



**THE TOWNSHIP OF TARBUTT**  
**Council Meeting Agenda**  
**Wednesday, June 15, 2022 at 6:00 pm**  
**Township Council Chambers, 27 Barr Road S.**

**1. CALL TO ORDER**

**2. DISCLOSURES OF PECUNIARY INTEREST**

**3. PREVIOUS MINUTES**

1-8

a. Minutes of the Regular Council meeting held May 20, 2022

**4. DEPUTATIONS / PRESENTATIONS**

**5. FINANCIAL STATEMENTS**

9-14

a. Financial Statements for the month of April, 2022

**6. STAFF AND COMMITTEE REPORTS**

15-17

a. Road Superintendent Verbal Update

18-19

b. Application for Consent, No. T2022-07a and 07b, (Karhi)

20-23

c. Treasurer's Report: Asset Management Planning, Phase 1 of 3

24-27

d. Draft Employee Compensation Policy and Salary Grid

28-32

e. Draft Signage By-law

f. Blue Box Transition

g. Clerk's Report (under separate cover)

**7. BY-LAWS**

33-38

a. By-law to Amend By-law 2020-4, Trailer Licensing By-law

39-43

b. By-law to Establish the regulation of Signs and Advertising Devices

44

c. By-law to Establish the Employee Compensation Policy and Salary Grid

d. By-law to provide public notice to reduce the speed limit (to be tabled)

**8. INFORMATION/ CONSENT AGENDA**

45

Correspondence items a. through g. dated June 15, 2022

**9. OTHER BUSINESS**

**10. CLOSED SESSION**

**11. CONFIRMATION BY-LAW**

**12. ADJOURNMENT**



**THE TOWNSHIP OF TARBUTT**  
**Council Meeting**  
**Wednesday, May 18, 2022 at 6:00 pm**  
**Township Council Chambers, 27 Barr Road S.**

Present: Lennox Smith, Mayor  
Ursula Abbott  
David Farrar  
Darren McClelland  
Ruth Wigmore

Staff: Cherie Mahoney, Treasurer  
Mike Pigeon, Road Superintendent  
Carol Trainor, CAO/Clerk

Guest: JP Stefanizzi, Auditor

**1. CALL TO ORDER**

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

**2. DISCLOSURES OF PECUNIARY INTEREST**

**3. DEPUTATIONS / PRESENTATIONS**

- a. JP Stefanizzi, Stefanizzi Professional Corporation  
Re: 2021 Audited Financial Statements

Mr. Stefanizzi presented Council with the draft audited financial statements for review, along with the Township's Management letter and financial indicator review. He advised that it is his opinion that the Township is in good hands and Council is making sound decisions to lead the Township into a healthy financial future. He added that the process to access the information needed for the 2021 audit was professional and staff were very organized which made the audit process go very well.

The Balance Sheet shows a good decrease in the taxes receivable and staff will continue to work with property owners toward reducing this amount. The liability of the landfill and potential closure was discussed with a suggestion that the actuarial report being utilized may not be an accurate reflection of the remaining life of the landfill or an accurate picture of potential lifespan, closure and post closure costs.

C. Mahoney circulated a comparison of the Township's tax rate from 2021 to 2022.

Sustainability indicators show that the Township is exactly in target ranges for taxes receivable, net financial assets, reserves and cash ratio to meet short term obligations.

Resolution No: 2022 – 50  
Moved by: R. Wigmore

Seconded by: U. Abbott



Be it resolved that the presentation from JP Stefanizzi on the draft audited financial statements for the year ending 2021 be received as circulated.  
Carried

#### **4. PREVIOUS MINUTES**

- a. Minutes of the regular Council meeting held on April 20, 2022; and  
Minutes of the special Council meeting held on April 28, 2022.

Resolution No: 2022 – 51

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the minutes of the regular Council meeting held April 20, 2022, and the special Council meeting held on April 28, 2022 be adopted as circulated.

Carried

#### **5. FINANCIAL STATEMENTS**

- a. Financial Statements for the month of April, 2022

C. Mahoney noted a typo on the Roads statement for Champion shop supplies which should read \$343.52.

Resolution No: 2022 – 52

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the Financial Statements for the month of April, 2022 be approved.  
Carried.

- b. Adoption of the 2022 Budget

Resolution No: 2022 – 53

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that 2022 Budget for The Township of Tarbutt be approved as presented with a 0% tax increase.

Carried

#### **6. STAFF AND COMMITTEE REPORTS**

Road Superintendent Mike Pigeon advised that the ramp to the scrap bin and non household waste bin has been reconfigured according to the direction of Johnson Township. He expressed concerns that the arrangement of the bins will make snow removal very difficult. Council discussed the arrangement with Johnson Township for Puddingstone Road, and whether to continue beyond the end of 2022. Council felt that a meeting with Johnson council was required to discuss areas of mutual concern and responsibility for the landfill.

Work on the Active Transportation Hub continues with the installation of the bike maintenance station and removal of fencing in the yard. Complaints about a tractor trailer being parked at the hall overnight are to be addressed by the Road Super.



a. Tender Results – Lakeshore Drive Widening

The Clerk noted that only one bid was received for the road widening project despite being advertised through the SSM Construction Association for three weeks. The bid provided is within the allocated budget for this project.

Resolution No: 2022 – 54

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the Bid Summary for the Lakeshore Road Widening RFP project be received; and

That Council accept the sole bid from Karhi Contracting in an amount not to exceed \$47,932.50; and

That staff be authorized to proceed to have the work completed by July 1, 2022.

Carried

b. Tender Results – Sand Shed

The Clerk advised that two bids were received for this project; the first was significantly higher than the second but did not include the asphalt component. The second bid was complete for all three portions and was lower, using the Calhoun tarp structure. A third bid was received for asphalt only but was not received after the deadline.

Resolution No: 2022 – 55

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the bid summary for the Sand Shed RFP project be received; and  
That Council accept the low bid submitted by Karhi Contracting in the total bid amount of \$161,286 for three stages of the project; and

That staff be authorized to proceed to have the work completed no later than August 31, 2022.

Carried

c. Landfill Service Contracts

The Treasurer addressed the increased costs due to the frequency of the household waste being emptied. When the bunker was in use there was no way to measure the amount but now that it is being compartmentalized into bins it is clear that the amount of household waste being produced exceeds the capacity of the bins. Council and the Landfill Committee may consider other options to reduce the amount of garbage, and to further encourage recycling.

Resolution No: 2022 – 56

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the information from the Treasurer regarding the cost of hauling waste from the landfill site be received, and that these amendments be accepted as part of the 2022 budget.

Carried



d. Planning Board Reports

- T2022 – 06, McKnight Road (Karhi)

Resolution No: 2022 – 57

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the report from the Administrative/Planning Assistant regarding the proposed severance on McKnight Road, application T2022-06, be received; and

That the Desbarats to Echo Bay Planning Board be advised that Council has no objection to the application to sever, subject to the provisions of Tarbutt Zoning By-law 10-85, the Ontario Building Code and other applicable legislation; and

That the Township receive up to 5% cash-in-lieu of Parkland for the severed portion; 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.

Carried

- T2022 – 08, Creek Road (Waugh)

Resolution No: 2022 – 58

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the report from the Administrative/Planning Assistant regarding the proposed severance on Creek Road, T2022-08, be received; and

That the Desbarats to Echo Bay Planning Board be advised that Council has no objection to the application to sever, subject to the provisions of Tarbutt Zoning By-law 10-85, the Ontario Building Code and other applicable legislation; and

That the Township receive up to 5% cash-in-lieu of Parkland for the severed portion; 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.

Carried

e. Clerk's Report

Staff noted some concerns with the existing trailer by-law and Council agreed to consider amendments to reflect that the permit is in effect for the calendar year, and to confirm that two dwelling units on a property contradicts the Zoning By-law.

Resolution No: 2022 – 59

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the report from the CAO/Clerk dated May 18, 2022 be received; and

That Tarbutt Council agrees that the Wednesday hours of the Share Shed will be 12 to 5 year round; and



That a letter be sent to the other municipalities within the Planning Board regarding utilization of the Planning Assistant for non planning board purposes; and  
That the Trailer By-law 4-2020 be amended as discussed.

Carried

f. Summer Employment

Resolution No: 2022 – 60

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the Clerk regarding the summer position be received; and

That Council approves the staff recommendation to offer the summer position to Adam Robinson beginning after the long weekend in May, running until the last week of August.

Carried

g. Election Sign Policy, Other Signage Requirements

The Township office has received a few enquiries lately from people wishing to post signs advertising a home business, a special event, or other various things. At this time there is no direction to provide. Council agreed to consider a signage by-law that clarifies under what circumstances signs may be installed.

Resolution No: 2022 – 61

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the draft Election Sign Policy be approved; and

That staff be authorized to prepare a draft signage by-law to regulate the placement of other types of signage in the Township road allowance or on public or private property.

Carried

## 7. BY-LAWS

a. Borrowing By-law

The Borrowing By-law that was passed earlier this year did not contain amounts which specify a maximum amount to be borrowed, which is required by the bank.

Resolution No: 2022 – 62

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2022 – 12 being 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; and

That said by-law be given a first, and taken as read a second and third time and finally passed this Eighteenth day of May, 2022.

Carried



b. 2022 Tax Rate By-law

Resolution No: 2022 – 63

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that leave be granted to introduce By-law 2022 – 13, being a By-law to set the rates of Taxation for the year 2022; and

That said by-law be given a first, and taken as read a second and third time and finally passed this Eighteenth day of May, 2022.

