



THE TOWNSHIP OF TARBUTT
Council Meeting Agenda
Wednesday, August 17, 2022 at 6:00 pm
Township Council Chambers, 27 Barr Road S.

1. CALL TO ORDER

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

- a. Minutes of the Council meeting held July 20, 2022.

1-6

4. DEPUTATIONS / PRESENTATIONS

5. FINANCIAL STATEMENTS

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

7-12

6. STAFF AND COMMITTEE REPORTS

- a. Existing and Proposed Agricultural Designations
b. Roads Department – M. Pigeon
c. Christmas Closure Request
d. Clerk's Report – C. Trainor

14-16

17-18

7. BY-LAWS

- a. Draft Notice Provisions By-law (under separate cover)

8. INFORMATION/ CONSENT AGENDA

- a. Consent agenda, items a through k.

19

9. OTHER BUSINESS

10. CLOSED SESSION

11. CONFIRMATION BY-LAW

12. ADJOURNMENT



THE TOWNSHIP OF TARBUTT
Council Meeting Minutes
Wednesday, July 20, 2022 at 6:00 pm
Township Council Chambers, 27 Barr Road S.

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

Staff: Treasurer Cherie Mahoney
Clerk Carol Trainor

1. CALL TO ORDER

Mayor Smith called the regular Council meeting to order at 6:00 pm. The Clerk noted the addition of a By-law presented to appoint a Compliance Audit Committee for election financial review.

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

- a. Minutes of the Council meeting held Wednesday, June 17, 2022

Resolution No: 2022 – 84

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the Minutes of the regular Council meeting held June 15, 2022 be adopted as circulated.

Carried

4. DEPUTATIONS / PRESENTATIONS

5. FINANCIAL STATEMENTS

- a. Statements for the month of June, 2022

Councillor Abbott noted that there is a new office supply company working locally that offers very competitive pricing. The Clerk suggested that a group purchasing package might be of interest with the local municipalities and will investigate.

Resolution 2022 – 85

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the statements of accounts for the month of June 2022 be approved as circulated.

Carried



b. Year to Date Financial Statement

Treasurer C. Mahoney presented the financial statements to the end of June, 2022, noting the cost of hydro and propane has exceeded budget allocation despite conservation efforts.

Resolution 2022 – 86

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the Year to Date Financial Statements to June 30, 2022 be approved as circulated.

Carried

6. STAFF AND COMMITTEE REPORTS

a. Transfer of Funds to Reserves – C. Mahoney

C. Mahoney advised that the transfers were required to cover expenses and invoices.

Resolution 2022 – 87

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the Treasurer be authorized to transfer funds to or from general operating or out of general operating as follows:

- Transfer \$1,221.00 to the Fire Reserve for MTO reimbursement from Johnson
- Transfer \$7,969.00 from the Culvert Reserve to Operating to pay invoice
- Transfer \$200.00 from General Operating account to Cemetery Care and Maintenance
- Transfer \$250.00 from Cemetery Operating to Cemetery Care and Maintenance

Carried

b. Road Superintendent Report

Report from M. Pigeon noted that the widening and resurfacing of Lakeshore Drive is complete and went well. Grass cutting is complete and ditching will begin in August.

Resolution 2022 – 88

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the written report submitted by the Road Superintendent dated July 20, 2022 be received.

Carried

c. GFL Landfill Contract Revisions

A meeting was held with GFL on July 6 to discuss rates and monthly expenses. The amount of garbage produced was vastly underestimated when the initial negotiations occurred, and has resulted in more frequent collections and higher costs than expected. The Landfill Committee had requested a quote on a 53 yd bin to place inside the bunker.



GFL agreed to reduce some of the lift rates but asked the Townships to continue with the current system for another month as the system in place now is established across the Province. Consistency creates efficiency but erring from this system with different sized bins, schedules and collection systems could be more costly.

Resolution 2022 – 89

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the CAO/Clerk regarding contract revisions for the hauling of waste from the Johnson Tarbutt Landfill Site be received and approved.

Carried

d. Progressive Discipline Policy

The Personnel Committee recommends adoption of the policy and form as presented.

Resolution 2022 – 90

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the draft Progressive Discipline Policy be approved for implementation as presented.

