

THE TOWNSHIP OF TARBUTT <u>Council Meeting Agenda</u> Wednesday, May 18, 2022 at 6:00 pm Township Council Chambers, 27 Barr Road S.

- 1. CALL TO ORDER
- 2. DISCLOSURES OF PECUNIARY INTEREST
- 3. DEPUTATIONS / PRESENTATIONS
 - a. JP Stefanizzi, Stefanizzi Professional Corporation Re: 2021 Audited Financial Statements
- 4. PREVIOUS MINUTES
- a. Minutes o
 - a. Minutes of the regular Council meeting held on April 20, 2022
- 7-9
- b. Minutes of the special Council meeting held on April 28, 2022
- 5. FINANCIAL STATEMENTS
- 10-15
- a. Financial Statements for the month of April, 2022
- 110-17
- b. Adoption of the 2022 Budget
- 6. STAFF AND COMMITTEE REPORTS
- 18
- a. Tender Results Lakeshore Drive Widening
- 19
- b. Tender Results Sand Shed
- c. Landfill Service Contracts
- d. Planning Board Reports:
- 20-27
- T2022 06, McKnight Road (Karhi)
- T2022 08, Creek Road (Waugh)
- e. Clerk's Report
- 31
- f. Summer Employment
- 32-34
- g. Election Sign Policy, Other Signage Policies



7. BY-LAWS

35

a. By-law 2022 - 12, Borrowing By-law

36-39

b. By-law 2022 - 13, 2022 Tax Rate By-law

8. INFORMATION/ CONSENT AGENDA

Correspondence items 1 through 5 on the Consent Agenda dated May 18, 2022.

9. OTHER BUSINESS

10. CLOSED SESSION

11. CONFIRMATION BY-LAW

By-law 2022 – 14 to confirm the proceedings of the Council meeting held May 18, 2022.

12. ADJOURNMENT



THE TOWNSHIP OF TARBUTT Council Minutes

Wednesday, April 20, 2022 at 6:00 pm Township Council Chambers, 27 Barr Road S.

Present:

Lennie Smith, Mayor

David Farrar

Darren McClelland Ruth Wigmore

Regrets:

Ursula Abbott

Staff:

Mike Pigeon, Road Superintendent

Carol Trainor, CAO/Clerk

1. CALL TO ORDER

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

2. DISCLOSURES OF PECUNIARY INTEREST

Councillor Farrar declared a pecuniary interest with agenda item 5.

3. PREVIOUS MINUTES

Resolution: 2022 - 34

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the minutes of the Regular Council meeting held the Sixteenth day

of March, 2022 be approved as circulated.

Carried

4. ADOPT ADDENDUM

5. FINANCIAL STATEMENTS

Councillor Farrar declared a conflict of interest with this item as he is the President of Superior Truck Centre.

Resolution: 2022 - 35

Moved by: R. Wigmore

Seconded by: D. McClelland

Be it resolved that the Financial Statements for the month of March, 2022 be

adopted as circulated.

Carried

6. STAFF AND COMMITTEE REPORTS

a. Road Superintendent Update



East Algoma Road Superintendent's Amalgamated Tender

Road Superintendent Mike Pigeon noted the increase to the surface treatment contract over 2021, from \$2.85/meter to \$3.58/meter for single coat, plus \$0.39 for Poly, which will have a significant impact on the budget. The low bid bulk cost for culverts and hardware was \$42,537.24 from Iconix, and the bid for flake calcium is \$652/ton from Wamco.

Resolution 2022 - 36

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

Be it resolved that the information from the Road Superintendent regarding the East Algoma Road Superintendent's Amalgamated Tender for 2022 road projects be received; and

That Council accepts the recommended bid from Ellwood Robinson for resurfacing Lakeshore Drive; and

That Council accepts the recommended bid from Iconix for culverts and hardware; and That Council accepts the recommended bid from Wamco for flake calcium; and That staff be authorized to proceed with the contracts to have the work completed. Carried

M. Pigeon raised the issue of drainage at Creek Road as the water drains the Township road over the culvert and washes out through private property. The Township had previously requested an easement over this parcel and agreed staff should reach out in an attempt to discuss an easement and maintenance agreement from the Association that would allow us to drain our road and dry out their field.

Council agreed to rearrange the agenda items to discuss the landfill contract while the Road Superintendent was in attendance.

A draft recommendation was received from Johnson Township regarding future use of the bunker and the cost of shipping waste, intended to be a long term measure to save and extend the life of the landfill. The proposed bin method, which is now in place, is cleaner, prevents blowing litter, and reduces the overall traffic backlog created by use of the bunker. D. Farrar will provide figures to demonstrate that this method is more cost effective.

Resolution: 2022 - 37

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

Be it resolved that The Township of Tarbutt supports the current landfill system of 6 yard bins for household waste, and a 40 yard bin for non-household waste in order to ship waste out of the joint landfill site.

Carried

Road Superintendent M. Pigeon left the meeting.

b. 2022 Election Timelines

Resolution: 2022 - 38



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

Be it resolved that the report from the Clerk regarding dates and information for the

2022 Municipal Election be received.

Carried

c. Proposed Revisions to the Procedural By-law

Resolution: 2022 - 39

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

Be it resolved that the report from the CAO/Clerk regarding revisions to the Procedural

By-law be received; and

That By-law 14-2018 be amended to revise the index for the council meeting agenda

pending review and presentation of an updated Procedural By-law; and

That the provisions of By-law 18-2020 for meeting electronically, including quorum and closed session, be reinstated in the interim while an updated Procedural By-law is being prepared.

Carried

d. Draft Election Policy: Use of Corporate Resources

Resolution: 2022 - 40

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

Be it resolved that the report regarding the Use of Corporate Resources Policy for the

municipal election be received; and

That Council hereby adopts the Use of Corporate Resources for Municipal Elections

policy as presented.

Carried

e. Clerk's Report

Council discussed a number of items and resolved the proceed with the following:

- Landfill winter hours will be extended until after May long weekend
- New copier/scanner to be ordered
- Increase of administrative fees to 30%
- Continue to pursue trailer permits
- Establish a process and policy for private road associations

Resolution: 2022 - 41

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

Be it resolved that the Clerk's report for the month of April be received; and

That Council agrees to upgrade the photocopier to a Canon IRC3826 with 11 x 17 cassette copier/scanner in the budget; and

That Tarbutt Council agrees to amending the landfill hours to remain closed at 5:00 on Wednesday until after the long weekend in May, pending MECP approval; and

That Council reaffirm that a minimum additional fee of 30% may be charged on all administrative transactions where assets and expenses have been incurred.