Carried

**8. INFORMATION/ CONSENT AGENDA**

1. Letter from the Association of Municipalities of Ontario (AMO)  
Re: Firefighter Certification
2. Letter from the Multi-Municipal Wind Turbine Working Group  
Re: Request to implement setbacks for wind turbines due to noise and public safety
3. Letter dated May 2 from Ontario Solicitor General Sylvia Jones  
Re: Provincial Animal Welfare Services Act (PAWS) Update to keep animals safe
4. Letter dated May 2, 2022 from Ontario Solicitor General Sylvia Jones  
Re: Central Algoma Community Safety and Well Being Plan accepted
5. Resolution from The City of Thorold  
Re: Enacting sanctions on Russian products to protest the war in Ukraine

Resolution No: 2022 – 63

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that correspondence items 1 through 5 on the consent agenda dated May 18, 2022 be received; and

That Council supports the resolution from the Multi Municipal Wind Turbine Working Group regarding setbacks; and from the City of Thorold regarding sanctions on Russian Products.

Carried

**9. OTHER BUSINESS**

The Clerk noted that a letter of thanks was received from the Dr. Harold S. Trefry Memorial Centre regarding the donation to support programs.

CAFC has provided three red maple trees to the Township for planting. Staff suggest locating two at the WI Park, and one at the MacLennan Hall to provide shade. The trees planted at the WI park require protection from beavers.

The Clerk provided a report on the FONOM conference which took place May 9 – 11, 2022 in North Bay. A recommendation has been prepared emphasizing the health care crisis in Northern Ontario for consideration.



Resolution No: 2022 – 64

Moved by: D. Farrar

Seconded by: D. McClelland

*WHEREAS a mental health crisis is looming with record high addictions, PTSD and trauma being three times higher in Northern Ontario than anywhere else in Canada; and*

*WHEREAS Northern Ontario residents have less access to health care and a higher rate of health inequity than any other place in Ontario; and*

*WHEREAS physician remuneration in Northern Ontario is inadequate to compete with other, wealthier southern Ontario communities who can provide enhanced recruitment and incentives; and*

*WHEREAS it has been proven that access to medical services brings jobs and other health care professionals to communities, in addition to economic growth, improved health of the population, and attraction of industry; and*

*WHEREAS there is a desperate need for expanded residency programs at the Northern Ontario School of Medicine University NOW for primary care and emergency physicians, as well as paediatricians, anaesthesiologists, psychiatrists, OB/GYN and other specialties, without waiting for Royal College approval which takes roughly 18 months;*

*NOW THEREFORE BE IT RESOLVED THAT the Premier of Ontario and the Minister of Health respond to the requests from the NOSM University and northern Ontario communities to transform Human Health Resource Planning immediately to relieve the health care crisis occurring now, with no doctors, a severe nursing shortage, limited powers of nurse practitioners and lack of access to other health disciplines; and*

*THAT the Province accelerate the approval process so that expanded medical student intake can commence in the fall of 2022; and*

*THAT this resolution be circulated to all Northern Ontario municipalities, ADMA, the Premier of Ontario, the Ontario Minister of Health, Northern Ontario MPP's, and Dr. Sarita Verma, President, Northern Ontario School of Medicine University.*

Carried

## **10. CLOSED SESSION**

## **11. CONFIRMATION BY-LAW**

Resolution No: 2022 – 65

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2022 – 14, being a By-law to confirm the proceedings of the Council meeting held May 18, 2022.

Carried





## 12. ADJOURNMENT

Resolution No: 2022 – 66

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the Council meeting held this Eighteenth day of May, 2022 is hereby adjourned at 9:14 pm to meet again for the regular council meeting to be held June 15, 2022 at 6:00 pm at the Township Office.

Carried

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Lennox Smith, Mayor

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Carol Trainor, Clerk

Item: 5a  
Date: June/22

**TARBUTT GENERAL  
MAY 2022**

| <b>TARBUTT GENERAL REVENUES</b>   |  | <b>Amount</b>    | <b>NOTES</b> |
|---|--|------------------|--------------|
| Taxes   |  | 18,920.96        |              |
| Tax Interest  |  | 814.72           |              |
| <b>TOTAL TAXES AND INTEREST</b>   |  | <b>19,735.68</b> |              |
|   |  |                  |              |
| Photocopy / Phone   |  | 21.00            |              |
| Trailer Permit  |  | 1,500.00         |              |
| Building Permits  |  | 2,758.00         |              |
| Dog tags  |  | 45.00            |              |
| Civic Address Sign & Entrance Permits   |  | 140.00           |              |
| Tax certificates  |  | 50.00            |              |
| NORDS - Provincial Grant 2022-23 allocation                                   |  | 64,626.66        |              |
| Parkland - Cash in Lieu (Set aside for future use)                            |  | 1,118.84         |              |
| Planning board - Reimbursement  |  | 22.60            |              |
| Miscellaneous - (Election Notification shared cost from other Municipalities) |  | 97.80            |              |
|   |  |                  |              |
| <b>TOTAL CASH BOOK RECEIPTS</b>   |  | <b>70,379.90</b> |              |
| <b>GRAND TOTAL REVENUES</b>   |  | <b>90,115.58</b> |              |

| <b>TARBUTT GENERAL EXPENSES</b>   | <b>Cheque</b> | <b>Amount</b> | <b>NOTES</b> |
|---|---------------|---------------|--------------|
| Admin Payroll+Planning board to reimburse(3636-39,63-64,67,69,70,3709-11)       |               | 12,036.23     |              |
| Council Honourariums (3689-93,3700-4)   |               | 2,845.69      |              |
| Receiver General - Admin/ Council Portion - April                               | 3662          | 4,691.90      |              |
| Omers - April contributions   | 3665          | 2,723.00      |              |
| CFDC - Employee Benefits  | 3634          | 1,231.46      |              |
| Island Clippings - election notices (shared cost with other municipalities)     | 3644,87       | 264.57        |              |
| North Shore Sentinel - election notices (shared cost with other municipalities) | 3688          | 7,091.21      |              |
| 17E Trading Post - misc office  | 3682          | 24.32         |              |
| Staff mileage, per diem, phone & misc.(3641,46,96,3708,22)                      |               | 830.46        |              |
| Tulloch - Building Inspector April, 1 permit, 7 consultations                   | 3683          | 244.22        |              |
| Algoma District Services Admin Board - May Levy                                 | 3651          | 28,224.25     |              |
| Minister of Finance - Policing March  | 3661          | 7,827.00      |              |
| Dr. HS Trefry Centre - Donation   | 3652          | 5,000.00      |              |
| CASS - Gr. 8 & 12 Grad Donation   | 3658          | 300.00        |              |
| Adobe - Group plan + (2 individual cancelled May, this billing is March)        | VISA          | 104.76        |              |
| Zoom - monthly subscription   | VISA          | 40.70         |              |
| David MacDonald - 1/4 ly Emergency Mngmt  | 3680          | 300.00        |              |
| Ontario Tax Sales - Tax sale listing, recovered from proceeds                   | 3694          | 483.36        |              |
| Bell Mobility - Internet  | VISA          | 135.15        |              |
| Bell Canada   | VISA          | 290.04        |              |
| Superior Propane - April usage office   | 3642          | 1,077.31      |              |
| Accountant, Superior Court of Justice - Tax sale                                | 3705          | 108,843.09    |              |
| Algoma Office Equipment - Photocopier lease + usage                             | 3713          | 102.33        |              |
| Animal Control  | 3643          | 200.00        |              |
| EncompassIT -Starlink & misc parts for set up                                   | 3725          | 155.69        |              |
| Caretaker   | 3726          | 343.15        |              |
| Algoma Power - April usage  | EFT           | 198.84        |              |
| Amazon -Misc office   | VISA          | 37.55         |              |
| Starlink - Covid expense  | VISA          | 152.64        |              |
| Postage   | VISA          | 68.68         |              |

|                                    |  |                     |  |
|------------------------------------|--|---------------------|--|
|                                    |  |                     |  |
| <b>TOTAL OPERATING EXPENSES</b>    |  | <b>185,867.60</b>   |  |
|                                    |  |                     |  |
| <b>GENERAL EXPENSES</b>            |  | <b>185,867.60</b>   |  |
| <b>ROADS EXPENSES</b>              |  | <b>56,782.01</b>    |  |
| <b>LANDFILL EXPENSES</b>           |  | <b>21,729.85</b>    |  |
| <b>FIRE EXPENSES</b>               |  | <b>9,088.02</b>     |  |
| <b>HALL EXPENSES</b>               |  | <b>5,670.83</b>     |  |
|                                    |  |                     |  |
| <b>GENERAL REVENUE</b>             |  | <b>90,115.58</b>    |  |
| <b>ROADS REVENUE</b>               |  | <b>-</b>            |  |
| <b>LANDFILL REVENUE</b>            |  | <b>40,078.83</b>    |  |
| <b>FIRE REVENUE</b>                |  | <b>-</b>            |  |
| <b>HALL REVENUE</b>                |  | <b>1,538.33</b>     |  |
|                                    |  |                     |  |
| <b>TOTAL EXPENSES</b>              |  | <b>279,138.31</b>   |  |
| <b>TOTAL REVENUE</b>               |  | <b>131,732.74</b>   |  |
| <b>TOTAL REVENUE LESS EXPENSES</b> |  | <b>- 147,405.57</b> |  |

