



THE TOWNSHIP OF TARBUTT
Council Meeting Agenda
Wednesday, August 18, 2021 at 6:00 pm
Township of Tarbutt Office, 27 Barr Road S.

1. **CALL TO ORDER**
2. **DISCLOSURES OF PECUNIARY INTEREST**
3. **PREVIOUS MINUTES**

1-6 Minutes of the Regular Council meeting of July 21, 2021

4. **ADOPT ADDENDUM**
5. **FINANCIAL STATEMENTS**

7-12 Financial Statements for the month of July, 2021

6. **STAFF AND COMMITTEE REPORTS**

13-16 a. Civic Addressing Policy (draft attached)

7. **OLD BUSINESS**

- a. Zoning By-law correction of a typographical error

The Township's zoning by-law has contradictory distances listed as the side yard setback for accessory buildings is listed as 2.5m in one location and 3m in another.

17-20 b. Culvert By-law, as presented July 21, 2021

- c. Sand Shed update

8. **NEW BUSINESS**

21-24 a. Lifting restriction of back lot development, Pt. 2, 1R-6869, Pine Island

- b. Rental of Chairs and Tables from the MacLennan Hall

- c. Adoption of the 2020 Audited Financial Statements (separate document)



9. INFORMATION / CONSENT AGENDA

25

Items a. through j.

10. MEETINGS/WORKSHOPS

11. NOTICES OF MOTION

12. CLOSED SESSION

13. CONFIRMATION BY-LAW

14. ADJOURNMENT



THE TOWNSHIP OF TARBUTT
Minutes of the Council Meeting
Wednesday, July 21, 2021 at 6:00 pm
MacLennan Hall

Present: Lennie Smith, Mayor
D. Farrar
Darren McClelland
Ursula Abbott
Ruth Wigmore

Staff: Keith Barber, Road Superintendent
Jared Brice, Clerical Assistant
Carol O. Trainor, Clerk

1. CALL TO ORDER

Mayor L. Smith called the regular Council meeting to order at 6:00 pm.

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

a. Minutes of the Council meeting held June 16, 2021

Resolution No: 2021 – 106

Moved by: D. McClelland Seconded by: D. Farrar

Be it resolved that the minutes of the Council meeting held June 16, 2021 be approved as circulated.

Carried

4. ADOPT ADDENDUM (See item 11)

Resolution No: 2021 – 107

Moved by: D. Farrar Seconded by: D. McClelland

Be it resolved that the Addendum dated July 21, 2021 be adopted.

Carried

5. FINANCIAL STATEMENTS

Resolution No: 2021 – 108

Moved by: D. McClelland Seconded by: D. Farrar

Be it resolved that the financial statements for the month of June, 2021 be approved.

Carried



6. STAFF AND COMMITTEE REPORTS

Road Superintendent Keith Barber provided an update on the road resurfacing project of portions of Government Road and a portion of Smith Road, which is now complete. Also:

- The contractor that was schedule to do the rock hammering is now unable; K. Barber will speak to the other contractor and arrange to do the worst part at Pine Island and perhaps complete the remainder of the project next year.
- Laird Township has requested to purchase stone that is stockpiled. The cost of hauling the stone from Bruce Station will be included in the fee to be charged.
- B. Cameron is scheduled to do brushing in the fall.
- Plans to fill some of the sunken graves at the Stickney Cemetery with fill delivered there previously, if the Cemetery Board approves this work.
- The cemetery gate that was donated at Stickney is too heavy to use. J. Brice advised that the Cemetery Board recently agreed to leave the existing gate as is, and to move the donated gate to fill in the fence line.

Clerk's Report included discussion regarding the need for a comprehensive Fees and Charges By-law, which will be a good reference for residents, council and staff.

- Fence Viewers: three members are to be appointed. Council suggested a few individuals who can be approached.
- Civic addressing is vital for fire department response, as well as ambulance and police. A draft policy will be prepared and brought back.
- The landfill committee should discuss the use of stickers as attendants are finding that they do not recognize a lot of people bringing their waste into the site. There appear to be many people using the site who may not be property owners, with shingles being a specific cause of concern.
- Council expressed concern over the liability and risk involved in not receiving building and inspection reports, and directed staff to work with the inspector to ensure these reports are received.
- Tax bills are in the mail now and a newsletter will be prepared to be sent separately.

7. OLD BUSINESS

a. Central Algoma Community Safety and Well Being Plan

Resolution No: 2021 – 109

Moved by: D. Farrar

Seconded by: D. McClelland



Be it resolved that the Council of The Township of Tarbutt does hereby adopt the **Central Algoma Community Safety and Well Being Plan**, 2021-2022, identifying key community priorities and preliminary strategies for addressing community concerns with safety and well being.

Carried

b. Culvert By-law, Entrance permits and fees

Resolution No: 2021 – 110

Moved by: D. McClelland Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2021 - 16 being a by-law to regulate entrances, including the installation and replacement of Culverts; and

That said By-law be read a first time and returned to Council for final reading at the meeting of August 18, 2021.

Carried

c. Landfill Attendant Job Description

Resolution No: 2021 – 111

Moved by: D. Farrar Seconded by: D. McClelland

Be it resolved that the draft Job Description for the Landfill Attendant position be approved for implementation.

