



THE TOWNSHIP OF TARBUTT
Council Minutes
Wednesday, July 19, 2023 at 6:00 pm
Township Council Chambers, 27 Barr Road S.

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

Staff: **C. Trainor, CAO/Clerk/Deputy Treasurer**

1. CALL TO ORDER

Mayor Smith called the regular Council meeting to order at 6:00 pm.

The Clerk noted an adjustment to the agenda in that one of the two closed session items is no longer required.

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

- a. Minutes of the Council meeting held June 22, 2023

Resolution No: 2023 – 87

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

Be it resolved that the minutes of the regular Council meeting held June 21, 2023 be adopted as circulated.

Carried

4. DEPUTATIONS / PRESENTATIONS

5. FINANCIAL STATEMENTS

- a. Payment log and financial statement for the month of June, 2023.

Resolution No: 2023 – 88

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

Be it resolved that the payment log and financial statements for the month ending June 30, 2023 be approved.

Carried



6. STAFF AND COMMITTEE REPORTS

a. Report from the Road Superintendent

Resolution No: 2023 – 89

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

Be it resolved that the report from the Road Superintendent dated July 19, 2023 be received for information.

Carried

b. Employee Compensation Policy Amendment

Re: Boot Allowance Schedule

Resolution No: 2023 – 90

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

Be it resolved that the Employee Compensation Policy be approved as amended to include a boot allowance for members of the Roads and Landfill departments.

Carried

c. Report from the CAO/Clerk

Re: Contractor Holdback Policy

Resolution No: 2023 – 91

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

Be it resolved that the report from the CAO/Clerk regarding the Contract Holdback be received; and

That the CAO/Clerk be authorized to implement this holdback process for any works or projects in progress which have not reached substantial completion and which work remains outstanding; and

That the CAO/Clerk be authorized to include a Contractor Holdback clause in the updated Procurement Policy which shall apply to all agreements.

Carried

d. Clerk's Report for July 2023

Council discussed the need for increased By-law Enforcement.

Resolution No: 2023 – 92

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



Be it resolved that the Clerk's Report for July 2023 be received for information;
and

That Jared Brice be provided his regular wage and mileage to attend the five day HazMat Operations course in August in Sault Ste. Marie, which will provide him with the minimum service level required for the Tarbutt Fire Department;
and

That the proposal for a Regional By-law Enforcement Officer be received, and a response provided to the organizing group.

Carried

7. BY-LAWS

a. Clean and Clear Yard By-law

Council confirmed that the by-law will be initiated on a complaint based process with a completed complaint form. Anonymous complaints will not be accepted.

Resolution No: 2023 – 93

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

Be it resolved that leave be granted to introduce By-law 2023 – 18, being a By-law respecting the Cleaning and Clearing of Yards and Properties within The Township of Tarbutt, and to repeal By-law #7-75; and

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

Carried

b. Emergency Management Appointment By-law

The Clerk noted that the roles of the Emergency Control Group and members of Council would be reviewed at the next meeting in order to have the structure in place before the Emergency Exercise on September 12.

Resolution No: 2023 – 94

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

Be it resolved that leave be granted to introduce By-law 2023 – 19, being a By-law to Appoint a Community Emergency Management Coordinator (CEMC) and an Alternate CEMC, and to repeal By-law 2022-25; and

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

Carried

8. INFORMATION/ CONSENT AGENDA



- a. Message from the Secretary Treasurer of the Planning Board
Re: RFQ for Joint Official Plan
- b. Message from the Secretary Treasurer of the Planning Board
Re: Fee Increase for Consent Application Process
- c. Thank you card from the family of Patricia Strum
Re: Donation to Matthews Hospital Auxiliary
- d. Letter from the Ministry of Natural Resources and Forestry, Policy Division
Re: Occupation of Public Lands and Crown Land Camping
- e. Resolution from the Municipality of North Perth
Re: Vacant Building Official Positions

Resolution No: 2023 – 95

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that correspondence items a. through e. on the consent agenda dated July 19, 2023 be received; and

That Council accept the information from the Planning Board regarding the results of the Request for Quotations for the Joint Official Plan and the increase to the Consent Application Fee.

Carried

9. OTHER BUSINESS

Upon news of the resignation/retirement of the Chair of the Cemetery Board, Council concurred that a gift should be provided to Barbara Jalak in appreciation of the many years of service and dedication she has given to the Cemetery Board.

The Mayor noted that hydro poles have been placed in the centre of the ditch on McKnight road once again. This raises concerns about the potential of the flow of water being interrupted and the logic behind the decision. The municipality as not notified or consulted.

10. CLOSED SESSION

Resolution No: 2023 – 96

Moved by: J. Nagel

Seconded by: U. Abbott



Be it resolved that Council move into closed session at 6:36 pm under Sec. 239 2 f), in order to discuss advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

a. Joint Johnson Tarbutt Landfill

Resolution No: 2023 – 97

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that Council rise from closed session at 7:08 pm.

Carried

11. CONFIRMATION BY-LAW

Resolution No: 2023 – 98

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2023 - 20, being a By-law to confirm the proceedings of the regular council meeting held the Nineteenth day of July, 2023; and

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

Carried

12. ADJOURNMENT


Resolution No: 2023 – 99

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the regular Council meeting of July 19, 2023 be adjourned at 7:34 pm, to meet again on Wednesday, August 16, 2023 at 6:00 pm.

Carried



Lennox Smith, Mayor



Carol O. Trainor, Clerk