THE TOWNSHIP OF TARBUTT Minutes of the Council Meeting Wednesday, January 22, 2025 at 6:00 pm Township Council Chambers, 27 Barr Road S.

PRESENT: Lennox Smith, Mayor

Ursula Abbott David Farrar

Darren McClelland Jacqui Nagel

STAFF:

Jillian Haves, Treasurer

Michael Pigeon, Road Superintendent (left the meeting at 7:03pm)

Carol O. Trainor, CAO/Clerk

CALL TO ORDER

Mayor Smith called the Council meeting to order at 6:01 pm with the introduction of the new Treasurer, Jillian Hayes.

2. DISCLOSURES OF PECUNIARY INTEREST

Councillor McClelland advised of a pecuniary interest with item 6 a. Accounts; and Councillor Farrar noted a conflict of interest with one of the closed session items.

3. PREVIOUS MINUTES

a. Minutes of the previous Council Meeting

Resolution No: 2025 - 01

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

Be it resolved that the minutes of the regular Council meeting held December 17,

2024 be adopted as circulated.

Carried

4. DEPUTATIONS / PRESENTATIONS

5. FINANCIAL STATEMENTS

Payment log for the month of December 2024.

Resolution No: 2025 – 02

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

Be it resolved that the payment log for the month of December, 2024 in the amount

of \$244,177.64 be approved.

b. DRAFT Budget to Actuals to December 31, 2024

Treasurer J. Hayes reviewed the year end draft statement with Council noting that several items are subject to change as invoices for 2024 are still being received, and staff are working through multiple accounts.

Resolution No: 2025 – 03

Moved by: J. Nagel Seconded by:

Be it resolved that the draft budget to actuals statement for the year ending

December 31, 2024 be received.

Carried

6. STAFF AND COMMITTEE REPORTS

a. Verbal report from the Road Superintendent

Road Superintendent M. Pigeon advised that decisions on 2025 projects must be confirmed by early February to be included in the amalgamated tender.

Resolution No: 2025 – 04

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

Be it resolved that the verbal report from the Road Superintendent by received;

and

That a Roads Committee meeting be scheduled in February in preparation for the Amalgamated Tender.

Carried

b. 2024 Annual Building Activity Report

Resolution No: 2025 – 05

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

Be it resolved that the 2024 Annual Building Report be received.

Carried

c. Joint Landfill Annual Reporting Quotation

The Clerk advised Council that this quotation is for the annual monitoring of groundwater and surface water, and the compilation of the Annual Operations Report, all of which are required annually by the MECP.

Resolution No: 2025 – 06

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

Be it resolved that the report from the CAO/Clerk regarding the quote from Tulloch Engineering for completion of the Johnson Tarbutt Landfill Annual Operations Report be received; and

That Council approve the quote as provided.

Carried

d. MacLennan Hall Air Quality Assessment

The Clerk advised that this work was sole sourced as only one local firm was found who could perform the monitoring. The work will begin immediately.

Resolution No: 2025 – 07

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

Be it resolved that the report from the CAO/Clerk regarding air quality testing at the MacLennan Hall be received; and

That Council approves the proposal submitted by Greenstone Environmental Engineering for air quality monitoring at a cost not to exceed \$3,200.00 before taxes.

Carried

e. Proposal for Site Plan Control By-law

The intent would be to have a by-law ready to present to the next Council meeting, which would take effect immediately upon passing.

Resolution No: 2025 – 08

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

Be it resolved that the report from the CAO/Clerk regarding a proposal and agreement from JL Richards for a Site Plan Control By-law be received; and That Council authorizes the CAO/Clerk to enter into agreement with JL Richards for the development and implementation of a Site Plan Control process and accompanying guidelines at the price quoted.

Carried

f. Municipal Insurance Policy Renewal

Council agreed to a new add-on for Low Risk Special Events coverage at the Hall.

Resolution No: 2025 – 09

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

Be it resolved that the report from the CAO/Clerk regarding the 2025 Insurance

Policy be received; and

That Council approves the 2025 renewal proposal as presented.

g. Report from the CAO/Clerk for January 2025

Council discussed and agreed to two additions to the Human Resources Policy which provide for proper business attire in the office, and procedures to deal with Impairment in the Workplace.

Resolution No: 2025 - 10

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

Be it resolved that the report from the CAO/Clerk for the month of January, 2025

be received.

Carried

7. BY-LAWS

a. A By-law to provide for an Interim Tax Levy for the year 2025.

Resolution No: 2025 – 11

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

Be it resolved that leave be granted to introduce By-law 2025 – 01, being a By-law

to provide for an Interim Tax Levy for the year 2025; 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 January, 2025.

Carried

b. A By-law authorizing the borrowing of money to meet current expenditures.

Resolution No: 2025 – 12

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

Be it resolved that leave be granted to introduce By-law 2025 – 02, being a By-law to authorizing the borrowing of money to meet current expenditures in 2025; 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 January, 2025.

finally passed this Twenty Second day of Janu

Carried

c. A By-law to establish Tax Ratios for municipal purposes for the year 2025.