Carried

d. Amendment to the Landfill Certificate of Approval re: contaminated waste

Council wish to apply to the MECP to allow non-hazardous contaminated soil to be brought into the landfill site, to be used as cover, and the areas from which this material would be accepted, i.e. Algoma District. Would bring in revenue. Johnson Township would also have to agree, and would we contract Tulloch Engineering to prepare and submit the application?

Resolution No: 2021 – 112

Moved by: D. McClelland Seconded by: D. Farrar

Be it resolved that The Council of The Township of Tarbutt does hereby request that staff arrange for application to be made to the MECP to amend the Landfill Certificate of Approval to include an allowance to accept non-hazardous contaminated waste from the area between Sault Ste. Marie and Thessalon, to be used as cover material for the landfill site.

Carried

8. NEW BUSINESS

a. Parkland Dedication / Cash-in-lieu By-law



Resolution No: 2021 – 113

Moved by: D. McClelland Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2021 - 17 being a By-law to authorize the conveyance of land for park or other public recreational purposes and/or Cash-in-lieu of land as a condition of development or redevelopment; and

That said by-law be read once, and taken as read a second and third time and finally passed this twenty first day of July, 2021.

Carried

b. Fees and Charges / Administrative Penalties

Council agreed that staff should begin to compile a list of fees charged for all services, and which will be used for a comprehensive fees and charges by-law. This process will require a review of fees currently being charged from photocopying to building permits.

c. Zoning By-law correction of a typographical error – deferred

9. INFORMATION / CONSENT AGENDA

1. Resolution from the City of Mississauga
Re: Canada Day reflection on our shared history and commitment to a better future.
2. Resolution from the Township of the Archipelago
Re: Unencapsulated polystyrene foam restrictions in waterways.
3. Resolution from the City of St. Catharines
Re: Lyme Disease awareness
4. North Shore Health Network Recruitment Committee
Re: March 22, 2021 Minutes and Meeting & Recruitment Coordinator Report dated June 1, 2021.

Resolution No: 2021 – 114

Moved by: U. Abbott Seconded by: R. Wigmore

Be it resolved that correspondence items 1 through 4 on the consent agenda dated July 21, 2021 be received; and

That Council supports the resolutions from the City of Mississauga, the Township of the Archipelago and the City of St. Catharines.

Carried



10. MEETINGS/WORKSHOPS

J. Brice has registered for Unit 2 of the Municipal Administration Program through AMCTO which is a full semester course to be completed online.

C. Trainor has registered for the Basic Bookkeeping through Simply Training which includes Accounting Fundamentals and Sage 50 Accounting.

11. ADDENDUM

BY-LAWS

- a. A By-law to amend By-law 2021-13 (Tax Rate By-law) to correct a typographical error.

Resolution No: 2021 – 115

Moved by: R. Wigmore Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2021 - 18 being a by-law to amend By-law 2021-13 to set the rates of Taxation for the year 2021, to correct Section 3. regarding instalment dates; and

That said by-law be read a first, and taken as read a second and third time and finally passed this Twenty First day of July, 2021.

Carried.

NEW BUSINESS

- b. Application for Consent, Addition to a Lot at 467 McCluskie Road

The Planning Board has received an application to create an addition to a lot on McCluskie Road for Agricultural purposes. The portion of the attached map showing “lot addition” of 1.42 ha will be added to the “receiving” portion of 0.8 ha.

Resolution No: 2021 – 116

Moved by: U. Abbott Seconded by: R. Wigmore

Be it resolved that the Desbarats to Echo Bay Planning Board be advised that The Township of Tarbutt has no objection to consent application T2021-11 for a lot addition of 1.42 ha, to be added to the 0.8 ha property located at 467 McCluskie Road.

Carried

12. CLOSED SESSION

Resolution No: 2021 – 117



Moved by: U. Abbott Seconded by: R. Wigmore
Be it resolved that Council move into closed session at 7:32 pm under Section 239 of the Municipal Act to discuss personal matters about identifiable individuals including municipal or local board employees.
Carried

- a. Treasurer Recruitment
- b. Roads Position

Resolution No: 2021 – 118
Moved by: R. Wigmore Seconded by: U. Abbott
Be it resolved that Council does rise from the Closed Session at 8:02 pm.
Carried

Staff were given direction to make an offer of employment to a candidate for the Treasurer position.

The Personnel Committee will call a meeting to discuss landfill attendant job duties and responsibilities now that the job description has been approved.

ROUNDTABLE

Council indicated their willingness to consider some changes to the Township's Procedure By-law to include the list of agenda items.

The September Council meeting will be moved back one week to Wednesday, September 22, 2021.

