

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: info@plummertownship.ca

Minutes— January 17, 2024

Committee of Adjustment and Regular Council Meeting

Municipal Council Chambers – 6:00 pm

Present: Mayor-Beth West, Councillors-Keith Hoback, Kelly Warwick, Mike Jones, Boris Koehler (Via Microsoft Teams)

Staff: Clerk-Lars Moffatt, RWF-Chad Mullen, Township Planner- Chris Jones (attended COA meeting)

Absent: None

Public Attendees: See list attached (5 total)

Meeting called to order at 6:01 p.m.

COMMITTEE OF ADJUSTMENT (COA) & PLANNING MEETING:

COA 1. RICHMOND/WELCH- ZONING BY-LAW AMENDMENT – (149 GARDEN BAY ROAD)

- Meeting script was read by Mayor and Clerk.
- No written submissions were received by 4:30 p.m. on January 17, 2024
- Township Planner (C. Jones) discussed his report with Council.

2024-01 Keith Hoback Mike Jones

WHEREAS the property owners of 149 Garden Bay Road (roll #5719 000 006 11301 0000), lands legally described as CON 2 LOT 4 N1/2PT Parcel 7491, Plan 1-R1281, PT 1, Parcel 5746, Plan 1-R10677 PT located in the Township of Plummer Additional has made an application to amend Municipal Zoning By-law 2013-13 to allow the maximum total lot coverage for proposed accessory buildings to encompass 3.4% of the total property area;

WHEREAS the purpose of the proposed application is to amend the Restricted Area (Zoning) By-Law No. 2013-13 as amended with the lands described above, with a rezoning from the Rural Residential (RR) Zone to a Rural Residential Exemption (RR-3) Zone, and;

WHEREAS the proposal has been reviewed by Chris Jones, Municipal Consulting Services (Township Planner) and Council;

BE IT RESOLVED THAT this Council gives three readings and approves By-Law 2024-01 to amend the Restricted Area (Zoning) By-Law No. 2013-13 as amended and that the lands described above (Roll# 5719-000-006-11301) be rezoned to a Rural Residential Exemption (RR-3) Zone. CARRIED

- Jeff Flood, Tracy Welch and Ken Richmond left the meeting at 6:26 p.m.

COA 2. TREGONNING – MINOR VARIANCE APPLICATION (3074A HWY 638)

- Meeting script was read by Mayor and Clerk.
- No written submissions were received by 4:30 p.m. on January 17, 2024
- Township Planner (C. Jones) discussed his report with Council.

2024-02 Kelly Warwick Boris Koehler

WHEREAS Dan Tregonning (Roll #5719 000 002 05400 0000), located at 3074A Highway 638, more specifically lands described legally as Part of PCL 5362 ACS, Part Lot 1, Concession 5, Plummer Township, within the Township of Plummer Additional, has made a Minor Variance application to allow 2 dwelling units on one lot in the form of an existing principle detached dwelling and a detached attached accessory or additional dwelling unit;

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-03/2023 for lands described as Part of PCL 5362 ACS, Part Lot 1, Concession 5, Township of Plummer Additional, Plummer Township, to allow for the construction of a detached attached accessory or additional dwelling unit having a maximum total floor area of 36 m².

AND FURTHER THAT this approval is subject to noted conditions as identified in the Notice of Decision for Application A-03/2023. CARRIED

COA 3. ADJOURN COA & PLANNING MEETING

2024-03 Keith Hoback Kelly Warwick

BE IT RESOLVED THAT this Council adjourns the Committee of Adjustment meeting at 6:47 p.m. CARRIED

1. ADDENDUM TO THE AGENDA: None

2. DECLARATION OF PECUNIARY INTEREST

- Kelly Warwick declared a conflict with the disbursements & financials as the owner of ANP Office Supply and Hughes Supply Co. (Item 21a)

3. MUNICIPAL STAFF REPORTS – ROADS

a) Roads Working Foreperson Staff Report (C. Mullen)

i. November 30, 2023 – January 8, 2024

b) Treated Sand Dome – Staff Report (2024-01-17-1)

2024-04 Mike Jones Boris Koehler

WHEREAS Township staff have provided a report to Council on the anticipated cost and financing options to construct a Sand Dome in the Township’s South Yard;

BE IT RESOLVED THAT this Council receives report 2024-01-17-01 for information;

