



THE TOWNSHIP OF TARBUTT
Council Meeting Agenda
Wednesday, May 20, 2026 at 6:00 pm
Township Council Chambers, 27 Barr Road S.

1. **CALL TO ORDER**
2. **DISCLOSURES OF PECUNIARY INTEREST**
3. **PREVIOUS MINUTES**
 - a. Minutes of the Regular Council meeting held April 22, 2026 and the Special Council meeting held under the *Planning Act* dated April 27, 2026. 1
4. **DEPUTATIONS / PRESENTATIONS**
5. **FINANCIAL STATEMENTS**
 - a. Disbursements for the month of April, 2026 15
6. **STAFF AND COMMITTEE REPORTS**
 - a. Roads Superintendent Report 17
 - b. Asset Management Plan Levels of Service Annex 18
 - c. MacLennan Hall Building Subcommittee Report 30
 - d. Fire Liaison Committee Report 32
 - e. Community Safety and Well Being Plan Update 34
 - f. Report of the CAO/Clerk
7. **BY-LAWS**
 - a. Committee Appointment By-law, as amended
8. **INFORMATION / CONSENT AGENDA**
 - a. Information and Correspondence for Council's consideration 40
9. **OTHER BUSINESS**



10. CLOSED SESSION

Council will move into closed session under Sec. 239 (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

- Advice on the Integrity Commissioner Adjudication

11. CONFIRMATION BY-LAW

By-law 2026 - being a by-law to confirm the proceedings of the Council meeting held this Twentieth day of May, 2026.

12. ADJOURNMENT

The meeting of May 20 will adjourn at _____ pm, to meet again on Wednesday, June 17, 2026 at 6:00 pm.



THE TOWNSHIP OF TARBUTT
Minutes of the Council Meeting
Wednesday, April 22, 2026 at 3:00 pm
Township Council Chambers, 27 Barr Road S.

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

STAFF: Jillian Hayes Elliott, Treasurer (left the meeting at 5:26)
Mike Pigeon, Road Superintendent (left the meeting at 4:50)
Carol Trainor, CAO/Clerk

GUEST: Mitch Marinovitch, Auditor, Stefanizzi Professional Corporation

1. CALL TO ORDER

Mayor Smith called the regular council meeting to order at 3:00 pm welcoming Auditor Mitch Marinovitch.

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

- a. Minutes of the Regular Council meeting held March 18, 2026, and the Special Council meeting held March 23, 2026.

Resolution No: 2026 – 56

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

Be it resolved that the minutes of the regular council meeting of March 18, 2026 be adopted as circulated, and the special council meeting of March 23, 2026 be adopted as amended to rescind resolution 2026-52.

Carried

4. DEPUTATIONS / PRESENTATIONS

- a. Mitch Marinovitch, Audit Manager, Stefanizzi Professional Corporation
Presentation of the 2025 Audited Financial Statements



b. Disbursements for the month of March, 2026

Resolution No: 2026 – 59

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the disbursements for the month ending March 31, 2026 in the total amount of \$189,581.89 be approved.

Carried

6. STAFF AND COMMITTEE REPORTS

a. Road Superintendent Report for April, 2026 and minutes of the Roads Committee meeting of February 12, 2026.

M. Pigeon advised that the slip tank that was offered fits into the truck and will work well, and he is grateful to have it. Other budget items:

- The ditching bucket may be straightened rather than replaced;
- Sweeping will be done in the next few weeks, except for Pine Island Road
- Will get quotes for the equipment to collect and reuse that gravel.
- Clay boils are coming up, and a post on Hardwood needs to be fixed;
- Emulsion has been ordered in bulk; shipping costs will be split six ways

Resolution No: 2026 – 60

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the minutes of the Roads Committee dated February 12, 2026 and the report from the Road Superintendent for April 2026 be received; and That the Road Superintendent be authorized to proceed with the purchase of the chainsaw, the pump, and the rebuild of the ditching bucket in accordance with the estimated budget amounts.

Carried

b. Road Resurfacing Bid Results

The Road Superintendent advised that he has spoken with Beamish about the multi municipal bid, and adjusting the bid price to remove the fog seal. The budget will be adjusted for this expenditure.

Resolution No: 2026 – 61

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that the report from the Road Superintendent regarding the 2026 Multi Municipality Road Resurfacing Bid Results be received; and

That the bid from Beamish Construction Inc. dated April 16, 2026 in the total amount of \$1,445,748.20 for all municipalities be received; and



That staff be authorized to advise coordinator Plummer Additional Township and Beamish Construction Inc. that The Township of Tarbutt approves the bid submitted for Tarbutt, as amended to remove the fog seal portion of the project with a final price to be negotiated.

