

**THE TOWNSHIP OF TARBUTT
COUNCIL MINUTES
WEDNESDAY, MAY 19, 2021 AT 5:30 PM
HELD VIRTUALLY BY ZOOM**

Present: Mayor Lennie Smith
Dave Farrar
Ursula Abbott
Darren McClelland
Ruth Wigmore

Staff: Carol Trainor, Deputy Clerk

1. CALL TO ORDER

Mayor Smith called the virtual meeting to order at 5:36.

2. DISCLOSURES OF PECUNIARY INTEREST

3. ADOPTION OF THE ADDENDUM

4. MINUTES OF THE PREVIOUS MEETING

- a. Minutes of the Special Council meeting held May 3, 2021

Resolution No: 72-2021

Moved by: U. Abbott

Seconded by: D. Farrar

Be it resolved that the minutes of the Special Council meeting held on May 3, 2021 be approved as circulated.

Carried

5. STAFF AND COMMITTEE REPORTS

- a. Health and Safety Update – J. Brice has volunteered to be the Health and Safety officer and will take online training to ensure the Township is in compliance with basic requirements under the Occupational Health and Safety Act.
- b. Central Algoma Community Safety and Well Being Plan

Resolution No: 73-2021

Moved by: D. McClelland

Seconded by: D. Farrar

WHEREAS Municipalities have been mandated to develop and adopt a Community Safety and Well Being Plan under Bill 175, the *Safer Ontario Act* and new legislative requirements under the *Police Services Act*, 1990, by July, 2021;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Township of Tarbutt:

1. Declares this Plan as a high priority; and
2. Authorizes staff to develop the Plan and then return it to Council for adoption; and

3. Authorizes the use of the Municipal website and/or mailouts to conduct surveys and provide information to residents to gather data and identify risk factors within the municipality; and
4. Approves working with neighbouring municipalities to form a joint Community Safety and Well Being Plan, known as the **Central Algoma Community Safety and Well Being Plan (CACSWP)**.

Carried.

c. Custodian Wage

Resolution No: 74-2021

Moved by: D. McClelland Seconded by: U. Abbott

Be it resolved that Council authorizes an increase to the hourly wage for the Cleaner/Custodian position to \$20.00/hour in the absence of an incremental annual increase; and

That the new rate take effect retroactively from May 1, 2021.

Carried

d. Donations to Central Algoma Intermediate and Secondary School Graduation

Resolution No: 75-2021

Moved by: R. Wigmore Seconded by: D. McClelland

Be it resolved that Council authorizes the annual donation to Central Algoma Intermediate and Secondary School graduations in the amount of \$300.

Carried

6. OLD BUSINESS

a. Proposed Joint Tarbutt/Johnson Sand Shed

Discussion on whether to proceed with the joint sand shed either on Government Road or at the Johnson Roads property; or to proceed with a non-shared Tarbutt Township sand shed located at 27 Barr Road South. The ground work has been done and the site is prepped and the building can be used for other purposes in the off season. There would also be challenges dividing the cost of material. This project could be funded with provincial modernization funding for efficiency purposes.

Resolution No: 76-2021

Moved by: R. Wigmore Seconded by: D. Farrar

Be it resolved that Council authorize staff to notify Johnson Township and Tulloch Engineering that Council wishes to proceed with a sand shed at 27 Barr Road S., for the use of Tarbutt Township alone; and

That the cost of any pre-engineering stops effective May 19, 2021.

Carried

7. NEW BUSINESS

a. Appointment of a Personnel Committee

Resolution No: 77-2021

Moved by: D. Farrar

Seconded by: R. Wigmore

WHEREAS Council passed By-law 17-2019 to appoint individuals to committees of Council; and

WHEREAS Section 10.2.1 of the Municipal Act, 2001, as amended, provides that council may pass by-law respecting matters of governance of the municipality; and

WHEREAS Council deems it necessary and expedient to appoint a Personnel Committee to deal with the structure of the organization and of individual employees, to assist in the drafting of personnel policies, job descriptions and salary structures;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Township of Tarbutt hereby enacts as follows:

- Council members Ursula Abbott and Darren McClelland shall be hereby appointed to form the Personnel Committee, effective immediately.
- That By-law 17-2019 be hereby amended to include this appointment.

Carried

b. Retirement of the Clerk/Treasurer

Resolution No: 78-2021

Moved by: R. Wigmore

Seconded by: D. McClelland

Be it resolved that the letter from Glenn Martin dated May 1, 2021 advising Council of his resignation effective May 19, 2021 be received with regret.

Carried

c. By-law to Appoint a Clerk/Deputy Treasurer

Resolution No: 79-2021

Moved by: U. Abbott

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 10-2021, being a By-law to appoint a Clerk/Deputy Treasurer, and to repeal By-laws 7-99, 22-2015 and 4-2021; and

That said By-law be read a first, and taken as read a second and third time and finally passed this Nineteenth day of May, 2021.

Carried

d. Adoption of Treasurer/Deputy Clerk job description

Council is in agreement with the job description for the Treasurer/Deputy Clerk position and that it be approved for circulation and acknowledged the time and contributions of Councillors Abbott and McClelland.

e. Software/Accounting Training

Resolution No: 80-2021

Moved by: R. Wigmore

Seconded by: D. McClelland

Be it resolved that the Clerk/Deputy Treasurer be authorized to enroll in the Accounting Fundamentals and Sage Accounting online program through Simply Accounting.

Carried

- f. Request from the Mennonite Community regarding outside telephone access

Discussion regarding the possibility of making a telephone available on the north side of the Township office so they can be out of the weather.

8. INFORMATION

9. NOTICES OF MOTION

10. CLOSED SESSION

11. CONFIRMATION BY-LAW

Resolution No: 81 – 2021

Moved by: U. Abbott

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 11-2021, being a by-law to confirm the proceedings of this Special Council meeting, held this Nineteenth day of May, 2021; and

That said by-law be given a first, and taken as read a second and third time and finally passed.

Carried

12. ADJOURNMENT

Resolution No: 82 - 2021

Moved by: D. Farrar


Seconded by: U. Abbott

Be it resolved that the Special Council meeting held this Nineteenth day of May, 2021 hereby adjourn at 7:29 pm, to meet again on Thursday, June 3, 2021 at 4:00 pm.

Carried



Lennox Smith, Mayor



Carol O. Trainor, Clerk