The Corporation of the Township of Plummer Additional
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Minutes – September 16, 2026
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

Committee of Adjustment meeting called to order at 6:00 p.m.

COA COMMITTEE OF ADJUSTMENT/PLANNING MEETING

1. Consent Application – Rocky and Shelley Jones B3-2026

Staff Comments/Recommendations:
This application was reviewed by the Township's planners and with the proposed conditions as part of approval, there are no objections to the proposed severance.

Decision:
After careful consideration and review of the evidence, the illustrations presented, and the submission received in favour of the application, the Committee finds that the application is supported by the provincial legislation and municipal by-laws, with the exception of section 4.11 of the zoning by-law for which a condition shall apply to the approval of the application.

2026-08 Moved: Keith Hoback Seconded: Kelly Warwick
BE IT RESOLVED THAT in accordance with Section 53 of the *Planning Act*, this Committee of Adjustment authorizes provisional consent for the severance proposed in application B3-2026, with the following conditions:
1. Transfer/Deed and Reference Plan required;
2. Review for conformity with the application – draft survey submitted prior to registration;
3. Outstanding taxes paid – as of the date of the certification of the transfer/deed;
4. Parkland levy – cash-in-lieu of parkland at a rate of 5% per created lot, subject to the provisions of by-law 2025-32, Parkland Dedication By-law;
5. Minimum distance separation – MX zone – that any new development must be at least 300m from the MX zone;
6. Minor Variance application – that a minor variance be sought for relief from Section 4.11 of the Zoning By-law;
7. Access on Lane – that access on the lane be registered on title through an easement consent.

CARRIED

2. Adjournment

2026-09 Moved: Mike Jones Seconded: Boris Koehler

BE IT RESOLVED THAT this Council adjourns the Committee of Adjustment meeting at 6:15 p.m.

CARRIED

Meeting called to order at 6:15 p.m.

1. ADDENDUM TO THE AGENDA

2026-120 Moved: Keith Hoback Seconded: Boris Koehler

BE IT RESOLVED THAT this Council agrees to add 2026 Library Budget as item 5d) to the agenda.

CARRIED

2. DECLARATION OF PECUNIARY INTERESTS

- Kelly Warwick declared a conflict with the disbursements and financials in section 4.2 as the owner of ANP Office Supply and as a vendor for the Township.

3. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

a) August 19, 2026, Regular Meeting Minutes

2026-121 Moved: Keith Hoback Seconded: Mike Jones

BE IT RESOLVED THAT this Council accepts the regular meeting minutes of August 19, 2026, as presented.

CARRIED

4. CONSENT AGENDA

1. Roads Report
2. General Expenditures August 1-31, 2026
3. Income Statements as of August 31, 2026
4. Building Permit Report to August 31, 2026
5. Tri Neighbours meeting minutes 2026-08-12
6. Health Centre Financials 2026 08 21

2026-122 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 September 16, 2026, be adopted as presented.

CARRIED

5. UNFINISHED BUSINESS

a) Health Centre Budget 2026

2026-123 Moved: Mike Jones Seconded: Boris Koehler

BE IT RESOLVED THAT this Council receives the 2026 Health Centre Budget and accepts it, as presented.

CARRIED

b) Booth Bridge Inspection Report - L. Cotnam 2026-09-16-01

2026-124 Moved: Boris Koehler Seconded: Kelly Warwick

BE IT RESOLVED THAT this Council receives report 2026-09-16-01 for information.

DEFER

c) Draft Privacy Policy

2026-125 Moved: Keith Hoback Seconded: Mike Jones

BE IT RESOLVED THAT this Council receives the draft Privacy Policy and agrees to enact through by-law.

CARRIED

d) Library Budget

2026-126 Moved: Mike Jones Seconded: Kelly Warwick

BE IT RESOLVED THAT this Council accept the 2026 Library budget, with a levy of $32,500 to the Township of Plummer Additional, as presented.

CARRIED

8. CLOSED

a) Closed session

2026-127 Moved: Mike Jones Seconded: Keith Hoback

BE IT RESOLVED THAT this Council proceeds into closed session at 6:45 p.m. to consider the following subject matter in accordance with section 239 (3.1) of the Municipal Act, a council may enter closed session for the purpose of training or educating members.

CARRIED

b) Adjournment

2026-128 Moved: Boris Koehler Seconded: Kelly Warwick

BE IT RESOLVED THAT this Council adjourns the closed session and returns to open meeting at 7:43 p.m.

CARRIED

c) Closed meeting minutes

2026-129 Moved: Keith Hoback Seconded: Boris Koehler

BE IT RESOLVED THAT this Council accepts the closed meeting minutes from July 16, 2026, as presented.

CARRIED

8. BY-LAWS/CONFIRMATION BY-LAW

2026-130 Moved: Boris Koehler Seconded: Keith Hoback

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

a) Privacy Policy – By-law 2026-34
b) Confirmation By-law – By-law 2026-35

CARRIED

9. ADJOURNMENT

2026-131 Moved: Kelly Warwick Seconded: Mike Jones

BE IT RESOLVED THAT this Council adjourns the Meeting at 7:44 p.m. to meet again on October 21st, 2026 for the next regular meeting, or at the call of the Mayor.

CARRIED

Mayor: Beth West

Clerk: Liisa Cotnam