| TARBUTT ROADS STATEMENT  |               |                  |  |
|--|---------------|------------------|--|
| MAY 2022   |               |                  |  |
| <b>ROADS REVENUES:</b>   |               | <b>Amount</b>    |  |
|  |               |                  |  |
|  |               |                  |  |
|  |               |                  |  |
| <b>TOTAL REVENUES</b>  |               | <b>-</b>         |  |
|  |               |                  |  |
| <b>ROADS OPERATING EXPENSES</b>                                | <b>Cheque</b> | <b>Amount</b>    |  |
| Roads Payroll - (3639,40,66,67,3706-7)                         |               | 8,046.33         |  |
| CFDC - Employee benefits                                       | 3634          | 1,108.88         |  |
| Omers-April contributions                                      | 3665          | 1,745.96         |  |
| Receiver General -April remittance                             | 3662          | 2,671.50         |  |
| Superior Propane - April usage                                 | 3642          | 1,077.31         |  |
| Total Tires - Tires F250                                       | 3653          | 1,058.26         |  |
| 17E Trading post - April Gas/ Diesel                           | 3682          | 1,652.47         |  |
| Krown Rust Control - Snow Plow                                 | 3654          | 371.42           |  |
| Traction Heavy Duty - Misc parts for Grader & Misc. shop       | 3655/3673     | 998.26           |  |
| Bell Mobility  | VISA          | 195.48           |  |
| Bell Canada  | VISA          | 65.12            |  |
| Heritage Home Hardware - Misc shop supplies                    | 3656          | 26.95            |  |
| Staff reimburse - Headlamp & Fender & Paint - F150 repair      | 3671          | 367.30           |  |
| Algoma Power - April usage                                     | EFT           | 198.85           |  |
| Brian Cameron - deliver cold patch material                    | 3672          | 203.52           |  |
| Walmart - Water for the garage                                 | VISA          | 7.88             |  |
| Fountain Tire - for Back hoe                                   | 3676,3721     | 1,850.64         |  |
| Kentvale Merchants - Rakes, Oil filters, summer student Helmet | 3685,3724     | 235.97           |  |
| McClelland's Hardware - Misc shop supplies                     | 3686          | 13.20            |  |
| MSC Industrial Supply  | 3697          | 511.72           |  |
| Strongco Equipment - Grader parts                              | 3698          | 130.71           |  |
| Linde - Welder   | 3714          | 2,725.69         |  |
| Nor-Chip Ltd. - Sand Shed Deposit                              | 3720          | 31,518.59        |  |
|  |               |                  |  |
| <b>TOTAL OPERATING EXPENSES</b>                                |               | <b>56,782.01</b> |  |
|  |               |                  |  |
|  |               |                  |  |
|  |               |                  |  |
|  |               |                  |  |
|  |               |                  |  |
|  |               |                  |  |
| <b>TOTAL OPERATING &amp; CAPITAL EXPENSES</b>                  |               | <b>56,782.01</b> |  |
|  |               |                  |  |

| TARBUTT FIRE DEPARTMENT                    |               |                 |       |
|--|---------------|-----------------|-------|
| MAY 2022                                   |               |                 |       |
|  |               | Amount          | NOTES |
| <b>FIRE REVENUES</b>                       |               |                 |       |
|  |               |                 |       |
| <b>TOTAL REVENUES</b>                      |               | -               |       |
|  |               |                 |       |
| <b>FIRE EXPENSES</b>                       | <b>Cheque</b> | <b>Amount</b>   |       |
|  |               |                 |       |
| Algoma Power - April hydro usage           | EFT           | 198.84          |       |
| Quattra - Monthly Dispatch Service         | 3649          | 352.88          |       |
| Bell Mobility                              | VISA          | 84.46           |       |
| Bell Canada                                | VISA          | 31.88           |       |
| Firehall Bookstore                         | 3647          | 218.68          |       |
| PPE Solutions Inc.                         | 3648,78       | 698.89          |       |
| Superior Propane - April usage             | 3660,84       | 1,125.86        |       |
| Grainger - 6 Cylinder & Valve - Air Tanks  | 3674          | 5,808.44        |       |
| 17E Trading post - April Gas/ Diesel       | 3682          | 550.46          |       |
| McClelland's Hardware - Misc.              | 3712          | 17.63           |       |
|  |               |                 |       |
| <b>FIRE TRAINING EXPENSES</b>              |               | <b>9,088.02</b> |       |
|  |               |                 |       |
| <b>TOTAL FIRE OPERATING &amp; TRAINING</b> |               | <b>9,088.02</b> |       |
| <b>NET EXPENSES</b>                        |               | <b>9,088.02</b> |       |

| MACLENNAN HALL, TARBUTT  |        |                 |       |
|--|--------|-----------------|-------|
| MAY 2022   |        |                 |       |
| REVENUE:   |        | Amount          | NOTES |
| Church Rent  |        | 500.00          |       |
| Algoma Power- Solar  |        | 1,038.33        |       |
|  |        |                 |       |
| <b>TOTAL REVENUES</b>  |        | <b>1,538.33</b> |       |
|  |        |                 |       |
| OPERATING EXPENSES   | Cheque | Amount          |       |
|  |        |                 |       |
| Algoma Power - April hydro usage   | EFT    | 341.33          |       |
| Johnson Township - reimburse Algoma Power                                  | 3624   | 567.28          |       |
| Receiver General - April   | 3662   | 61.33           |       |
| Bell Canada - Landline   | VISA   | 58.91           |       |
| Caretaker  | 3726   | 309.00          |       |
| 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  | 3681   | 63.13           |       |
| Testmark Laboratories - water sample                                       | 3679   | 35.62           |       |
| North Shore Handyman - fix siding at the Hall                              | 3612   | 396.86          |       |
| Amazon - Projector - Active Transportation Hub Grant                       | VISA   | 356.15          |       |
| Home Hardware - Lumber -Active Transportation Hub Grant                    | 3675   | 57.96           |       |
|  |        |                 |       |
|  |        |                 |       |
| <b>OPERATING EXPENSES</b>  |        | <b>6,481.80</b> |       |
|  |        | -               |       |
| <b>TOTAL OPERATING EXPENSES</b>  |        | <b>5,670.83</b> |       |
|  |        |                 |       |
| <b>NET EXPENSES</b>  |        | <b>4,132.50</b> |       |

| JOHNSON-TARBUTT LANDFILL                         |         |                    |       |
|--|---------|--------------------|-------|
| MAY 2022   |         |                    |       |
| REVENUE:   |         | Amount             | NOTES |
| Tipping Fees                                     |         |                    |       |
| Johnson Township - Landfill recovery 2021        |         | 40,078.83          |       |
|  |         |                    |       |
| <b>TOTAL REVENUES</b>                            |         | <b>40,078.83</b>   |       |
|  |         |                    |       |
| EXPENSES:  | Cheque  | Amount             |       |
| Landfill - Payroll & Allowance (3727,28,30)      |         | 2,948.34           |       |
| Omers- April contributions                       | 3665    | 606.10             |       |
| Receiver General - April remittance              | 3662    | 855.60             |       |
| McClelland's Hardware                            | 3645    | 7.63               |       |
| G. Hawdon - Signs                                | 3659    | 67.54              |       |
| GFL - Landfill & Recycling depot - April         | 3677    | 13,340.89          |       |
| Karhi - Outhouse pump out / Capital ramp rebuild | 3650,18 | 2,967.37           |       |
| Inverta Corp - Capital, Ramp rebuild             | 3699    | 422.30             |       |
| Algoma Power - April usage                       | 3719    | 514.08             |       |
|  |         |                    |       |
|  |         |                    |       |
| <b>TOTAL OPERATING EXPENSES</b>                  |         | <b>21,729.85</b>   |       |
|  |         |                    |       |
| <b>TOTAL NET EXPENSES</b>                        |         | <b>- 18,348.98</b> |       |



## Report to Council

|       |    |
|-------|----|
| Item: | 6b |
| Date: |    |

**TO:** Mayor and Members of Council

**FROM:** Jared Brice - Administrative/Planning Assistant

**DATE:** June 15<sup>th</sup>, 2022

**SUBJECT:** Desbarats to Echo Bay Planning Board Consent Application(s):  
T2022-07 a & b

### EXECUTIVE SUMMARY:

The Desbarats to Echo Bay Planning Board has received consent application(s) for the creation of two (2) new lots on lands abutting MacLennan Road North (see attached notice and map).

The current Zoning By-law (10-85) designation for the subject lands is Rural and Agricultural. The Official Plan designation(s) for the entire subject lands is Agricultural.

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

### ZONING BY-LAW 10-85 - Minimum Lot Requirements

**Table 1: Minimum Lot Requirements for Zoning By-Law 10-85**

| Agricultural      | Minimum Requirements | Rural             | Minimum Requirements |
|-------------------|----------------------|-------------------|----------------------|
| MIN. LOT FRONTAGE | 45 m                 | MIN. LOT FRONTAGE | 45 m                 |
| MIN. LOT AREA     | 4046 m2 (0.46 ha)    | MIN. LOT AREA     | 1390 m2 (0.126 ha)   |

The proposed severances meet and exceed the minimum zoning requirements. The proposed use for both severed portions is for rural residential purposes. The retained portion will continue to be utilized for agricultural purposes.

### REQUEST FOR CONDTION - TRAVELLED ROAD TO THE TOWNSHIP

These consent application(s) provide an opportunity for Council to respectfully request the conveyance of the travelled portion of MacLennan Road to the Township. If accepted by the Planning Board, the portion of subject property on the north side of the road (0.3 hectares) would be naturally severed. Where possible, it is highly recommended that the Township take ownership of any travelled portions of road in the Township.

### STAFF RECCOMENDATION

Staff recommend:

- That the report from the Administrative/Planning Assistant be received; and
- That Council support the application for consent provided that the Township receive 5% cash in lieu of the value of the severed portion(s) for parkland dedication; and
- That any portion of the travelled road known as MacLennan Road that is located on the subject property be transferred to the Township at the expense of the applicant; and
- That written confirmation from the Township be required to confirm that all outstanding taxes on the subject property have been paid in full prior to final consent being granted.



## NOTICE OF APPLICATION FOR CONSENT

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

**Application No.:** T2022-07 a & b

**Applicant(s):** Jonathan Karhi (Northhorizon Farms Inc.)

**Subject:** MacLennan Road North - Conc 2 Lot 7 PCL 856ACS - Tarbutt Township (see attached map)

**Purpose:** The purpose of these application(s) is to create two new lots of approximately 3.5 hectares & 4.2 hectares, both for residential purposes.

