda:

**3. Municipal Staff Report – Roads**

a) Roads Working Foreperson Report

b) TMS (letter) - Truck Invoice – Karhi plowing expense deducted

**ResIn 2019-49**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** a Single Axle Plow Truck was ordered from TMS with a delivery date of September 1, 2018, and;

**WHEREAS** a major consideration in the award of the tender was the Vendor's delivery date, and;

**WHEREAS** there was a significant snowfall Jan 7th-8th, 2019 and the Twsp had to engage the services of a Contractor to help remove snow from the roadways due to the non-delivery of the Plow Truck, and;

**WHEREAS** as of January 15, 2019 the Plow Truck was still not delivered;

**BE IT RESOLVED THAT** upon written confirmation from TMS, this Council accepts TMS's offer of \$4,116.03 in parts at Dealer Invoice Pricing (that does not expire), as well as, an extended warranty on parts and labour for a period of 1 year in Lieu of the Karhi Contracting Invoice for snow removal. CARRIED

c) Bruce County – Significant weather event – video watched

- Notifications regarding significant weather events to public

- Insurance to be verified if something like this is started and not kept current; i.e. if a storm is happening on a weekend and no office staff are in to keep the online announcements up to date.

d) Grader Training – request

**ResIn 2019-50**                      **Boris Koehler**                      **Mike Jones**

**WHEREAS** Grader Training is being offered in the area for the following Group rates:

Motor Grader Level #1 for \$3,147.88 + HST /per person

Theory Classroom for \$275.00 + HST

**WHEREAS** the Roads Working Foreperson has requested that 2 staff be sent to the Motor Grading Level #1 and the RWF to attend the Theory/Classroom session;

**BE IT RESOLVED THAT** this Council approves: Chad Mullen to attend the full course; Len Bringleston and Kelly-Belisle-Greer to attend the Theory session CARRIED

e) Ratepayer complaint regarding night lighting impacting their yard; council noted this is a civil matter to be sorted out between neighbours.

26. **CONFIRMATORY BY-LAW**

**Resln 2019-51**                      **Boris Koehler**                      **Mike Jones**

**BE IT RESOLVED THAT** this Council Passes By-Law No. 2019-12, being a by-law to confirm the proceedings of the meeting held prior to and on Feb 20, 2019. CARRIED

27. **ADJOURNMENT:**

**Resln 2019-52**                      **Carl MacKenzie**                      **Boris Koehler**

**BE IT RESOLVED THAT** this Council adjourns the Meeting at 9:25 pm to meet again on March 20, 2019 or at the call of the Mayor. CARRIED

---

Mayor ~ Beth West

---

Clerk ~ Vicky Goertzen-Cooke

*Next Regular Council Mtg – March 20th, 2019 @ 6:00 pm @ Council Chambers*

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

CERB – Central Emergency reporting Bureau

CF- Carry Forward

CFSO- Community Fire Safety Officer

CUPE - Canadian Union of Public Employees

EARS – East Algoma Roads Superintendents

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 & Retention Committee

OCIF – Ontario Community Infrastructure Fund

OGRA – Ontario Good Roads Association

OMB – Ontario Municipal Board

OMAFRA – Ministry of Agriculture, Food & Rural Affairs

OPP – Ontario Provincial Police

Orig. - Original

OTF – Ontario Trillium Foundation

Min. - Ministry

MNR – Ministry of Natural Resources

MMA – Ministry of Municipal Affairs

MPAC – Municipal Property Assessment Corporation

Mtg - Meeting

MTO – Ministry of Transportation

MWRC – Municipal Waste & Recycling Consultants

N/A – not applicable

RBC – Royal Bank of Canada

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