

***The Corporation of the Township of Plummer Additional***

RR#2, 38 Railway Cres

Bruce Mines, ON P0R 1C0

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**Minutes – August 20, 2025**

Regular Council Meeting

**Municipal Council Chambers 6:00 pm**

Present: Mayor – Beth West; Councillors – Keith Hoback, Mike Jones, Boris Koehler; Staff – Liisa Cotnam, Line Webster

Meeting called to order at 6:06 p.m.

**1. ADDENDUM TO THE AGENDA**

**2. DECLARATION OF PECUNIARY INTERESTS**

**3. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

a) July 16, 2025, Regular Meeting Minutes

**2025-138** Moved: Keith Hoback Seconded: Mike Jones

BE IT RESOLVED THAT this Council accepts the regular meeting minutes of July 16, 2025, as presented. **CARRIED**

**4. CONSENT AGENDA**

1. Roads Report – C. Mullen

2. Building Permit Report as of July 31, 2025

3. General Expenditures July 1- 31, 2025

4. Income Statements as of July 31, 2025 (General and Cemetery)

5. Tri-Neighbours Meeting Minutes July 9, 2025

6. FONOM Items for Action

7. ADSAB Meeting Minutes, May 15, 2025

8. Enbridge Franchise Agreement – Decision and Order (Approved)

**2025-139** Moved: Boris Koehler Seconded: Keith Hoback

BE IT RESOLVED THAT all items listed under the heading of Consent Agenda for the Township of Plummer Additional Council Meeting dated August 20, 2025, be adopted with the exception of item 6 for discussion. **CARRIED**

**MUNICIPAL STAFF REPORTS:**

**5. CLERK/TREASURER/TAX COLLECTOR (L. Webster/L. Cotnam)**

a) Building Permit Fees Review – L. Cotnam, Council Report 2025-08-20-01

**2025-140** Moved: Mike Jones Seconded: Boris Koehler

BE IT RESOLVED THAT this Council receives the Council Report 2025-08-20-01 for information and directs the Clerk to present an amended Schedule “A” (Permit Fees) for By-law 2023-21 to review at the next council meeting. **CARRIED**

b) Community Fire Safety Officer – L. Cotnam, Council Report 2025-08-20-02  
**2025-141** Moved: Keith Hoback Seconded: Mike Jones  
BE IT RESOLVED THAT this Council receives the Council Report 2025-08-20-02 for information and appoints Liisa Cotnam as the Community Fire Safety Officer for the Township of Plummer Additional. **CARRIED**

c) Regulating Sea Cans Review – L. Cotnam, Council Report 2025-08-20-03  
**2025-142** Moved: Boris Koehler Seconded: Keith Hoback  
BE IT RESOLVED THAT this Council receives the Council Report 2025-08-20-03 for information and directs the Clerk to prepare a draft by-law to regulate the use of sea cans/shipping containers in the Township of Plummer Additional to review at the next meeting. **CARRIED**

d) Surplus Snow Fencing – L. Cotnam, Council Report 2025-08-20-04  
Moved: Mike Jones Seconded: Keith Hoback  
**2025-143** BE IT RESOLVED THAT this Council receives the Council Report 2025-08-20-04 for information and directs the Clerk to offer the surplus snow fencing and posts for sale per unit, offered at \$40.00 per roll of fencing, and \$5.00 per post (minimum purchase of 5 posts), per the Surplus Assets Policy. **CARRIED**

#### **COMMITTEE REPORTS:**

#### **6. CEMETERY (K. Hoback)**

#### **7. UNFINISHED BUSINESS**

a) Cemetery Operating By-law – approved by BAO  
Moved: Keith Hoback Seconded: Boris Koehler  
**2025-144** BE IT RESOLVED THAT this Council receives the draft by-law approved by the BAO and agrees to pass a by-law (item 10a), being a by-law to provide for the operation, administration, and maintenance for the Township's cemeteries. **CARRIED**

#### **8. NEW BUSINESS**

a) Bruce Mines Agriculture Society letter of request  
**2025-145** Moved: Mike Jones Seconded: Boris Koehler  
BE IT RESOLVED THAT this Council receives the letter of request from the Bruce Mines Agriculture Society and declines to sponsor a picnic table at this time. **CARRIED**

b) Sponsorship request – Fall Fair  
**2025-146** Moved: Mike Jones Seconded: Boris Koehler  
BE IT RESOLVED THAT this Council receives the letter of request from the Bruce Mines Agriculture Society and declines to sponsor the fair concert. **CARRIED**

c) By-law to assume and dedicate portion of Garden Bay Road  
**2025-147** Moved: Boris Koehler Seconded: Keith Hoback  
BE IT RESOLVED THAT this council agrees to pass a by-law (item 10e), being a by-law to assume and dedicate a portion of Garden Bay Road. **CARRIED**

## **9. CLOSED SESSION**

**2025-148** Moved: Mike Jones Seconded: Boris Koehler

BE IT RESOLVED THAT this Council proceeds into closed session at 7:41 p.m. to consider the following subject matter in accordance with the Municipal Act S.239 (2):

- a) Personal matters about an identifiable individual, including municipal or local board employees;  
labour relations or employee negotiations;  
a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; **CARRIED**

- b) Adjournment

**2025-149** Moved: Keith Hoback Seconded: Mike Jones

BE IT RESOLVED THAT this Council adjourns the closed session and returns to open meeting at 8:12 p.m **CARRIED**

- c) July 16, 2025 Closed Meeting Minutes

**2025-150** Moved: Mike Jones Seconded: Keith Hoback

BE IT RESOLVED THAT this Council accepts the closed meeting minutes from July 16, 2025, as presented. **CARRIED**

## **10. BY-LAWS/CONFIRMATION BY-LAW**

- a) Cemetery Operating By-law – By-law 2025-38
- b) Enbridge Franchise Agreement By-law 2025-39
- c) Health and Safety Policy By-law 2025-40
- d) Community Fire Safety Officer Appointment By-law 2025-41
- e) Assume and Dedicate a Portion of Garden Bay Rd By-law 2025-42
- f) Employment Agreement L. Cotnam By-law 2025-43
- g) Employment Agreement L. Webster By-law 2025-44
- h) Confirmation By-Law - By-Law 2025-45

**2025-151** Moved: Keith Hoback Seconded: Boris Koehler

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

- o Cemetery Operating By-law – By-law 2025-38
- o Enbridge Franchise Agreement By-law 2025-39
- o Health and Safety Policy By-law 2025-40
- o Community Fire Safety Officer Appointment By-law 2025-41
- o Assume and Dedicate a Portion of Garden Bay Rd By-law 2025-42
- o Employment Agreement L. Cotnam By-law 2025-43
- o Employment Agreement L. Webster By-law 2025-44
- o Confirmation By-Law - By-Law 2025-45 **CARRIED**

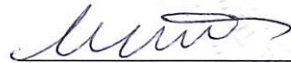
**11. ADJOURNMENT**

**2025-152** Moved: Boris Koehler Seconded: Mike Jones

BE IT RESOLVED THAT this Council adjourns the Meeting at 8:13 p.m. to meet again on September 17<sup>th</sup>, 2025 for the next regular meeting, or at the call of the Mayor. **CARRIED**



Mayor: Beth West



Clerk: Liisa Cotnam