Carried as amended



7. OLD BUSINESS

a. Request for Proposal - Landfill Engineering Services

Resolution: 2022 – 42

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

Be it resolved that the verbal report from the Clerk regarding Engineering Services

required at the Landfill Site be received; and

That Council authorizes the Clerk to prepare and circulate a Request for Tender for Engineering Services at the joint landfill site to include providing technical advice and support required by the Ministry of the Environment, Conservation and Parks, as well as surveying, testing, monitoring, and preparation of the annual report.

Carried

b. By-law to Enter into Agreement with GFL for Waste Hauling Services

A draft resolution from Johnson Township was presented and discussed. Council agreed that the new system is working well, landfill staff are satisfied with the traffic flow and the reduction in blown litter resulting from the bins, and this system is the best solution to extend the life of the landfill site.

Resolution: 2022 – 43

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

Be it resolved that leave be granted to introduce By-law 2022 – 10 being a By-law authorizing the Clerk to enter into an Operational Agreement with Green For Life Environmental (GFL) Inc, Sault Ste. Marie, for the collection and removal of Household and Non-Household Waste at the Johnson Tarbutt Landfill Site; and

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

Carried

8. NEW BUSINESS

a. Letter from the Brown's Island Association re: maintenance

Resolution: 2022 - 44

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

Be it resolved that the letter from the Brown's Island Road Association requesting roads

maintenance assistance be deferred to budget deliberations.

Carried

9. INFORMATION/CONSENT AGENDA

 Letter from the Township of Johnson to Premier Doug Ford Re: Dissolving the Ontario Land Tribunal

2. Letter from the Township of Johnson to Minister Steve Clark, MMAH Re: Report of the Ontario Housing Affordability Task Force



3. Letter from the Northern Ontario School of Medicine Re: NOSM Expansion Announcement

4. Letter from the Township of Laird

Re: Request to reduce the speed limit on Town Line Road to 60 km/h

5. Letter from the Sault Ste. Marie Human Society

Re: Annual contract renewal

6. Letter from the Ministry of Agriculture, Food and Rural Affairs Re: Restrictions to avoid Avian Influenza (H5N1) in Ontario

7. Resolution from the Town of Momo

Re: Request the Canadian Government to provide greater support for the Ukranian people by exerting maximum sanctions and pressure on Russia

8. Resolution from the Township of Lake of Bays

Re: Floating Accommodations Restrictions and Conditions

9. Resolution from the Township of Mulmur

Re: Comments on Bill 109: More Homes for Everyone Act

10. Resolution from the Town of Halton Hills

Re: New Gravel Extraction Licensing applications

11. Letter from the "Tarbutt Weight Loss Group"

Re: MacLennan Hall Weekly Rental

Resolution: 2022 – 45

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

Be it resolved that correspondence items 1 through 11 on the Consent Agenda dated April 20, 2022 be received; and

That Council supports the resolutions from the Town of Mono, the Township of Lake of Bays, and the Township of Mulmur; and

That staff advise the Township of Laird that Tarbutt Township agrees to revising the speed limit on Town Line Road; and

That the Tarbutt Weight Loss Group be advised that the hall will be available to them at a weekly rental fee of \$20 payable monthly.

Carried

10. MEETINGS/WORKSHOPS

- CAO/Clerk to attend the Central Algoma Clerk's Association meeting at the Johnson Arena on April 28.
- CAO/Clerk will attend the FONOM Conference in North Bay May 9, 10, 11, 2022.



11. NOTICES OF MOTION

Councilor Wigmore requested setting a date for a roads tour which would be outside of working hours.

A Landfill Committee meeting will be arranged when all members are available.

12. CLOSED SESSION

The Closed Session was not required as a result of a legal opinion not being available, and Council having agreed of a course of action.

13. CONFIRMATION BY-LAW

Resolution: 2022 - 46

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

Be it resolved that leave be granted to introduce By-law 2022 - 11 being a by-law to confirm the proceedings of the regular Council meeting held this Twentieth day of April, 2022.

Carried

14. ADJOURNMENT

Resolution: 2022 - 47

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

Be it resolved that the Council meeting held this Twentieth day of April 20, 2022 is hereby adjourned at 8:30 pm, to meet again for budget deliberations on Thursday, April 28, 2022 beginning at 5:00 pm; and the regular council meeting on Wednesday, May 18,

2022 at 6:00 pm.

Carried

3	Lennox Smith, Mayor
2	
	Carol Trainor, Clerk



THE TOWNSHIP OF TARBUTT Special Council Meeting Thursday, April 28, 2022 at 5:00 pm Municipal Township Office 27 Barr Road S., Desbarats, Ontario

Present: Mayor L. Smith

Councillor U. Abbott Councillor D. Farrar

Councillor D. McClelland (arrived at 5:08)

Councillor R. Wigmore

Staff: Treasurer C. Mahoney

Clerk C. Trainor

1. CALL TO ORDER

Mayor L. Smith called the special council meeting to order at 4:55 pm.

2. DISCLOSURES OF PECUNIARY INTEREST

None was declared.

3. PRESENTATION OF DRAFT 2022 BUDGET

Treasurer C. Mahoney presented a draft of the 2022 budget, providing projections for the amount to be raised by taxation under a 1%, 2% and 3% increase in taxation. Assessment increased by \$1.207 m in 2021. The Auditors have almost finished the 2021 audit, and those statements will be presented to council at the next meeting.

Council discussed revenue and expenditures for each department and set of accounts. Under reserves, staff have suggested that the landfill ramp, being infrastructure, may be eligible for OCIF funding, as the reconfiguration and access to recycling bins is a large capital cost up front.

The Lakeshore Drive widening and resurfacing project will exceed the NORDS funding provided for two years, but OCIF funds can be accessed to cover the remainder so that this project will not impact the tax rate.

Quotes for the sand shed project are due tomorrow, but if the total cost of that project does not exceed efficiency funding held in reserve, there are several other potential uses for those funds that fit the definition of "modernization" such as add on software and equipment.



