



THE TOWNSHIP OF TARBUTT
Council Meeting Minutes
Wednesday, April 17, 2024 at 6:00 pm
Township Council Chambers, 27 Barr Road S.

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

STAFF: Michael Pigeon, Road Superintendent (left the meeting at 6:47 pm)
Jared Brice, Acting Clerk

1. CALL TO ORDER

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

2. DISCLOSURES OF PECUNIARY INTEREST

Councillor Abbott declared a conflict of interest with Item 9a) on the addendum as she is related to the property owner.

3. PREVIOUS MINUTES

a. Minutes of the regular Council meeting held March 20, 2024.

Resolution No: 2024 – 48

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the minutes of the Regular Council meeting held the Twentieth day of March, 2024 be adopted as circulated.

Carried

4. DEPUTATIONS / PRESENTATIONS

5. FINANCIAL STATEMENTS

a. Payment log for the month of March, 2024.

Resolution No: 2024 – 49

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the payment log for the month of March 2024 in the amount of \$177,149.15 be approved as circulated.

Carried



6. STAFF AND COMMITTEE REPORTS

a. Report of the Road Superintendent

M. Pigeon advised that the brush head and excavator will be rented for one week. Quotations for the rental of a drill and air compressor for the work on Smith Road will be provided. He also provided information about a potential approach to road resurfacing this year. The Roads Committee will meet early in May to discuss this process, along with the budget and potential projects.

Resolution No: 2024 – 50

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

Be it resolved that the report from the Road Superintendent providing a Brushing Rental Proposal be received; and

That the quotation from Service Rentals and Sales be accepted in the amount of \$5,904.43; and

That the Road Superintendent be authorized to proceed with the equipment rental for one week and to complete the work.

Carried

b. Renewal of Integrity Commissioner Services

Resolution No: 2024 – 51

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

Be it resolved that the report from the CAO/Clerk regarding reappointment of the Integrity Commissioner be received; and

That Council of The Township of Tarbutt appoints Ironside Consulting Services Inc as the Integrity Commissioner for The Township of Tarbutt for a two year term.

Carried

c. Draft Return to Work Policy

The need for this policy was previously discussed by Council, and has been approved by the Personnel Committee.

Resolution No: 2024 – 52

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

Be it resolved that the report from the CAO/Clerk regarding a Return to Work policy be received; and

That the Return to Work policy be approved as presented.

Carried

d. Proposed changes to Sick Time Entitlement

Council agreed not to increase the annual entitlement of sick days, but that the personal days would be added.

Resolution No: 2024 – 53



Moved by: U. Abbott Seconded by: J. Nagel
That the report from the CAO/Clerk regarding Employee Sick Time entitlement for full time staff be received; and
That Council approve an amendment to the Employee Compensation Policy to maintain the annual sick day entitlement at six (6) days per year with the addition of two personal days for full time staff, with no carry over into the next calendar year if the time is not used; and
That this entitlement take effect January 1, 2024.
Carried as amended

e. 2023 Asset Management Plan (circulated under separate cover)

The draft AMP was circulated to Council for review in advance of the meeting.

Resolution No: 2024 – 54
Moved by: D. McClelland Seconded by: D. Farrar
Be it resolved that the report from the CAO/Clerk regarding the Asset Management Plan be received; and
That the Asset Management Plan dated July 11, 2023 be approved and posted on the Township's website; and
That Council approve the quotation from Stefanizzi Professional Corporation for completion of Phase III of the Asset Management Plan.
Carried

f. Resignation of the Animal Control Officer

Resolution No: 2024 – 55
Moved by: U. Abbott Seconded by: J. Nagel
Be it resolved that the resignation of the Township's Animal Control Officer be received with regret; and
That staff be directed to advertise the vacancy as casual, part time position.
Carried

g. Designation of Prime Agricultural Lands in the Joint Official Plan 33-35

Resolution No: 2024 – 56
Moved by: D. Farrar Seconded by: D. McClelland
Be it resolved that the report from the Administration/Planning Assistant regarding Prime Agricultural Areas for the Joint Official Plan be received; and
That Council has no objection to the proposed mapping which defines the prime agricultural areas for the draft Joint Official Plan, as presented by The Township of Tarbutt representatives on the Agricultural Advisory Committee.
Carried

h. Report from the CAO/Clerk for April 2024

Resolution No: 2024 – 57



Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the Clerk's Report for April 2024 be received for information.

Carried

7. BY-LAWS

- a. By-law to appoint/renew Ironside Consulting Services as the Township's Integrity Commissioner

Resolution No: 2024 – 58

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2024 – 10, being a By-law to appoint an Integrity Commissioner for The Township of Tarbutt for a two year term; and That said By-law be given a first, and taken as read a second and third time and finally passed this Seventeenth day of April, 2024.

Carried

- b. By-law to adopt a Return to Work Policy

Resolution No: 2024 – 59

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that leave be granted to introduce By-law 2024 – 11, being a By-law to adopt a Return to Work Policy under the Township Human Resources Policy Manual; and That said By-law be given a first, and taken as read a second and third time and finally passed this Seventeenth day of April, 2024.

