



**THE TOWNSHIP OF TARBUTT**  
**Council Meeting Agenda**  
**Wednesday, March 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**
  - a. Minutes of the Council meeting held February 15, 2022 1-6
4. **FINANCIAL STATEMENTS**
  - a. Financial statements for the month of February 2023 7-12
  - b. Statement of Council Remuneration for 2022 13
5. **STAFF AND COMMITTEE REPORTS**
  - a. Transfer of a portion of Smith Road, north of Government Road —
  - b. Transfer of Cemetery Funds for Care and Maintenance 14
  - c. Clerk's Report
6. **BY-LAWS**
7. **INFORMATION**
  - a. Consent Agenda / Correspondence 15
8. **UNFINISHED / OTHER BUSINESS**
9. **NOTICES OF MOTION**
10. **CLOSED SESSION**
  - a. Closed Session at \_\_\_\_\_ pm in accordance with Sec. 239 2 b) of the Municipal Act, in order to discuss personal matters about an identifiable individual, including municipal or local board employees; and 239 2 f), advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
11. **CONFIRMATION BY-LAW**
12. **ADJOURNMENT**



**5. FINANCIAL STATEMENTS**

- a. General Financial Statement for the month of January, 2023

Resolution 2023 – 17

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the financial statements for the month of January, 2023 be approved as circulated.

Carried

**6. STAFF AND COMMITTEE REPORTS**

- a. Donation of Fire Fighting Equipment to Ukraine

Working with an Edmonton organization that ships products to Ukraine, Deputy Chief Sadowski was instrumental in organizing a large collection of fire fighting equipment from a number of area municipalities. The value of the accumulated equipment, which no longer meets Canadian standards, was valued at well over \$200,000. Council thanked the Deputy Chief and others involved in this initiative.

Resolution 2023 – 18

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the request from Deputy Fire Chief Sadowski to donate fire fighting equipment to Ukraine to assist with their war effort be received and approved.

Carried

- b. Request for Esso Gas Cards for Township equipment

Resolution 2023 – 19

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the Treasurer regarding a request for gas credit cards be received; and

That Council authorizes the Treasurer to apply for three Esso cards for the Roads and Fire Departments, to reduce costs and increase efficiency.

Carried

- c. 2023 Amalgamated Tender

Resolution 2023 – 20

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the report from the Road Superintendent regarding items and materials to be submitted as part of the EARS Amalgamated Tender for 2023 be received; and

That Council approves the list of materials and projects in the quantities, amounts and distances listed herein for the Amalgamated Tender.

Carried

d. Application for Consent T2022 - 14, Tomasic

The Clerk advised that both parts of Lot 27 are within Provincially Designated Wetlands as noted in the Official Plan, and that building restrictions may apply, if the owner wishes to construct a building at some point in future.

Resolution 2023 – 21

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the CAO/Clerk regarding Application for Consent T2022-14 for the property located at Part Lot 27, Pine Island Subdivision (Tomasic) be received; and

That the CAO/Clerk advise the Planning Board that The Township of Tarbutt has no objection to the application, pending completion of the following conditions:

- That access to the north half of Lot 27 (to be severed) be granted by way of a legal right of way from the privately owned Eagle Drive;
- That the applicant provide 5% cash-in-lieu of parkland dedication in accordance with the Planning Act, and
- That all taxes on the subject property be paid in full prior to the deeds being stamped; and

That endorsement be pending receipt of a letter of opinion from the Planner.

Carried

e. Draft Joint Landfill Committee meeting notes of January 24, 2023

Resolution 2023 – 22

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the meeting notes from the Joint Landfill Committee meeting of January 24, 2023 be received.

Carried

f. Clerk's Report for February 2023

Resolution 2023 – 23

Moved by: J. Nagel

Seconded by: U. Abbot

Be it resolved that the Clerk's Report dated February 2023 be received for information.

Carried

g. Appointment to Algoma Public Health Board of Directors

Resolution 2023 – 24

Moved by: J. Nagel                      Seconded by: U. Abbott

BE IT RESOLVED THAT the Council of The Township of Tarbutt supports the resolution from The Township of St. Joseph for the Central Algoma seat on the Algoma Public Health Board of Directors.

