



**THE TOWNSHIP OF TARBUTT**  
**Minutes of the Council Meeting**  
**Wednesday, February 19, 2025 at 6:00 pm**  
**Township Council Chambers, 27 Barr Road S.**

**PRESENT:** L. Smith, Mayor  
U. Abbott  
D. Farrar  
D. McClelland  
J. Nagel

**STAFF:** M. Pigeon, Road Superintendent  
C. Trainor, CAO/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 Regular Council Meeting held January 17, 2025

Resolution No: 2025 – 25

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the minutes of the regular council meeting held Wednesday, January 22, 2025 be adopted as circulated.

Carried

**4. DEPUTATIONS / PRESENTATIONS**

**5. FINANCIAL STATEMENTS**

a. Disbursements for the month of January, 2025

Resolution No: 2025 – 26

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that the accounts payable for the month of January, 2025 in the amount of \$207,259.58 be approved as circulated.

Carried

**6. STAFF AND COMMITTEE REPORTS**

a. Roads Superintendent Verbal Report



M. Pigeon advised council that the new Equipment Operator started work this week and is doing very well. The new gate for the old landfill site is finished and was picked up today. Installation will occur when the ground thaws.

M. Pigeon reviewed the Roads Ten Year Plan, prepared in 2019. All roads planned for resurfacing will be done within the life of the plan. The grader and the blue F150 are due for replacement in 2030, and the F250 in 2027. At that time, the Township could purchase a new ¾ ton and switch out the white F250 for the F150.

Resolution No: 2025 – 27

Moved by: D. Farrar

Seconded by: D. McClelland

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

b. Report of the Roads Committee/2025 Amalgamated Tender Request

M. Pigeon advised that tenders will be awarded April 12.

Resolution No: 2025 – 28

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the draft minutes of the January 2025 Roads Committee meeting be received; and

That the Road Superintendent be authorized to present the Township's materials and supplies needs for the 2025 Amalgamated Tender to the East Algoma Roads Super Association.

Carried

c. Increase to Township mileage rates

Resolution No: 2025 – 29

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the Treasurer regarding an increase to mileage reimbursement rates be received; and

That Council approve the staff recommendation to increase mileage rates to \$0.66/km retroactive January 1, 2025.

Carried

d. Fire Safety System Bid Process, MacLennan Hall

The Clerk advised that the selected contractor has provided WSIB clearance and a Certificate of Insurance. The Township is able to access Efficiency Funds to help cover the over budget expenses.



Resolution No: 2025 – 30

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the report from the CAO/Clerk regarding bids for the Fire Safety System at the MacLennan Hall be received; and

That Council approve the award to Tombari Electric in the amount of \$9990.00.

Carried

e. Policy Additions

Resolution No: 2025 – 31

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the report from the CAO/Clerk regarding policy additions to improve workplace safety and to provide a professional, approachable image be received; and

That Council approve the addition of the Dress Code Policy to the Human Resources policy, as presented; and

That Council approve the addition of the Drugs and Alcohol in the Workplace Policy to the Occupational Health and Safety Policy Manual as presented.

Carried

f. Proposed Site Plan Control By-law

The Clerk advised that the proposed by-law and requirements, as written, may not be required in every instance of waterfront development, and there may be some properties that do not require all the components of Site Plan Control. Staff will continue to work with the Planner for a policy that provides more flexibility.

Resolution No: 2025 – 32

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the report from the CAO/Clerk regarding implementation of Site Plan Control be received; and

That staff continue to work with the Planner toward a Tarbutt oriented Site Plan Control process.

Carried

g. Report of the CAO/Clerk

The Clerk advised Council that the air quality testing at the hall has been completed, and lab results are pending. Fire safety upgrades will take place as soon as a dedicated week can be confirmed. The provincial election will be held at the Hall on February 27. The plumber will complete the necessary work on March 10.

There will be a retirement party for Keith Barber at the MacLennan Hall on Tuesday, February 25, from 5 to 7.



In advance of budget discussions, the Clerk has requested approval to attend the annual AMCTO Professional Development Institute in Windsor, in June.