13. CONFIRMATION BY-LAW

Resolution No: 2021 – 120
Moved by: U. Abbott Seconded by: R. Wigmore
Be it resolved that leave be granted to introduce By-law No. 2021 - 19 being a by-law to confirm the proceedings of the regular Council meeting held this Twenty First day of July, 2021.
Carried

14. ADJOURNMENT

Resolution No: 2021 – 121
Moved by: R. Wigmore Seconded by: U. Abbott
Be it resolved that the regular Council meeting of July 21, 2021 be adjourned at 8:15 pm, to meet again on Wednesday, August 18, 2021.
Carried

TARBUTT GENERAL
July, 2021

TARBUTT GENERAL REVENUES		Amount	NOTES
Taxes July		20585.69	
Interest Paid - 2018, 2019, 2020		544.51	
TOTAL TAXES AND INTEREST		21,130.20	
Admin Fee(s)		5.00	
Dog License(s)		5.00	
Tax Certificate(s)		100.00	
Build Permit(s)		86.00	
Cemetery - Opening Fee(s)		100.00	
Trailer Permit Fee(s)		500.00	
Safety Training - Algoma Trad, Echo Bay, Plummer		540.00	
Algoma Power - Solar MacLennan Hall		1397.79	
Stewardship Ontario		5749.33	
MMHA - OMPF		60500.00	
TOTAL CASH BOOK RECEIPTS		68,983.12	
GRAND TOTAL REVENUES		90,113.32	

TARBUTT GENERAL
July, 2021

TARBUTT GENERAL EXPENSES	Cheque	Amount	NOTES
Caretaker Wages - Admin Portion	2919	530.00	
Admin Payroll - (2924 - 2927, 2959 - 2963, 2985 - 2989)		17461.56	
Receiver General - Admin Portion	2951	4296.51	
GFL - Trading Post Recycling Bins (June)	2952	1221.12	
The Plumbers - Plumbing Services for Office	2954	172.80	
17E Trading Post - Kitchen Supplies	2953	43.50	
Algoma District Service Admin Board - Municipal Levy (July)	2955	27992.00	
Laidlaw Paciocco etc. - Professional Services for Tax Arrears	2957	732.67	
Clerk Cell Allowance	2964	90.00	
Island Market - Kitchen Supplies	2964	4.99	
North Shore Sentinel - 4 x Postings for Treasurer	2966	410.05	
Stefanizzi Professional Corporation - Interim Bill for 2020 Audit	2967	6410.88	
Animal Control Officer - July	2969	200.00	
OMERS - Contribution Remittance, Admin Portion (July)	2969	2374.80	
East Algoma CFDC - Admin Portion of Benefits (August)	2972	755.56	
W.S.I.B - Premiums for April - June (Admin Portion)	2977	1805.67	
Animal Control Officer - August	2978	200.00	
B. Jalak - Shade Tent for Cemetery	3001	67.76	
Kentvale - Kitchen Supplies	3007	20.11	
TOTAL OPERATING EXPENSES		64,789.98	

GENERAL EXPENSES		\$ 64,789.98	
ROADS EXPENSES		\$ 22,723.91	
LANDFILL EXPENSES		\$ 9,570.76	
FIRE EXPENSES		\$ 3,874.16	

HALL EXPENSES		\$ 604.60	
GENERAL REVENUE		\$ 90,113.32	
ROADS REVENUE		\$ -	
LANDFILL REVENUE		\$ -	
FIRE REVENUE		\$ -	
HALL REVENUE		\$ 500.00	
TOTAL EXPENSES JULY 2021		\$ 101,563.41	
TOTAL REVENUE JULY 2021		\$ 90,613.32	
TOTAL REVENUE LESS EXPENSES JULY 2021		-\$ 10,950.09	

TARBUTT ROADS STATEMENT
July, 2021

ROADS REVENUES:		Amount
TOTAL REVENUES		0.00
ROADS OPERATING EXPENSES	Cheque	Amount
Roads Payroll - (2929, 2958, 2970 - 2971, 2992, 2998)		7864.71
Receiver General - Roads Portion	2951	2606.07
17E Trading Post - June & July (Diesel - \$3839.12, Gas \$935.82)	2953	4299.98
B. Beitz - Roadside Grass Cutting (25 hours)	2956	1500.00
OMERS - Contribution Remittance, Roads Portion (July)	2969	1688.88
East Algoma CFDC - Roads Portion of Benefits (August)	2972	607.33
W.S.I.B - Premiums for April - June (Roads Portion)	2977	784.53
Kentvale Merchants - Small Eng. Repairs, 2 Mower Belts, Roto-Tiller Rental	3007	336.66
Superior Propane - Tank Rental (Roads Portion)	EFT	59.89
TOTAL OPERATING EXPENSES		19,748.05
ROADS CAPITAL EXPENSES		
Loan Payment - Backhoe (Payment 58 of 60)		2284.66
Loan Interest - Backhoe		16.62
Loan Payments - F250 (Payments 58 of 60)		669.71
Loan Interest - F250		4.87
TOTAL OPERATING & CAPITAL EXPENSES		22,723.91
NET ROADS EXPENSES		22,723.91

TARBUTT FIRE DEPARTMENT
July, 2021

		Amount	NOTES
FIRE REVENUES			
TOTAL REVENUES		0.00	
FIRE EXPENSES	Cheque	Amount	
Caretaker Wages - Firehall Portion	2919	160.00	
Ontario Association of Fire Chiefs - 1 x Online Learning "MTO Claims"	2974	25.44	
Training Algoma - First Aid Course x 16	2973	1600.00	
Fort Garry Fire Trucks - Fire Truck Pump Test(s)	2975	1502.20	
Quattra - Monthly Dispatch	2976	332.35	
Fosters Freshmart - Refreshments and Snacks for First Aid Course	3002	56.33	
Cherry on Top - Pizza for First Aid Course	3003	152.64	
Superior Propane - Tank Rental (Firehall Portion)	EFT	45.20	
FIRE TRAINING EXPENSES		3,874.16	
TOTAL FIRE OPERATING & TRAINING		3874.16	
NET EXPENSES		3874.16	