Carried

c. Application for EASE Funding

Staff advised that this application process appears very competitive, and that the Ministry is looking for projects that are above and beyond the standard accessible features. Council felt that this effort might not result in reward and simply received.

Resolution No: 2026 – 62

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

Be it resolved that the report from the Treasurer regarding the Enhancing Access to Spaces for Everyone (EASE) Grant Application be received; and
That the Township's Accessibility Policy and Plan be updated to clearly identify future accessibility projects.

Carried

d. Northern Ontario Heritage Fund (NOHFC) Application Resolution

Resolution No: 2026 – 63

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

Be it resolved that the Council of The Township of Tarbutt supports an application to the NOHFC under the Rural Enhancement Funding Stream for the *MacLennan Hall Rejuvenation* project, in the amount of \$200,000; and
That the Township agrees to contribute 10% of the total project budget and any cost overruns.

Carried

e. Appointment to the Fire Liaison Committee

Resolution No: 2026 – 64

Moved by: U. Abbott Seconded by: D. Farrar

Be it resolved that the report from the CAO/Clerk regarding appointments to the Fire Liaison Committee be received; and
That Council approve the composition of the Fire Liaison Committee to be Councilor Nagel, Councilor McClelland, Fire Chief Paul Ackland or designate, Captain L. Flood, and the Clerk or designate.

Carried



f. Review of Election Policies and Procedures

Resolution No: 2026 – 65

Moved by: U. Abbott

Seconded by: D. McClelland

Be it resolved that the report from the CAO/Clerk regarding Election Policies and Procedures be received, and that the policies be affirmed by by-law.

Carried

g. 2026 Election Timelines Update

Resolution No: 2026 – 66

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the report from the CAO/Clerk regarding dates and information for the 2026 Municipal Election be received, with this information to be incorporated into the 2026 Candidates Guide.

Carried

h. Release of a Restriction on Pine Island Road

Resolution No: 2026 – 67

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the report from the CAO/Clerk regarding the 1993 restrictive covenants on the Pine Island Properties be received; and

That the Council of the Township of Tarbutt authorizes the deletion of the Restrictive Covenants registered against the property described in PIN 31466-0528(LT) as Instrument LT188583Z, and

That the Mayor and the Clerk be authorized to sign documents required in order to effect the deletion of said Restrictive Covenants.

Carried

i. Report of the CAO/Clerk

Resolution No: 2026 – 68

Moved by: J. Nagel

Seconded by: D. Farrar

Be it resolved that the Report from the Clerk dated April 22, 2026 be received; and That a Building Sub-committee be established with Councilors McClelland and Abbott, the Clerk or Designate, the CBO and other staff as needed to focus on projects, upgrades and funding at the MacLennan Hall; and

That the plumbing quotations, and the proposed work be reviewed by members of the building sub-committee before proceeding; and

That the funding to hire one youth worker under the Canada Summer Jobs program be declined.

Carried



7. BY-LAWS

- a. A By-law to set the Rates of Taxation for 2026.

Resolution No: 2026 – 69

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that leave be granted to introduce By-law 2026 - 10 being a By-law to set the rates of Taxation for the year 2026, and to repeal By-law 2025-14; 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 April, 2026.

Carried

- b. A By-law to renew the Integrity Commissioner contract

The Integrity Commissioner contract expires in April 2026. Council agreed to defer a decision to renew the contract at this time.

- c. A By-law to Adopt Policies during Municipal Elections

Resolution No: 2026 – 70

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that leave be granted to introduce By-law 2026 – 11, being a By-law to adopt Policies for use during the Municipal Elections; 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 April, 2026.

Carried

- d. A By-law to Authorize the Delegation of Authority for Restricted Acts

Resolution No: 2026 – 71

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that leave be granted to introduce By-law 2026 – 12, being a By-law to authorize the Delegation of Authority for Restricted Acts of Council during a Restricted Acts Period in an Election Year; 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 April, 2026.