Carried

8. INFORMATION / CONSENT AGENDA

- a. Resolution from the Township of Clearview
Re: Support for Bill C-63 to establish a "digital safety commission"
- b. Resolution from The County of Prince Edward
Re: Establishment of a "Municipal Accessibility Fund" to meet AODA standards
- c. Notice of Decision from the Desbarats to Echo Bay Planning Board
Re: Provisional consent granted to Application T2024-03 (Waugh/Rose)
- d. Letter from the Harold S. Trefry Memorial Centre
Re: 2024 Municipal Contribution
- e. Municipal Proclamation of Hope Air Day on June 7, 2024
- f. Resolution from The Town of Goderich
Re: Review of Ontario Works and Ontario Disability Support Program
- g. Resolution from The City of Sault Ste. Marie
Re: Intimate Partner Violence and Coercive Control



- h. Press Releases from the North Shore Health Network
Re: Expansion of Medical Imaging Services
Re: Protocol Agreement with Nogdawindamin Family and Community Services
- i. Letter from Central Algoma Intermediate and Secondary School
Re: Grades 8 and 12 Graduation/Scholarship Awards

Resolution No: 2024 – 60

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

Be it resolved that correspondence items a through i on the consent agenda dated April 17, 2024 be received; and

That the Council of The Township of Tarbutt support the resolution from the Township of Clearview endorsing the passing of Bill C-63 in the House of Commons for the establishment of a “digital safety commission” and nomination of an independent Ombudsperson; and

That Council of The Township of Tarbutt support the resolution from The County of Prince Edward asking the provincial government to create a Municipal Accessibility Fund to develop, implement and enforce AODA standards related to goods, services, accommodation, employment and buildings; and

That the Council of The Township of Tarbutt support the Dr. Harold S. Trefry Memorial Centre by making the annual donation of \$5,000 toward programs and services for the seniors and disabled population; and

That The Township of Tarbutt proclaim June 7, 2024 as Hope Air Day; and

That the Council of The Township of Tarbutt supports the resolution from The Town of Goderich requesting the Provincial government to increase Ontario Works and ODSP rates and index rates to inflation, and to commit to ongoing cost of living increases above and beyond the rate of inflation; and

That The Township of Tarbutt supports the resolution from The City of Sault Ste. Marie supporting Bill C-332 and calling on the Federal Government to enact necessary amendments to the Criminal Code of Canada to include coercive control of an intimate partner; and

That The Township of Tarbutt make the annual donation of \$300 to the Grade 8 and Grade 12 graduations at CASS and CAIS.

Carried

9. OTHER BUSINESS / ADDENDUM

- a. Landowner Agreement for Ditching

Councillor Abbott declared a conflict with this item, as previously noted.

The consent of the property owner was obtained prior to work being conducted by the municipality. The owner of 3473 Government Road has agreed to permit the Township to perform the stated work in order to relieve a long standing drainage issue, which affects a portion of the traveled road.

Resolution No: 2024 – 61

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



Be it resolved that the verbal report regarding work to be performed by the municipality at 3473 Government Road in order to clear a ditch to alleviate ongoing drainage issues be received; and

That the Mayor and the Clerk be authorized to enter into agreement with the subject owner for the work to be completed.

Carried

b. By-law authorizing the Township to perform work on private lands.

Resolution No: 2024 – 62

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

Be it resolved that leave be granted to introduce By-law 2024 – 12, being a By-law authorizing the Mayor and the Clerk to enter into agreement with the owner of 3473 Government Road for ditching work to be done on private lands by the Township; and That said By-law be read a first, and taken as read a second and third time and finally passed this Seventeenth day of April, 2024.

Carried.

c. Application for Zoning Amendment, Brown's Island

Council reviewed the message from the applicant, as well as the draft response prepared by the Admin/Planning Assistant and confirmed the requirement for a surveying depicting the High Water Mark.

Resolution No: 2024 – 63

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

Be it resolved that Council approve the response from staff in regard to building development at 179 Brown's Island as presented.

Carried

10. CLOSED SESSION

Resolution No: 2024 – 64

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

Be it resolved that Council move into closed session at 7:40 pm under Section 239 (2) b), personal matters about an identifiable individual, including municipal or local board employees.

Carried

a. Employment Contract Changes

Resolution No: 2024 – 65

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

Be it resolved that Council rise from closed session at 8:15 pm, and that Council supports the recommendations of the Personnel Committee.

Carried



11. CONFIRMATION BY-LAW

Resolution No: 2024 – 66

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2024 – 13, being a By-law to confirm the proceedings of the regular council meeting held this 17th day of April, 2024; and

That said by-law be read a first, and taken as read a second and third time and finally passed this Seventeenth day of April, 2024.

Carried

12. ADJOURNMENT

Resolution No: 2024 – 67

Moved by: D. Farrar

Seconded by: D. McClelland

BE it resolved that the regular Council meeting held this Seventeenth day of April, 2024 be adjourned at 8:25 pm, to meet again on Wednesday, May 15, 2024 at 6:00 pm.

Carried

A handwritten signature in blue ink, appearing to be "L. Smith", written over a horizontal line.

Lennox Smith, Mayor

A handwritten signature in blue ink, appearing to be "J. Brice", written over a horizontal line.

Jared Brice, Acting Clerk