MACLENNAN HALL, TARBUTT
July, 2021

REVENUE:		Amount
Church Rent		500.00
TOTAL REVENUES		500.00
OPERATING EXPENSES	Cheque	Amount
Caretaker Wages - Hall Portion	2919, 2991	850.00
Receiver General - Hall Portion	2951	42.19
The Plumbers - Kitchen Sink Blockage cleaned and re-piped	2954	431.71
W.S.I.B - Premiums for April - June (Hall Portion)	2977	39.17
Superior Propane - Tank Rental (Hall Portion)	EFT	91.53
CAPITAL EXPENSES		604.60
TOTAL CAPITAL EXPENSES		0.00
TOTAL OPERATING & CAPITAL EXPENSES		604.60
NET EXPENSES		104.60

JOHNSON-TARBUTT LANDFILL
July, 2021

REVENUE:		Amount	NOTES
TOTAL REVENUES		0.00	
EXPENSES:	Cheque	Amount	
Landfill Payroll (2920 - 2923, 2990, 2995 - 2997, 3006)		6811.97	
GFL - Landfill Recycling Bins (June)	2952	1953.79	
G. Hawdon - Landfill Gate Sign and Parking Signs	2994	805.00	
TOTAL OPERATING EXPENSES		9570.76	
TOTAL NET EXPENSES		9570.76	

Purpose

This Civic Addressing Policy will set out procedures for establishing the civic address of a property along highways within The Township of Tarbutt, for the placement and installation of civic numbers to buildings, and any fees that may be incurred as a result of this service.

Definitions:

“Blade” means the green plate on which the reflective numbers are affixed.

“Civic Address” means the number and name of the road assigned by the Township to a property for the purpose of describing the property’s location within the Township.

“Highway” means any road or road allowance, either opened or unopened, within The Township of Tarbutt including a Provincial Highway.

“Number” means the three or four digit number assigned by the Township as part of the civic address for a property.

“Owner” means the person who is the registered owner of the property according to the last revised assessment roll.

“Property” means a separate parcel of land to which an assessment roll number has been assigned according to the last revised assessment roll.

“Residential” means property identified by the Township's Zoning By-law as being Residential 1, Residential 2, Shoreline Residential, Limited Service Residential.

“Road” means any assumed or unassumed road or private lane that has been named or renamed by the municipality.

“Rural” means land outside of the which is suitable for, or supports, agricultural uses and is not otherwise in any Residential, Commercial, Industrial or Environmental zone.

“Sign Post” means a delineator post erected in accordance with this Policy to which a number blade is attached to identify the civic address of a property.

“Township” means The Township of Tarbutt.

“Road Superintendent” means the Road Superintendent appointed by Council, or designate.

GENERAL PROVISIONS

The *Municipal Act* 2001, as amended, provides that by-laws may be passed for numbering the buildings and lots along any highway, beach, park, reserve or any other property in the Municipality that is considered necessary to number, and for affixing numbers to buildings and for charging the owner with the expense incidental to the numbering of the lot or other property.

Civic address numbers shall be of standard size and colour, and located in an area beside the entrance which can be easily seen from the road away from shrubs, long grass or visual obstructions. Emergency Services may be unable to locate a property if the civic number is not clearly visible from the road. Number blades may be posted on a mailbox post or other visible mounting apparatus.

The "Application for Civic Address Number" attached to and forming part of this policy must be submitted to the Township office to commence the numbering process to collect the necessary information, and to reduce the likelihood of error.

Once the application for civic address number and payment have been received by the Township Office, the Road Superintendent will visit the site and calculate the distances required to determine the number. The property owner will be notified of the assigned civic number within 10 working days of submitting the application.

The Township will update internal records and provide the new or a revised civic address to emergency dispatch 9-1-1 services and the Municipal Property Assessment Corporation (MPAC); however, the property owner is responsible for notifying all other authorities, utilities and other service providers or new or changed numbers.

Maintenance of the entrance and the integrity of the civic address signage is the responsibility of the property owner. Poor vehicle access or signage visibility can impact the response of emergency personnel, and may affect the insurance coverage on a property.

Signage and access to the property must be kept clear for emergency services.

INSTALLATION

- a. Upon assigning a new civic address number, Township staff shall produce a numbered blade and ensure a sign post is available.
- b. The cost of the blade, post, reflective numbers, and labour for installation shall be collected at the time of application.

- c. Numbers shall be placed on both sides of the sign blade, and be parallel to the driveway so that the civic number is visible when approaching from either direction.
- d. The Township will install the sign post and the civic address number blade to ensure the installation is consistent with and meets the standards of this Policy.
- e. The property owner is responsible to ensure the civic address number sign, the post and the blade shall be maintained and kept in good condition, free of obstruction and always visible to oncoming traffic.
- f. No person shall move, remove, alter, deface, damage or destroy any numbered sign erected in accordance with this policy without the written consent of the Township.
- g. Replacement cost of a damaged or lost civic address sign, blade or the post alone includes labour to install the sign and/or post.
- h. Civic address signs which are properly located a safe distance from the road, but which are damaged by Township winter roads maintenance operations shall be replaced at the expense of the Township. Signs located along a provincial highway will not be replaced by the Township.
- i. The Township shall maintain an accurate and current record of all civic addresses assigned to properties within the municipality.