Carried

8. INFORMATION / CONSENT AGENDA

- a. Information and Correspondence for Council's consideration

Resolution No: 2026 – 72



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

Be it resolved that correspondence items a. through m. on the Consent Agenda dated April 22, 2026 be received; and

That The Township of Tarbutt supports the letter from the Association of Ontario Road Supervisors seeking legislative changes to improve municipal worker safety and restrict public interference with municipal roads operations; and

That the Township of Tarbutt supports the resolution from NEMI requesting the Ministry of the Environment reconsider the grade of oil permitted for tar and chip surface treatment to extend the life of municipal roads; and

That The Township of Tarbutt support the resolution from Papineau-Cameron requesting that Ontario and Federal veterinary organizations, and OMAFA expand enrolment capacity at the Ontario Veterinary College to allow more qualified applicants to pursue certification as large animal veterinarians; and

That the letters from FONOM regarding Highways 11 and 17 safety, and an extension of NORDS funding be supported; and

That the resolution from the Municipality of Bluewater requesting that the province amend Blue Box O. Reg 391/21 so that producers are responsible for end of life recycling from small businesses and not for profit organizations in the industrial, commercial and institutional sectors; and

That The Township of Tarbutt supports the resolution from the City of Mississauga opposing changes that would reduce or eliminate democratically elected school board trustees; and

That The Township of Tarbutt supports the resolution from the Region of Waterloo to request that Bill C-9 be amended to include the noose as a prohibited hate symbol; and

That The Township of Tarbutt supports the Planet Youth initiative of Algoma Public Health to build a community driven approach to youth engagement and authorize a one time donation in the amount of \$500; and

That Council approves the request from the Township of Johnson Recreation for an annual donation toward recreational programs and facility support as in previous years; and

That Council approves the donation request from the Central Algoma Land Trust at the \$250 sponsorship level.

Carried



9. OTHER BUSINESS / ADDENDUM

- a. A By-law to enter into a Shared Services Agreement for CEMC Services

Resolution No: 2026 – 73

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2026 – 13, being a By-law to authorize the Mayor and the Clerk to enter into a Shared Services Agreement with The Township of St. Joseph for a Community Emergency Management Coordinator, and to appoint a Community Emergency Management Coordinator for The Township of Tarbutt; 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 April, 2026.

Carried

- b. Working Trailer

Councillor Farrar referenced quotes received for the 12 ft landscape trailer. Council agreed to the quote for the 7 tonne trailer from North Shore Tractor.

10. CLOSED SESSION

Resolution No: 2026 – 74

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that Council move into closed session at 5:26 pm under Sec. 239 (2) (e) of the *Municipal Act* to discuss litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

- a. Decision of the Judicial Review re: Integrity Commissioner

Resolution No: 2026 – 75

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that Council rise from closed session at 6:18 pm; and

That the decision of the Judicial Review panel regarding the Township's Integrity Commissioner decision, and information from legal counsel be received; and

That Tony Fleming at Cunningham Swan Lawyers be approached with respect to providing adjudication on the Integrity Commissioner complaint; and

That staff be authorized to contact the Township's insurer regarding coverage for the claim.

Carried



THE TOWNSHIP OF TARBUTT
Minutes of the Special Council Meeting
Under the Planning Act
Monday, April 27, 2026 at 4:00 pm

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

STAFF: Carol Trainor, CAO/Clerk

GUESTS: R. Chauvin, 55 Barr Road S.
S. Leistner, 20 Kingfisher Drive

1. CALL TO ORDER

Mayor Smith called this Special Council meeting to order at 4:00 pm in accordance with Section 34 of the *Planning Act*, R.S.O. 1990, c.P.13.

2. DISCLOSURES OF PECUNIARY INTEREST

3. DEPUTATIONS / PRESENTATIONS

4. STAFF AND COMMITTEE REPORTS

a. Application Z2026-01 for Zoning Amendment, 55 Barr Road South

The purpose of this Public Meeting is to review an Application to Amend the Township's Zoning By-law, submitted by the owner of 55 Barr Road S. (formerly known as 6463 Highway 17 E) in The Township of Tarbutt. The subject property is 26.95 ac in size with a 1,026.4 ft frontage on a publicly maintained roadway within the Rural (Ru) zone. The property contains only a small accessory structure.

The applicant seeks to permit the construction of an accessory building on an otherwise vacant parcel for personal use only; there is no intent to use the shop for commercial purposes. Notice has been given and this Public Meeting is being held in accordance with *Section 34 of the Planning Act* to provide an opportunity to present the proposed rezoning and to hear and receive comments regarding the proposed Zoning By-law Amendment.

When considering amendments to the zoning by-law, Council should consider:



- Zoning provisions and standards apply to the property, not to the owner
- The application's conformity to the zoning by-law, official plan, Provincial Planning Statement and adjacent land uses
- Compatible uses and suitability of the land for the proposed purpose, including the size and shape of the lot(s)
- Risk of flooding
- Impact to abutting or neighbouring property owners
- Implications of permitting a reduced setback in any zone
- If the request would create a situation of liability for the municipality
- Any conditions that Council may wish to apply

The proposed zoning amendment would permit the construction of an accessory structure without the benefit of a primary purpose/use, being a Residence in the Rural (Ru) zone. The former dwelling unit on the property has been demolished.

