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THE TOWNSHIP OF TARBUTT
Council Meeting Minutes
Wednesday, November 16, 2022 at 6:00 pm
Township Council Chambers, 27 Barr Road S.

PRESENT: Lennox Smith, Mayor
Ursula Abbott
David Farrar
Darren McClelland
Jacqui Nagel

STAFF: Carol Trainor, CAO/Clerk

1. CALL TO ORDER – CLERK

The Clerk called the Inaugural Council Meeting of the 2022 – 2026 term to order at 6:00 pm, welcoming returning council members and newly elected member Jacqui Nagel.

2. DECLARATION OF OFFICE

Each member of Council was provided with a Declaration of Office form, which they recited and signed, attesting to the statements therein, beginning with the Mayor. Following the swearing in, the new term of office was declared and the Mayor took the chair.

Resolution No: 2022 – 146

Moved by: U. Abbott

Seconded by: D. Farrar

Be it resolved that the Mayor and Members of Council have taken the Declaration of Office, as required under Sec. 232 of the Municipal Act, and that this term of Council hereby commence.

Carried.

All council members also signed Confidentiality Agreements in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

3. DISCLOSURES OF PECUNIARY INTEREST

Councillor D. Farrar declared a conflict with agenda item 6 a, Accounts, being the President of Superior Truck Centre.



4. PREVIOUS MINUTES

- a. Minutes of the Special Council meeting held November 1, 2022

Resolution No: 2022 – 147

Moved by: D. Farrar

Seconded by: U. Abbott

Be it resolved that the minutes of the Special Council meeting held November 1, 2022 be adopted as circulated.

Carried

5. DEPUTATIONS / PRESENTATIONS

6. FINANCIAL STATEMENTS

- a. Disbursements for the months of September and October, 2022

The Clerk noted that revised copies of both September and October were provided on table correcting a duplicate entry and the distribution of custodian wages.

Resolution No: 2022 – 148

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that the amended disbursements for the months of September and October 2022 be approved.

Carried

7. STAFF AND COMMITTEE REPORTS

- a. Council Orientation

Each member of Council was provided with a Council Orientation binder containing information pertinent to their role as a council member, and to local government in general. Topics covered included the Strategic Plan; Procedural By-law and Notice Provisions; Privacy and Confidentiality; Municipal Conflict of Interest; Code of Conduct and Council Staff Relations Policies; appointments to Boards and Committees; Accessibility and Health and Safety policies; copies of the 2022 Budget and a year to date financial statement; township maps; and a series of commonly used by-laws and policies.

Council members were asked to keep the binder handy for easy reference, and so that new policies, by-laws, legislative and budget updates can be added as they are approved for use.



b. Committee Appointments

Council members were encouraged to indicate which committees they wished to participate in.

The Clerk suggested that it may be beneficial to have one community member from each community to sit on the Joint Landfill Committee, to provide greater representation.

Resolution No: 2022 – 149

Moved by: D. Farrar

Seconded by: J. Nagel

Be it resolved that the Council of The Township of Tarbutt does recommend that the composition of the Joint Landfill Committee be expanded to include one member of the community from Tarbutt, and from Johnson, effective as of the first meeting of the Landfill Committee in the new term; and

That, if approved, Ruth Wigmore be invited to sit as a member at large on the Joint Landfill Committee.

Carried

Subcommittees of Council

Joint Landfill Committee – two members of Council are appointed from each municipality (Johnson and Tarbutt), with a recommendation that each township also appoint one community member at large, as approved in the previous resolution. This information will be shared with Johnson for inclusion on their next Council agenda.

Resolution No: 2022 – 150

Moved by: D. Farrar

Seconded by: U. Abbott

Be it resolved that Councilors Darren McClelland and Jacqui Nagel be appointed to sit on the Joint Landfill Committee for the 2022 – 2026 term.

Carried

Roads Committee – two members of Council comprise the Roads Committee

Resolution No: 2022 – 151

Moved by: D. McClelland

Seconded by: J. Nagel

Be it resolved that Councilors David Farrar and Ursula Abbott be appointed to sit as the Roads Committee for the 2022 – 2026 term.