COMMERCIAL AND INDUSTRIAL PROPERTIES

- a. The numbers allocated to commercial and industrial buildings in a rural area may be displayed on a commercial sign provided the sign is located within 50 feet (15m) of the fronting road.
- b. If the number is to be placed on a commercial building, the number must be placed on the side of the building facing the road to which the property number applies, and be clearly visible from the road.
- c. Numbers should be located under or close to illumination.

BOUNDARY ROADS

At municipal boundary lines, the Township shall continue to place numbers sequentially with the numbers generated by the abutting municipality from the boundary line.

CORNER LOTS

Corner lots shall be assigned a number on the road that provides the main entrance to the property.

PRIVATE ROADS

The policies described herein shall apply equally to lots or properties on private or unmaintained roads.

APPLICATION REQUIREMENTS

Prior to a number being assigned, the owner shall submit a completed Application for Civic Address Number attached here as Schedule "A".

No building permit, entrance permit or trailer permit shall be issued for a property until the owner has applied for a civic address number and paid the required fee.

PENALTY

Contravention or failure to comply with the Civic Addressing By-law shall result in the Township installing the civic address sign at the owner's expense.

If the owner does not pay all expenses to the Township within thirty (30) days of installation, the Township shall add such expense to the tax roll for the property and collect the amount in the same manner as municipal taxes, including penalty implications.

THE CORPORATION OF THE TOWNSHIP OF TARBUTT

BY-LAW NO. 2021 - 16

**A BY-LAW TO REGULATE ENTRANCES, INCLUDING THE
INSTALLATION AND REPLACEMENT OF CULVERTS.**

WHEREAS pursuant to section 2 (5) subsection (3) of the *Municipal Act*, S.O. 2001, c 25, as amended, the power of the Council of the Corporation of The Township of Tarbutt shall be exercised by By-Law; and

WHEREAS Section 9 of the *Municipal Act*, 2001, as amended, grants municipalities the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act; and

WHEREAS Section 27 (1) of the *Municipal Act*, 2001, provides that a Municipality may pass by-laws in respect of a highway if it has jurisdiction over the highway; and

WHEREAS Section 10 of the *Municipal Act* confers broad authority to a single tier municipality to provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS the Council of The Corporation of The Township of Tarbutt has deemed it necessary to regulate the installation and replacement of all new and existing entrances and culverts under the jurisdiction of the Township;

NOW THEREFORE The Corporation of The Township of Tarbutt pursuant to the provisions of the *Municipal Act*, 2001, as amended, enacts as follows:

1. DEFINITIONS:

- 1.1 *Culvert* shall mean a drain, channel or tunnel placed in the ground under a road, bridge or other means which purpose is to convey water from one side of a roadway, entrance or similar traffic embankment to the other. Culvert and Pipe shall have the same meaning for the purposes of this by-law.
- 1.2 *Cost* shall mean the fee to be paid by a property owner or contractor who procures a culvert from the Township, whether installed by the Township or the property owner, and which shall match the price the Township paid for the culvert in the current year, plus an administrative fee of \$30.00.
- 1.3 *Entrance* means any driveway, laneway, private road, or other structure or facility constructed or used as a means to or from a Township Road and includes the tiling and covering of a roadside ditch for the purpose of improving a lawn or other frontage.

1.4 *Road Superintendent* means the person appointed by Council to be responsible for the effective and efficient public roads and access roads system throughout The Township of Tarbutt, or an appointed designate.

2. GENERAL PROVISIONS

2.1 No entrance, culvert, bridge or access from a Township road, over any ditch or watercourse or adjacent to any Township road may be constructed without the approval of the Road Superintendent or designate, or an Engineer contracted by the Township.

2.2 No person(s) shall obstruct a ditch, culvert or watercourse upon a highway or any drain or watercourse within The Township of Tarbutt, whether on public or private lands.

2.3 The location of any entrance must be approved by the Road Superintendent or designate, or an Engineer under contract with the Township, to ensure public safety and convenience, and to provide favourable sight lines, drainage, grade and alignment for all traffic using the proposed access and roadway; and ensure no undue interference with the safe movement of traffic nor will it adversely affect the drainage or access of other properties.

2.4 The diameter, gauge, length and type of culvert to be used in each location shall be determined by the Road Superintendent or designate, or an Engineer contracted by the Township; and the completed entrance shall maintain a safe approach compatible to the grade level of the road surface.

2.5 An entrance being established for the first time to permit access from a Township road, and which is not a subsequent entrance or the replacement of a prior entrance, shall be supplied by the Township in one length, up to 20 feet in length (or 6.096 meters) x a maximum of 3 feet (91.44 cm) in diameter.

2.6 The cost of the installation of the first and establishing entrance culvert shall be borne by the Township, and any subsequent, secondary or replacement culverts to be installed for any property shall be at the expense of the property owner, and shall be completed following the instruction and to the satisfaction of the Road Superintendent.

2.7 An entrance may be requested from time to time where the width or the depth of a ditch requires an irregular culvert, these situations will be considered by the Roads Committee on a case by case basis, as a means of encouraging development and increasing assessment in the Township.

