



THE TOWNSHIP OF TARBUTT
Minutes of the Council Meeting
Wednesday, November 22, 2023 at 6:00 pm
Township Council Chambers, 27 Barr Road S.

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

REGRETS: Mayor L. Smith

STAFF: Mike Pigeon, Road Superintendent
Carol Trainor, CAO/Clerk

1. CALL TO ORDER

Deputy Mayor Farrar called the regular Council meeting to order at 6:02 pm.

The Clerk noted the circulation of an addendum to be discussed under Other Business.

2. DISCLOSURES OF PECUNIARY INTEREST

Acting Mayor D. Farrar declared a pecuniary interest with agenda Item 5 a. as he is the owner of Superior Truck, a vendor on the payment log.

3. PREVIOUS MINUTES

a. Minutes of the Regular Council Meeting held October 18, 2023

Resolution No: 2023 – 145

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the minutes of the regular council meeting held October 18, 2023 be adopted as circulated.

Carried

4. DEPUTATIONS / PRESENTATIONS – none requested

5. FINANCIAL STATEMENTS

a. Payment log for the month of October, 2023

Resolution No: 2023 – 146

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that the payment log for the month of October, 2023 be approved as circulated.

Carried



6. STAFF AND COMMITTEE REPORTS

a. Road Superintendent Verbal Update

M. Pigeon advised that roads material and equipment are ready for winter. He asked what should be done with the old gate from the bunker, and Council agreed to deposit it into the scrap bin. The Road Superintendent also discussed ditching materials, and the potential liability of giving it to residents, not knowing what contaminants it may contain. Council agreed with his suggestion that it be used as cover at the landfill.

Resolution No: 2023 – 147

Moved by: D. McClelland

Seconded by: U. Abbott

Be it resolved that the verbal update from the Road Superintendent be received.

Carried

b. Health and Safety Overview – J. Brice

Resolution No: 2023 – 148

Moved by: D. McClelland

Seconded by: J. Nagel

Be it resolved that the report from J. Brice, Township Health and Safety Representative be received; and

That Council support First Aid certification for all volunteers and staff in 2024; and

That Council support additional health and safety training for the Health and Safety Representative in 2024; and

That these items be included in the 2024 Operating Budget.

Carried

c. Volunteer Fire Fighter Training and Retention – J. Brice

Councilor Abbott questioned whether firefighters are getting the required training as attendance has been intermittent. Council discussed how many are trained, how many come out, how many need training.

Resolution No: 2023 – 149

Moved by: D. McClelland

Seconded by: U. Abbott

Be it resolved that the report from J. Brice, Volunteer Training Officer, be received; and

That Council supports the Training Officer's request to the Fire Marshal's Public Fire Safety Council Certification Grant in the amount of \$1188 for training expenses.

Carried

d. Community Emergency Management Funding application report

Quotes were received for a back up generator for the fire hall, a potable water system for the three municipal buildings and new water heater, and radio/repeater system. Thanks to Deputy Chief E. Sadowski for submitting the application.

Resolution No: 2023 – 150

Moved by: U. Abbott

Seconded by: J. Nagel



Be it resolved that the report from the CAO/Clerk regarding the Application for funding from the Community Emergency Management Program grant be received; and
That Council supports the application by the Tarbutt Fire Department for upgrades to the Township Office, Roads Garage and Fire Hall as the Emergency Operations Centre at a cost not to exceed \$50,000.00; and
That the CEMC/Deputy Fire Chief be authorized to submit the application.
Carried

e. Clerk's Report for October/November 2023

Resolution No: 2023 – 151

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

Be it resolved that the Clerk's Report for November 2023 be received; and
That Council authorize Jared Brice to obtain membership in AMCTO beginning in 2024; and
That Council authorize the Clerk to submit an application to Canada Summer Jobs for a Parks / Office Assistant for the 2024 summer season; and
That Council supports a step increase to Step 4 for the Road Superintendent following his two year employment anniversary; and
That Jacqui Nagel be appointed to represent The Township of Tarbutt on the East Algoma Police Services Board.
Carried

7. BY-LAWS

a. A By-law to Amend By-law 2023–19 to Appoint a CEMC

Resolution No: 2023 – 152

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

Be it resolved that leave be granted to introduce By-law 2023 - 27, being a By-law to amend By-law 2023-19 regarding the appointment of a Community Emergency Management Coordinator and Alternate CEMC; and
That said By-law be read a first, and taken as read a second and third time and finally passed this Twenty Second day of November, 2023.
Carried

b. A By-law to Appoint a Chief Building Official, and to repeal 29-2014

Resolution No: 2023 – 154

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

Be it resolved that leave be granted to introduce By-law 2023 - 28, being a By-law to amend By-law 29-2014 regarding the appointment of a Chief Building Official and Inspector for The Township of Tarbutt; and
That said By-law be read a first, and taken as read a second and third time and finally passed this Twenty Second day of November, 2023.
Carried



