

**THE TOWNSHIP OF TARBUTT**  
**Minutes of the Council Meeting**  
**Wednesday, October 20, 2021 at 6:00 pm**  
**MacLennan Hall**

**Present:** L. Smith, Mayor  
D. Farrar, Deputy Mayor  
D. McClelland  
U. Abbott  
R. Wigmore

**Staff:** Jared Brice, Clerical Assistant  
Carol Trainor, Clerk

**1. CALL TO ORDER**

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

**2. DISCLOSURES OF PECUNIARY INTEREST**

**3. PREVIOUS MINUTES**

a. Minutes of the Council Meeting of September 22, 2021

Resolution No: 2021 – 151

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the minutes of the Council meeting held September 22, 2021 be adopted as circulated.

Carried.

b. Minutes of the Special Council meeting of October 7, 2021

Resolution No: 2021 – 152

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the minutes of the Special Council meeting held virtually on October 7, 2021 be adopted as circulated.

Carried

c. Tender Results – Sand Shed

Resolution No: 2021 – 153

Moved by: R. Wigmore

Seconded by: D. McClelland

Be it resolved that the report from Tulloch Engineering regarding Tender Submission Results for the construction of a Sand Shed for the Township of MacDonald, Meredith and Aberdeen Additional, and The Township of Tarbutt, be received; and

That Council not accept the sole bid received in the amount of \$311,788.00 for the Tarbutt portion of the project; and  
That staff continue to discuss other, alternate opportunities with the Consulting Engineers for a more cost efficient sand shed project.  
Carried

#### **4. ADOPT ADDENDUM**

##### **a. Karhi Contracting request for MVIS Station**

Resolution No: 2021 – 154

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

Be it resolved that Council authorize staff to review the MTO requirements of the MVIS Station at the subject location, and advise that Council has no objection.  
Carried

##### **b. Roads Operations Coverage**

Resolution No: 2021 – 155

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

Be it resolved that staff be authorized to contact local equipment operators to submit expressions of interest on work to be completed by November 12, 2021.  
Motion defeated

Council determined that most of the jobs on the list provided by the Roads Super can be done by the back up operator, and/or Acting Road Superintendent.

#### **5. FINANCIAL STATEMENTS**

Council enquired about the Building inspection invoice and whether details were provided about the consultations. Inspection reports are now being received but no information is provided regarding consultations. These will be requested.

Resolution No: 2021 – 156

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

Be it resolved that the Financial Statements for the month of September, 2021 be approved as circulated.  
Carried

#### **6. STAFF AND COMMITTEE REPORTS**

##### **a. Clerk's Report**

Resolution No: 2021 – 157

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

Be it resolved that the administrative update from the Clerk be received; and

That Council authorizes the Clerk to offer the full time permanent position of Acting Road Superintendent to the candidate named in the report, with a start date of Monday, November 8, 2021.

Carried

Staff were asked to investigate options for a structure connecting two sea cans at the landfill site to keep materials dry and separated.

New COVID regulations require people who attend events at the MacLennan Hall to be monitored for vaccination status. Council agreed that giving exclusive use to the Church would allow them to monitor their own congregation and prevent the possibility of use by unvaccinated persons.

Council supported implementing a standard condition on Planning Applications that all amounts owing to the municipality must be paid in full before an application process is complete, in addition to the 5% cash in lieu of parkland dedication.

In discussion with the HR Consultant regarding a salary grid, the pay equity plan must be updated before a grid is established. Council authorized the Clerk to proceed with discussions toward the updated plan.

Council authorized amending the title of the Clerk/Deputy Treasurer to CAO/Clerk.

b. Draft COVID-19 Vaccination Policy

Resolution No: 2021 – 158

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

Be it resolved that the draft COVID-19 Employee Vaccination Policy be received; and

That the COVID-19 Employee Vaccination Policy be approved for implementation as of November 1, 2021; and

That leave be granted to introduce By-law 2021 – 23, being a by-law to adopt the COVID-19 Employee Vaccination Policy as presented; and

That said by-law be given a first, and taken as read a second and third time and finally passed this Twentieth day of October, 2021.

Carried

c. Draft Staff/Volunteer Firefighter Compensation Policy

Resolution No: 2021 – 159

Moved by: U. Abbott                              Seconded by: R. Wigmore

Be it resolved that the draft Staff / Volunteer Firefighter Compensation Policy be received and approved as circulated; and

That leave be granted to introduce By-law 2021 – 24, being a by-law to adopt the Staff/Volunteer Firefighter Compensation Policy as presented; and

That said by-law be given a first, and taken as read a second and third time and finally passed this Twentieth day of October, 2021.

Carried

d. Planning Applications: Applications for Consent to Sever – Karhi T2021-21 and Bowman T2021-22

J. Brice explained the details of each of the applications, noting that while the Official Plan discourages a severance for agricultural uses of less than 40 ha, Council and the Planning Board may permit severed and retained lots to be of a lesser size. The Township's Zoning By-law does provide for this type of severance, which takes precedence over the Official Plan.

For application T2021-22, the Planning Board will receive a recommendation to approve the application pending approval of the MTO for a highway entrance.