AND THAT this Council directs staff to issue a Request for Proposal for the purchase, construction and installation of a sand dome that is 60’X80’ in size. CARRIED

c) Tire Quotes – Truck #12 & CAT Backhoe

2024-05 Kelly Warwick Boris Koehler

WHEREAS the Roads Working Foreperson has compiled quotes for the purchase and installation of 8 dump truck tires and 2 backhoe tires

AND WHEREAS this quote has been reviewed by Council with recommendations from the Roads Working Foreperson;

BE IT RESOLVED THAT this Council accepts the following quotes as presented:

- Two (2) Firestone R4 Backhoe Tires; as quoted by MSR Tire in the amount of \$2,455.20 (HST, installation and fees Incl.)
- Eight (8) Michelin XD52 16-Ply Deep Drive tires as quoted by MSR Tire in the amount of \$8,574.40 (HST, installation and fees Incl.). CARRIED

d) John Deere 670G Motor Grader Preventative Maintenance Program

2024-06 Boris Koehler Mike Jones

WHEREAS Brandt Ltd has provided a quote for a 1 year, 1000-hour preventative maintenance program for the Township’s 2022 670G Motor Grader;

AND WHEREAS this quote has been reviewed by Council;

BE IT RESOLVED THAT this Council accepts the quote as presented in the amount of \$8,404.28 plus HST.
CARRIED

e) John Deere 190GW Extended Warranty – Quotes

2024-07 Mike Jones Boris Koehler

WHEREAS Brandt Ltd has provided a quote for a 4 year, 3000-hour extended comprehensive warranty for the Township's 2022 190GW Excavator;

AND WHEREAS this quote has been reviewed by Council;

BE IT RESOLVED THAT this Council accepts the extended warranty quote as presented in the amount of \$15,986.72 (plus HST). CARRIED

f) 5th Concession Road Realignment- Funding Agreement Review (2024-01-17-2)

2024-08 Mike Jones Keith Hoback

WHEREAS the Clerk has provided a report on the funding agreement associated with the Township's Fifth Concession Road realignment project;

BE IT RESOLVED THAT this Council receives report 2024-01-17-2 for information;

AND THAT this Council direct staff to request from the provincial and federal Ministries of Infrastructure to remove the requirement to surface treat Fifth Concession Road. CARRIED

g) Roads 10-Year Capital Plan Revised – (If available)

2024-09 Boris Koehler Keith Hoback

BE IT RESOLVED THAT this Council accepts the Township's revised Roads Capital plan for the period of 2021-2033 as presented. CARRIED

h) City of Sudbury Memo – Occupational Health and Safety Act Ruling

4. PUBLIC PRESENTATIONS: N/A

5. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

a) December 6, 2023 Regular Meeting Minutes

2024-10 Kelly Warwick Beth West

BE IT RESOLVED THAT this Council accepts the minutes of the December 6, 2023, regular meeting as presented. CARRIED

REPORTS:

MUNICIPAL STAFF REPORTS:

6. PLANNING & BY-LAW ENFORCEMENT (K. MORRIS)

a) Building Permit Summary as of December 31, 2023

7. CLERK/TREASURER/TAX-COLLECTOR ~ (L. MOFFATT)

a) Fees and Charges By-law - Review & Discussion

2024-11 Mike Jones Boris Koehler

WHEREAS staff have provided recommended amendments to the existing Fees and Charges By-law (2022-05);

AND WHEREAS these recommendations have been reviewed and discussed by Council;

BE IT RESOLVED THAT this Council supports amendments to by-law 2022-05, and that these revised fees be

depicted in a draft by-law that will come to the Township's regular meeting on February 21, 2024 for consideration;

AND THAT notice to change these fees shall be posted on the Township's website and in the North Shore Sentinel with the date of the meeting which they will be considered at. CARRIED

b) Transition to Paperless Initiative – Staff Report (2024-01-17-3)

2024-12 Boris Koehler Keith Hoback

BE IT RESOLVED THAT this Council receives staff report (2024-01-17-3) for information;

AND THAT this Council support the staff's initiative to move to at least 80% paperless operations by 2025. CARRIED

c) 2024 MPAC Levy

2024-13 Keith Hoback Kelly Warwick

BE IT RESOLVED THAT this Council accepts the Township of Plummer Additional's 2024 MPAC Levy in the amount of \$22,291.17. CARRIED

d) 2024 Budget Considerations – Staff Report (2024-01-17-4)