Section 2 of the Township's Zoning By-law provides that an accessory use is "a separate building or structure, normally incidental, subordinate, devoted to or located on the same lot as the principal use". Section 5.2 f) of the Township's Zoning By-law provides that an Accessory Building is permitted in the Rural Residential zone.

The Township has not received any calls, enquiries or objections following circulation of the Public Notice, either from neighbouring property owners or from the agencies notified of the proposed amendment.

The owner, Mr. Chauvin, was in attendance but did not have any comments or additional information for council. Members of Council did not have any additional questions for the applicant.

Hearing no further comments, Council thanked those in attendance for their participation. A Notice of Decision will be circulated to all those who have requested notification within 15 days of the decision. If the By-law is passed at this meeting, the Zoning Amendment will take effect 21 days after the Notice of Decision unless an appeal has been filed with the Ontario Land Tribunal.

b. Application Z2026-02 for Zoning Amendment, 20 Kingfisher Drive

The purpose of this Public Meeting is to review an Application to Amend the Township's Zoning By-law for a site specific amendment for the property located at 20 Kingfisher Drive. The subject property is 1.62 ac in size with a 33.3 ft frontage along a private, unmaintained road and is located within the SR (shoreline residential) zone. The property contains one seasonal dwelling unit and one accessory structure (garage). This property does not have direct shoreline access.



The application seeks to permit the construction of a second dwelling unit within the existing accessory structure. Notice has been given and this Public Meeting is being held in accordance with *Section 34 of the Planning Act* to provide an opportunity to present the proposed rezoning and to hear and receive comments regarding the proposed Zoning By-law Amendment.

When considering amendments to the zoning by-law, Council should consider:

- Zoning provisions and standards apply to the property, not to the owner
- The application's conformity to the zoning by-law, official plan, Provincial Planning Statement and adjacent land uses
- Compatible uses and suitability of the land for the proposed purpose, including the size and shape of the lot(s)
- Risk of flooding
- Impact to abutting or neighbouring property owners
- Implications of permitting a reduced setback in any zone
- Would the request create a situation of liability for the municipality
- Any conditions that Council may wish to apply

The proposed zoning amendment would permit the construction of an additional dwelling unit on the second story of the accessory structure, a garage, which was constructed new in 2025 with a vacant second story.

Section 3.9 of the Township's Zoning By-law states that "not more than one dwelling, together with accessory buildings, shall be erected or placed on a single lot, except in the agricultural zone". The garage meets all other provisions of the zoning by-law.

The Township office has not received any calls, enquiries or objections following circulation of the Public Notice, either from neighbouring property owners or from the agencies notified of the proposed amendment.

The owner, Mr. Leistner, was in attendance but did not have any comments or additional information for council. Members of Council did not have any additional questions for the applicant.

Hearing no further comments, Council thanked those in attendance for their participation. A Notice of Decision will be circulated to all those who have requested notification within 15 days of the decision. If the By-law is passed at this meeting, the Zoning Amendment will take effect 21 days after the Notice of Decision unless an appeal has been filed with the Ontario Land Tribunal.

The public meeting under the *Planning Act* was completed. Council continued proceedings under the *Municipal Act, 2001*, as amended.



c. Central Algoma Building Services Inter Municipal Agreement

The draft Agreement for Building Services to be shared by eight municipalities is not yet complete as each party is reviewing the most recent version. The agreement is to take effect May 1, with only editing revisions to be made to the final agreement. The Mayor of each municipality will sign the agreement, and a copy will be provided to all.

Recommendation 2026 - 78

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

Be it resolved that the report from the report from the CAO/Clerk regarding the Central Algoma Building Services Inter-municipal Agreement be received; and That Council authorize the Mayor and the Clerk to enter into agreement with seven (7) other municipalities for the Central Algoma Building Services Inter Municipal Agreement, to take effect May 1, 2026.

Carried

5. BY-LAWS

a. A By-law to amend Zoning By-law 10-85 for 55 Barr Road South

Recommendation 2026 - 79

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

Be it resolved that leave be granted to introduce By-law 2026 – 15, being a By-law to amend By-law 85-10 of The Township of Tarbutt to permit the construction of an accessory structure without a primary use in the Rural Zone at 55 Barr Road South; and

That said by-law be read a first, and taken as read a second and third time and finally passed this Twenty Seventh day of April, 2026.