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

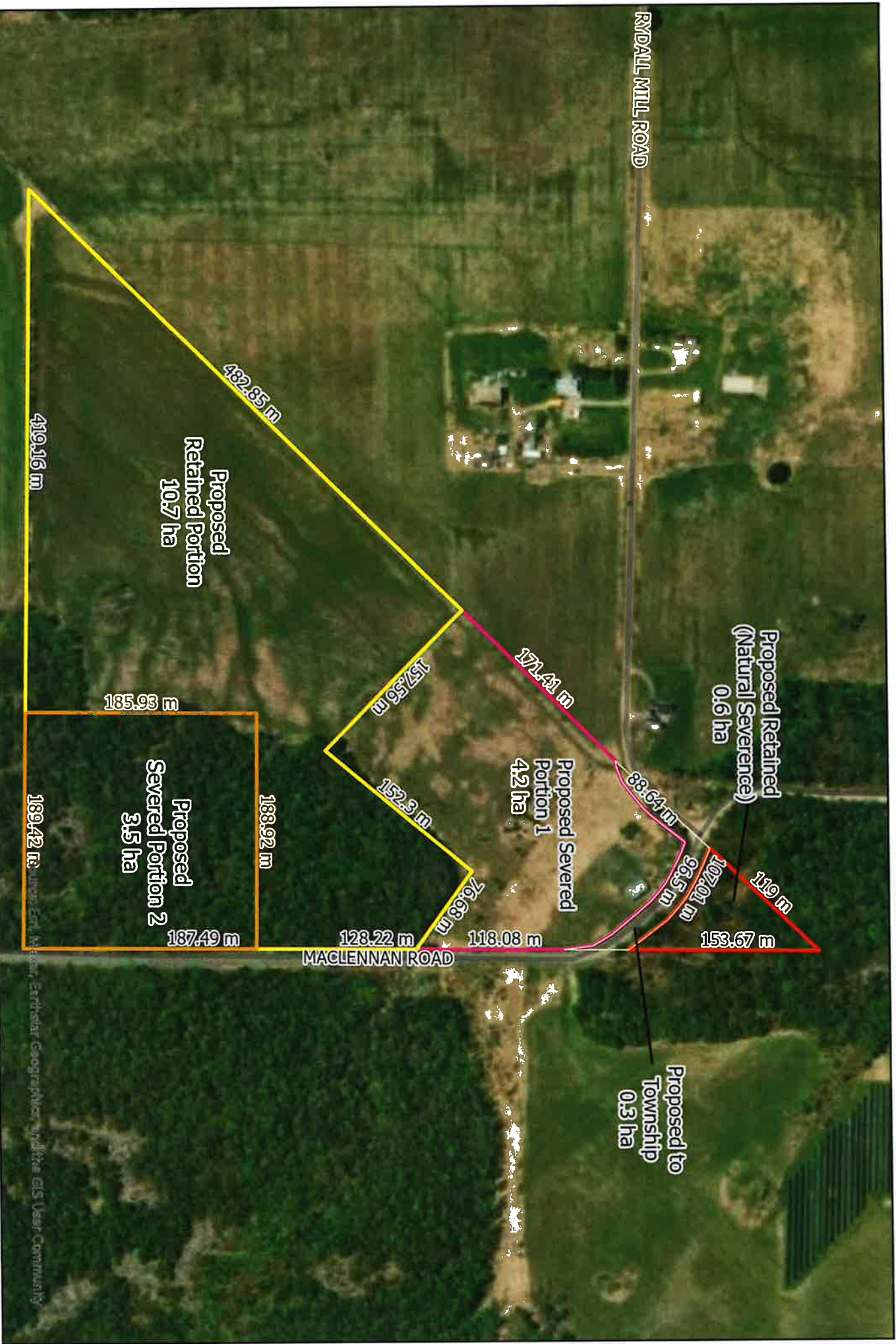
**Need to Make Submissions:** If a person or public body that files an appeal of the decision of the Desbarats to Echo Bay Planning Board as the approval authority, in respect of the proposed consent does not make written submissions to the Board before the Board gives or refuses to give a provisional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

**Planning Board Meeting:** The Planning Board will review the above application(s) at the public meeting on June 28<sup>th</sup> 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(s) are 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.

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DESBARATS TO ECHO BAY PLANNING BOARD  
 Proposed Consent Application(s) - T2022-07 a & b  
 Creation of Two (2) Lots  
 CON 2 LOT 7 856 ACS Tarbutt Twp.

Maps are provided as a courtesy only and the Desbarats to Echo Bay Planning Board makes no 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.



|       |    |
|-------|----|
| Item: | 6c |
| Date: |    |

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

## REPORT TO COUNCIL

Date: Date of Meeting, June 15, 2022  
From: Cherie Mahoney, Treasurer  
Re: Ontario Regulation 588/17, Municipal Asset Management Planning, Phase 1 of 3.

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### BACKGROUND / OVERVIEW

The province has implemented a newly revised regulation for all municipalities to develop an Asset Management Plan.

Phase 1 is due July 1, 2022 (we will be requesting an extension and suspect that the province may offer one as well) and is to include Infrastructure Asset Inventory only (Core Assets) which entails current levels of service, life cycle activities (10 years) and growth assumptions.

This will assist the municipality to lay out a physical and financial plan of how we would propose to maintain and or replace our infrastructure through the building up of reserves to offset future expenditures.

I have consulted with PSD Citywide out of London Ontario and Stefanizzi Professional Corporation out of Sault Ste. Marie.

This Phase does not require any Engineering input, but we will expand and update the 2019 Asset Management Report.

Both proposals are available for your review in the office.

### FINANCIAL IMPACT

I received quotes from both of the above mentioned to complete the first Phase:

Stefanizzi Professional – Current Phase, Core Assets \$22,500 & also gave a quote to cover the remainder of the regulation to include all Assets of \$42,500.

PSD City - Current Phase, Core Assets \$30,500.

I have prepared but not yet submitted a request for this Phase to be drawn from our OCIF (Ontario Community Infrastructure Fund) which can be used for Asset Management and meeting the required regulations without an impact on our current 2022 Budget.

I plan to apply for a grant from FCM (Federation of Canadian Municipalities) for the next Phase that will cover 90% of the cost so that we are not depleting our Infrastructure Funds that are better allocated to maintaining our Assets. We could also fund the remaining 10% from one of our Infrastructure Funds if necessary.



## SUMMARY


Stefanizzi has been preparing for the regulation to be imposed and has done extensive work to prepare a detailed list of our assets that we currently use to prepare our yearly amortization schedules. Stefanizzi's goal is to work with me so that I can continue to manage the assets myself once these regulations have been met and successfully submitted. The end goal of this regulation is to ensure that Municipalities have a handle on their Assets and have a good plan in place to financially manage them and I am confident that Stefanizzi understands the requirements and the financial implications that will be reflected in our Financial Statements and Reserve Fund Management. Stefanizzi is local and will provide me access to all the files and processes that they will be developing.

PSDCitywide is located in London Ontario. They would essentially be taking Stefanizzi's work and uploading it into their system to generate the reports required for this Phase. They use a stand alone program that I do not have access to (we can purchase the costly program & I can ask for a quote if requested). This would be third party information that I would then have to tie back into our Financial Statements. Many other municipalities have retained them for their asset management, most have a more extensive inventory list or aren't as far along in the collection of data that Stefanizzi has already prepared for us. These municipalities also wish to have PSD manage their asset requirements indefinitely.

I would like to suggest that we accept Stefanizzi's proposal and allow them to continue on with the work that they have already started for us and accept their request to complete the first phase of the Asset Management Plan regulation. I would like to submit the funding request to OCIF to cover the costs of this Phase and start an application with FCM to cover future costs. I would also suggest that we revisit this decision before embarking on the future Phases with Stefanizzi to ensure that we are all satisfied with the progress. I feel comfortable supporting a local business and growing on the relationships that we have already established. Stefanizzi has the history and familiarity with our township and all of the Assets within it.

## RECOMMENDATION:

Be it resolved that the report from the Treasurer regarding Ontario Regulation 588 /17, Municipal Asset Management Planning, Phase 1 be received; and  
That Council authorize staff to proceed with Stefanizzi Professional Corporation to meet the Phase 1 requirements regarding Ontario Regulation 588/17 and  
That the cost of this project be recovered from the Ontario Infrastructure Fund (OCIF) .

  
Cherie Mahoney, Treasurer



## THE TOWNSHIP OF TARBUTT POLICY AND PROCEDURES

**DEPARTMENT: HUMAN RESOURCES**  
**DATE DEVELOPED: 3 March 2022**

**EMPLOYEE COMPENSATION POLICY**  
**DATE APPROVED:**

### **POLICY:**

The Township of Tarbutt strives to be a leading edge employer with a competitive compensation system that is legally compliant. The Township supports attraction and retention of highly qualified employees and provides for recognition and reward of service and excellent performance.

### **RATIONALE:**

The Township of Tarbutt ensures all employees are appropriately paid in accordance with the requirements of the *Employment Standards Act*<sup>1</sup> and the *Pay Equity Act*<sup>2</sup>. In addition to legislative compliance. The Township of Tarbutt strives to ensure internal equity in pay practices and market competitiveness.

The Township of Tarbutt desires to attract and retain highly qualified and dedicated employees who will contribute to the achievement of the municipality's goals and objectives.

Employee morale, job satisfaction and retention are impacted by compensation. The Township of Tarbutt believes they can attract and retain employees with a compensation system that acknowledges skills, abilities, and qualifications, and ensures advancement in compensation on the basis of excellence in performance demonstrating that the Township values employees.

### **DEFINITIONS:**

|                        |  |
|------------------------|--|
| <b>Compensation</b>    | Compensation includes base pay (expressed in terms of hourly pay or annual salary), overtime pay, and benefits including pension. Accessibility to benefits and pension is defined by the employment relationship as determined by the Township. |
| <b>Full Time</b>       | A full time employee is one who typically works 35 hours per week or more and who may be enrolled in the employer's benefit and pension plan.  |
| <b>Internal Equity</b> | All jobs of comparable value are paid the same regardless of whether they are female, male or gender-neutral job classes.  |

<sup>1</sup> SO 2000, c 41 | *Employment Standards Act, 2000* | CanLII

<sup>2</sup> RSO 1990, c P.7 | *Pay Equity Act* | CanLII

**Market Comparability** All jobs are paid relatively comparable to similar jobs found among municipalities of comparable size in the District of Algoma.