Resolution No: 2021 – 160

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the Planning Board be advised that Council of The Township of Tarbutt has no objection to Application T2021-21 or T2021-22 so long as the following conditions are met:

- The 5% cash in lieu of parkland dedication shall be enacted; and
- The consent shall not be finalized or the deeds stamped until all outstanding amounts owing to the municipality are paid in full.

Carried

e. Christmas Office Closure

As the statutory holidays fall on Saturdays this year, the landfill will be closed Saturday December 25 and January 1, but will be open the Wednesdays in between. The closures will be advertised and posted.

Resolution No: 2021 – 161

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the report from the Clerk regarding Christmas closures be received; and

That Council agrees to the proposed closures, to be advertised on the website and social media.

Carried

**7. OLD BUSINESS**

a. Revised Roads Overtime Policy

Resolution No: 2021 – 162

Moved by: U. Abbott

Seconded by: R. Wigmore

Be it resolved that the revised Roads Overtime Policy be received and approved as circulated; and

That leave be granted to enact By-law 2021 – 26, being a by-law to revise the Roads Overtime Policy effective November 12, 2021, and to repeal By-law 19-2018; and

That said by-law be given a first, and taken as read a second and third time and finally passed this Twentieth day of October, 2021.  
Carried.

b. Sand Shed / Winter Sand

After discussing alternatives to putting up sand at the Roads Garage, Council authorized staff to revert to the former arrangement with Ferrovia for winter sand, and consider other options for the sand shed.

**8. NEW BUSINESS**

a. Freightliner Plough Truck

Resolution No: 2021 – 163

Moved by: D. Farrar

Seconded by: U. Abbott

Be it resolved that Council accept the recommendation of the Roads Committee to make arrangements for the Freightliner to the auction in December; and That staff obtain registration and insurance for the truck to travel to Bolton.

Carried

D. Farrar will register the truck for the auction; the Road Superintendent will be responsible to take the truck to the auction with expenses paid for return.

The Treasurer was requested to provide a Year-to-Date vs. Budget report for the next meeting.

Staff were directed to prepare an RFP for Engineering services for the landfill, for structural and civil engineering, and for building services.

Councillor Abbott noted that the WI Park looks very good, and hopes that there are plans for more work next year. J. Brice explained that the summer student has been working on future signage, in cooperation with the Kensington Conservancy, and that there are further plans for landscape work, if approved by the Ministry as the funding source.

**9. INFORMATION/CONSENT AGENDA**

1. The Township of Tarbutt Road / Signage Audit Review
2. Resolution from The Township of Prince  
Re: Support for the City of Sault Ste. Marie as the location of the Canada Water Agency, Great Lakes Office
3. Resolutions from FONOM and AMO  
Re: That the Northern Ontario Health Teams support a consolidated, province wide strategy to address the intensified social crisis for mental health and addictions  
Re: Request to AMO to lobby the Premier of Ontario to grant all municipalities the same municipal revenue tools as were provided to the City of Toronto

4. Resolution from The Town of Kingsville  
Re: Request the provincial government to recognize the value of quality eye care for all Ontarians, and to address the OHIP insured eye care immediately by entering into negotiations to fund Ontario Optometrists
5. Resolution from the Township of Enniskillen  
Re: Calling on Health Canada to research an applicant for any cannabis operating license; and that municipalities be notified of any application for cannabis operations within their jurisdiction; and that regular inspections of thee facilities be mandated and the results provided back to municipalities.
6. Resolution from the Township of Adelaide Metcalfe  
Re: That the Provincial and Federal governments be encouraged to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements.

Resolution No: 2021 – 164

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that correspondence items 2 through 6 on the consent agenda dated October 20, 2021 be received; and

That the Road / Signage audit review presented by Mayor Smith be received for implementation; and

That Council supports the resolutions from FONOM and AMO as well as the Township of Prince, the Town of Kingsville, and the Township of Adelaide Metcalfe.

Carried as amended

## 10. MEETINGS/WORKSHOPS

J. Brice has successfully completed his Firefighter 1 training program, along with two other members of the Tarbutt Fire Department.

## 11. NOTICES OF MOTION

## 12. CLOSED SESSION

## 13. CONFIRMATION BY-LAW

Resolution No: 2021 – 127

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2021 - 27 being a by-law to confirm the proceedings of the regular Council meeting held this Twentieth day of October, 2021; and

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

Carried

**14. ADJOURNMENT**

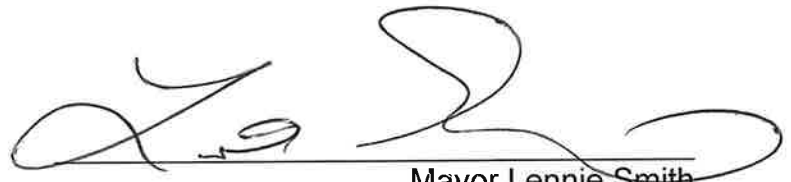
Resolution No: 2021 – 166

Moved by: R. Wigmore

Seconded by: U. Abbott

Be it resolved that the regular Council meeting of October 20, 2021 be adjourned at 8:16 pm to meet again on Wednesday, November 17, 2021 at 6:00 pm.

Carried



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Mayor Lennie Smith



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Clerk Carol O. Trainor