Carried

e. Clerk's Report – C. Trainor (verbal)

- The WI Park project is almost complete with the exception of the installation of an entrance sign. Grand opening could be held in August, once complete.
- The water bottle filling station at the MacLennan Hall is now operational.
- The pathway along the north side of the hall and the construction of a ramp at the rear door remains to be done.
- GFL agreed to a reduction of lift rates effective July 1 and added two 6 yd bins.
- Weekly Blue Box Transition webinars continue as we move toward producer responsibility.
- Four of five council members have filed nomination paper. Council will not be in a restricted acts situation (lame duck), so business as usual until election day.
- Tax bills and newsletter going out next week focusing largely on landfill news.

Resolution 2022 – 91

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the CAO/Clerk for the month of July, 2022 be received.

Carried

7. BY-LAWS

Resolution 2022 – 92

Moved by: D. McClelland

Seconded by: D. Farrar



Be it resolved that leave be granted to enact By-law 2022 – 18, being a By-law to authorize the appointment of a Joint Compliance Audit Committee for Central Algoma area municipalities; and

That said By-law be read a first, and taken as read a second and third time and finally passed in open Council this Twentieth day of July, 2022.

Carried

8. INFORMATION/ CONSENT AGENDA

Correspondence and Information items a through e.

- a. Resolution dated June 15, 2022 from the Town of East Gwillimbury
Re: Summary Implications of Bill 109: More Homes for Everyone Act, 2022
- b. Resolution dated June 20, 2022 from the Municipality of Brighton
Re: Changes to the Amber Alert system to protect vulnerable children
- c. Resolution dated June 28, 2022 from the Municipality of Shuniah
Re: Release of documents re the former Residential Schools
- d. Resolution dated June 28, 2022 from the Municipality of Tweed
Re: Ontario Wildlife Damage Compensation Program
- e. FONOM Media Release dated July 12, 2022
Re: Negative impacts of “Catch and Release” Justice in Northern Communities.

Resolution 2022 – 93

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that correspondence items a through e on the Consent agenda dated July 20, 2022 be received; and

That Council supports the resolution from the Town of East Gwillimbury regarding Bill 109, sharing concerns that Bill 109 will impact the community planning process and our ability to deliver local initiatives to address housing supply and attainability; and

That Council supports the resolution from The Municipality of Brighton requesting the Province to revise the Amber Alert system to protect vulnerable children who have not been abducted but are at high risk of danger, injury or death; and

That Council supports the resolution from the Municipality of Shuniah and the City of Brantford asking the Federal and Provincial governments to release all documents related to the former Mohawk Institute and all residential schools; and

That Council supports the resolution from the Municipality of Tweed asking OMAFRA to review the administration fee provided to municipalities for the administration of the Ontario Wildlife Damage Compensation Program.

Carried

9. OTHER BUSINESS

Council discussed a property where slabs and sawdust are spilling into a creek. A letter will be sent asking to have it cleared away from the watercourse.



Council agreed to a boot allowance of \$200 per employee, every second year, for employees required to wear protective footwear. Other PPE will be provided by the Township.

10. CLOSED SESSION

Resolution 2022 – 93

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that Council move into Closed Session at 6:47 pm under Section 239 2 (b) and (c) of the *Municipal Act* in order to discuss personal matters about an identifiable individual, including municipal or local board employees, and the proposed acquisition or disposition of land.

Carried

Resolution 2022 – 94

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that Council rises from Closed Session at 7:55 pm.

Carried

Resolution 2022 – 95

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the report from the Personnel Committee meeting be received; and That Council authorizes the CAO/Clerk to proceed with the direction provided regarding the Progressive Disciplinary Process.

Carried

Resolution 2022 – 96

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the report from the CAO/Clerk regarding the Share Shed position be received; and

That Council authorizes staff to offer the position of Share Shed/Backup Landfill Attendant to Chris Hall, beginning July 23, 2022.

Carried

Resolution 2022 – 97

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the request from the Treasurer regarding changes to hours during construction season be received, and approved.

Carried

Resolution 2022 – 98

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the correspondence from the Secretary Treasurer of the Planning Board be received for information.

Carried

Council noted that the letter was very well written, and expressed their support for the position taken by the Secretary Treasurer.