Carried

**7. BY-LAWS**

- a. Amend By-law 2022-30, Appointment By-law, Sec. 3 and Sec. 4  
Appointment of one Livestock Valuer and two Fence Viewers  
Appointment of the Cemetery Board

Resolution 2023 – 25

Moved by: J. Nagel                      Seconded by: U. Abbott

Be it resolved that leave be granted to introduce amendments to By-law 2022-30, being a By-law to establish and appoint two Fence Viewers, one Livestock Valuer, and members of the Cemetery Board; and

That said by-law be read a first, and taken as read a second and third time and finally passed this Fifteenth day of February, 2023.

Carried

The Clerk noted that a recruitment notice will be circulated for Cemetery Board members, and also for a caretaker.

**8. INFORMATION / CORRESPONDENCE**

- a. Letter dated September 2021 from the Ministry of the Environment (MECP)  
Re: Johnson Township Lagoon Dewatering Project
- b. 2023 FONOM Conference: Connecting the North
- c. Sylvan Valley Retro Ride  
Re: Donation toward the Multiple Myeloma Foundation
- d. Resolution from Lanark Highlands  
Re: Violence Against Women
- e. Resolution from the Town of Petrolia  
Re: Responsibility for School Boards elections

Resolution 2023 – 26

Moved by: J. Nagel                      Seconded by: U. Abbott

Be it resolved that correspondence items 8 a through e be received; and  
That Council supports the resolutions from Lanark Highlands regarding violence  
against women in rural communities, and the Town of Petrolia regarding  
responsibility for school board elections.  
Carried as amended

## 9. CLOSED SESSION

Resolution 2023 – 27

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that Council move into closed session at 7:10 pm in accordance with  
Section 239 2. b) to discuss personal matters about an identifiable individual,  
including municipal or local board employees; and 239 2. f), advice that is subject  
to solicitor-client privilege, including communications necessary for that purpose.  
Carried

- a. Johnson Tarbutt Joint Landfill Committee
- b. Solicitor information re: private road
- c. Compressed Work Week

Resolution 2023 – 28

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that Council rise from closed session at 8:35 pm.  
Carried

Resolution 2023 – 29

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that the Council of The Township of Tarbutt does not support the  
intent and wording of resolutions LF4, LF5, LF7 and LF8 of the landfill committee  
notes of January 24, 2023; and  
That Tarbutt will engage Greenstone Environmental Engineering to conduct an  
independent study of possible landfill expansion to be reviewed with one  
contracted by Johnson Township; and That the shift of landfill responsibilities occur  
after further discussion with staff and Landfill Committee members.  
Carried

Resolution 2023 – 30

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the Clerk be authorized to establish a schedule for a  
compressed work week for the summer months, June through end September.  
Carried

- The Roads Committee met with the Treasurer and have come up with the first draft of a budget.
- Notice will be circulated to recruit additional members of the Cemetery Board and to engage someone to provide other services such as plotting out lots, some grounds maintenance and meeting with families.
- Mayor Smith suggested that consideration be given to designating Hardwood Drive as a Heritage Road, as it was the first road into the township and the designation may help preserve the tree canopy.
- A business owner has questioned if there is a limit on the number of sea cans that may be placed on a rural property for temporary storage, until a new storage building can be constructed. The By-law will be reviewed to confirm.

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

Resolution 2023 – 31

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2023 - 07 being a by-law to confirm the proceedings of the regular Council meeting held this Fifteenth day of February, 2023; and

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

Carried

#### **12. ADJOURNMENT**

Resolution 2023 – 32

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the regular Council meeting held this Fifteenth day of February, 2023 be adjourned at 8:50 pm, to meet again on Wednesday, March 15, 2023 at 6:00 pm.

