

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

PRESENT: L. Smith, Mayor
 U. Abbott
 D. Farrar
 D. McClelland
 J. Nagel

STAFF: C. Trainor, CAO/Clerk

1. CALL TO ORDER

Mayor L. Smith called the Regular Council meeting to order at 6:05 pm.

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

a. Minutes of the Council meeting held February 15, 2023

Resolution No: 2023 – 33

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

Be it resolved that the minutes of the council meeting held February 15, 2023 be adopted as circulated.

Carried

4. FINANCIAL STATEMENTS

a. Financial statements for the month of February 2023

Resolution No: 2023 – 34

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

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

Carried

b. Statement of Council Remuneration for 2022

Resolution No: 2023 – 35

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

Be it resolved that the annual report of Council Remuneration and Expenses for 2022 be received.

Carried

5. STAFF AND COMMITTEE REPORTS

- a. Transfer of a portion of Smith Road, north of Government Road

Mayor Smith advised Council that a portion of traveled Smith Road north of Government Road is currently in the ownership of the abutting property owner, and should be transferred to the Township. The owner has indicated agreement to have the road conveyed to the Township in exchange for work to improve the flow of water, which the Township can investigate.

- b. Transfer of Cemetery Funds for Care and Maintenance

Resolution No: 2023 – 36

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

Be it resolved that Council authorizes the Treasurer to transfer funds from the Cemetery Trust Account to the non-registered investment account for Cemetery Care and Maintenance.

Carried

- c. Clerk's Report

Resolution No: 2023 – 37

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

Be it resolved that the Clerk's Report for February 2023 be received for information; and That Council approves renewing the contract with Datafix for the Voterview System to be amortized over a four year period; and

That Council supports obtaining quotes from J.L. Richards for planning services to be provided incrementally over the next two years, including updates to the Zoning By-law, and the gradual implementation of zoning changes that will comply with the Official Plan in place at the time; and

That Council authorizes the Clerk to pursue obtaining the Civil Marriage Officiant Designation under Sec. 24 (1) 4 of the *Marriage Act*.

Carried

6. BY-LAWS

7. INFORMATION

- a. Letter from the Kensington Conservancy
Re: Corporate Sponsorship Program
- b. Letter from FONOM
Re: Northern Policing Impacts of Catch and Release
- c. Letter from the Central Algoma Freshwater Coalition
Re: Support CAFC with ongoing membership donation
- d. Resolution from the Municipality of Trent Lakes
Re: Requested changes to the Municipal Oath of Office

- e. Letter from the Township of Moonbeam
Re: Request to extend the moratorium on pupil accommodation reviews
- f. Algoma District Services Administration Board 2023 Statement
Re: 2023 Apportionment and Budget Summary

Resolution No: 2023 – 38

Moved by: Seconded by:

Be it resolved that correspondence items a. through f. on the consent agenda dated March 15, 2023 be received; and

That Council approves the annual donation to 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.

Carried

8. UNFINISHED / OTHER BUSINESS

- a. Planning Board decisions regarding the Official Plan and Composition

Mayor Smith advised that the Planning Board has agreed to seek quotes from Planning firms for completion of the Official Plan, and to amend the composition of the Board to allow for two voting members from Tarbutt; one which will be at large, and to grant voting privileges to the Chair in order to break a tie vote.

- b. Hardwood Drive Heritage Designation

Council previously discussed the possibility of designating Hardwood Drive as a Heritage Road, however staff research concluded that a heritage designation is more typically applied to buildings. The Canopy By-law passed in 2019 was intended to protect the canopy on Hardwood Drive and in other locations, and will be reviewed.

- c. Waste Management Options

Quotes for landfill waste management options were provided to the two clerks the day of Council. The Clerk suggested that the landfill committee meet at their earliest opportunity to review the options and prepare to move forward.

9. NOTICES OF MOTION

10. CLOSED SESSION

Resolution No: 2023 – 39

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

Be it resolved that Council move into Closed Session at 6:50 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.

Carried

- i. Performance Review Recommendations
- ii. Solicitor comments regarding Solicitor's letter from BIRA

Resolution No: 2023 – 40

Moved by: D. McClelland

Seconded by: J. Nagel

Be it resolved that Council rise from closed session at 7:57pm.

Carried

Resolution No: 2023 – 41

Moved by: D. McClelland

Seconded by: J. Nagel

Be it resolved that the verbal report from the CAO/Clerk and summaries outlining performance reviews conducted by the Personnel Committee be received; and

That the Employee Compensation Policy be amended to include a boot allowance, and be provided to staff in writing; and

That the CAO/Clerk be authorized to advise the Township Solicitor of Council's discussion regarding private roads.

Carried

Staff will add a line item to the landfill and roads budgets for boots, and each department budget should include a line for health and safety, which will cover other PPE and clothing such as jackets, gloves, goggles.

11. CONFIRMATION BY-LAW

Resolution No: 2023 – 42

Moved by: D. McClelland

Seconded by: J. Nagel

Be it resolved that leave be granted to introduce By-law 2023 - 08, being a By-law to confirm the proceedings of the Council meeting held March 15, 2023.

Carried

12. ADJOURNMENT

Resolution No: 2023 – 43

Moved by: D. McClelland

Seconded by: J. Nagel

Be it resolved that the Regular Council meeting held this Fifteenth day of March, 2023 be adjourned at 8:08 pm, to meet again for budget discussions on Tuesday, March 28, 2023 at 6 pm, and for the regular council meeting on Wednesday, April 18, 2023 at 6:00 pm.

Carried



L. Smith, Mayor

C.O. Trainor, Clerk