Administration:

The budget includes a 3% increase to council and staff wages for all positions on the salary grid. The pay equity review was a large cost in 2021 but is now complete, and a salary grid will be approved to allow wages to be structured.

The budget had previously allocated monies for the purchase and design of the furniture for the council chambers. D. McClelland will enquire about the possibility of engaging a school shop class for design and construction, with other funds spent on signage for the Township office, repairs to the concrete pad at the front entrance, and an office door.

The switch to Starlink from Bell for internet services will not save any money, but will improve security, improve access, allow all computers to be networked, and will be more effective and secure in the long run. Starlink costs will be shared with Fire and Roads, and this new system will also allow the township to purchase a server for better connectivity.

Following discussion about rising cemetery costs, the levy was increased to \$4,000 to cover maintenance costs and projects at Port Findlay and Stickney that have been on hold for some time. Fees for the sale of lots will have to increase retroactive January 1 as a result of changes at the provincial level which require a minimum fee to be provided to the care and maintenance fund.

No additional expenditures are anticipated for the MacLennan Hall in 2022, once the Active Transportation Hub has been completed, but staff will be seeking funding for renovations and retrofits required to the hall itself and

Roads

Any expenses that have any fuel or fuel related activity or overhead was increased by 25% due to the increasing cost of fuel and the uncertainty of how high it might go. This budget includes the purchase and installation of 60 km speed limit signs and posts, some small tools and equipment for the shop including a power washer and jack stands. The Amalgamated Tender included flake calcium, culverts, and materials for resurfacing, which was awarded to Ellwood Robinson.

Landfill:

All expenses are split 50/50 with Johnson Township. The landfill budget was reviewed at length given recent changes. Tarbutt has taken over administrative and operational management, shipping waste out of the site, and changes to recycling bins.

A significant investment has been made in the ramp for the non household waste and scrap metal, and this ramp will be reconfigured again once half loads are off to improve access, reduce the gap between the bins and the ramp, and to ease the traffic congestion.





Planning and Development:

Planning Board staff are investigating the need for a separate insurance policy. In 2021 wages were increased, and the Planning Board began paying a larger share of office and admin costs to Tarbutt. Tarbutt will be engaging a planner to conduct a peer review of the draft zoning by-law and draft Official Plan for the planning area, in addition to costs to have the area wide Official Plan approved in this fiscal year.

Adjustments were made to reduce the allocated amount for diesel, and for road side brushing, and for the purchase of salt and sand until the end of the year.

Changes to landfill expenses as a result of shipping waste have yet to be determined until we have completed a few billing cycles with the new system.

Resolution No: 2022 – 48

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

Be it resolved that the draft 2022 budget presentation from the Treasurer be received;

and

That Council authorizes the Treasurer to make the revisions as discussed, to result in a 0% residential tax rate increase; and

That the total levy to be raised in 2022 be \$1,033,485.60.

Carried

4. ADJOURNMENT

Resolution No: 2022 – 49

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

Be it resolved that the Special Meeting of Council held this 28th day of April, 2022 be adjourned at 8":17 pm to meet again for the regular Council meeting on Wednesday,

May 18, 2022.

Carried

	Lennox Smith, Mayor
):	Carol Trainor, Clerk



TARBUTT GENERAL APRIL 2022

TARBUTT GENERAL REVENUES	Amount	NOTES
Taxes	185,752.42	
Tax Interest	1,774.54	
TOTAL TAXES AND INTEREST	187,526.96	
OMPF - 2nd Quarter	59,325.00	
Photocopy / Phone	61.94	
Trailer Permit	1,000.00	
Admin	2.50	
Dog tags	78.00	
Civic Address	70.00	
Tax certificates	100.00	
Miscellaneous - Recycling Depot reimbursement	2,496.06	
HST Rebate	35,662.71	
TOTAL CASH BOOK RECEIPTS	98,796.21	
GRAND TOTAL REVENUES	286,323.17	

TARBUTT GENERAL EXPENSES	Cheque	Amount	NOTES
Admin Payroll - + Planning board to reimburse(3581-83,3587, 3616-19)		11,005.74	
Council Honourariums (3606-3610)		2,466.94	
Receiver General - Admin/ Council Portion - March	3572	6,291.99	
Omers - March contributions	3575	2,717.70	
CFDC - Employee Benefits & Health Care spending float reimbursement	3539,3580	1,787.80	
WSIB - Quarterly premium	3576	3,184.64	
17E Trading Post - misc office	3588	41.97	
Staff mileage, phone & misc.(3635,3561,3614)		209.63	
EncompassIT - Office 365 quarterly	3591	305.28	
MPAC - Quarterly	EFT	3,761.41	
Algoma District Services Admin Board - March Levy	3597	28,921.00	
Minister of Finance - Policing	3563	7,774.79	
Algoma Office Equipment	3562	168.38	
Ironside Consulting - Salary Scale	3564	801.36	
Adobe - last subscription x2, plus new group plan	VISA	104.77	
Zoom - monthly subscription	VISA	40.70	
Sault Ste. Marie - SPCA - 2022 Annual Fee	3567	750.00	
Fonom - 2022 membership	3569	168.00	
Realtax - tax sale	3570	2,050.78	
Kentvale Merchants - Office Door	3590	215.28	
Tulloch - Building Inspector, 1 inspection, 9 consultations	3598	509.86	
Bell Mobility - Internet	VISA	66.67	
Bell Canada	VISA	290.06	
Stefanizzi - Interim Audit	3599	6,410.88	
Superior Propane - March usage office	3568	542.96	
Caretaker	3625-6	207.50	
Algoma Power - March usage	EFT	295.09	
G. Hawdon - office signs	3611	598.84	
Animal control	3579	200.00	
Municipal Planning Services	3623	174.91	
Amazon -Ant traps & misc office supplies	VISA	22.59	
Microsoft Office - yearly subscription	VISA	110.92	
Arch Hospice - Donation	VISA	50.00	