Carried

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Lennox Smith, Mayor

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Carol O. Trainor, Clerk

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<b>TARBUTT GENERAL STATEMENT</b>			
<b>FEBRUARY 2023</b>			
<b>TARBUTT GENERAL REVENUES</b>		<b>Amount</b>	<b>NOTES</b>
Taxes		240,439.45	
Tax Interest		1,724.64	
<b>TOTAL TAXES AND INTEREST</b>		<b>242,164.09</b>	
Photocopy / Phone		194.10	
Miscellaneous / Includes Bank Interest		380.80	
Dog Tags		72.00	
OCIF (Ontario Community Infrastructure Fund)		115,000.00	
Building Permits		102.00	
<b>TOTAL CASH BOOK RECEIPTS</b>		<b>115,748.90</b>	
<b>GRAND TOTAL REVENUES</b>		<b>357,912.99</b>	
<b>TARBUTT GENERAL EXPENSES</b>	<b>Cheque</b>	<b>Amount</b>	<b>NOTES</b>
Admin Payroll+Planning board to reimburse (4299,4302-4,4322-5)		11,073.74	
Council Honourariums (4306-4310)		2,575.75	
Receiver General - January remittance	4292	4,314.39	
Omers - January Contributions	4290	2,777.36	
Equitable Life - Employee Benefits (February)	EFT	1,146.44	
Ministry of Finance - EHT 2022	4291	8,927.84	
Municipal Planning Services	4281	164.55	
Adobe - Group Monthly Plan	VISA	64.08	
Zoom - Monthly Subscription	VISA	40.70	
Northern Insurance 2023 Premiums	4283	47,759.32	
Bell Canada - Phone	VISA	281.77	
Algoma Power - December usage	EFT	184.80	
Starlink	VISA	142.46	
Algoma District Services Admin Board - February Levy	4285	28,224.25	
North Shore Sentinel - Cemetery Ad	4287	55.02	
Animal Control - February	4289	200.00	
ANP Office Supply - Misc supplies	4293	186.11	
17E Trading Post - Misc office	4295	27.00	
Superior Propane - Office & Garage	4297	1,142.03	
Petty Cash - 2022 Year end reconciliation	4305	121.47	
Tulloch Engineering - 1 permit, 3 inspection, 4 consults	4312	769.71	
Staff Reimbursement - Office Equipment	4313	295.09	
Minister Finance - POA fees	4316	108.00	
Algoma Office Equipment - Photocopy usage	4319	176.56	
City of Sault Ste. Marie - MAP Course, Staff	4326	427.75	
CEMC - Last quarter 2022 Emergency Management	4331	300.00	
Caretaker	4332	144.24	
Ratepayer - Reimburse tax overpayment	4340	757.64	
<b>TOTAL OPERATING EXPENSES</b>		<b>112,388.07</b>	
<b>GENERAL EXPENSES</b>		<b>112,388.07</b>	
<b>ROADS EXPENSES</b>		<b>20,449.22</b>	
<b>LANDFILL EXPENSES</b>		<b>13,471.72</b>	



<b>FIRE EXPENSES</b>		<b>1,366.00</b>	
<b>HALL EXPENSES</b>		<b>647.10</b>	
<b>GENERAL REVENUE</b>		<b>357,912.99</b>	
<b>ROADS REVENUE</b>		<b>-</b>	
<b>LANDFILL REVENUE</b>		<b>60.00</b>	
<b>FIRE REVENUE</b>		<b>-</b>	
<b>HALL REVENUE</b>		<b>598.22</b>	
<b>TOTAL EXPENSES</b>		<b>148,322.12</b>	
<b>TOTAL REVENUE</b>		<b>358,571.21</b>	
<b>TOTAL REVENUE LESS EXPENSES</b>		<b>210,249.09</b>	



<b>TARBUTT FIRE DEPARTMENT</b>			
<b>FEBRUARY 2023</b>			
		<b>Amount</b>	<b>NOTES</b>
<b>FIRE REVENUES</b>			
<b>TOTAL REVENUES</b>		-	
<b>FIRE EXPENSES</b>	<b>Cheque</b>	<b>Amount</b>	
Algoma Power - Deceember hydro usage	EFT	184.81	
Quattra - Monthly Dispatch Service	4294	352.88	
Receiver General - Radio Licence annual fee	4282	620.36	
Bell Mobility	VISA	98.89	
Bell Canada	VISA	36.93	
Caretaker	4332	72.13	
<b>FIRE TRAINING EXPENSES</b>		<b>1,366.00</b>	
<b>TOTAL FIRE OPERATING &amp; TRAINING</b>		<b>1,366.00</b>	
<b>NET EXPENSES</b>		<b>1,366.00</b>	

MACLENNAN HALL, TARBUTT			
FEBRUARY 2023			
REVENUE:		Amount	NOTES
Church Rent		500.00	
Algoma Power- January Solar		98.22	
	<b>TOTAL REVENUES</b>	<b>598.22</b>	
OPERATING EXPENSES	Cheque	Amount	
Algoma Power - December hydro usage	EFT	351.81	
Receiver General - January remittance	4292	90.50	
Bell Canada - Landline	VISA	60.55	
Caretaker	4332	144.24	
Heritage Home Hardware - Lights, cleaning supplies	4296, 4315	128.30	
Superior Propane - Feb delivery	4317	1,091.84	
Testmark Laboratories	4327	40.70	
	<b>OPERATING EXPENSES</b>	<b>1,907.94</b>	
		-	
	<b>TOTAL OPERATING EXPENSES</b>	<b>647.10</b>	
	<b>NET EXPENSES</b>	<b>48.88</b>	