Resolution No: 2025 – 33

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the Clerk's Report for February 2025 be received; and  
That the Clerk be authorized to register for the 2025 AMCTO Conference.

Carried

## 7. BY-LAWS

## 8. INFORMATION / CONSENT AGENDA

- a. Declaration from the City of Toronto  
Re: Paid-Plasma-Free Zone
- b. Ontario Superior Court Ruling  
Re: Open Building Permit Files
- c. Correspondence from the Township of St. Joseph, Bonfield, and Killarney  
Re: Support for Tarbutt Resolution regarding increased MPAC levies
- d. Message from the Federation of Northern Ontario Municipalities  
Re: Expanding O. Reg. 391/21 to include all sources of recycling
- e. Resolution from the Eastern Ontario Wardens' Caucus (EOWC)  
Re: Canadian and Ontario Negotiations with US Government on Trade Tariffs
- f. Resolution from the Town of Fort Frances  
Re: Support Resolution for Canadian Sovereignty
- g. Justification Report excerpt from Shared Tower Inc.  
Re: Installation of Telecommunication Antenna Structure
- h. Letter from Ironside Consulting Services Inc.  
Re: Report of the Integrity Commissioner for 2024

Resolution No: 2025 – 34

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that correspondence items a through h on the Consent Agenda dated February 19, 2025 be received; and



That The Township of Tarbutt supports the City of Toronto decision to declare Toronto a paid plasma free zone; and

That The Township of Tarbutt support the Resolution from FONOM requesting that the Province amend Ontario Regulation 291/21 Blue Box, so that producers are responsible for end of life management of recycling products from all commercial and industrial sources, as well as residential; and

That The Township of Tarbutt support the resolution from the Eastern Ontario Warden's Caucus in support of Canadian and Ontario Government Negotiations with the US Government on Trade Tariffs; and

That the Township of Tarbutt support the resolution from the Town of Fort Frances and the Town of Halton Hills regarding the Sovereignty of Canada.

Carried

## 9. OTHER BUSINESS

## 10. CLOSED SESSION

Resolution No: 2025 – 35

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that Council move into closed session at 6:56 pm under Section 239 2. of the *Municipal Act* with respect to subs. (d) labour relations or employee negotiations, and subs. (f) advice that is subject to solicitor client privilege.

Carried

- Employee negotiations / labour relations
- Solicitor/Client Privilege

Resolution No: 2025 – 36

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that Council rise from Closed session at 7:30 pm.

Carried

Resolution No: 2025 – 37

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the CAO/Clerk regarding hours of work and overtime hours be received; and

That Council approve the suggested amendments, and authorize the CAO/Clerk to bring forward a revised Administration Hours of Work policy, to be integrated into the Human Resources Policy.

Carried

Resolution No: 2025 – 38

Moved by: U. Abbott

Seconded by: J. Nagel



Be it resolved that the verbal report from the CAO/Clerk regarding negotiations with the prospective employee be received; and  
That Council confirms approval of the proposed employment agreement as written, with a start date to be negotiated following a notice period of three weeks.

Carried

The Clerk will seek the advice of the Township's solicitor regarding whether the individual will be a contractor or an employee, and an employment agreement will be drawn up.

Resolution No: 2025 – 39

Moved by: D. Farrar

Seconded by: D. McClelland

That the information provided by the Township Solicitor, via the Clerk, regarding the Order to Comply, be received.

Carried

## 11. CONFIRMATION BY-LAW

Resolution No: 2025 – 40

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2025 – 07, being a By-law to Confirm the proceedings of the Regular Council meeting held this Nineteenth day of February, 2025; and

That said By-law be read a first, and taken as read a second and third time and finally passed this Nineteenth day of February, 2025.

Carried

## 12. ADJOURNMENT

Resolution No: 2025 – 41

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the regular Council meeting, held this Nineteenth day of February, 2025 be adjourned at 7:36 pm, to meet again on Wednesday, March 19, 2025 at 6:00 pm.

Carried

Lennox G. Smith, Mayor

Carol O. Trainor, Clerk