



**THE TOWNSHIP OF TARBUTT**  
**Special Council Minutes**  
**Tuesday, March 28, 2023 at 6:00 pm**  
**Municipal Township Office**  
**27 Barr Road S., Desbarats, Ontario**

Present: Mayor L. Smith  
 Councillor U. Abbott  
 Councillor D. Farrar  
 Councillor D. McClelland  
 Councillor J. Nagel

Staff: C. Mahoney, Treasurer  
 M. Pigeon, Road Superintendent (left at 6:50)  
 C. Trainor, CAO/Clerk

**1. CALL TO ORDER**

Mayor L. Smith called the special council meeting to order at 6:00 pm.

**2. DISCLOSURES OF PECUNIARY INTEREST**

None was declared.

**3. PRESENTATION OF DRAFT 2022 BUDGET**

Treasurer C. Mahoney presented a draft of the 2023 budget, providing projections for the amount to be raised by taxation under a 1%, 2% and 3% increase in taxation. Assessment increased by \$1.207 m in 2022. The Auditors have almost finished the 2022 audit, and those statements will be presented to council at the next meeting.

Ms. Mahoney noted that taxation revenue is based on assessment values from 2016, and MPAC will not be reassessing property values until at least 2024. There has been a small increase to the employee benefit expense and CPP, and based on the results of a survey of Algoma municipalities, this budget proposes a 6% increase for staff and council. There was no rate change to WSIB.

**Transportation:**

Council reviewed the Roads budget line by line.

Puddingstone: allocate \$1500 in case of wash outs or other needs. Calcium will be applied, and this road expense is shared with Johnson Township.

Birch Hill park requires tilling each year. A rototiller can be rented rather than purchased for once a year use. The snowblower for the MacLennan Hall was approved to ensure the entrances and accessibility accesses are free of snow at all times.



The Snowblower should be moved out of Transportation and into Recreation as it will be exclusively for the hall, where it will be stored.

Signage: all signs noted on the Roads study of 2021 are now in place.

F150 Maintenance and Repair will include wheel bearings and brakes.

Shop Repair: allocation for construction of new stairs. Two quotes have been received. Materials price appears high but the lowest bid is preferable.

The cost of fuel exceeded last year's projections. For 2023 we can expect a slight reduction now that gas cards will be used, as they provide a discounted price.

Brushing – does not need to be cut back to the fence line, and does not need to be done everywhere. Only do this selectively, if at all, and consider not doing it every year.

Smith Road – quote for blasting is \$15,000. The road conveyance is not necessary, but staff were asked to investigate other opportunities to achieve the same result for less money.

Request to purchase the 2024 supply of salt. The sand currently in the sand shed should last through the remainder of 2023.

The Road Superintendent has requested the purchase of a trailer to transport culverts and other large items. U. Abbot requested that a cost analysis be provided when large dollar items are presented so that council can consider all options. Staff were asked to seek additional quotes, and will confirm if gas tax funds can be used for this purpose.

Results of the Amalgamated Tender will not be known until the next meeting, to be held on April 13.

M. Pigeon left the meeting at 7:00 pm.

#### **General Government:**

Nothing significant to note for Council or Administration, but the political associations should be allocated to Council rather than Administration, as they are not staff expenses.

The allocation for legal fees was reduced. One bill has been received from the Township's solicitor for the private road matter.

#### **Protection to Persons and Property**

Occupational Health and Safety training program will be purchased and shared among the Fire Department, Roads and Administration.



The Dog Control Contract is the fee for the Animal Control Officer; whereas the Humane Society Contract is a separate fee. Notice has been received that the fee will increase to \$800.00 per year from \$750.

The Policing Budget only increased a very small amount.

Building Inspector fees were increased by the consulting firm.

#### **Landfill:**

Wages will be reduced somewhat as a result of not paying for the share shed attendant.

The fee for the Expansion Feasibility Study is allocated at \$14,000 in accordance with the results of the competitive process. No funding has been allocated for a Capacity Study at this time.

#### **Recreation and Cultural Services**

Hall and Park Wages should include only one student, rather than two, and the part time employee who will be cutting grass. This will reduce student costs and increase efficiency.

The snowblower will be reallocated into hall maintenance.

There is no allocation for any renovations, retrofits or upgrades to the building.

#### **Planning and Development:**

The Planning Board received a record number of Consent applications in 2022, which resulted in the Secretary Treasurer dedicating more time than usual to the Planning Board, and less to Township Administration. This is reflected in Admin wages and related benefits.

Monies have been allocated to Township Planning in 2023 to cover a portion of the Township's share of completing the Official Plan, with a different planner, with the intent of updating the Township's Zoning By-law. Quotations for these items have not yet been received.

NWOOP fees are \$1000 in total; the Ministry has only billed for the first portion.

#### **Conclusion**

Council reviewed a number of items and departmental requests in an effort to reduce the amount required for a tax increase. Given the increased cost of fuel, hydro, daily operating expenses, there is very little money left for any special project or purchase. The Clerk noted that no funds have been allocated to any of the Reserves, which is a concern. These accounts should be renamed and directed at appropriate services.



The Treasurer was directed to make the budgetary changes discussed and prepare an updated draft for approval at the Council meeting on April 19, 2023.

Resolution No: 2023 - 44

Moved by: D. Farrar      Seconded by: D. McClelland

Be it resolved that the Building Maintenance – Sand Shed reserve be renamed for general building maintenance and transferred into the Operating Budget for building maintenance.

Carried

#### **Confirmation By-law**

Resolution No: 2023 – 45

Be it resolved that leave be granted to introduce By-law 2023 – 09, being a By-law to confirm the proceedings of the special council meeting held this Twenty Eighth day of March, 2023; and

That said By-law be read a first, and taken as read a second and third time and finally passed this Twenty Eighth day of March, 2023.

Carried

#### **4. ADJOURNMENT**

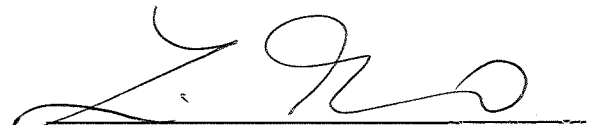
Resolution No: 2022 – 46

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the Special Meeting of Council held this Twenty Eighth day of March, 2023 be adjourned at 8:17 pm to meet again for the regular Council meeting on Wednesday, April 19, 2023.

Carried



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Lennox Smith, Mayor



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Carol Trainor, Clerk