**Part Time** A part time employee is one who typically works less than 30 hours per week, who does not receive or pay into the benefits plan, and who may be a permanent, seasonal or contract employee, depending on the position and any agreement reached with the employer.

**Pay Equity** Pay equity compares the value and pay of different jobs. The *Pay Equity Act* requires employers to pay female jobs at least the same as male jobs if they are of comparable value.

**Permanent** A permanent employee may be full time or part time but the term of employment is expected to be long term and does not have an end date.

**Salary Scale** A scale for each job that denotes an entry level and subsequent levels with job classes (often one position), having seven steps on the scale. The highest step is considered the Job Rate or 100% of the value of the job.

## **PROCEDURE:**

The Salary Grid established by Council shall form the basis of compensation for employees, whether full time, part time, permanent or seasonal. Employees shall be eligible to move to the next step in the salary grid every two years upon satisfactory completion of a Performance Appraisal.

Placement on the salary scale shall be determined based on job requirements, skill sets and experience in a similar position. The classification of a position, i.e. permanent, part time or full time, shall have no bearing on the placement on the salary scale.

## **Performance Appraisal**

1. The Department Head or the Clerk, in the case of a Department Head, will conduct a performance appraisal of their employees once a year on their anniversary date with the input of the Clerk.
2. The Clerk will review the completed performance evaluations for all employees.
3. The Personnel Committee will conduct the performance review appraisal of the Clerk once a year and report to Council.

4. The performance appraisal system will be set up so that it measures and rates all performance indicators of the employee.
5. Approximately six months after the performance appraisal has been completed, the Department Head or the Clerk shall review the progress of the goals set out by the employees whose performance was evaluated.

**Determining Job Value:**

1. The Township of Tarbutt utilizes a gender-neutral job evaluation system to determine job value and which meets legislative requirements for pay equity, and also considers and supports internal equity in compensation.
2. All jobs are reviewed on a regular or annual basis by reviewing and updating position descriptions and by seeking employee input to confirm duties, roles and responsibilities, when required.
3. Results of job evaluation and external compensation information (when being considered), shall form the basis of ongoing compensation system changes.

**Salary Upon Appointment:**

The policy for progression through the steps of the salary grid shall be as follows:

1. Employees will be placed on the appropriate step on the salary scale for their position according to the candidate's education and experience as they relate to the qualifications defined for that position. The Clerk will make the final decision regarding placement.
2. Upon appointment a new employee will typically be placed on step 3 or less unless the employee has significant related experience. Other factors impacting starting wage that should be considered are market competitiveness, which may drive the compensation starting wage to a higher step in order to successfully recruit and retain qualified employees.
3. To determine the appropriate step for placement, the following guidelines are applicable:

**Step 1** of the scale is offered if the candidate meets the minimum qualifications (education and related experience), defined in the job description for the position. Equivalencies of other related work experiences may be considered.

**Step 2** of the salary scale is offered if the candidate has at least two years of experience in a similar role at another municipality.

**Step 3** of the salary scale is offered if the candidate has at least three years of experience in a similar role at another municipality.

**Advancement on Salary Scale:**

1. Employees will be considered for advancement on the salary scale every second year, on the basis of two years of active service and the employee's performance being at a satisfactory level, following the outcome of the performance appraisal.
2. If a new employee begins on Step 1, they may advance to Step 2 at the end of the first year of active service if they have achieved a minimal performance rating of "satisfactory" in all required areas of performance, meaning they are adept and skilled and demonstrate behaviour that supports performance outcomes.
3. The same process noted in item 2. occurs for advancement to any subsequent step, except that advancement on the grid shall be every second year.
4. Once an employee reaches the highest step for their position (Step 7), further increases in pay would occur only if the Township was implementing a cost-of-living increase for all positions, or upon Council's recognition of long service.

**Cost of Living Increases:**

1. The Township of Tarbutt may consider annual cost of living increases following a review of the Consumer Price Index before the end of each year, rate of inflation and the financial status of the Township.
2. If the Township approves cost of living adjustments all job classifications will receive the same amount (same percentage or dollar amount) of adjustment.

**Market Comparison:**

1. The Township of Tarbutt acknowledges that paying employees according to comparably sized municipalities in the District of Algoma will assist the Township to recruit and retain employees.
2. The Township of Tarbutt may, at their discretion, consider the compensation from comparably sized municipalities in the District of Algoma for analysis and comparison to their wages and benefits, striving for industry competitiveness. This comparison is usually done approximately every five years, or more frequently if necessary, such as during unstable times like a pandemic where competition and other work life factors cause instability in recruitment and retention initiatives.

This policy is approved by Council on \_\_\_\_\_, 2022 by Resolution No: 2022 - \_\_\_\_



**THE CORPORATION OF THE TOWNSHIP OF TARBUTT  
BY-LAW 2022 -**

A BY-LAW for the control and regulation of signs or other advertising devices,  
and the posting of notices.

WHEREAS Section 10 (2) of the *Municipal Act*, S.O. 2001, c 25, as amended, provides that a single-tier municipality may pass by-laws respecting structures, including fences and signs; and

WHEREAS it is considered advisable to pass a By-law to regulate and control signs and other advertising devices and the posting of notices within The Township of Tarbutt to ensure they are appropriate in size, number and location; are compatible with their surroundings; are consistent with the planning objectives of the Township; and to ensure that they do not create a visual distraction or safety hazard for pedestrians or motorists; and

WHEREAS the power of the Council of the Corporation of The Township of Tarbutt shall be exercised by By-Law; and

WHEREAS Section 99 (2) of the *Municipal Act*, as amended, provides that all costs and charges incurred by a municipality for the removal, care and storage of an advertising device that is erected or displayed in contravention of a by-law of the municipality are a lien on the advertising device that may be enforced by the municipality under the *Repair and Storage Liens Act*;

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

1. DEFINITIONS

DRAFT

“A Frame”, also known as a Sandwich board, Sidewalk Sign or Portable Sign, means a free standing sign located on but not anchored to the ground, or any sign which is specifically designed or intended to be moved from one location to another and which does not rely on a building or fixed foundation for its support.

“Advertising Device” means any device or object intended to be located on any property or affixed on a building, including signs, flags, banners, pennants, lights, or any object intended for advertising or promotional purposes, and which may be permanent or temporary.

“Billboard” means a poster panel or back light sign that advertises goods, products or services not sold on the lot or premises where the sign is located.

“Clear Zone” means the total roadside border area starting at the edge of the asphalt available for safe use by errant or horse drawn vehicles. The desired width may consist of a shoulder, or a recoverable or non-recoverable slope, the desired width of which is dependent on the class of road and the speed limit.

“Council” means the Council of The Township of Tarbutt.

“Daylighting Triangle” means property sight triangles provided at intersections and other critical areas that provide the traffic with a visible interval, property signs triangles are measured as 15m minimum along the property lines of the intersecting roads.

“Directional Signage” means a fingerboard type sign affixed on a post to provide direction to motorists, and which has been installed by the Township.

“Home Occupation” means a sign which promotes the accessory occupation or use of a residence.

“Permanent Sign” means an affixed advertising device or notice which is used to attract attention to a specific subject matter, and which may be illuminated or non-illuminated.

“Permit” means a Sign Permit issued by The Township of Tarbutt for one or a series of signs to be posted for a specified period of time.

“Portable Sign” means any sign device specifically designed to be moved from one location to another, and which does not rely on a building or fixed foundation for support, commonly known as magnetic signs, A Frame or sandwich board signs.

“Temporary Sign” means any portable or mobile sign which is free standing or mounted on wheels so as to make it transportable, and which is intended for use on a short term basis. Temporary signs may be illuminated or non-illuminated.

## 2. GENERAL PROVISIONS

DRAFT

- a. This By-law shall be administered by The Township of Tarbutt’s employees and officers. Any Township employee may take action to remove incorrectly or illegally placed devices, or devices for which a permit has not been issued.
- b. No sign or advertising device shall be placed on public lands or within the road allowance of a municipally maintained road, placed in the ground or posted to a tree, pole or other structure within The Township of Tarbutt unless a permit has been issued.
- c. Signs exceeding 5 ft (1.5 m) x 8 ft (2.4 m) require approval from the Building Department.
- d. No sign or advertising device shall be placed on private lands within The Township of Tarbutt without the written consent of the registered property owner.
- e. No sign or advertising device shall be affixed to any tree, post, pole or other temporary location without a permit. Any such device shall be removed.
- f. Permits will be issued from the Township office upon submission of the Sign Application Form, attached hereto as Schedule “A”.

- g. No fee shall be charged for the sign permit, however a deposit of \$30 per sign shall be collected at the time the permit is issued to ensure that the signs are removed at the end of the term of issue.
- h. The deposit shall be refunded to the applicant in full once the signs or advertising devices are collected as agreed.
- i. Temporary signs regarding a neighbourhood function, garage sale or like event may be posted without a permit, but must be removed within five (5) days of the event. Failure to remove the sign may result in administrative charges to the property owner.
- j. The Township shall retain the deposit to recoup the cost of collecting and disposing of the signs if the signs or devices are not collected as agreed.
- k. Election signs for federal, provincial or municipal elections shall be exempt from the provisions of this By-law, but shall fall under the requirements of Township of Tarbutt Election Sign Policy.
- l. Directional signage is permitted by business owners to direct the motoring public to their location under the following conditions:
  - The sign or post must not interfere with road maintenance operations or obscure visibility at an intersection, including driveways;
  - No directional sign shall be placed above a street name sign on the same post.
  - Locates will be required prior to the installation of all sign posts;
- m. Home occupation signs shall not exceed 1.8 ft (0.55m) in width and 3.94 ft (1.2m) in height. No part of any sign is to be closer than 3.28 ft (1m) from any property line.
- n. Light from any illuminated sign is to be deflected away from an adjacent residential lot and the path or vehicular traffic.
- o. Signs posted under the *Planning Act* are exempt from the provisions contained herein.
- p. Billboard signs are not permitted on Township roads. Billboards posted on private property must be a minimum of 75.5 ft (23m) from the road allowance. MTO approval is required for the installation of billboard signs along Highway 17 or 548.