Sage Software - Annual premium	VISA	1,620.39	
Ontario Farmland - Webinar	VISA	50.00	
Dollarama - mice for Council laptops	VISA	20.50	
Staples	VISA	8.27	
Starlink - Covid expense	VISA	648.45	
Postage	VISA	38.23	
TOTAL OPERATING EXPENSES		84,634.28	
GENERAL EXPENSES		84,634.28	
ROADS EXPENSES		20,848.56	
LANDFILL EXPENSES		48,740.21	
FIRE EXPENSES		3,077.55	
HALL EXPENSES		5,609.91	
GENERAL REVENUE		286,323.17	
ROADS REVENUE		1,151.14	
LANDFILL REVENUE		5,094.58	
FIRE REVENUE		-	
HALL REVENUE		1,508.45	
TOTAL EXPENSES		162,910.51	
TOTAL REVENUE		294,077.34	
TOTAL REVENUE LESS EXPENSES		131,166.83	

TARBUTT ROADS STATEMI	ENT	
ROADS REVENUES: APRIL 2022	·	
Miscellaneous- Laird Township - Plow shoes reimbursement		Amount
AIM Recycling - Misc Yard waste		480.00
And Recycling - Misc 1 and waste		671.14
TOTAL REVENUES		1,151.14
ROADS OPERATING EXPENSES	Cheque	Amount
Roads Payroll - (3585-86,3620-21)	Cheque	6,833.38
CFDC - Employee benefits	3539	2,112.51
Omers-March contributions	3575	1,810.98
Receiver General -March remittance	3572	4,328.79
Superior Propane - March usage	3568	542.97
Traction Heavy Duty - misc supplies	3571,3595	578.23
17E Trading post - March Gas/ Diesel	3588	3,594.92
Champion Commercial - misc shop supplies	3592	1,082.73
Karhi - pump tile in garage	3593	152.64
Bell Mobility	VISA	195.48
Bell Canada	VISA	64.66
Gilbertson Enterprises - granular A gravel	2594	702.41
Coop Regionale - Oil	3604	591.98
Algoma Power - March usage	EFT	295.04
Pioneer Construction - Cold mix	3622	3,115.18
Staples - Misc office supplies	VISA	32.26
TOTAL OPERATING EXPENSES		21,999.70
TOTAL OF EXITING EXITENCES		21,999.70
TOTAL OPERATING & CAPITAL EXPENSES		21,999.70

TARBUTT FIRE DEPAI	KI MIDINI		
APRIL 2022			
		Amount	NOTES
FIRE REVENUES			
TOTAL REVENUES			
FIRE EXPENSES	Cheque	Amount	
Algoma Power - March hydro usage	EFT	206.46	
Quattra - Monthly Dispatch Service	3601	352.88	
Bell Mobility	VISA	84.46	
Bell Canada	VISA	31.88	
Fire Marshal's Public Safety - Exam Prep Manuals	3605	673.71	
EncompassIT - Fire permits web development & support	3577	1,321.12	
Sault Ste. Marie - Pump operator manual	3600	407.04	
FIRE TRAINING EXPENSES		3,077.55	
TOTAL FIRE OPERATING & TRAINING	***	3,077.55	
NET EXPENSES		3,077.55	

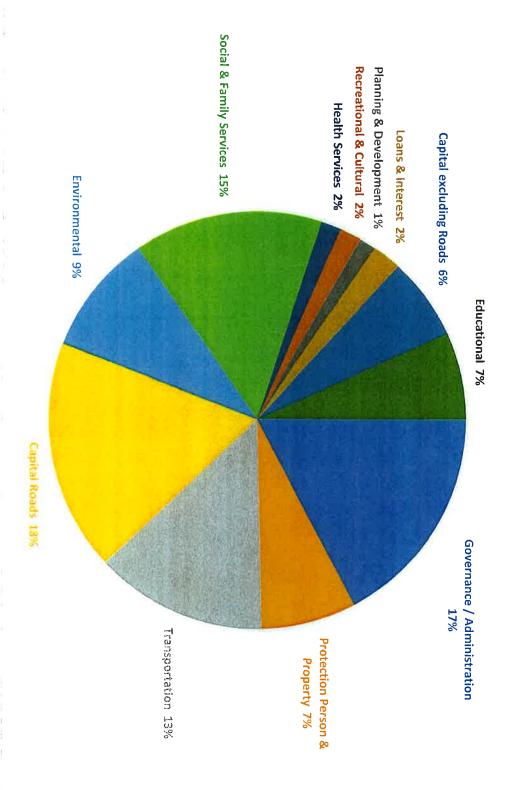
MACLENNAN HALL, TARBUTT			
APRIL 2022			
REVENUE:		Amount	NOTES
Church Rent		500.00	
Algoma Power- Solar		1,008.45	
TOTAL REVENUES		1,508.45	
OPERATING EXPENSES	Cheque	Amount	
Algoma Power - March hydro usage	EFT	276.42	
Johnson Township - reimburse Algoma Power	3624	567.28	
Receiver General - March	3572	77.95	
Bell Canada - Landline	VISA	58.90	
Caretaker	3625-26	271.07	
Global Industrial - Water bottle station - Active Transportation Hub Grant	3574	4,203.70	
McClelland's Hardware - salt for water conditioner	3578	30.53	
Purolator - water samples	3589	57.74	
Testmark Laboratories - water sample	3602	66.32	
North Shore Handyman - fix siding at the Hall	3612	396.86	
Amazon - Projector - Active Transportation Hub Grant	VISA	356.15	
OPERATING EXPENSES		6,362.92	
		9	
TOTAL OPERATING EXPENSES		5,609.91	
NET EXPENSES		4,101,46	

JOHNSON-TARBUTT LANDFILI			
APRIL 2022			
REVENUE:		Amount	NOTES
Jocelyn recycling reimburse		3,514.60	
Tipping Fees		205.00	
AIM Recycling		1,374.98	
TOTAL REVENUES		5,094.58	
EXPENSES:	Cheque	Amount	
Landfill - Payroll & Allowance (3627-33)		4,184.89	
Omers- March contributions	3575	353.16	
Receiver General - March remittance	3572	2,092.86	
Johnson Township - Algoma power & 2021 reimburesment	3603,3624	25,604.00	
Heritage home hardware - misc for recycling bins	3565	44.75	
GFL - Landfill & Recycling depot			
Kentvale Home Hardware - water pump	3566	783.71	
Spypoint - 2 cameras monthly subscription	VISA	20.36	
Ministry of the Environment - certificate registration	VISA	45.03	
Staples Preferred - misc.	VISA	43.41	
Karhi - Feb 17 & 18, Apr 5, 7 & 8, dump maintenance	3573,3615	8,441.27	
Tulloch - Annual report	3613	6,919.68	
Tooltown - misc for recycle bins	VISA	207.09	
TOTAL OPERATING EXPENSES		48,740.21	
TOTAL NET EXPENSES		43,645.63	