Resolution 2022 – 99

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

Be it resolved that the memo from Lennox Smith, Mayor regarding the Land Purchase Proposal be received, and

That Council consent to the pursuit of negotiations between the Township and the Property Owner.

Carried

Council agreed that a draft agreement listing terms and conditions would be drafted for presentation to the property owner.

11. CONFIRMATION BY-LAW

Resolution 2022 – 100

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

Be it resolved that leave be granted to introduce By-law 2022 – 19, being a By-law to confirm the proceedings of the Council meeting held July 20, 2022; and

That said By-law be read a first, and taken as read a second and third time and finally passed this Twentieth day of July, 2022.

Carried

12. ADJOURNMENT

Resolution 2022 – 101

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

Be it resolved that the regular Council meeting of July 20, 2022 be adjourned at 8:03 pm, to convene again on Wednesday, August 17, 2022 at 6:00 pm.

Carried.

Lennox Smith, Mayor

Carol Trainor, Clerk

**TARBUTT GENERAL STATEMENT
JULY 2022**

TARBUTT GENERAL REVENUES		Amount	NOTES
Taxes		13,207.23	
Tax Interest		517.19	
TOTAL TAXES AND INTEREST		13,724.42	
Photocopy / Phone		12.00	
Trailer Permit		500.00	
Building Permits		1,782.00	
Tax certificates		100.00	
Planning Board Rent / Reimbursements		11,673.14	
Miscellaneous / Includes Bank Interest		630.88	
OMPF - 3rd Quarter Pmt		59,325.00	
AMO - Gas Tax partial pmt		16,935.89	
TOTAL CASH BOOK RECEIPTS		90,958.91	
GRAND TOTAL REVENUES		104,683.33	

TARBUTT GENERAL EXPENSES	Cheque	Amount	NOTES
Admin Payroll+Planning board to reimburse(3835,39-41,55,58-59,61)		16,717.29	
Council Honourariums (3843-47)		2,575.75	
Receiver General - Admin/ Council , June remittance	3816	6,516.12	
Omers - July Contributions	3814	4,230.66	
WSIB - Apr - Jun Premium	3817	2,044.64	
CFDC - Employee Benefits	3787	1,231.46	
ADSAB - July Levy	3818	28,224.25	
Green Lights Environmental - Birch Hill playground Inspection	3833	356.16	
Tulloch - Building Inspector June, 5 permits, 10 consults, 8 site inspec	3834	1,247.37	
17E Trading Post - Misc	3851	52.79	
Policing - May Contract	3828	7,827.00	
Adobe - Group Monthly Plan	VISA	64.08	
Zoom - Monthly Subscription	VISA	40.70	
MPAC - 3rd Quarter Levy	EFT	3,761.41	
Algoma Office Computers	EFT	87.00	
Bell Canada	VISA	290.36	
Animal Control - July	3862	200.00	
Algoma Power - Jun usage	EFT	112.90	
Starlink	VISA	142.46	
Caretaker	3842	313.43	
Planning Board - Interim Levy	3826	1,200.00	
EncompassIT - Office 365 Quarterly	3824	305.28	
TOTAL OPERATING EXPENSES		77,541.11	

GENERAL EXPENSES		77,541.11	
ROADS EXPENSES		30,453.43	
LANDFILL EXPENSES		19,777.25	
FIRE EXPENSES		4,704.26	
HALL EXPENSES		728.96	
GENERAL REVENUE		104,683.33	
ROADS REVENUE		1,462.50	
LANDFILL REVENUE		800.00	
FIRE REVENUE		-	
HALL REVENUE		1,937.73	
TOTAL EXPENSES		133,205.01	
TOTAL REVENUE		108,883.56	
TOTAL REVENUE LESS EXPENSES		- 24,321.45	