2024-14 Keith Hoback Kelly Warwick

BE IT RESOLVED THAT this Council receives staff's report on 2024 Budget Considerations: Report (2024-01-17-4) for information and discussion. CARRIED

e) Financial Indicator & Municipal Financial Profile (2022) – Provincial Report

f) Insurance for Bridges – Quotation

2024-15 Keith Hoback Boris Koehler

WHEREAS quotations and information have been received to insure additional municipal property;

AND WHEREAS this information has been reviewed by Council;

BE IT RESOLVED THAT this Council maintains the existing insurance policy for the 2024 calendar year.

CARRIED

g) 2024 FONOM Conference – Sudbury May 6-8th

2024-16 (DEF) Boris Koehler Keith Hoback

BE IT RESOLVED that this Council approves _____ and _____ to attend the FONOM Conference in Sudbury, May 6th – 8th, with a per-person registration fee of \$400 (+ HST), plus all related travel, accommodation, and per-diem expenses. DEFERRED

h) Annual Clerk-Treasurer Recap (Presentation)

i) EV Charging Stations – Charged for Change Funding Program – Bruce Mines Correspondence Staff Report (2024-01-17-5)

2024-17 Keith Hoback Mike Jones

WHEREAS with the passing of resolution 2023-327, Council approved staff to apply for funding to install 4 electric vehicle charging stations at the Bruce Mines and Plummer Additional Union Public Library,

contingent approval from the Town of Bruce Mines, and if the Town did not approve such, then said chargers would be installed at the Bruce Station Community Hall;

AND WHEREAS the Town of Bruce Mines has indicated they do not wish to support installing electric vehicle

chargers at the BMPA Union Public Library;

AND WHEREAS staff have provided a report to Council outlining additional information related to financial costs associated with installing electric vehicle chargers within the Township;

BE IT RESOLVED THAT this Council receives staff's report (2024-01-17-5) for information and rescinds direction given to staff via resolution 2023-327 and directs staff to not move ahead with putting in an application through the Charged for Change program. CARRIED

j) Establishment of Township Social Media Account – Staff Report (2024-01-17-6)

2024-18 Kelly Warwick Boris Koehler

WHEREAS staff have compiled a report to Council to recommend the establishment of Township-operated social media presence;

BE IT RESOLVED THAT this Council receives report 2024-01-17-6 for information and authorizes staff to establish a Township-operated Facebook page. CARRIED

8. COMMUNITY FIRE SAFETY: N/A

9. COMMUNITY EMERGENCY MANAGEMENT PROGRAM ~ (K. HOBACK): N/A

10. ANIMAL CONTROL: N/A

COMMITTEE REPORTS:

11. HEALTH & HEALTH CENTRE ~ (B. KOEHLER)

12. RECREATION ~ (K. WARWICK)

a) Pancake Breakfast & Other 2024 Recreation Events

2024-19 Boris Koehler Keith Hoback

BE IT RESOLVED THAT this Council supports the following Township-operated recreational events in the 2024 calendar year (pending logistics, volunteers, staff availability, recreation committee support, and budgetary constraints):

- Pancake Breakfast - Held in February
- Formal Spring Gala – Held in April
- Community BBQ event – Held in July
- Canoe/Kayak Event & Fish Fry Event– Held in July
- Copper Country Olympics – Held in August
- Family Pumpkin Carving Night – October. CARRIED

13. TRI-NEIGHBOURS & WASTE MANAGEMENT ~ (B. KOEHLER)

a) December 2023 Meeting Minutes

b) Reviewing of Ticket Options for Spring/Fall Haul Days

2024-20 Mike Jones Keith Hoback

BE IT RESOLVED THAT this Council offers residents of the Township 2 tickets to bring in one load to the Rose Lake Landfill at no charge;

AND THAT these 2 tickets be provided in the interim tax bills, which must be used on a Wednesday or Saturday between the months of May and October. CARRIED

c) FoodCycler Food Waste Diversion Municipal Pilot Program – Letter to Council

2024-21 Boris Koehler Keith Hoback

WHEREAS The Town of Thessalon has indicated interest in the FoodCycler Food Waste Diversion Municipal

Pilot Program;