The Township of Tarbutt 2022 Approved Budget Schedule 'A' To By-law 2022-

2 2.70 d.m. 7 (10 By 10 1/2 2022	EXCLU	IDING EDUCATION
REVENUE	211.	
Tax Levy	\$	1,033,485.60
Payments in Lieu of Taxes/Railway	\$	3,410.25
Provincial Grants	\$	467,711.88
Federal Grants	\$	35,971.78
Shared Services Cost Recovery	\$	131,264.96
Fees and Charges	\$	77,950.00
Other/Misc. Income	\$	46,218.58
TOTAL REVENUE	\$	1,796,013.05
EXPENSES - OPERATING		
General Government	\$	396,952.20
Protection to Person and Property	\$	170,172.41
Transportation	\$	306,710.54
Environmental	\$	217,041.60
Social and Family Services	\$	338,691.00
Health Services	\$	35,484.00
Recreation and Cultural Services	\$	39,035.94
Planning and Development	\$	30,150.00
TOTAL OPERATING EXPENSES	\$	1,534,237.69
LOANS AND INTEREST PAYMENTS		
2020 Western Star Truck	\$	52,329.82
TOTAL LOANS AND INTEREST PAYMENTS	\$	52,329.82
CAPITAL EXPENSES		
Parks Improvements - WI Park GLLAF	\$	4,000.00
COVID Capital - Restart	\$	33,000.00
COVID Capital - Active Transportation Hub - ICIP	\$	60,913.00
Capital - Roads	\$	412,285.76
Landfill - Ramp Rebuild	\$	50,000.00
TOTAL CAPITAL EXPENSES	\$	560,198.76
LESS: TRANSFERS TO RESERVES AND RESERVE FUNDS		
TOTAL TRANSFERS TO RESERVES AND RESERVE FUNDS	\$	
ADD: TRANSFERS FROM RESERVES AND RESERVE FUNDS		
Transfer from Federal Gas Tax Reserve Fund	\$	51,128.22
Transfer from Efficiency Fund (Sand Shed)	\$	200,000.00
Transfer from NORDS	\$	64,625.00
Tansfer from Administration - Capital Asset Management	\$	2,000.00
Transfer from Covid Capital - Restart		33,000.00
TOTAL TRANSFERS FROM RESERVES AND RESERVE FUNDS	\$	350,753.22
NET SURPLUS OR DEFICIT	\$	0.00
	8	0.00

WHERE TAX DOLLARS ARE BEING SPENT 2022







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

LAKESHORE ROAD WIDENING RFP 2021

19760. 1000 19760. 1000 19760. 10100 19760. 10100 19760. 10100 19760.
19760. 4100. 23,552.50

Only bid vaceived.



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

SAND SHED RFP 2022

A very hour	Kewalas	BIDDER
specolines loute mil	OS8 1111	CONCRETE BID
23,850	038,PE	ASPHALT BID
((Cathorns)	TARP STRUCTURE BID
23,850	101, 286.	TOTAL BID PRICE

Opened Friday, April 29, 2022.

Mike Pigeard/Road Superintendent

Carol Trainor, CAO/Clerk

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Report to Council

TO:

Mayor and Members of Council

FROM:

Jared Brice, Administrative/Planning Assistant

DATE:

May 18th, 2022

SUBJECT:

Proposed Severance - McKnight Road

EXECUTIVE SUMMARY:

The Desbarats to Echo Bay Planning Board has received an application to sever one lot of approximately 1.7 hectares (4.2 acres) on McKnight Road (see attached map).

The current Zoning and Official Plan designation(s) for the proposed severed portion is Rural.

This report aims to outline factors to be considered by Council PRIOR to being addressed by the Planning Board.

ROAD ALLOWANCE

The eastern portion of McKnight Road (33' east of the road centreline) is currently tied to the subject property and is causing legal frontage issues for a neighbouring property to the north (see attached Land Registry map).

This application for consent provides an opportunity for the Township to request ownership of the portions of the road that are associated with the subject property. This is subject to the Township requesting this as part of the conditions and the application being approved by the Desbarats to Echo Bay Planning Board.

STAFF RECCOMENDATION:

That the report from the Administrative/Planning Assistant to Council be received for Application T2022-06; and

That the Planning Board be advised that Council has no objections to the development on the proposed severed portion, subject to the Zoning By-law 10-85, OBC and any other applicable legalisation be approved; and

That Council support the application for consent provided that the Township receive up to 5% the value of the severed portion for parkland dedication; and

That all portions of the road allowance on the subject property be conveyed to the municipality at the expense of the applicant(s); and

That written confirmation be required to confirm that all outstanding taxes have been paid in full.

Jared Brice, Administrative/Planning Assistant

NOTICE OF APPLICATION FOR CONSENT

The Desbarats to Echo Bay Planning Board has received an application for consent in Tarbutt Township, District of Algoma, in respect of the lands described below:

Application No.: T2022-06

Applicant(s): Jonathan & Amy Karhi

Subject: Tarbutt Township 28 McKnight Road Con 6 PT Lot 4 PCL 626 ACS

<u>Purpose:</u> The proposal of this application is to create one new lot of approximately 1.71 ha.

<u>Inquiries and Written Submissions:</u> About the application can be made to Jared Brice, Secretary-Treasurer, 27 Barr Road South, Desbarats, Ontario P0R 1E0. Telephone (705) 782-6776, Fax (705) 782-4274

Need to Make Submissions: If a person or public body that files an appeal of the decision of the Desbarats to Echo Bay Planning Board as the approval authority, in respect of the proposed consent does not make written submissions to the Board before the Board gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

<u>Planning Board Meeting:</u> The Planning Board will review the above application at the public meeting May 24th 2022 at 7:00 p.m. at the above address.

Requesting Notice of Decision: Any person or public body may appeal a decision of the Desbarats to Echo Bay Planning Board not later than 20 days after notice of decision is given. If you wish to be notified of the decision of the Planning Board please use the contact information shown below.