2.8 All subsequent or secondary culverts or pipes shall be installed and/or replaced solely at the expense of the property owner and shall be located in exactly the same location and size or volume unless the Road Superintendent has recommended otherwise.

- 2.9 A property owner shall be responsible to repair or make good any damage to the road resulting from the unapproved installation of the culvert by a contractor.
- 2.10 An entrance permit must approved by the Road Superintendent and issued by the Township prior to the commencement of any work.
- 2.11 The Road Superintendent or designate, or an Engineer under contract with the Township is hereby authorized, in the event that an entrance has been installed or improved to an unacceptable or unsafe standard, shall make such installation or repairs as necessary and/or to remove the entrance at the property owner's expense.
- 2.12 Any costs referred to in this by-law which are the responsibility of the property owner, and which remain unpaid, shall have interest applied and may be collected in the same manner as taxes
- 2.13 In a situation where a parcel of land does not already have an entrance, or the entrance is insufficient for the requirements of the intended use of the property, an Application for Entrance Permit, attached as Schedule "A", must be submitted along with an application for Building Permit.
- 2.14 The size of any culvert or pipe, prior to installation or replacement, shall be determined by the Road Superintendent or designate, an Engineer under contract with the Township, with consideration given to unrestricted water flow, seasonal fluctuations in drainage, and to permit sufficient cover to ensure the integrity of the culvert; and to permit an approximate, but not less than a 2:1 slope on the ends.

3. ENACTMENT

- 3.1 This By-law shall be known and referred to as the "Culvert By-law".
- 3.2 That the Application for Entrance Permit attached hereto as Schedule "A" forms part of this By-law.
- 3.3 That any previous policy, by-law or resolution which conflicts with this by-law be and is hereby repealed.
- 3.4 This By-law shall take effect on the date of passing.

READ A FIRST TIME this Twenty First day of July, 2021.
 READ A SECOND AND THIRD TIME AND FINALLY PASSED this _____
 day of _____, 2021.

 Lennie Smith, Mayor

 Carol O. Trainor, Clerk

**THE TOWNSHIP OF TARBUTT
APPLICATION FOR ENTRANCE PERMIT
Appendix "A" of By-law 2021 -**

This application to obtain an Entrance Permit forms a part of the Township's Culvert By-law. Applicants are advised that civic address numbers must be approved prior to establishment of an entrance from a Township road.

Name of Owner/Applicant: _____

Civic Address: _____

Phone No: _____ e-mail: _____

Location: entrance to be located on _____ (road name)

and located exactly _____ feet from _____

Nearest intersection: _____

Entrance type: Residential: _____ Vacant: _____ Temporary _____ Commercial _____

Entrance Surface Width: _____ feet / metres Surface type: _____

Entrance must slope down/away from travelled road. Gravel not to exceed 2" diameter.

Details: _____

I, the undersigned, do hereby agree to pay the Township entrance permit fee and to follow the instructions and recommendations of the Road Superintendent.

Signature of Owner/Applicant

Date

To be completed by Road Superintendent:

Approved culvert size: _____ *Culvert type:* _____

Conditions/Comments: _____

Date: _____ *Signature:* _____

THIS SECTION TO BE COMPLETED BY OFFICE

Roll number: 5708 - _____ - _____ - _____ - _____ Fee paid: \$ _____

Culvert Installation required: _____ Date inspected by Roads Super: _____

Civic Address Number obtained: _____ Initials: _____



Ja

The Township of Tarbutt
27 Barr Road South
Desbarats, Ontario P0R 1E0
Ph: 705-782-6776 Fax: 705-782-4274

REPORT TO COUNCIL

Date: August 18, 2021
From: Carol Trainor, Clerk/Deputy Treasurer
Re: Lifting restriction of back lot development, Pt. 2, 1R-6869, Pine Island

Township staff received a call from Wishart Law regarding a clause registered on title for a parcel of land on Pine Island which was in the process of being sold. A search of the property file revealed comments on an Application for Consent to sever which was filed with the Ministry of Municipal Affairs in 1989. At that time the Township denied the severance on the basis that the Official Plan was currently being developed, and the proposed severance would result in "back lot development" which was contrary to the proposed Official Plan.