TARBUTT ROADS STATEMENT			
JULY 2022			
ROADS REVENUES:		Amount	
17E Trading Post - Gravel		1,462.50	
TOTAL REVENUES		1,462.50	
ROADS OPERATING EXPENSES	Cheque	Amount	
Roads, Summer Student Payroll(3836-38,56-57&60)		9,361.00	
CFDC - Employee benefits	3787	1,108.88	
Omers-June Contributions	3814	2,621.90	
Receiver General - June remittances	3816	4,472.11	
WSIB - Apr - Jun Premium	3817	1,432.90	
Iconix Waterworks - Culverts (Recover from Reserves)	3831	7,969.00	
Home Hardware - Mower blade	3832	124.93	
Traction Heavy Duty Parts - small tools	3853	656.26	
17E Trading Post - Fuel	3851	2,186.92	
Bell Mobility	VISA	269.80	
Bell Canada	VISA	66.75	
Kal-Tire - Tires for Backhoe / Grass cutting trailer	VISA	1,532.58	
Algoma Power - Jun usage	EFT	112.90	
TOTAL OPERATING EXPENSES		31,915.93	
TOTAL OPERATING & CAPITAL EXPENSES		31,915.93	
NET ROADS EXPENSES		30,453.43	

TARBUTT FIRE DEPARTMENT			
JULY 2022			
		Amount	NOTES
FIRE REVENUES			
TOTAL REVENUES		-	
FIRE EXPENSES	Cheque	Amount	
Algoma Power - June hydro usage	EFT	112.39	
Quattra - Monthly Dispatch Service	3822	358.99	
Bell Mobility	VISA	160.25	
Bell Canada	VISA	31.88	
Laird International Raceway - Tow Tanker	3849	1,389.02	
Caretaker	3842	208.97	
Rush Truck Centres - Service Tanker	3819	280.04	
Fort Garry Fire Trucks - Annual Inspection & Pump Test	3820	1,190.59	
Prince Township - 2 Firefighter Course	3848	630.38	
17E Trading Post - Fuel	3851	286.90	
Hugh Supply - Misc	3821	54.85	
FIRE TRAINING EXPENSES		4,704.26	
TOTAL FIRE OPERATING & TRAINING		4,704.26	
NET EXPENSES		4,704.26	

MACLENNAN HALL, TARBUTT			
JULY 2022			
REVENUE:		Amount	NOTES
Church Rent		500.00	
Algoma Power- Solar		1,437.73	
TOTAL REVENUES		1,937.73	
OPERATING EXPENSES	Cheque	Amount	
Algoma Power - Jun hydro usage	EFT	199.52	
Receiver General - June remittance	3816	115.06	
Bell Canada - Landline	VISA	59.01	
Caretaker	3842	348.26	
Home Hardware - Oven cleaner	3829	7.11	
WSIB - Apr - Jun Premium	3817	167.40	
OPERATING EXPENSES		896.36	
		-	
TOTAL OPERATING EXPENSES		728.96	
NET EXPENSES		- 1,208.77	

JOHNSON-TARBUTT LANDFILL			
JULY 2022			
REVENUE:		Amount	NOTES
Tipping Fees - June 18 - July 27		800.00	
AIM Recycling			
TOTAL REVENUES		800.00	
EXPENSES:	Cheque	Amount	
Landfill - Payroll & Allowance (3863-67)		2,336.24	
Omers- June Contributions	3814	611.02	
Receiver General - June remittance	3816	1,995.81	
WSIB - Apr - Jun Premium	3817	385.07	
Ro-Von Steel	3830	245.32	
GFL - Landfill & Recycling depot - June	3825	13,909.34	
McClelland's Hardware	3827	27.43	
North Shore Sentinel - Share Shed Attendant	3823	101.72	
Kentvale Merchants - Misc items	3852	63.54	
Kent's Corner - Water pump rental	3854	101.76	
TOTAL OPERATING EXPENSES		19,777.25	
TOTAL NET EXPENSES		18,977.25	



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

REPORT TO COUNCIL

Date: August 17, 2022
From: Jared Brice, Administrative/Planning Assistant
Re: Existing and Proposed Agricultural Designation

BACKGROUND / OVERVIEW

Three maps are attached showing (A) existing Agricultural Designation for Tarbutt in the Official Plan, (B) the Proposed Ag designation, and (C) a comparison of the two.

Council is aware that an Official Plan review is currently underway and expected to be ready for presentation to the public prior to the end of this year. With certain limitations, each municipality within the Planning area (Desbarats to Echo Bay) can determine the lands they feel should or should not be designated into each class, i.e. rural, agricultural, shoreline environmental protection, etc. These designations are based, in part, on the classification of soil assigned by the Province.