Additional Information: About the application is available for public inspection at the Desbarats to Echo Bay Planning Board Office at the Tarbutt Township Office, 27 Barr Road South, Desbarats, Ontario P0R 1E0. Telephone (705) 782-6776.



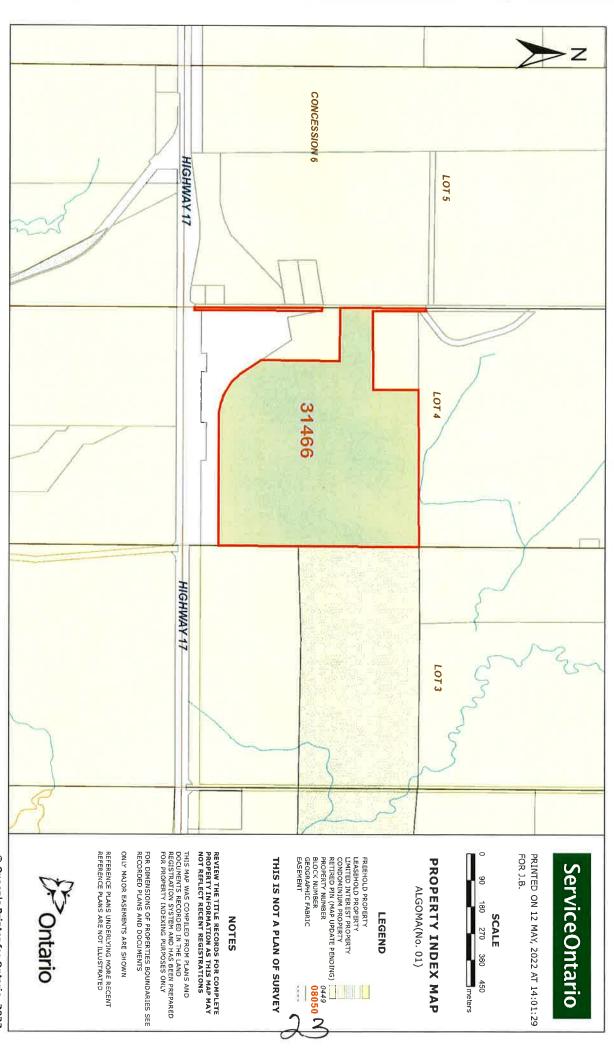




Creation of One Lot

CON 6PT LOT 4, PCL 626 ACS McKnight Road, Tarbutt Twp.

0 50 100 200 Meters guarantees as to the accuracy of this information. This map is not intended to be used for conveyance, authoritative definition of the legal boundary, or property title. This is not a survey product.







Report to Council

TO:

Mayor and Members of Council

FROM:

Jared Brice, Administrative/Planning Assistant

DATE:

May 18th, 2022

SUBJECT:

Proposed Severance & Development within 1000 m vicinity of

Existing Aggregate Operations – Creek Road

EXECUTIVE SUMMARY:

The Desbarats to Echo Bay Planning Board has received an application to sever one lot of approximately 10 hectares (25 acres) on Creek Road (see attached map).

The current Zoning and Official Plan designation(s) for the proposed severed portion is Rural.

When new development (through a Planning Act Application) is proposed within 1,000 metres of a pit or quarry, Council shall be satisfied that the proposed use is compatible with the operation of the pit. The proposed severance is approximately 750 metres away from a pit or quarry.

This report aims to outline factors to be considered by Council PRIOR to being addressed by the Planning Board.

OFFICIAL PLAN CONSIDERATIONS

B1.6.3 - Development Adjacent to Existing Extractive Operations

When new development (through a Planning Act Application) is proposed within 1,000 metres of a pit or quarry, Council shall be satisfied that the proposed use is compatible with the operation of the pit or quarry for reasons of:

- public health,
- public safety or environmental impact and that it will not preclude
- or hinder the expansion or continued use of the pit or quarry.

In order to address this issue, the proponent may be required to retain a qualified professional to complete an impact assessment in accordance with the MOE Guidelines.

Where the application for development affects lands identified on Schedule C as Primary and Secondary or Nipissing Diabase Aggregate Resources, the proponent will also be required to address the criteria in Section B1.6.6 of this Plan.

OTHER CONSIDERATIONS

- There are existing dwellings that are closer to the operating pit that are also located on top of the Aggregate Resources Overlay.
- The existing houses already may hamper any future permit for the extraction of aggregate nearby to the proposed severance.
- With consent applications nearby to existing aggregate pits or quarries, the Planning Board takes into consideration the suggested 300 m buffer set out by the Ministry of Northern Development Mines, Natural Resources and Forestry and/or the MOE Guidelines where applicable.

STAFF RECCOMENDATION:

That the report from the Administrative/Planning Assistant to Council be received for Application T2022-08; and

That the Planning Board be advised that Council has no objections to the development on the proposed severed portion, subject to the Zoning By-law 10-85, OBC and any other applicable legalisation be approved; and

That Council support the application for consent provided that the Township receive up to 5% the value of the severed portion for parkland dedication; and

That all portions of the road allowance on the subject property be conveyed to the municipality at the expense of the applicant; and

That written confirmation be required to confirm that all outstanding taxes have been paid in full.

Jared Brice, Administrative/Planning Assistant

NOTICE OF AN APPLICATION FOR CONSENT

The Desbarats to Echo Bay Planning Board has received an application for consent in Tarbutt Township, District of Algoma, in respect of the lands described below:

Application No: T2022-08

Applicant (s): Hunter Waugh

<u>Subject Property:</u> Tarbutt Township Con 5 Lot 7 Creek Road/Maclennan Road South

<u>Purpose:</u> The purpose of this application is to create one new lot of approximately 10 ha.

<u>Inquiries & Written Submissions:</u> About the application can be made to Jared Brice, Secretary – Treasurer, 27 Barr Rd. S., R. R. # 1 Desbarats, Ontario, P0R 1E0. Telephone: (705) 782-6776 Fax: (705) 782-4274

<u>Need to Make Submission:</u> If a person or public body that files an appeal of the decision of the Desbarats to Echo Bay Planning Board as the approval granting authority, in respect of the proposed consent does not make written submissions to the Board before the Board gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

<u>Planning Board Meeting:</u> The Planning Board will review the above application at the public meeting on May 24th 2022 at 7:00 PM at the above address.

