

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

RR#2, 38 Railway Cres

Bruce Mines, ON P0R 1C0

Tel: 705-785-3479

Fax: 705-785-3135

email: [info@plummertownship.ca](mailto:info@plummertownship.ca)

**Minutes – December 10, 2025**

Regular Council Meeting

**Municipal Council Chambers 6:00 pm**

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

Guests: Jordan Crawford, Laura Carolei, William Jordan

Meeting called to order at 6:03 p.m.

**1. ADDENDUM TO THE AGENDA** – Request for Tender for cleaning services

**2025-213** Moved: Keith Hoback Seconded: Boris Koehler

BE IT RESOLVED THAT this Council agrees to add “Request for Tender for cleaning services” to the agenda after Closed Session. **CARRIED**

**2. DECLARATION OF PECUNIARY INTERESTS**

- Kelly Warwick declared a conflict with the disbursements and financials, including the Health Centre, as the owner of ANP Office Supply as a vendor for the Township.

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

a) November 19, 2025, Regular Meeting Minutes

**2025-214** Moved: Kelly Warwick Seconded: Mike Jones

BE IT RESOLVED THAT this Council accepts the regular meeting minutes of November 19, 2025, as presented. **CARRIED**

**4. DELEGATIONS**

**5. CONSENT AGENDA**

1. Building Permit Report as of November 30, 2025
2. General Expenditures November 1-30, 2025
3. Income Statements as of November 30, 2025 (General and Cemetery)
4. Tri-Neighbours meeting minutes 2025 10 08 amended
5. Tri-Neighbours meeting minutes 2025 11 18
6. Library minutes 2025 11 13
7. Health and Safety Minutes 2025 09 03
8. Algoma Public Health Levy 2026

**2025-215** Moved: Keith Hoback Seconded: Boris Koehler

BE IT RESOLVED THAT all items listed under the heading of Consent Agenda for the Township of Plummer Additional Council Meeting dated December 10, 2025, be adopted as presented. **CARRIED**

## **MUNICIPAL STAFF REPORTS:**

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

- a) Recycling/Garbage Depots – L. Cotnam, Council Report 2025-12-10-01

**2025-216** Moved: Mike Jones Seconded: Kelly Warwick

BE IT RESOLVED THAT this Council receives report 2025-12-10-01 for information and directs staff to establish a trial at Finlayson Rd for a minimum of six months from the date of recycling bin installation and monitor the use of the bins for excess contamination of recycled materials and significant misuse. **CARRIED**

## **COMMITTEE REPORTS:**

### **7. HEALTH CENTRE (B. Koehler)**

- a) Health Centre Financials for approval

**2025-217** Moved: Boris Koehler Seconded: Keith Hoback

BE IT RESOLVED THAT this Council accepts the expenditures for the Health Centre dated November 17, 2025, in the amount of \$8,291.80. **CARRIED**

### **8. UNFINISHED BUSINESS**

- a) Draft By-law to Regulate Sea Cans

**2025-218** Moved: Keith Hoback Seconded: Mike Jones

BE IT RESOLVED THAT this Council accepts the Draft Sea Can By-law and agrees to pass a by-law to enact it on December 10, 2025. **CARRIED**

### **9. NEW BUSINESS**

- a) Fitness Centre fees – L. Webster, Council Report 2025-12 -10-02

**2025-219** Moved: Kelly Warwick Seconded: Boris Koehler

BE IT RESOLVED THAT this Council receives report 2025-12-10-02 for information and approves the fee schedule proposed and agrees to include it as Schedule “B” in the amended Fees and Charges By-law 2024-09. **CARRIED**

- b) Updated User Fees

**2025-220** Moved: Mike Jones Seconded: Kelly Warwick

BE IT RESOLVED THAT this Council accepts the updated fee schedules for the Fees and Charges By-law 2024-059, as presented. **CARRIED**

- c) Alternative Voting Method – L. Cotnam, Council Report 2025-12-10-04

**2025-221** Moved: Boris Koehler Seconded: Keith Hoback

BE IT RESOLVED THAT this Council receives report 2025-12-10-04 for information and agrees to pass a by-law authorizing mail-in voting as an alternative voting method. **CARRIED**

### **10. DISBURSEMENTS AND FINANCIALS**

### **11. CLOSED SESSION**

**2025-222** Moved: Keith Hoback Seconded: Boris Koehler

BE IT RESOLVED THAT this Council proceeds into closed session at 6:24 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; **CARRIED**

- b) Adjournment

**2025-223** Moved: Boris Koehler Seconded: Keith Hoback

BE IT RESOLVED THAT this Council adjourns the closed session and returns to open meeting at 7:21 p.m. **CARRIED**

- c) November 19, 2025, Closed Meeting Minutes

**2025-224** Moved: Kelly Warwick Seconded: Mike Jones

BE IT RESOLVED THAT this Council accepts the closed meeting minutes of November 19, 2025, as presented. **CARRIED**

**1. ADDENDUM TO AGENDA – RFT cleaning services**

**2025-225** Moved: Keith Hoback Seconded: Kelly Warwick

BE IT RESOLVED THAT this Council accepts the tender for RFT 2025-03 from North Channel Strategies in the amount of \$865 per month. **CARRIED**

**12. BY-LAWS/CONFIRMATION BY-LAW**

**2025-226** Moved: Mike Jones Seconded: Boris Koehler

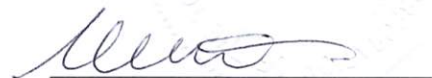
BE IT RESOLVED THAT this Council gives three readings and approves the following by-laws:

- a) D Palmer - Temporary Equipment Operator Employment Agreement – By-law 2025-57
- b) B Chapman - Temporary Equipment Operator Employment Agreement – By-law 2025-58
- c) Sea Can By-law – By-law 2025-59
- d) User Fees and Charges By-law – By-law 2025-60
- e) Alternative Voting Method – By-law 2025-61
- f) Confirmation By-Law - By-Law 2025-62 **CARRIED**

**13. ADJOURNMENT**

**2025-227** Moved: Keith Hoback Seconded: Mike Jones

BE IT RESOLVED THAT this Council adjourns the Meeting at 7:24 p.m. to meet again on January 21<sup>st</sup>, 2026 for the next regular meeting, or at the call of the Mayor. **CARRIED**

  
\_\_\_\_\_  
Mayor: Beth West  
\_\_\_\_\_  
Clerk: Liisa Cotnam