### 3. LEGACY CLAUSE

- a. Any sign or advertising device that was in place prior to the passing of this by-law shall be exempt from the requirement to obtain a permit.
- b. Notwithstanding the above clause, any device which is moved, relocated, revised or changes in size, height or dimensions shall be required to have a permit.

#### 4. APPLICATION REQUIREMENTS

The applicant applying for a permit for a permanent sign shall file the following documents with the municipality:

- A site plan detailing the proposed site with all measurements included;
- Completed drawings or photos detailing the proposed sign and construction;
- Any forms and permits issued by other agencies, where applicable;
- An application for sign permit, duly completed and signed by the property owner.

5. THAT any previous by-law or resolution, or any section, clause or policy which conflicts with this by-law be and is hereby repealed.
6. THAT the Clerk shall have the authority and direction to execute administrative amendments as may be required without amending the context of the by-law.
7. THAT this Agreement shall come into force and take effect as of June 15, 2022.

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

---

Lennie Smith, Mayor

---

Carol O. Trainor, Clerk



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

|       |    |
|-------|----|
| Item: | 68 |
| Date: |    |

## REPORT TO COUNCIL

Date: June 15, 2022  
From: Carol Trainor, CAO/Clerk  
Re: Blue Box Transition / Producer Responsible Organizations (**PRO**)

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### BACKGROUND / OVERVIEW

Recycling and "blue box" services will be changing across Ontario over the next few years. By January 1, 2026, all producers (PROs) of plastic, metal, paper and recyclable materials will assume full financial responsibility for the collection and processing of the material and products they produce. This follows on the heels of other materials such as tires, electronics and hazardous special waste which is now the responsibility of those who produce it.

By July 1, 2022, PROs are required to submit a transition plan to the provincial authority, after which they will begin to negotiate with municipalities to transition to full PRO responsibility with a goal to ensure a smooth transition to full producer responsibility, taking this burden out of the hands of municipalities. While municipalities will no longer be primarily responsible for the collection and diversion of these materials from landfill and depot sites, municipalities will continue to support and provide collection opportunities for these materials on behalf of residents and the producers.

At this time there are a number of discussions underway, and the lead PRO, Circular Materials Ontario (CMO), is meant to be reaching out to municipalities asking them to participate in a survey and complete a cost calculator to define the costs of our recycling program. Recycling costs will be based on 2020 costs as reported through the Datacall. Any potential agreement will be based on their offer to provide services based on these costs.

Given the significant increase in costs the Townships of Johnson and Tarbutt have experienced in 2022 due to fuel surcharges and transitioning systems, staff will attempt to secure a contract price that reflects actual, current costs rather than those of two years ago.

Negotiations with PROs will revolved around levels of service, frequency of collection, types of materials collected, customer support, distribution of promotional and educational material, and financial compensation.

### FINANCIAL IMPACT

There is no financial impact at this time while staff continue to be educated and consider options being presented by the PROs, with the assistance of the Continuous Improvement Fund who has been engage to facilitate this process.

Any future financial impact will be shared with Council



## **SUMMARY**

Council is asked to delegate authority to the CAO/Clerk and the Treasurer to negotiate with the PROs, with the involvement of the current contractor in order to meet provincially imposed deadlines. The Landfill Committee and Johnson Township will be kept apprised of negotiations.

## **RECOMMENDATION:**

Be it resolved that the report regarding Blue Box transition to Producer Responsible Organizations (PROs) be received; and

That Council authorize the CAO/Clerk to negotiate agreements with the PROs to transition to the new blue box regulatory framework outlined in O. Reg. 391/21; and

That the CAO/Clerk report back to council on the status of the transition with PROs as negotiations progress.

**Blue Box Transition Schedule:**  
**June 1, 2021**  
**Explanatory Note**

The Ministry of the Environment, Conservation and Parks has finalized a producer responsibility regulation for the Blue Box Program.

The regulation under the *Resource Recovery and Circular Economy Act, 2016* would make producers responsible for the Blue Box Program, including meeting regulated outcomes for providing collection services to local communities, managing blue box materials, and achieving diversion targets to improve diversion, address plastic waste, and recover resources for use in the economy.

The Resource Productivity and Recovery Authority (RPRA) Datacall indicates that municipalities, local services boards and First Nation communities ran 253 local blue box programs in Ontario in 2019 under the Waste Diversion Transition Act, 2016.

The regulation would transition existing blue box services to producer responsibility in three groups between 2023 and 2025 according to the “Blue Box Transition Schedule.” The “Blue Box Transition Schedule” (see page 3) identifies eligible municipalities and local services board areas and the date they are to transition. Producers would be responsible for transitioning communities on or before the dates contained in the schedule.

The first group of Blue Box programs will transfer responsibility of their programs to producers on July 1st, 2023. By December 31st, 2025, producers will be fully responsible for providing Blue Box services provincewide.

At this time, the “Blue Box Transition Schedule” includes municipalities and local services board areas with Blue Box Programs in the Datacall with the Authority.

The ministry developed the “Blue Box Transition Schedule” with a goal of balancing net program costs and materials managed over the three years.

The ministry also considered municipal preferences for the date of transition. The Association of Municipalities of Ontario (AMO) canvassed all municipalities and sought their input on when they would like to transition - as of January 2021, 161 municipalities indicated their preference. To minimize impacts to municipalities, the ministry also considered expiry dates for municipal blue box service contracts and the ability for municipalities to extend current contracts (where this data was available.)

The “Blue Box Transition Schedule” does not assign any municipality a transition date that is earlier than their preference, to minimize the potential for breaking contracts.

To promote economies of scale, the ministry considered geographic continuity when assigning municipalities to a given year. The intent of the groupings is to enable producers to contract for geographic catchments to ensure cost-effective planning and delivery of blue box services over the three years.

The ministry will engage with First Nation communities to assess their preferred timing for transition. The “Blue Box Transition Schedule” will be updated to include First Nation communities based on the outcomes of this engagement.



## **Proposed Transition for the Blue Box Program to new Full Producer Responsibility Program**

As part of the transition from the current blue box program (recycling of paper and packaging) to the full producer responsibility program, the Association for Municipalities in Ontario (AMO) requested each municipality send a resolution for their desired date to transition to the new program. As you may remember, Tarbutt resolution requested to the Province that we would like to transition to the full producer responsibility program by June 1<sup>st</sup>, 2023.

The province has since set out a proposed transition year (between 2023 to 2025) in the regulation for each municipality and Tarbutt Township is shown as transitioning in June of 2025. With the Joint Landfill in mind, Johnson Township transition date is scheduled for December 2025.

This means that the Province will continue to provide funding to Tarbutt up until 2025 using the current Blue Box Program. In 2025 we will be moving to the new full responsibility program.

The initial report has been completed and submitted, as required by the legislation.



**THE TOWNSHIP OF TARBUTT  
BY-LAW 2020 - 4**

**A By-Law to Amend By-law 2020 - 4 being a by-law to  
License Trailers in The Township of Tarbutt.**

**WHEREAS** the Municipal Act, 2001, Section 164 (1) authorizes the Municipality to pass by-laws for the licensing of Trailers within the Municipality; and

**WHEREAS** all properties and structures shall meet the Zone Standards and requirements set out in The Township of Tarbutt Zoning By-law;

**NOW THEREFORE** the Council of the Corporation of The Township of Tarbutt **proposes to amend By-law 4-2020** and all amendments to same, and hereby enacts as follows:

**1. SHORT TITLE**

1.1 This By-Law shall be cited as the ‘Trailer License By-Law’.

**2. DEFINITIONS**

For the purposes of this By-Law, the following definitions shall apply:

- 2.1 **Assessed Trailer** means any trailer located on a property which is assessed under the Assessment Act, **which has had the means of mobility removed and which is considered a permanent structure.**
- 2.2 **Habitation** means a dwelling place or lodgings used for the occupancy, eating, sleeping or living of individuals.
- 2.3 **License** means a Trailer License issued to a property owner by The Township of Tarbutt for seasonal or short term habitation.
- 2.4 **Owner** means the Registered property owner(s) named on the assessment roll.
- 2.5 **Setbacks** means the distance from a structure to each of the property lines of a property.
- 2.6 **Stored Trailer** means any trailer located on the property only for the purpose of sale or storage but shall not include any trailer being used at any time for living, sleeping or eating accommodations of person while located on that property.
- 2.7 **Township or Municipality** shall mean The Corporation of The Township of Tarbutt and shall be defined as the lands and premises within the corporate limits.

2.2 **Trailer** shall mean any vehicle ~~so constructed that it is~~ suitable for being attached to a motor vehicle for the purpose of being drawn or propelled by a motor vehicle, **or which is self propelled**, and is capable of being used for the living, sleeping or eating accommodation of person on a temporary, transient or short term basis, even if the vehicle is jacked up or its running gear is removed. Examples include but are not limited to those trailers commonly referred to as a tent trailer, pop up trailer, a camper trailer, a recreational trailer, a fifth wheel, a bus converted into a motor home or a park model trailer. ~~Does not include trailers that carry livestock or utility trailers.~~ Any trailer having dual purpose of hauling and living is subject to this by-law when used predominantly for the purpose of habitation living.

2.3 ~~Camping Establishments~~ **Trailer Park** means **commercial or recreational** lands used for the parking and temporary use for at least five campsites occupied by tents, motor homes, truck campers and recreation vehicles; for which a fee to occupy a specific space is charged.