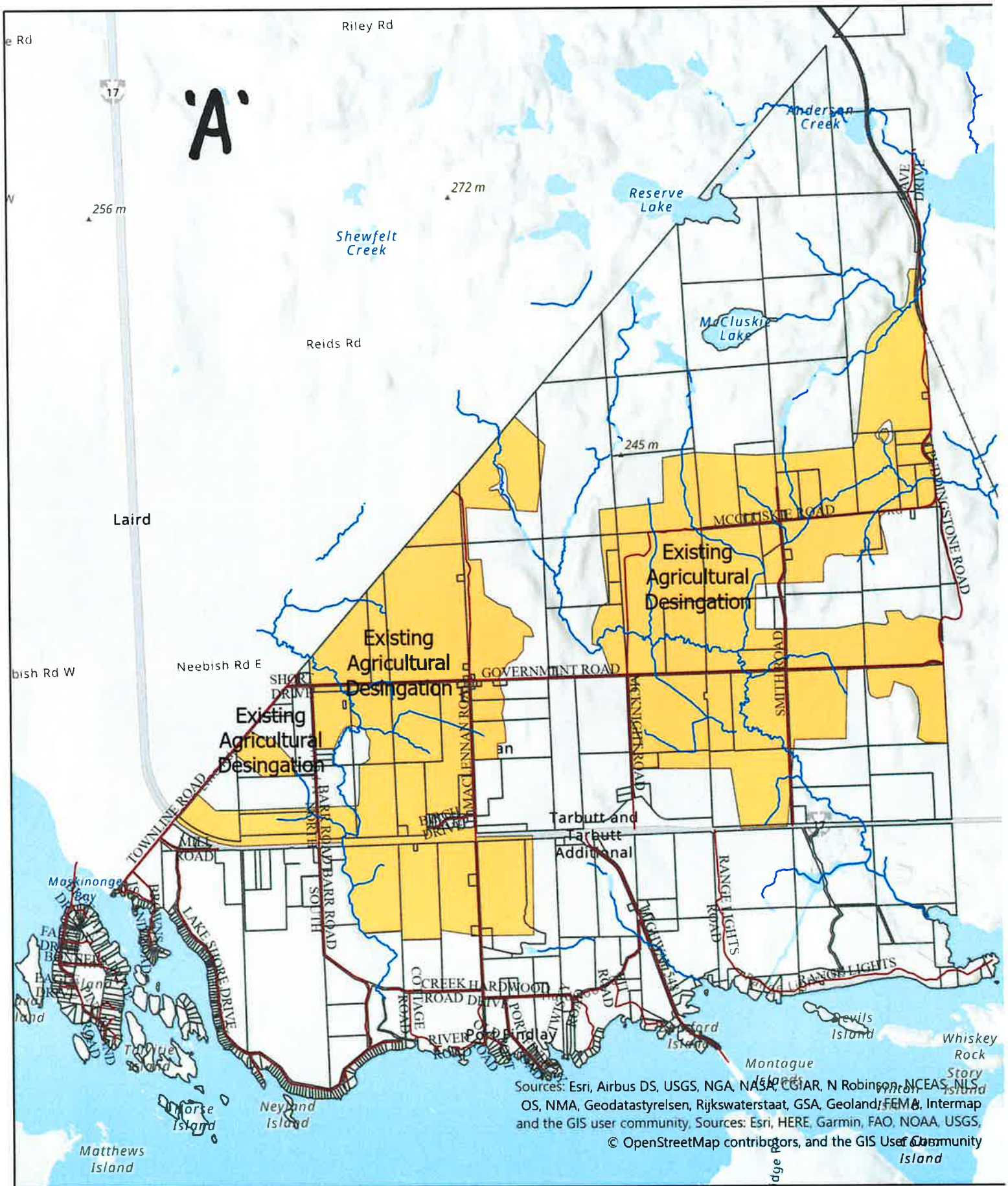
In several locations, lands that are currently designated as Agricultural are not suitable for farming. It has been suggested that these lands be moved from Agricultural to Rural, which would allow for more agricultural related, residential development and home based business.

