

**THE CORPORATION OF THE TOWNSHIP OF TARBUTT**

**BY-LAW 2022 – 30, AS AMENDED**

**A BY-LAW TO ESTABLISH AND APPOINT COMMITTEES  
AND SUB-COMMITTEES OF COUNCIL FOR THE  
TOWNSHIP OF TARBUTT FOR THE 2022-2026 TERM.**

**WHEREAS** Section 9 of the *Municipal Act*, R.S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**WHEREAS** Section 5 of the *Municipal Act*, R.S.O. 2001, c.25, as amended states that the powers of the municipal council shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise; and

**WHEREAS** it is deemed necessary to appoint certain persons to Boards and Committees of The Township of Tarbutt to advise and represent Council on various matters under its jurisdiction; and

**WHEREAS** from time to time Council may, by resolution, appoint members to an Ad Hoc Committee or establish a Task Force for the purpose of managing projects of a specialized nature; and

**WHEREAS** Council may, at its discretion, establish and appoint Committees of Council as a means of obtaining public participation, public consultation on Township policies and programs, or to work on specific projects, the composition, qualification and recruitment of Volunteer Committee Members of which shall be in accordance with the provisions of this by-law, unless otherwise determined by Council; and

**WHEREAS** municipal representation on the Desbarats to Echo Bay Planning Board is governed by the four municipalities within the Planning Area under the provisions of the *Planning Act*;

**NOW THEREFORE** the Council of the Corporation of The Township of Tarbutt enacts as follows:

**1. Definitions:**

- a. “Ad-Hoc Committee” means a committee formed for a specific task or objective, and dissolved after the completion of the task or achievement of the objective. Most committees (other than Advisory Committees) are of ad hoc nature.
- b. “Advisory Committee” means a committee whose members have a unique skill set, formed to provide advice to Council and perform assigned work on an ongoing basis.

- c. “Volunteer Committee Member” means all persons who volunteer to fulfill a role or seat on a committee without compensation, and who are appointed by the Council of The Township of Tarbutt.
- d. “Committee of Council” means any advisory committee, ad-hoc committee, task force, statutory, or steering committee of The Township of Tarbutt, authorized by by-law, to which Council appoints Volunteer Committee Members and Council representatives.
- e. “Statutory Committee” means a Committee or Board established under a Provincial or Federal Statute, and which may require the recruitment of community members.
- f. “External Appointments” mean Boards, Committees, or Associations that have requested representation from Council or Administration as part of their territorial jurisdiction.
- g. “Terms of Reference” means a document outlining the mandate and board or committee operational details including such things as composition, activities, term, quorum, meeting schedule, staff roles, etc. Terms of Reference must be approved by Council, including any amendments.

**2. Standing Committee and Advisory Committee Appointments:**

The following persons are hereby appointed to the following Standing Committees:

**Johnson Tarbutt Joint Landfill Committee:**

Two members: Darren McClelland, Jacqui Nagel

**Roads Committee:**

Two members: David Farrar, Ursula Abbot

**Personnel Committee:**

Two members: Darren McClelland, Ursula Abbott

**3. Board Appointments:**

**Tarbutt Township Cemetery Board:**

One member: Ursula Abbott

Alternate: David Farrar

Members: Barbara Jalak, Debbie Conway, Jared Brice, Carey Smith

**Desbarats to Echo Bay Planning Board:**

One member: Lennox Smith

**4. Statutory Appointments**

**Municipal Legal Council:** Mark Lepore, Partner  
Laidlaw Paciocco Dumanski Spadafora & Johnson LLP

**Auditor:** Stefanizzi Professional Consultants

**Fence Viewer Committee:** Jack Tindall, Keith Good

**Livestock Valuer:** Jack Tindall

**Weed Inspector:** Jacqui Nagel

**Health and Safety Worker Representative:** Jared Brice

**Deputy Mayor / second signing authority:** David Farrar

**5. External Appointments**

**Algoma District Municipal Association (ADMA):**


One member: Lennox Smith

Alternate: David Farrar

**6. ENACTMENT**

- a. This By-law shall be known and referred to as the “Committee Appointment By-law”.
- b. That any previous policy, by-law or resolution which conflicts with this by-law be and is hereby repealed.
- c. This By-law shall take effect on the date of passing.

READ A FIRST TIME and taken as read a second and third time and finally passed this Twenty First day of December, 2022, as amended on the Twenty Fourth day of May, 2023.



Lennox Smith, Mayor



Carol O. Trainor, Clerk