### 3. SCOPE

3.1 The owner of land on which a Trailer is situated within The Township of Tarbutt shall be responsible for obtaining a **Trailer** License from the Municipality, unless an exemption under Section 4 of this By-law is applicable.

3.2 **The owner of a trailer who is not the registered property owner shall not be eligible to obtain a permit without the written consent of the owner.**

3.3 **An Application for Trailer License shall be accompanied by a site plan showing the size of the subject property, and the size, dimensions and setbacks for any structures on the property, including trailers.**

3.4 No license shall be issued unless the prescribed **annual** fee has been paid.

3.5 ~~Any trailer that is used for more than seven (7) days per year must be connected to services for septic and grey water. If not hooked in~~ The owner of the property must provide proof of disposal of septic and grey water and/or the installation of a privy will be required.

### 4. EXEMPTIONS

4.1 A Trailer **that is stored on a property and not used** shall not require a permit.

4.2 Trailers situated within a licensed Trailer Park shall not require a license.

4.3 **No permit is required for a trailer if it is included as a structure in the assessment of the property, being an Assessed Trailer.**

- 4.4 ~~Where a Building Permit has been issued by the Chief Building Official, a~~ A Trailer may be temporarily located on the property while a Building Permit for a dwelling is in effect, ~~and which~~ Trailer shall be ~~exempt, if promptly~~ removed at the expiration of the Building Permit.
- 4.5 A livestock or utility trailer shall not require a license. Any trailer having dual purpose of hauling and ~~living~~ habitation is subject to this by-law when used predominantly for the purpose of ~~living~~ habitation.
- 4.6 Trailers used for a ~~family reunion or social event~~ short term, weekend or once per year event shall not require a permit; however, the property owner ~~proponent of the event~~ shall notify the Township prior to the event advising of the time period of the event and the number of Trailers expected. If the Trailers are to be used for a period of more than five (5) days the proponent shall notify the Municipality of plans ~~what efforts~~ to address sewage and grey water disposal, ~~and also shall ensure that there is sufficient parking for trailers and vehicles without obstructing any travelled road.~~

## 5. LICENSE FEES

- 5.1 The license fee for each trailer on a property shall be \$500.00 per year, ~~—The fee shall be applicable for the calendar year from January 1 until December 31 each year. a period of not more than 364 days.~~
- 5.2 The license fee is payable in advance of the term.
- 5.3 The license fee is imposed upon the owner of the property on which the Trailer is located. If the owner fails to make payment of the license fee in any year, the fee shall be deemed overdue and such license fees shall be collected in like manner as Municipal Taxes.
- 5.4 Any violation of this by-law shall result in the withholding of a future permit until such violation has been addressed.

## 6. VALIDITY

- 6.1 If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than the section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all the remaining sections, clauses or provisions of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions therefore shall have been declared to be invalid.

## 7. EFFECTIVE DATE

- 7.1 This By-law shall come into effect on the date of the third and final reading and it being

passed in open council.

READ A FIRST TIME ON THE \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ A SECOND AND THIRD time and finally passed in open Council this AND PASSED  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

\_\_\_\_\_  
Lennox Smith, Mayor

\_\_\_\_\_  
Carol Trainor, Clerk

**THE TOWNSHIP OF TARBUTT  
APPENDIX "A" TO BY-LAW 4-2020  
TRAILER PERMIT APPLICATION**

Property Owner: \_\_\_\_\_

Primary Residence Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ e-mail: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Proposed Trailer Location: Lot: \_\_\_\_\_ Plan/Conc #: \_\_\_\_\_

Occupancy date: \_\_\_\_\_ Year: \_\_\_\_\_

Make of Trailer: \_\_\_\_\_ Model: \_\_\_\_\_

Serial Number: \_\_\_\_\_ License Plate: \_\_\_\_\_

Number of Persons to be accommodated: \_\_\_\_\_

If the Owner is not the occupant, name of occupant: \_\_\_\_\_

A Site Plan of the property is to be attached to this application showing the following:

- Property shape and dimensions
- The position and location of the Trailer on the site including setbacks from all property lines, distance from other buildings, distance from the high water mark, roads, fencing and any water courses on the property. Minimum setbacks apply to all structures.
- Location of well and septic system, if applicable
- Parking and entrances

Sample site plan on reverse.

Please describe what provisions have been made for:

Septage/waste disposal: \_\_\_\_\_

Disposal of grey water: \_\_\_\_\_

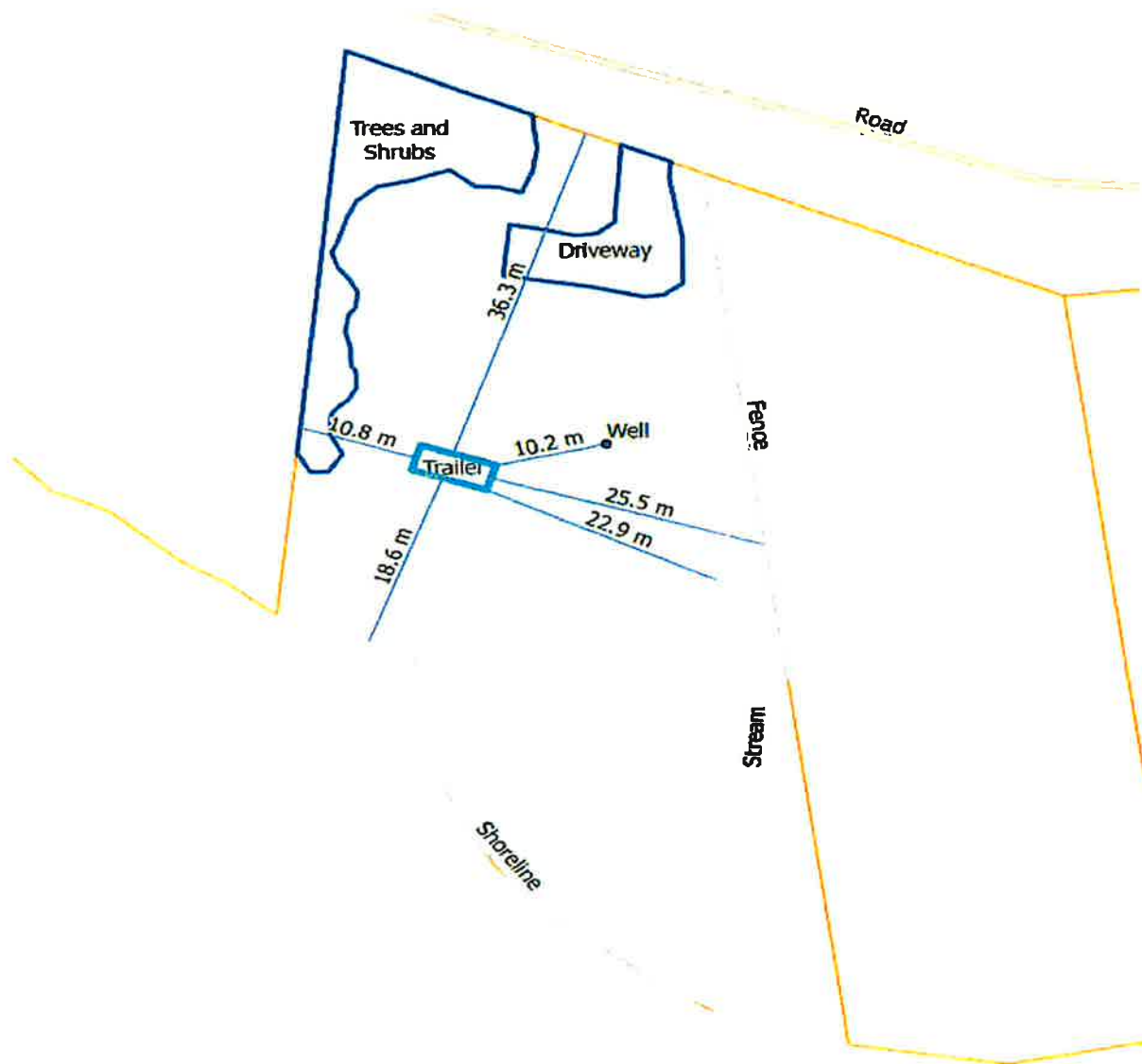
Garbage disposal and recycling: \_\_\_\_\_

Electricity and/or heat, if applicable: \_\_\_\_\_

By signing this application, I \_\_\_\_\_, the owner of the above noted property do hereby agree to abide by the provisions and conditions set out in By-law 4-2020.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Sample Site Plan for Trailer



Sample only: your property may not have all of these features, but this site plan is intended to demonstrate the distances and setbacks to be shown. Please include any other structures or features and the distance from the trailer. A hand drawn site plan will be accepted.

**THE CORPORATION OF THE TOWNSHIP OF TARBUTT  
BY-LAW 2022 -**

**A BY-LAW for the control and regulation of signs or other advertising devices, and the posting of notices.**

WHEREAS Section 10 (2) of the *Municipal Act*, S.O. 2001, c 25, as amended, provides that a single-tier municipality may pass by-laws respecting structures, including fences and signs; and

WHEREAS it is considered advisable to pass a By-law to regulate and control signs and other advertising devices and the posting of notices within The Township of Tarbutt to ensure they are appropriate in size, number and location; are compatible with their surroundings; are consistent with the planning objectives of the Township; and to ensure that they do not create a visual distraction or safety hazard for pedestrians or motorists; and

WHEREAS the power of the Council of the Corporation of The Township of Tarbutt shall be exercised by By-Law; and

WHEREAS Section 99 (2) of the *Municipal Act*, as amended, provides that all costs and charges incurred by a municipality for the removal, care and storage of an advertising device that is erected or displayed in contravention of a by-law of the municipality are a lien on the advertising device that may be enforced by the municipality under the *Repair and Storage Liens Act*;

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

**1. DEFINITIONS**

“A Frame”, also known as a Sandwich board, Sidewalk Sign or Portable Sign, means a free standing sign located on but not anchored to the ground, or any sign which is specifically designed or intended to be moved from one location to another and which does not rely on a building or fixed foundation for its support.