FINANCIAL IMPACT

There is no immediate financial impact of this information, however the long term benefit would be an increase in residential development on lands to be designated as Rural.

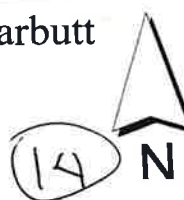
RECOMMENDATION:

Be it resolved that the report from the Administrative/Planning Assistant regarding proposed Agricultural Designated Lands be received; and
That Council affirms that the Proposed Agricultural Lands shown on the attached map "B" be forwarded to the Planner, via the Planning Board, to be included in the draft Official Plan.

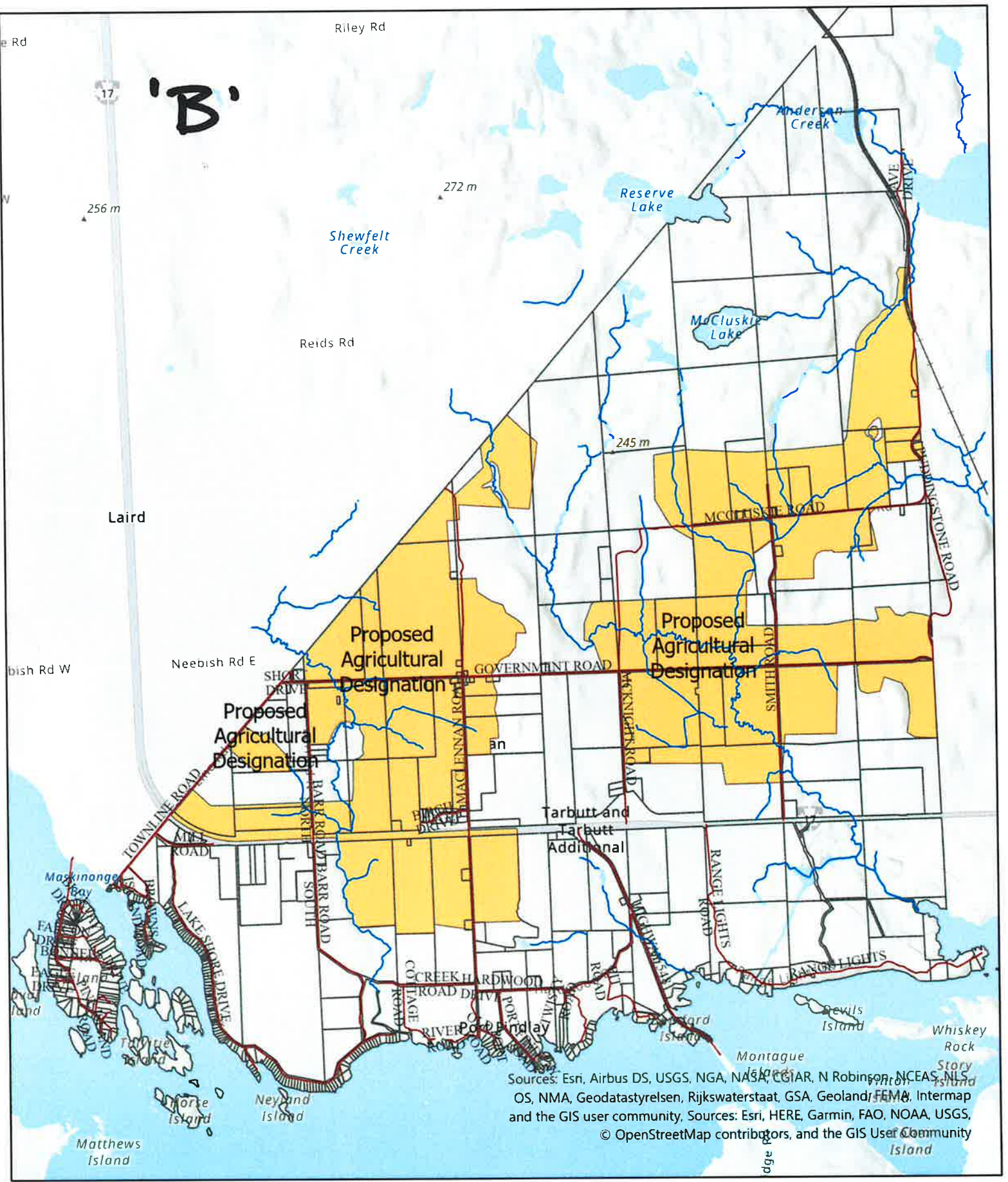