8. INFORMATION/ CONSENT AGENDA

- a. Resolution from the City of Sault Ste. Marie
Re: Intimate Partner Violence
- b. Letter from the Ministry of the Solicitor General
Re: East Algoma OPP Police Services Board
- c. Letter from McIntosh Perry
Re: Notice of Study Commencement on Highway 17
- d. MTO Signage detail for The Township of Tarbutt
- e. Newsletter from the Central Algoma Freshwater Coalition, Fall 2023

Resolution No: 2023 – 154

Moved by: D. McClelland

Seconded by: J. Nagel

Be it resolved that the correspondence items a through e on the Consent Agenda dated November 22, 2023 be received; and

That the Council of The Township of Tarbutt supports the City of Sault Ste. Marie and other Ontario municipalities in requesting that the Honourable Doug Ford, Premier of Ontario, declare intimate partner violence and gender based violence an epidemic, and to set up a provincial implementation committee to oversee comprehensive consideration of all 86 recommendations of the Renfrew County Inquest; and

That the newly formed East Algoma Police Services Board give this matter top priority by including it into the Community Safety and Well Being Plan for Algoma.

Carried

9. ADDENDUM / OTHER BUSINESS

- a. 2023 Accessibility Plan

In accordance with Accessibility for Ontarians with Disabilities Act (AODA) standards for municipalities, the Township's Accessibility Plan is required to be approved annually. This version has been updated to include the recommendations made by the consultant in 2023 for the hall, placement of new, updated accessible parking signage at the hall, the addition of exterior lighting at the Township office for better illumination of the parking lot, and the repair of the concrete at the main entrance of the Office to correct the tripping hazard. The Plan will be posted on the Township's website.

Resolution No: 2023 – 155

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that the 2023 Accessibility Plan be received; and

That the 2023 Accessibility Plan for The Township of Tarbutt be approved as presented.

Carried



b. 2023 Emergency Plan

With many thanks to CEMC Ed Sadowski, the 2023 Emergency Plan has been revised to be more streamlined. Once approved by Council, this public version of the Emergency Plan will be posted on the website for public viewing. A second version will include contact information for all members of the Control Group and those members of the community who pay various roles.

Resolution No: 2023 – 156

Moved by: J. Nagel

Seconded by: D. McClelland

Be it resolved that the 2023 Emergency Plan be received; and

That Council approves the public version of the 2023 Tarbutt Emergency Plan, as presented, in accordance with By-law 2023 – 21 to establish an Emergency Management Program.

Carried.

c. Appointment to the Agricultural Advisory Committee

The Planning Board is seeking recommendations from each of the four municipalities within the planning area to appoint one community member at large to the Agricultural Advisory Committee. Mayor Smith is the Chair.

Resolution No: 2023 – 157

Moved by: D. McClelland

Seconded by: U. Abbott

Be it resolved that the information presented by Mayor Smith regarding the Planning Board's Agricultural Advisory Committee be received; and

That the Council of The Township of Tarbutt recommends that Dr. Keith Good be appointed as the representative for Tarbutt on the Agricultural Advisory Committee for the Desbarats to Echo Bay Planning Board.

Carried

10. CLOSED SESSION

Resolution No: 2023 – 158

Moved by: J. Nagel

Seconded by: D. McClelland

Be it resolved that Council move into closed session at 7:22 pm, in accordance with Section 239 2 b) of the Municipal Act, being personal matters about an identifiable individual, including municipal or local board employees; as well as subsection 2 f), advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

a. Solicitor Client Privilege

b. Identifiable Individual

Resolution No: 2023 - 159

Moved by: D. McClelland

Seconded by: U. Abbott



Be it resolved that Council rise from closed session at 7:52 pm.
Carried

Resolution No: 2023 - 160

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

Be it resolved that the closed report from the CAO/Clerk regarding non payment of funds and delinquent accounts be received; and

That the Clerk be authorized to submit properties with three or more years of tax arrears to tax registration if they have failed to make payments by the deadline imposed; and

That the Clerk be directed to pursue a policy for insufficient funds and returned payments.
Carried

11. CONFIRMATION BY-LAW

Resolution No: 2023 – 161

Moved by: U. Abbott

Seconded by: D. McClelland

Be it resolved that leave be granted to introduce By-law 2023 – 29, being a By-law to confirm the proceedings of the regular Council meeting held this Twenty Second day of November, 2023; and

That said by-law be read a first, and taken as read a second and third time and finally passed.

Carried

12. ADJOURNMENT

Resolution No: 2023 – 162

Moved by: U. Abbott


Seconded by: D. McClelland

Be it resolved that the regular Council meeting of November 22, 2023 be adjourned at 8:16 pm, to meet again on Wednesday, December 13, 2023 at 6:00 pm.

Carried



David Farrar, Deputy Mayor



Carol O. Trainor, Clerk