<b>JOHNSON-TARBUTT LANDFILL</b>			
<b>FEBRUARY 2023</b>			
<b>REVENUE:</b>		<b>Amount</b>	<b>NOTES</b>
Tipping Fees		60.00	
	<b>TOTAL REVENUES</b>	<b>60.00</b>	
<b>EXPENSES:</b>	<b>Cheque</b>	<b>Amount</b>	
Landfill - Payroll & Allowances (4318, 28-29,33)		2,314.81	
Omers - January Contributions	4290	200.24	
Receiver General - January remittance	4292	131.55	
Algoma Power - Jan usage	4330	184.60	
GFL - Landfill & Recycling depot - January	4288	10,640.52	
	<b>TOTAL OPERATING EXPENSES</b>	<b>13,471.72</b>	
	<b>TOTAL NET EXPENSES</b>	<b>13,411.72</b>	



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

**REPORT TO COUNCIL**

Date: March 15, 2023  
From: Cherie Mahoney, Treasurer/Deputy Clerk  
Re: 2022 Statement of Remuneration and Expenses of Council

**BACKGROUND / OVERVIEW**

In accordance with Section 284 (1) of the *Municipal Act*, 2001, as amended, the treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

ABBOTT, Ursula	\$5,994.60
FARRAR, David	\$5,994.60
MCCLELLAND, Darren	\$5,994.60
NAGEL, Jacqui	\$ 749.30
SMITH, Lennox	\$7,230.60
WIGMORE, Ruth	\$5,245.25

There were no expenses paid to any member of Council in 2022 outside of annual remuneration.

**FINANCIAL IMPACT**

Council remuneration is calculated and allocated in the annual budget so these amounts are aligned with the budget that was approved.

**RECOMMENDATION:**

Be it resolved that the annual report of Council remuneration and expenses for 2022 be received.



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

**REPORT TO COUNCIL**

Date: March 15, 2023  
From: Cherie Mahoney, Treasurer/Deputy Clerk  
Re: Transfer funds from Cemetery Trust to Care and Maintenance

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**BACKGROUND / OVERVIEW**

In accordance with the *Funeral, Burial and Cremation Services Act, 2002*, the contribution amount that a cemetery operator must contribute to the Care and Maintenance fund to ensure that a cemetery will be cared for in perpetuity is \$290 or 40% of the price of a lot, whichever is greater.

As a result of the number of lot sales and burials that occurred in 2022, the amount of \$3,010 is to be transferred from the cemetery trust account to the Care and Maintenance fund, which is a non-registered investment account.

**FINANCIAL IMPACT**

There is no financial impact as a result of this report.

**RECOMMENDATION:**

Be it resolved that Council authorizes the transfer of funds from the cemetery trust account to the non-registered investment account for Cemetery Care and Maintenance.

**THE TOWNSHIP OF TARBUTT  
COUNCIL MEETING OF MARCH 15, 2023  
CONSENT AGENDA**

- a. Letter from the Kensington Conservancy 1  
Re: Corporate Sponsorship Program
- b. Letter from FONOM 2-3  
Re: Northern Policing Impacts of Catch and Release
- c. Letter from the Central Algoma Freshwater Coalition 4  
Re: Support CAFC with ongoing membership donation
- d. Resolution from the Municipality of Trent Lakes 5-6  
Re: Requested changes to the Municipal Oath of Office
- e. Letter from the Township of Moonbeam 7  
Re: Request to extend the moratorium on pupil accommodation reviews
- f. Algoma District Services Administration Board 2023 Statement 8-9  
Re: 2023 Apportionment and Budget Summary

Recommendation: Be it resolved that correspondence items a. through f. on the consent agenda dated March 15, 2023 be received; and  
 That Council approves support an annual donation for the Central Algoma Freshwater Coalition in the amount of \$250; and  
 That Council supports the resolutions from the Municipality of Trent Lakes regarding revisions to the Municipal Oath of Office, and from the Township of Moonbeam requesting an extension on the moratorium for pupil accommodation reviews.