Existing Agricultural Designation for Tarbutt Township Official Plan

0 1.5 3 Kilometers



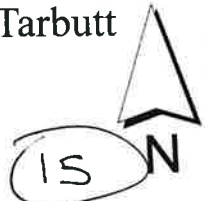
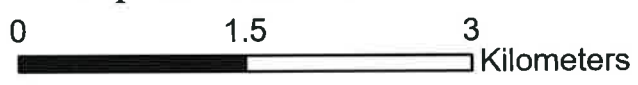
Maps are provided as a courtesy only and the Desbarats to Echo Bay Planning Board makes no guarantees as to the accuracy of this information. This map is not intended to be used for conveyance, authoritative definition of the legal boundary, or property title. This is not a survey



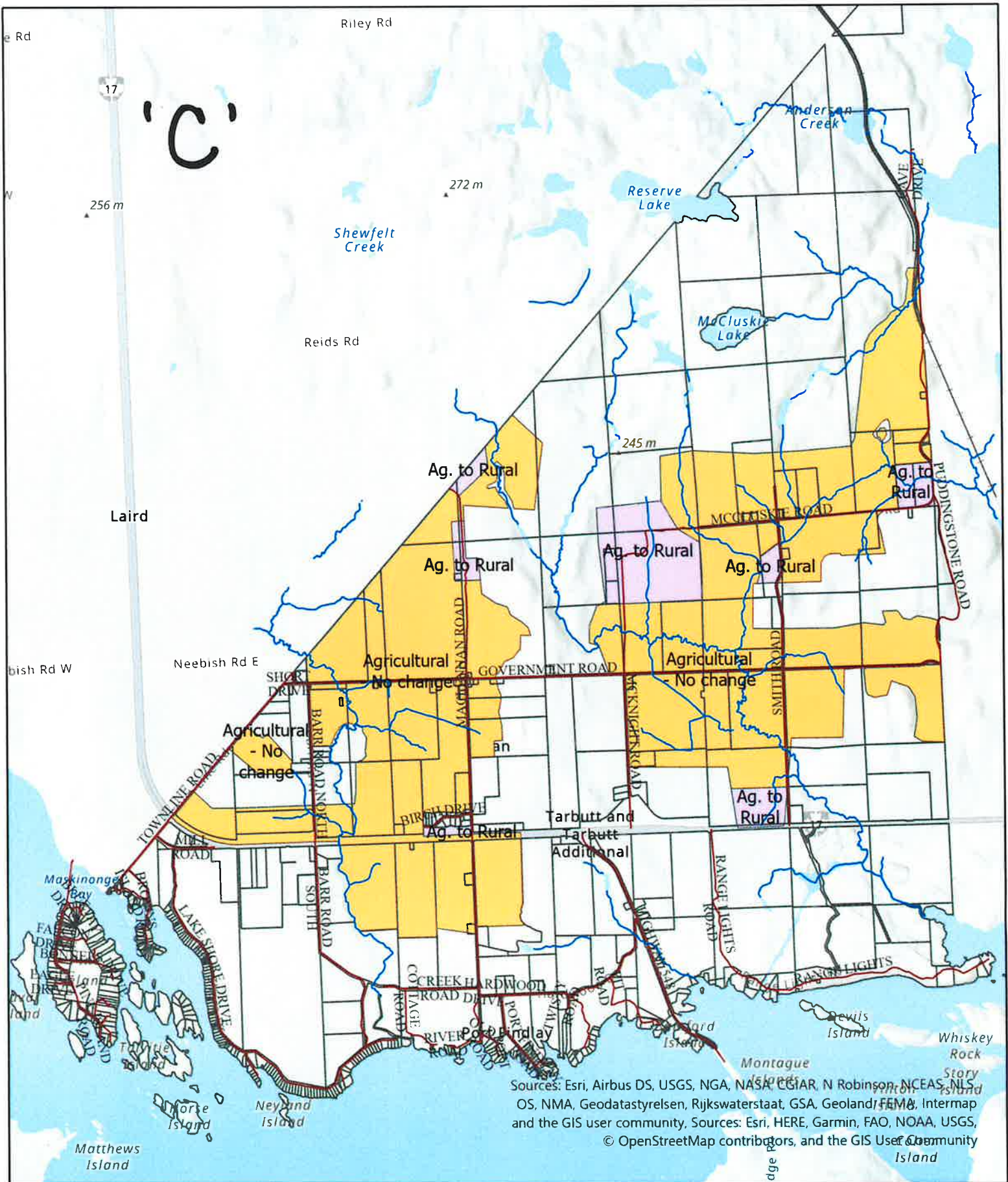
Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Proposed Agricultural Designation for Tarbutt Township for Joint Official Plan