Resolution No: 2025 – 13

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

Be it resolved that leave be granted to introduce By-law 2025 - 03, being a By-law

to establish Tax Ratios for municipal purposes for the year 2025; 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 January, 2025.

d. A By-law to provide for the remuneration of Council.

Resolution No: 2025 – 14

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

Be it resolved that leave be granted to introduce By-law 2025 - 04, being a By-law

to provide for the remuneration of Council; 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 January, 2025.

Carried

e. A By-law to enter into a Transfer Payment Agreement with the Ontario Ministry of the Solicitor General, Office of the Fire Marshal, for a Fire Protection Grant.

Resolution No: 2025 – 15

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

Be it resolved that leave be granted to introduce By-law 2025 - 05, being a By-law authorizing the Mayor and the Clerk to enter into a Transfer Payment Agreement with the Ontario Ministry of the Solicitor General, Office of the Fire Marshal, for a Fire Protection Grant; 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 January, 2025.

Carried

INFORMATION / CONSENT AGENDA 8.

a. Resolution from the Regional Municipality of Waterloo Re: Solve the Crisis

b. Resolution from the Town of Kearney

Re: Rural Communities and the More Homes Built Faster Act, 2022

- c. FONOM Executive Award Call for Nominations
- d. Resolution from the Township of Puslinch

Re: Protection of Agricultural Lands and Sustainable Development

e. Resolution from FONOM

Re: Financial Sustainability in Child Welfare

f. E-mail message from MPAC

Re: Response to MPAC Annual Levy Increase

g. Letter from Crime Stoppers of Sault Ste. Marie and Algoma District Re: Annual Request for Support

Resolution No: 2025 – 16

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

Be it resolved that correspondence items a through g on the consent agenda dated January 22, 2025 be received; and

That Council support the resolution from the Regional Municipality of Waterloo to the Prime Minister of Canada seeking the federal government to solve the homelessness, mental health and addictions crisis in Canada; and

That Council support the letter from the Town of Kearney advising the Province that the one size fits all approach to Additional Residential Unit development overlooks the needs of rural communities; and

That Council supports the initiative by the Town of Kearney which asks the Province to consider creating tailored policies that recognize the specific conditions and requirements of rural areas.

Carried

9. OTHER BUSINESS / ADDENDUM

a. JL Richards report on 179 Brown's Island Road

Resolution No: 2025 – 17

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

That the information provided by JL Richards and the Deputy Clerk/Planning Coordinator regarding the development proposal for 179 Brown's Island Road be received; and

That JLR and Township staff continue to work with the authorized agent for the owner until the applicant addresses all issues identified by JL Richards for the proposed development.

Carried

b. Johnson Tarbutt Landfill Expenses

Council revisited a discussion from 2022 when results of the Landfill Expansion and Feasibility Study Request for Proposals were reviewed, and Council approved the proposal submitted by Greenstone Environmental, which was a lower bid, a more comprehensive proposal, and commenced with MECP consultation. Johnson Council approved the proposal submitted by Tulloch Engineering. Council reaffirmed their position from 2021/22 not to accept the proposal from Tulloch.

10. CLOSED SESSION

Councillor Farrar noted a conflict of interest with the first item on the closed agenda and removed himself from the council chambers.

Resolution No: 2025 – 18

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

Be it resolved that Council move into closed session at 7:28 pm under Section 239 2. (c), to discuss information related to an identifiable individual, including local or school board employees, (d) labour relations or employee negotiations, and (f) advice that is subject to solicitor client privilege.

Carried

Equipment Operator / Labourer Position

- Contract Employment Opportunity
- Application for Judicial Review

Resolution No. 2025 - 19

Moved by: U. Abbott Seconded by: J. Nagel Be it resolved that Council rise from Closed Session at 8:00 pm.

Carried

Resolution No: 2025 – 20

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

Be it resolved that the report from the hiring committee regarding the Equipment Operator/Labourer recruitment process be received; and

That staff be authorized to make an offer of employment to the individual named in the report, under the terms and conditions outlined.

Carried

Councillor Farrar returned to the council chambers following the above discussion.

Resolution No: 2025 – 21

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

Be it resolved that the information and proposal regarding the contract employment opportunity be received; and

That staff be authorized to negotiate with the individual named to review the fee schedule and building by-law, and also for a part time contract position to meet legislative requirements on a cost recovery basis.

Carried

Resolution No: 2025 – 22

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

Be it resolved that the verbal report from the CAO/Clerk regarding the application for Judicial Review be received; and that staff obtain a legal opinion regarding the resolution letter dated January 22, 2025.

11. CONFIRMATION BY-LAW

Resolution No: 2025 – 23

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

Be it resolved that leave be granted to introduce By-law 2025 - 06, being a By-law

to provide for an Interim Tax Levy for the year 2025; 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 January, 2025.

Carried

12. ADJOURNMENT

Resolution No: 2025 - 24

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

Be it resolved that the Council meeting of January 22, 2025 be adjourned at 8:10 pm to meet again for the next regular council meeting of February 19, 2025.

Carried

Lennox G. Smith, Mayor

Carol O. Trainor, Clerk