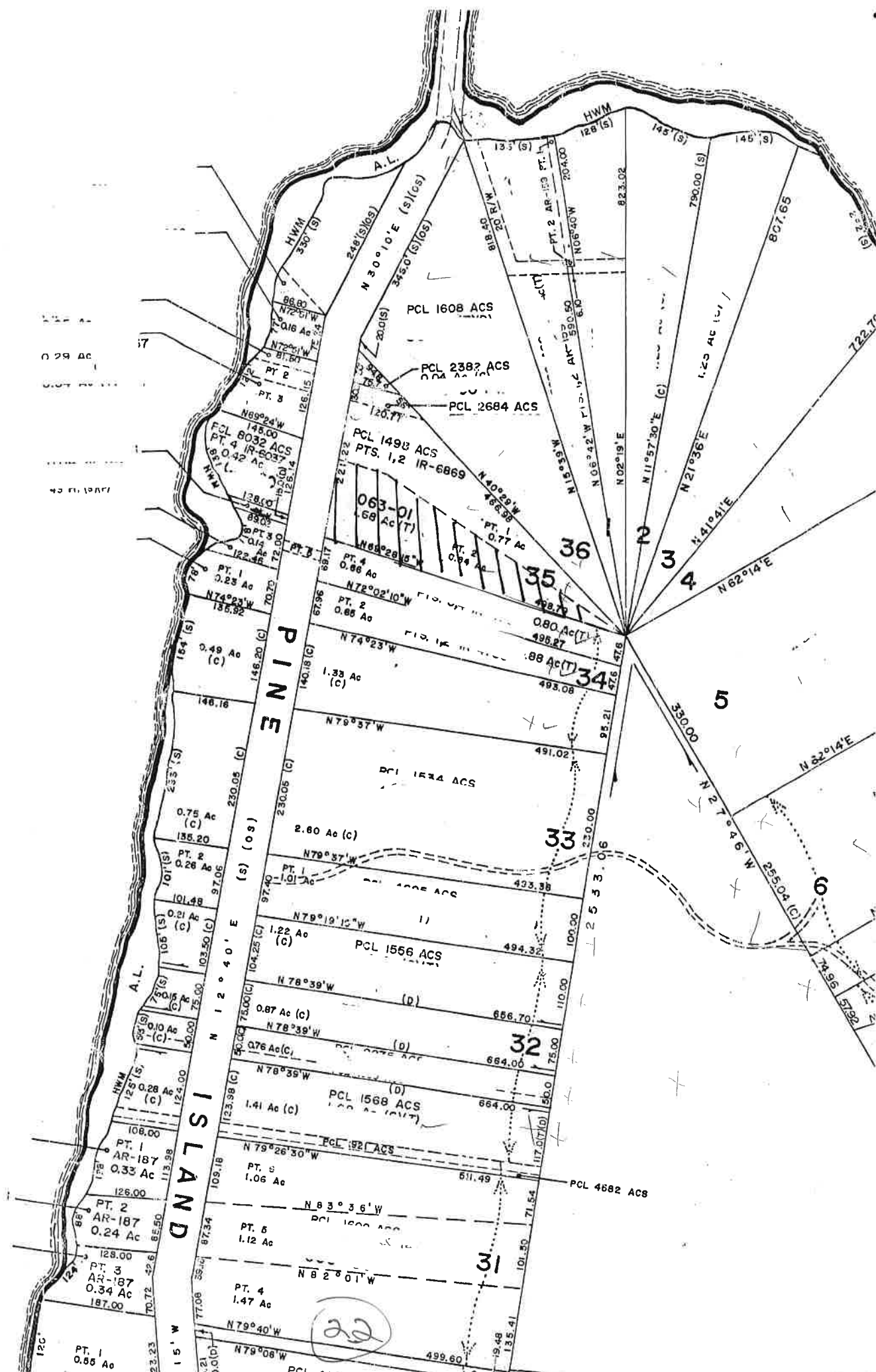
The following restriction was registered on title of the property: *Pursuant to Section 118(1)2 of Land Titles Act no transfer of the land(s) shall be made or charge created unless the written consent of the Township of Tarbutt and Tarbutt Additional is obtained.*

At this time, it does not appear that the current Official Plan imposes a restriction on back lot development, or on properties that do not front on the shore.

The Township's Zoning By-law provides that a lot in the Rural Residential zone having frontage less than 45m or 147 ft is required within the by-law and is in separate ownership from abutting lots, such lot may be used and a building or structure may be erected, altered or used on such smaller lot provided that all other requirements of the Zoning By-law are met. The minimum lot size to accommodate an individual well and septic tank shall be 1,380 metres squared or roughly 14,850 square feet. The exact dimensions of the parcel are not confirmed at this time.

Based on these factors, and the size of many other lots in the immediate vicinity, there is little evidence to support the continuance of the restriction on the sale of this parcel, and Council is requested to provide authority to have the restriction on Part 2, Plan 1R-6869, Sub Lot 35 Pt lifted with the proviso that the purchaser may be required to apply for a zoning amendment in order to meet setbacks imposed in the Zoning By-law.

Recommendation: Be it resolved that Council does provide authority to lift the restriction on Sub Lot 35 Pt, Part 2 of Plan 1R-6869, to permit the transfer of lands with the condition that a zoning amendment may be required in order to allow the development of the lot to meet the setbacks set out within the Township's Zoning By-law and by public health authorities.



0.29 Ac
0.07 Ac
0.21 Ac

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PINE ISLAND

SHEET 5

5135600 E

263200 E

5135600 N

5135400 N

5135200 N

5135000 N

SHEET 5



UNPATENTED LAND
ST MARYS RIVER

SHEET 5

PLAN AR-96

PINE ISLAND FERRY RD (TRAVELLED ROAD)

PINE ISLAND FERRY ROAD
(TRAVELLED ROAD)