Requesting Notice of Decision: Any person or public body may appeal a decision of the Desbarats to Echo Bay Planning Board not later than 20 days after notice of the decision is given. If you wish to be notified of the decision of the Planning Board in respect of the proposed consent, you must make a written request to the Planning Board at the address shown below.

Additional Information: About the application is available for public inspection at the Desbarats to Echo Bay Planning Board office at Tarbutt Township Office, 27 Barr Rd. South, Desbarats, Ontario, P0R 1E0 Telephone (705) 782-6776



Creation of One Lot

MacLennan Road South, Tarbutt Twp.

CON 5, LOT 7

0 50 100 200

Meters

27

This map is not intended to be used for conveyance, authoritative definition of the legal boundary, or property title. This is not a survey product.



THE CORPORATION OF THE TOWNSHIP OF TARBUTT POLICIES AND PROCEDURES

POLICY NAME: ELECTION SIGN POLICY DATED: April 2018

DEPARTMENT: ADMINISTRATION – ELECTIONS POLICY NO: EL-01

SCOPE

This Election Sign Policy is being provided in order to ensure public safety on highways during an election period, and to protect the rights of property owners.

Election Signs shall be a self-supporting sign or advertising device including, but not limited to posters, placards, bulletins, banners, notices, pictures or any combination thereof which advertises or promotes a candidate or third party advertiser in a municipal, provincial or federal election or by-election.

Any Election Sign erected or installed in contravention of this policy may be removed by an employee of The Township of Tarbutt under the direction of the Clerk. The candidate may be liable for the cost of removing the signs and any related costs.

It is a criminal offence to remove, deface or wilfully damage a lawfully erected Election Sign.

DEFINITIONS

- a. "Candidate" means a person who has been nominated under Section 33 of the Municipal Elections Act.
- b. "Certified Candidate" means a candidate whose nomination has been certified under Section 35 of the Municipal Elections Act.
- c. "Clerk" shall mean the Clerk of The Township of Tarbutt, as appointed, or their authorized designate.
- d. "Highway" shall have the same meaning as in the *Highway Traffic Act*, *R.S.O.* 1990 c.H.8, as amended.
- e. "Polling Station" means the location where voting will take place.
- f. "Public Property" means property owned by or under the control of the Township or any of its agencies, boards or commissions, including Highways under the jurisdiction of the Province.

- g. "Third Party Advertisement" means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing a candidate or a question on the ballot.
- h. "Township" means The Township of Tarbutt.
- i. "Township property" means any property owned by or under the jurisdiction of The Township of Tarbutt.

PLACEMENT OF ELECTION SIGNS

In accordance with Sec. 48(2) of the Municipal Elections Act, no person shall:

- Place an Election Sign, or cause an Election Sign to be placed on any premises used as a voting place for elections, or on any Highway adjacent to the voting place; or
- b. Place or cause to be placed in or on a vehicle that is parked on any premises used as a voting place for elections an Election Sign that is visible from outside the vehicle.

Election Signs shall not be located, erected or displayed:

- a. On any building or structure, any park or open space owned or operated by the Township, save and except along the road allowances;
- b. Which obstructs, impairs, impedes or hinders the movement or sight lines of vehicular or pedestrian traffic or the visibility of warning devices and traffic signs, including day-lighting triangles at intersections;
- c. On any utility pole or box, traffic sign or commercial sign, planter, bench, bridge, light standard, waste receptacle, mail box, or legally placed structure on any Highway;
- d. On any post, pole or support already containing an official or authorized highway sign erected by the Township or the Province of Ontario.

Election Signs shall not:

- a. Display the Township logo or symbol;
- b. Be located within 100 yards (92 meters) of the Polling Station.

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- Simulate any traffic sign or signal that directs the movement of traffic, nor interfere with, mislead or confuse traffic by using such words as "stop", "one way", or "danger";
- d. Be painted on, attached to, or supported by a tree, stone or other natural object;
- e. Be erected or placed so as to obstruct, impede or interfere with any fire escape, fire exit, door, window, or any means of access to any building by fire fighters or emergency personnel;
- f. Impede, hinder or prevent vehicular traffic or parking on private or public lands, or on a Highway; or
- g. Have flashing lights or be illuminated;
- h. Be mounted on a trailer or other freestanding structure to facilitate its movement from place to place.

PLACEMENT AND REMOVAL OF ELECTION SIGNS

- a. All Election Signs shall be removed no later than five (5) days following Election Day. The Candidate shall be responsible for the removal of his or her Election Signs within the prescribed time frame, and may be liable for the cost of having the signs removed.
- b. Election Signs relating to a Municipal Election shall not be erected or displayed more than 45 days before the Municipal Election (Nomination Day).
- c. Election Signs relating to a federal or provincial election shall not be erected or displayed until the day that the writ of election is issued.

THE CORPORATION OF THE TOWNSHIP OF TARBUTT By-Law 2022 - \Z

A BY-LAW AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE TOWNSHIP OF TARBUTT, AND TO REPEAL AND REPLACE BY-LAW 2022 - 3.

WHEREAS the provisions of subsection 407 (1) of the Municipal Act, S.O. 2001, c.25, as amended, permits a municipality to authorize temporary borrowing until the taxes are collected and other revenues are received, of the amount Council considers necessary to meet the current expenditures of the municipality for the current year; and

WHEREAS the total amount borrowed at any one time, plus any outstanding amounts of principal borrowed and accrued interest, except with the approval of the Ontario Land Tribunal, is limited;

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF TARBUTT ENACTS AS FOLLOWS:

- At any time during a fiscal year, the Head of Council and the Treasurer may authorize temporary borrowing until the taxes are collected and other revenues are received, of the amount Council considers necessary to meet the current expenditures of the municipality for the year, including amounts required in the year.
- The Head and the Treasurer are authorized on behalf of the Municipality to borrow from time to time by way of promissory note or bankers' acceptance from CANADIAN IMPERIAL BANK OF COMMERCE ('CIBC') a sum or sums not exceeding in the aggregate \$90,000.00 to meet, until taxes are collected, the current expenditures of the Municipality for the year (including the amounts required for the purposes mentioned in subsection 407 (1) of the Act) and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the Corporate Seal of the Municipality and signed by the Head and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC.
- All sums borrowed pursuant to this By-law, as well as all other sums borrowed pursuant to the Act in this year and in previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
- 3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the monies collected or received on account in respect to taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
- 4. The Treasurer is authorized to provide to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.