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



Comparison of Existing and Proposed Agricultural Designation for Tarbutt Township

0 1.5 3 Kilometers



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

REPORT TO COUNCIL

Date: August 17, 2022
From: Carol Trainor, CAO/Clerk
Re: Christmas Closure

BACKGROUND / OVERVIEW

Administrative staff respectfully request Council's approval to close the municipal office the week of December 26th to allow for Christmas celebrations and regeneration. Christmas Eve and Christmas Day both fall on the weekend, making Monday the 26th and Tuesday the 27th statutory holidays. The remaining three days that week, December 28, 29 and 30, would be taken as vacation time or to use banked time prior to the end of the year.

As New Years Day falls on a Sunday, Monday, January 2 is a statutory holiday. The municipal office would return to regular hours on Tuesday, January 3, 2023.

The Landfill would normally be open Saturday, December 24 and 31 until 5 pm. Rather than having the site open all day, staff have agreed to the possibility of a half day, 8 am to 12 noon, or 9 am to 1:00.

The roads department will technically be closed during that time period as well but will work as needed for winter operations.

If this recommendation is approved, the municipal office would be closed from 4:00 pm on Friday, December 23 until Wednesday, January 3.

FINANCIAL IMPACT

There is very minimal financial impact save for reduced use of heat and hydro. Staff would be required to use their own time for December 28, 29 and 30.

RECOMMENDATION:

Be it resolved that the report from the Clerk regarding Christmas Closures be received; and That Council authorizes the closure of the municipal office from the close of business on Friday, December 23 until 9 am on Tuesday, January 3, 2023.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
December 18	19	20	21 COUNCIL	22	23	24 LANDFILL OPEN 9 TO 1:00
25	26 STAT HOLIDAY	27 STAT HOLIDAY	28 OFFICE CLOSED LANDFILL OPEN REGULAR HOURS	29 OFFICE CLOSED	30 OFFICE CLOSED	31 LANDFILL OPEN 9 TO 1
January 1	2 STAT HOLIDAY	3 OFFICE REOPENS	4	5	6	7
NEW YEARS DAY						

**THE TOWNSHIP OF TARBUTT
COUNCIL MEETING OF AUGUST 17, 2022
CONSENT AGENDA**

- a. Notice of Proposed Speed Limit Changes
- b. Resolution from the Township of Mulmur
Re: Climate Emergency Declaration
- c. Letter from the Solicitor General of Ontario
Re: Updated Provincial Animal Welfare Services (PAWS) Act, 2019
- d. Resolution from the Township of Nairn and Hyman
Re: Support Tarbutt resolution regarding the Northern Ontario Health Crisis
- e. Resolution from the Town of Aylmer
Re: Provincial funding to develop uniform responses to extreme heat and cold events
- f. Letter from the Ministry for Seniors and Accessibility
Re: Accepting nominations for the 2022 Ontario Senior Achievement Award
- g. Letter from Ontario Sheep Farmers
Re: Livestock Guardian Dogs
- h. Letter from the Fire Marshal's Public Fire Safety Council
Re: Firefighter Certification
- i. Central Algoma Freshwater Coalition Newsletter, Summer 2022
- j. Public Notice of St. Joseph Island Official Plan Open House
- k. Accelerated High Speed Internet Program from Infrastructure Ontario
Re: Broadband One Window (BOW) Fact Sheet

Recommendation: Be it resolved that correspondence items a. through k on the consent agenda dated August 17, 2022 be received.