0537 PLAN IR-9580 DOVE DRIVE (TRAVE)

0536 LOCATION 36 PINE ISLAND
0535 LOCATION 35 PINE ISLAND
0534 LOCATION 35 PINE ISLAND
0531 LOCATION 35 PINE ISLAND
0530 LOCATION 35 PINE ISLAND
0529 PLAN IR-6037 LOCATION 35 PINE ISLAND
0528 PLAN IR-6037 LOCATION 35 PINE ISLAND
0527 PLAN IR-6037 LOCATION 35 PINE ISLAND
0526 LOCATION 34 PINE ISLAND
0524 LOCATION 34 PINE ISLAND
0522 LOCATION 34 PINE ISLAND
0521 LOCATION 33 PINE ISLAND
0519 LOCATION 33 PINE ISLAND
0517 LOCATION 33 PINE ISLAND
0516 LOCATION 32 PINE ISLAND
0515 LOCATION 32 PINE ISLAND
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0513 LOCATION 32 PINE ISLAND
0512 LOCATION 32 PINE ISLAND
0511 LOCATION 31 PINE ISLAND
0510 LOCATION 31 PINE ISLAND
0506 LOCATION 31 PINE ISLAND
0505 LOCATION 31 PINE ISLAND
0504 LOCATION 30 PINE ISLAND
0502 LOCATION 30 PINE ISLAND
0503 PLAN AR-161
0613 ROAD IN PINE ISLAND
0502 LOCATION 30 PINE ISLAND

UNPATENTED LAND
PINE ISLAND
GREAT WASKONONGE ISLAND

0740
R119
23

263200 E



Ministry of
Municipal Affairs

Plans
Administration
Branch

North
and
East

777 Bay Street
Toronto, Ontario
M5G 2E5

Consent Questionnaire
Municipality/Planning Board

Please Complete and Return to the Above Address.

File	Municipality
570-890002	Tarbutt
Location	Pine Island Lot 35

Planning Controls

1	a.	Do you have an official plan?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	b.	Is this proposal in conformity with it?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	c.	What is the official plan designation?		
	d.	What are the permitted uses?		
2	a.	Do you have a zoning by-law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	b.	Is this proposal in conformity with it?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	c.	What is the zoning designation?		
	d.	What are the standards of the zone?		

Shoreline residential

Permitted Uses	Frontage	Minimum Lot Area
one res. dwelling boat house, utility shed, etc.	30m - measured from high water mark	2760 m ²

3	a.	Is there a minister's zoning order covering this area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	b.	Is this proposal in conformity with it?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	c.	What is the zone designation?		
	d.	What are the standards of the zone?		

4 If you have no official plan or zoning by-law, is the municipality undertaking any studies which could affect this application? If yes, please specify. Yes No

We are in process of developing an official plan. This severance is on a part of the property which has no water frontage. It could constitute "back lot development". This is something council will be considering in the official plan.

5	Which of these public services will be available to this proposal?	Yes	No
	Municipal Water	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Sanitary Sewers	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Road Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Snow Plowing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input type="checkbox"/>

6 Does council foresee any new demands for municipal services as a result of this application? If yes, please specify. Yes No

7 a. Will the retained and severed lots have direct frontage on a publicly owned road which is open and maintained by:

(Check <input checked="" type="checkbox"/>)	Severed	Retained
the municipality	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
the province	<input type="checkbox"/>	<input type="checkbox"/>
the local roads board	<input type="checkbox"/>	<input type="checkbox"/>
other (specify)	<input type="checkbox"/>	<input type="checkbox"/>

The severed property will not have water frontage - which is necessary for shoreline resident

b. If there is no frontage on an open publicly owned and maintained road, where is the nearest public road?

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**THE TOWNSHIP OF TARBUTT
COUNCIL MEETING OF AUGUST 18, 2021
CONSENT AGENDA**

- a. Letter from the North Shore Health Network
Re: Physician Recruitment meeting representation
- b. Notice of Decision from the Desbarats to Echo Bay Planning Board dated July 28, 2021
Re: Provisional Consent granted for application L2021-11 (Jurich)
- c. Message from the City of Elliott Lake dated August 4, 2021
Re: East Algoma Police Board composition
- d. Letter from the Ministry of the Solicitor General dated August 5, 2021
Re: 2021 Emergency Management Annual Exercise requirements
- e. Resolution from the Township of Huron Kinloss dated August 6, 2021 ,
Re: Request the Federal Government to terminate its appeal of compensation to First Nations Children and their families from the 2019 Human Rights Tribunal Ruling
- f. Resolution from the City of Toronto dated June 24, 2021
Re: Request the Attorney General to review the early resolution provisions of the Provincial Offences Act to support early resolution opportunities.
- g. Resolution from the City of Stratford
Re: Appeal to the Ontario Government to take immediate steps to replace gas powered electrical generation with non-carbon producing alternatives.
- h. Letter from the Ministry of Government and Consumer Services dated August 3, 2021
Re: Funding for Municipalities in the Care and Maintenance of (abandoned) cemeteries
- i. Message from the Ministry of the Environment, Conservation and Parks
Re: Waste Free Wednesdays
- j. Media Release from FONOM dated August 17, 2021
Re: Support for a province wide strategy to combat homelessness, mental health and the opioid crisis.

Recommendation: Be it resolved that correspondence items a through j on the Consent Agenda dated August 18, 2021 be received and acknowledged; and
That _____ represent Tarbutt at the North Shore Health Network Recruitment Committee for the meeting on September 9, 2021; and
That Council supports the resolutions from the Township of Huron Kinloss, the City of Toronto and the City of Stratford as noted above; and
That staff be authorized to participate in the consultation on potential changes to the Funeral, Burial and Cremation Services Act with respect to Care and Maintenance funds.