AND WHEREAS this pilot project requires 50 households to commit to purchase a FoodCycler system, with two different capacity models being available, one at \$400/unit and one at \$250/unit, with participating municipalities committing to covering the cost of \$100 from each purchased unit;

BE IT RESOLVED THAT this Council does not wish to participate in the FoodCycler Waste Diversion Pilot Program. CARRIED

14. CEMETERY ~ (K. HOBACK)

- a) Cemetery Meeting Minutes (January 9th, 2024)

15. LIBRARY, PARKS & HALL ~ (B. WEST)

- a) November 30, 2023 Meeting Minutes
- b) December 14, 2023 Meeting Minutes
- c) Library Financial Report (November/December, 2023)
- d) Library Financial Statements as of December 31, 2023

16. HEALTH AND SAFETY ~ (M. JONES)

- a) Health & Safety Meeting Minutes – Wednesday, December 6th
- b) Working Alone Policy – DRAFT

2024-22 Mike Jones Keith Hoback

BE IT RESOLVED THAT this Council accepts the draft Working Alone Policy as presented. CARRIED

17. PERSONNEL:

- DEFERRED BY COUNCIL TO AFTER CLOSED SESSION

18. OTHER: N/A

19. UNFINISHED BUSINESS: N/A

20. NEW BUSINESS: N/A

21. DISBURSEMENTS & FINANCIALS:

- a) General& Cemetery Expenditures December 1-31, 2023
- b) Monthly Financial Statements as of December 31, 2023 – General & Cemetery

2024-23 Boris Koehler Keith Hoback

BE IT RESOLVED THAT this Council authorizes payment of the following expenditures for December 1 - 31 2023:

- General: \$282,678.37
- Cemetery: \$5,711.86 CARRIED

22. NOTICE OF MOTIONS: N/A

23. MAYOR & COUNCILLOR COMMENTS/MEMBERS REPORT (on items other than listed above): N/A

24. CLOSED SESSION:

2024-24 Kelly Warwick Mike Jones

BE IT RESOLVED THAT this Council proceeds into Closed Session at _9:03 p.m 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;

- The receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose. CARRIED

2024-25 Boris Koehler Keith Hoback

BE IT RESOLVED THAT this Council adjourns the closed session and returns to open meeting at 9:32 p.m. CARRIED

2024-26 Mike Jones Kelly Warwick

BE IT RESOLVED THAT this Council approves the closed meeting minutes of December 6, 2023 as presented. CARRIED

17. PERSONNEL:

a) Casual Equipment Operator

2024-27 Mike Jones Kelly Warwick

BE IT RESOLVED THAT this Council hires Bruce Chapman as a casual equipment operator on a one-year contract extension, effective January 18, 2024. CARRIED

25. BY-LAWS/CONFIRMATION BY-LAW:

2024-28 Keith Hoback Kelly Warwick

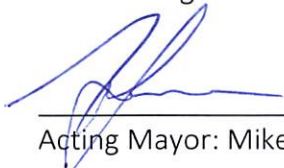
BE IT RESOLVED THAT this Council gives three readings and approves the following by-laws:

- Temporary Borrowing By-law (2024-02)
- Tax Ratios By-law (2024-03)
- Interim Taxes By-law (2024-04)
- Working Alone Policy (2024-05)
- Tax Collection Policy (2024-06 - Repeals 2021-14)
- Casual Equipment Operator – Employment Agreement (1-Year Extension) (2024-07 - repeals 2022-66)
- Confirmatory By-law (2024-08). CARRIED

26. ADJOURNMENT:

2024-29 Kelly Warwick Boris Koehler

BE IT RESOLVED THAT this Council adjourns the Meeting at 9:33 pm to meet again on February 21st, 2024 for the next regular meeting, or at the call of the Mayor. CARRIED



Acting Mayor: Mike Jones



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
GFL – Green For Life Environmental Inc.
HNWDRRC - Huron Northwest Doctor Recruitment & 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 & 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
MV – Minor Variance
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
ZBA- Zoning By-law Amendment

Place: Township Office

Sign in Sheet

(please print your name)

**List your email address if you would like to receive a copy of the minutes/agendas via email

- 1 JEFF FLOOD
- 2 Dan Tregonning
- 3 Melanie Tregonning
- 4 Ken Richmond (Electronic)
- 5 Tracy Welch (Electronic)
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