“Advertising Device” means any device or object intended to be located on any property or affixed on a building, including signs, flags, banners, pennants, lights, or any object intended for advertising or promotional purposes, and which may be permanent or temporary.

“Billboard” means a poster panel or back light sign that advertises goods, products or services not sold on the lot or premises where the sign is located.

“Clear Zone” means the total roadside border area starting at the edge of the asphalt available for safe use by errant or horse drawn vehicles. The desired width may consist of a shoulder, or a recoverable or non-recoverable slope, the desired width of which is dependent on the class of road and the speed limit.

“Council” means the Council of The Township of Tarbutt.



“Daylighting Triangle” means property sight triangles provided at intersections and other critical areas that provide the traffic with a visible interval, property signs triangles are measured as 15m minimum along the property lines of the intersecting roads.

“Directional Signage” means a fingerboard type sign affixed on a post to provide direction to motorists, and which has been installed by the Township.

“Home Occupation” means a sign which promotes the accessory occupation or use of a residence.

“Permanent Sign” means an affixed advertising device or notice which is used to attract attention to a specific subject matter, and which may be illuminated or non-illuminated.

“Permit” means a Sign Permit issued by The Township of Tarbutt for one or a series of signs to be posted for a specified period of time.

“Portable Sign” means any sign device specifically designed to be moved from one location to another, and which does not rely on a building or fixed foundation for support, commonly known as magnetic signs, A Frame or sandwich board signs.

“Temporary Sign” means any portable or mobile sign which is free standing or mounted on wheels so as to make it transportable, and which is intended for use on a short term basis. Temporary signs may be illuminated or non-illuminated.

## **2. GENERAL PROVISIONS**

- a. This By-law shall be administered by The Township of Tarbutt’s employees and officers. Any Township employee may take action to remove incorrectly or illegally placed devices, or devices for which a permit has not been issued.
- b. No sign or advertising device shall be placed on public lands or within the road allowance of a municipally maintained road, placed in the ground or posted to a tree, pole or other structure within The Township of Tarbutt unless a permit has been issued.
- c. Signs exceeding 5 ft (1.5 m) x 8 ft (2.4 m) require approval from the Building Department.
- d. No sign or advertising device shall be placed on private lands within The Township of Tarbutt without the written consent of the registered property owner.
- e. No sign or advertising device shall be affixed to any tree, post, pole or other temporary location without a permit. Any such device shall be removed.
- f. Permits will be issued from the Township office upon submission of the Sign Application Form, attached hereto as Schedule “A”.

- g. No fee shall be charged for the sign permit, however a deposit of \$30 per sign shall be collected at the time the permit is issued to ensure that the signs are removed at the end of the term of issue.
- h. The deposit shall be refunded to the applicant in full once the signs or advertising devices are collected as agreed.
- i. Temporary signs regarding a neighbourhood function, garage sale or like event may be posted without a permit, but must be removed within five (5) days of the event. Failure to remove the sign may result in administrative charges to the property owner.
- j. The Township shall retain the deposit to recoup the cost of collecting and disposing of the signs if the signs or devices are not collected as agreed.
- k. Election signs for federal, provincial or municipal elections shall be exempt from the provisions of this By-law, but shall fall under the requirements of Township of Tarbutt Election Sign Policy.
- l. Directional signage is permitted by business owners to direct the motoring public to their location under the following conditions:
  - The sign or post must not interfere with road maintenance operations or obscure visibility at an intersection, including driveways;
  - No directional sign shall be placed above a street name sign on the same post.
  - Locates will be required prior to the installation of all sign posts;
- m. Home occupation signs shall not exceed 1.8 ft (0.55m) in width and 3.94 ft (1.2m) in height. No part of any sign is to be closer than 3.28 ft (1m) from any property line.
- n. Light from any illuminated sign is to be deflected away from an adjacent residential lot and the path or vehicular traffic.
- o. Signs posted under the *Planning Act* are exempt from the provisions contained herein.
- p. Billboard signs are not permitted on Township roads. Billboards posted on private property must be a minimum of 75.5 ft (23m) from the road allowance. MTO approval is required for the installation of billboard signs along Highway 17 or 548.

### 3. LEGACY CLAUSE

- a. Any sign or advertising device that was in place prior to the passing of this by-law shall be exempt from the requirement to obtain a permit.
- b. Notwithstanding the above clause, any device which is moved, relocated, revised or changes in size, height or dimensions shall be required to have a permit.

#### 4. APPLICATION REQUIREMENTS

The applicant applying for a permit for a permanent sign shall file the following documents with the municipality:

- A site plan detailing the proposed site with all measurements included;
  - Completed drawings or photos detailing the proposed sign and construction;
  - Any forms and permits issued by other agencies, where applicable;
  - An application for sign permit, duly completed and signed by the property owner.
5. THAT any previous by-law or resolution, or any section, clause or policy which conflicts with this by-law be and is hereby repealed.
6. THAT the Clerk shall have the authority and direction to execute administrative amendments as may be required without amending the context of the by-law.
7. THAT this Agreement shall come into force and take effect as of June 15, 2022.

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

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Lennie Smith, Mayor

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Carol O. Trainor, Clerk

**THE TOWNSHIP OF TARBUTT  
APPENDIX "A" TO BY-LAW 2022 -  
SIGN PERMIT APPLICATION**

Property Owner: \_\_\_\_\_

Primary Residence Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ e-mail: \_\_\_\_\_

Proposed Sign Location: Lot: \_\_\_\_\_ Plan/Conc #: \_\_\_\_\_

Owner of subject lands (if not the applicant): \_\_\_\_\_

Time period signs will be posted: From: \_\_\_\_\_ Until: \_\_\_\_\_

Dimensions: Height: \_\_\_\_\_ Width: \_\_\_\_\_ Distance from grade: \_\_\_\_\_

A Site Plan of the property must be attached to this application showing the following:

- Property shape and dimensions (see sample on reverse)
- The position and location of the sign on the site including setbacks from all property lines, distance from other buildings, distance from the township or provincial roads, fencing and any water courses on the property. Minimum setbacks apply to all structures.

By signing this application, I \_\_\_\_\_, the owner of the above noted property do hereby agree to abide by the provisions and conditions set out in By-law 2022 - \_\_\_\_.

I understand that the issuance of a permit shall not be deemed a waiver of the provisions of any By-laws or other regulation included in or omitted from the plans or other material provided in support of this application. Any departure from the plans, specification or locations proposed in the application is prohibited, and such departure may result in the permit being revoked and the signs shall be removed. I further acknowledge that, in the event the permit is revoked for any cause of irregularity or nonconformity, there shall be no right of claim whatsoever against the Township, or any official thereof and any such claim is hereby expressly waived.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

**FOR OFFICE USE ONLY:** Year of application: \_\_\_\_\_ Fee Paid: \$ \_\_\_\_\_

Comments / Conditions: \_\_\_\_\_

\_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Personal information contained on this form is collected pursuant to the Municipal Act, 2001, and will be used only for the purposes stated herein. Questions with respect to the collection of personal information should be addressed to the Freedom of Information and Privacy Coordinator, The Township of Tarbutt, 27 Barr Rd, S., Desbarats, Ontario P0R 1E0

**THE TOWNSHIP OF TARBUTT  
BY-LAW 2022 –**

**A BY-LAW AUTHORIZING A POLICY TO ESTABLISH AN  
EMPLOYEE COMPENSATION POLICY AND SALARY GRID.**

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

**WHEREAS** Section 9 (1) 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** the Council of The Corporation of The Township of Tarbutt has deemed it necessary to establish a policy to implement a competitive compensation system to attract and retain highly qualified employees;

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

1. THAT the Mayor and the Clerk of The Township of Tarbutt are hereby authorized to execute the Employee Compensation Policy attached hereto as Schedule "A".
2. THAT Council does affirm the implementation of the Salary Grid commencing in 2022, attached hereto as Schedule "B".
3. THAT this Policy shall be called the Employee Compensation Policy.
4. THAT any previous policy or by-law which contradicts the policy established herein be repealed.
5. THAT this Policy be enacted and take effect as of the date of passing.

This By-Law and attached Policy be read a first, and taken as read a second and third time and finally passed this Fifteenth day of June, 2022.

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Lennox Smith, Mayor

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Carol O. Trainor, Clerk

**THE TOWNSHIP OF TARBUTT  
COUNCIL MEETING OF JUNE 15, 2022  
CONSENT AGENDA**

- a. Letter from Members of Parliament  
Re: Constraints on rural economic development in rural communities
- b. Resolution from The Municipality of Shuniah  
Re: Rural and Northern Education Fund
- c. Letter from Michael Mantha, Algoma Manitoulin MPP  
Re: Concerns about health care in Algoma Manitoulin
- d. Resolution from the Town of Aurora  
Re: Support for Bill C-233 to raise the education on domestic violence and coercive control for federally appointed judges
- e. Letter to Premier Doug Ford from The Town of Hearst  
Re: Support for Tarbutt's resolution regarding the healthcare shortage in Northern Ontario
- f. Resolution from The Town of Blind River  
Re: NOSM University approval process for expanded student intake
- g. Resolution from The Town of Bruce Mines  
Re: Support for The Township of Tarbutt seeking relief from the health care crisis in Northern Ontario

Recommendation: Be it resolved that correspondence items a through g. on the consent agenda dated June 15, 2022 be received; and  
That Council supports the resolution from the The Town of Aurora supporting Bill C-233, and The Municipality of Shuniah asking the federal government to increase the Rural and Northern Education Fund to \$50 million, and that the moratorium on accommodation review remain in place pending a thorough review of the education funding formula.