Carried

Personnel Committee – two members of Council comprise the Personnel Committee.

Resolution No: 2022 – 152

Moved by: D. Farrar

Seconded by: J. Nagel



Be it resolved that Councilors Darren McClelland and Ursula Abbott be appointed to sit as the Personnel Committee for the 2022 – 2026 term.
Carried

Finance Committee – Council as a whole constitutes the Finance Committee

Deputy Mayor – Mayor Smith noted that, for the sake of consistency and continued signing authority, he recommends the continuance of the previous arrangement.

Resolution No: 2022 – 153

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

Be it resolved that Councilor David Farrar be appointed to fill the role of Deputy Mayor, to act in the event of the Mayor's absence, and to fulfill signing authority for the 2022 – 2026 term.

Carried

Local Boards

Desbarats to Echo Bay Planning Board (Tarbutt has one council representative)

Resolution No: 2022 – 154

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

Be it resolved that Mayor Lennox Smith be appointed to sit as the Tarbutt representative on the Desbarats to Echo Bay Planning Board for the 2022 – 2026 term.

Carried

Tarbutt Cemetery Board (composition includes one member of council and up to five members from the community)

Resolution No: 2022 – 155

Moved by: D. McClelland Seconded by: J. Nagel

Be it resolved that Councilor Ursula Abbott be appointed to sit as the Council Representative on the Tarbutt Cemetery Board for the 2022 – 2026 term with David Farrar as the alternate.

Carried

Statutory Positions to be Appointed

The Clerk suggested that the following positions be advertised in the event that someone in the community has a special interest or a background in an area that would be beneficial.

Fence Viewer – three members of the community with interest and/or expertise in relevant areas. Council members are not eligible to be fence viewers.



Livestock Valuer – one member of staff or community

Weed Inspector – one person to be appointed. J. Nagel volunteered. OMAFRA provides virtual training, which will be offered in the spring.

Health and Safety Representative – Jared Brice represents employees

Other Representation

Algoma District Municipal Association (ADMA) – Mayor Smith

Algoma District Services Administration Board – to be elected upon nomination

8. BY-LAWS

9. INFORMATION/ CONSENT AGENDA

Information items and correspondence will be deferred until the next meeting.

10. OTHER BUSINESS

Council agreed to provide an acknowledgement for outgoing council member Ruth Wigmore, who was the longest serving council member, having been first elected and serving consistently since 2000.

The matter of exterior illumination has come up again after a visiting consultant expressed concern over the lack of light in the parking lot. The light installed on the fire hall does not extend to the office doors, and there is little to no lighting in the parking lot. Staff have requested the installation of a yard light that would shine onto the parking lot. Councillor Farrar suggested LED flood lights be installed on the building that would extend across the parking lot. Council agreed that a permanent solution needs to be put in place as soon as possible, and the Health and Safety Representative advised.

The Clerk advised that the area municipalities have been discussing the possibility of hiring a “regional” by-law enforcement officer to cover several communities, as there is not sufficient work for any one municipality to keep a trained person occupied. This was well accepted by Council, who confirmed their desire to participate in the process, spearheaded by The Township of Plummer.

11. CLOSED SESSION

12. CONFIRMATION BY-LAW


Resolution No: 2022 – 156




Moved by: D. McClelland Seconded by: D. Farrar
Be it resolved that leave be granted to introduce By-law 2022 – 28, being a By-law to confirm the proceedings of the Inaugural Council meeting of the 2022 – 2026 term, held the Sixteenth day of November, 2022; and
That said By-law be read a first, and taken as read a second and third time and finally passed.
Carried

13. ADJOURNMENT

Resolution No: 2022 – 157
Moved by: U. Abbott Seconded by: D. Farrar
Be it resolved that the Inaugural Council meeting of the 2022 – 2026 Term be adjourned at 7:58 pm, to meet again on December 21, 2022 at 6:00 pm.
Carried



Mayor Lennox Smith



Clerk Carol O. Trainor