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Lennox Smith, Mayor

Carol Trainor, Clerk

READ AND PASSED IN OPEN COUNCIL THIS EIGHTEENTH DAY OF MAY, 2022.

THE CORPORATION OF THE TOWNSHIP OF TARBUTT BY-LAW 2022 – (3 A BY-LAW TO SET THE RATES OF TAXATION FOR THE YEAR 2022.

WHEREAS Section 9 of the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS pursuant to Section 8 (1) of the *Municipal Act*, the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate to enhance the municipality's ability to respond to municipal issues; and

WHEREAS Council passed By-law 2022 - 02 in accordance with Section 308 (5) of the *Municipal Act* which established the Tax Ratios to be used by the Township; and

WHEREAS Tax Rates to be used by single tier municipalities to determine the amount of taxes to be raised for the Education Levy have been set by the Province;

NOW THEREFORE be it hereby enacted by the Council of The Corporation of The Township of Tarbutt as follows:

- 1. That, for the year 2022, the estimate of all sums required for municipal purposes is as set forth in Schedule "A" attached hereto and forming part of this By-law.
- 2. That, for the year 2022, there shall be levied and collected upon the assessments in each property class, the rates of taxation as contained in Schedule "B", attached and forming part of this By-law.
- 3. In calculating the 2022 taxes as authorized herein, the Treasurer shall reduce the taxes by the interim amount billed as per Section 312 of the *Municipal Act*. The balance of the property taxes shall become due in two instalments payable August 31, 2022 and October 31, 2022.
- 4. A penalty shall be imposed for non-payment of taxes on the due date, at the rate of 1.25% of the amount due on the first day of default and on the first day of each calendar month thereafter in which default continues.
- 5. After December 31, 2022, the Treasurer shall add interest at the rate of 1.25% per month on all taxes due and unpaid.
- 6. The Treasurer is hereby instructed to mail, or cause to be mailed, the notices of taxes due to the address of the residence or place of business of the person to whom such as notice is required to be given, as it appears in the last revised Assessment Roll for The Township of Tarbutt.

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- 7. Taxes shall be payable to The Corporation of The Township of Tarbutt at 27 Barr Road South, Desbarats, Ontario P0R 1E0 or through internet or telephone banking with most Canadian financial institutions.
- 8. The Treasurer may accept part payment on account of any taxes due from time to time, and apply such payments to outstanding balances.
- 9. The Treasurer is hereby authorized to adjust the billing schedule in order to comply with provincial legislation or regulations, if required, which may be received subsequent to the passing of the By-law.
- 10. This By-law shall take effect on the date of passing.

READ A FIRST AND TAKEN AS READ A SECOND AND THIRD TIME and finally passed this Eighteenth day of May, 2022.

Lennox Smith, Mayor
Carol O. Trainor, Clerk

The Township of Tarbutt 2022 Approved Budget Schedule 'A' To By-law 2022-

	EXCLUDING EDUCATION	
REVENUE		_
Tax Levy	¢	1 022 495 60
Payments in Lieu of Taxes/Railway	\$ \$	1,033,485.60
Provincial Grants		3,410.25
Federal Grants	\$	467,711.88
Shared Services Cost Recovery	\$	35,971.78
Fees and Charges	\$	131,264.96
Other/Misc. Income	\$	77,950.00
TOTAL REVENUE	\$	46,218.58
TOTAL REVENUE	\$	1,796,013.05
EXPENSES - OPERATING		
General Government	\$	396,952.20
Protection to Person and Property	\$	170,172.41
Transportation	\$	306,710.54
Environmental	\$	217,041.60
Social and Family Services	\$	338,691.00
Health Services	\$	35,484.00
Recreation and Cultural Services	\$	39,035.94
Planning and Development	\$	30,150.00
TOTAL OPERATING EXPENSES	\$	1,534,237.69
LOANS AND INTEREST PAYMENTS		
2020 Western Star Truck	\$	52,329.82
TOTAL LOANS AND INTEREST PAYMENTS	\$	52,329.82
CAPITAL EXPENSES		
Parks Improvements - WI Park GLLAF	œ	4 000 00
COVID Capital - Restart	\$	4,000.00
COVID Capital - Active Transportation Hub - ICIP	\$	33,000.00
Capital - Roads	\$	60,913.00
Landfill - Ramp Rebuild	\$	412,285.76
TOTAL CAPITAL EXPENSES	\$	50,000.00
TOTAL CAPITAL EXPENSES	\$	560,198.76
LESS: TRANSFERS TO RESERVES AND RESERVE FUNDS		
TOTAL TRANSFERS TO RESERVES AND RESERVE FUNDS	\$	
ADD: TRANSFERS FROM RESERVES AND RESERVE FUNDS		
Transfer from Federal Gas Tax Reserve Fund	\$	51,128.22
Transfer from Efficiency Fund (Sand Shed)	\$	200,000.00
Transfer from NORDS	\$	64,625.00
Tansfer from Administration - Capital Asset Management	\$	2,000.00
Transfer from Covid Capital - Restart	\$	
TOTAL TRANSFERS FROM RESERVES AND RESERVE FUNDS	\$	33,000.00
	Ψ	350,753.22
NET SURPLUS OR DEFICIT	\$	0.00

The Township of Tarbutt 2022 Tax Rate Sumary Schedule 'B' To By-law 2022-

	General Tax Rate	Education Tax Rate	Total Tax Rate	
RESIDENTIAL	0.01048485	0.00153000	0.01201485	
FARMLAND - OCCUPIED	0.00262121	0.00038250		
COMMERCIAL - OCCUPIED	0.01697602	0.00880000	0.02577602	
COMMERCIAL - EXCESS LAND	0.01188321	0.00880000	0.02068321	
COMMERCIAL - VACANT LAND	0.01188321	0.00880000	0.02068321	
INDUSTRIAL - OCCUPIED	0.01905412	0.00880000	0.02785412	
INDUSTRIAL - EXCESS LAND	0.01238518	0.00880000	0.02118518	
INDUSTRIAL - VACANT LAND	0.01238518	0.00880000	0.02118518	
MANAGED FOREST	0.00262121	0.00038250	0.00300371	