Carried

b. A By-law to amend Zoning By-law 10-85 for 20 Kingfisher Drive

Recommendation 2026 – 80

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

Be it resolved that leave be granted to introduce By-law 2026 – 16, being a By-law to amend By-law 85-10 of The Township of Tarbutt to permit the construction of a second dwelling unit in the Shoreline Residential Zone at 20 Kingfisher Drive; and

That said by-law be read a first, and taken as read a second and third time and finally passed this Twenty Seventh day of April, 2026.

Carried

c. A By-law to appoint a Chief Building Official and to sign the Inter-Municipal Agreement for Building Services.



Recommendation 2026 – 81

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2026 – 17, being a By-law to Appoint a Chief Building Official for The Township of Tarbutt as part of the Central Algoma Building Services Intermunicipal Agreement, and to Repeal By-law 2025-08.

Carried

6. OTHER BUSINESS

- a. Council and staff have been considering options for a new table for the council chambers, comparing purchase vs construction.
- b. Enforcement of the Clean Yards By-law and Trailer By-law will be escalated.
- c. Installation of the second non household bin at the landfill should occur in time for the busier summer season to avoid filling the back cell.

7. ADJOURNMENT

Recommendation 2026 – 82

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that leave be granted to introduce By-law 2026 – 18, being a By-law to confirm the proceedings of the Special Council meeting held this Twenty Seventh day of April, 2026; and

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

Carried

Resolution No: 2026 – 83

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the Special Council meeting held this Twenty Seventh day of April, 2026 adjourn at 4:55 pm, to meet again on the regular meeting date of Wednesday, May 20, 2026 at 6:00 pm.

Carried

Lennox G. Smith, Mayor

Carol O. Trainor, Clerk

Payment Log
For the month ending April 30, 2026

Cheque No.	Date	Payee	Amount
5729	04/01/2026	Federation of Northern Ontario Municipalities - 2026 Membership	\$ 176.40
5730		VOID	
5731	04/01/2026	Tenaquip Limited - Sand/Salt bin - MacLennan Hall	\$ 146.90
5732	04/01/2026	Fire Training Per Diem - NEFEC	\$ 686.40
5733	04/01/2026	Fire Training Per Diem - NEFEC	\$ 686.40
5734	04/09/2026	Fire Marshal's Public Fire Safety Council - Training	\$ 89.25
5735	04/09/2026	Tenaquip Limited - PPE Fire Safety	\$ 537.20
5736	04/09/2026	Guardian Electric Inc. - Generator repairs	\$ 519.80
5737	04/09/2026	Receiver General - Employee Reconciliation	\$ 9,237.66
5738	04/14/2026	Algoma Public Health - Q1 +Q2 Payments	\$ 14,591.00
5739	04/15/2026	Receiver General for Canada - Radio License FD	\$ 676.48
5740	04/15/2026	Fire Per Diem Instructor 1	\$ 457.20
5741	04/15/2026	Fire Per Diem Fire 2	\$ 251.04
5742	04/15/2026	Fire Per Diem Fire 2	\$ 251.04
5743	04/15/2026	Ledger Management Services - PIER Report Submission	\$ 226.00
5744	04/15/2026	Norpro Security Ltd. - Fit Testing 2025	\$ 1,070.68
5745	04/20/2026	City of Sault Ste. Marie - Fire Training Instructor 1	\$ 339.00
5746	04/30/2026	Monthly Landfill	\$ 100.00
5747	04/20/2026	Roads - Boot Allowance	\$ 50.86
5748	04/21/2026	Traction Heavy Duty Parts - Plow Truck Repairs	\$ 291.67
5749	04/21/2026	Heritage Home Hardware - Parks supplies	\$ 135.55
5750	04/22/2026	Tulloch Engineering Inc. - Annual Report and Testing	\$ 18,814.50
5751	04/24/2026	Matthews Memorial Hospital - 2026 Donation	\$ 5,000.00
5752	04/24/2026	Dr. HS TREFRY CENTRE - 2026 Donation	\$ 5,000.00
5753	04/24/2026	Central Algoma Land Trust - 2026 Donation	\$ 250.00
5754	04/24/2026	Township of Johnson - 2026 Recreation Doantion	\$ 3,000.00
5755		VOID	
5756	04/24/2026	Stefanizzi Professional Corporation - 2025 Audit - Final	\$ 9,605.00
5757	04/27/2026	Algoma Public Health Planet Youth Donation	\$ 500.00
5758	04/27/2026	17E Trading Post/Gas Bar	\$ 422.00
5759	04/24/2026	Council Events - ADMA	\$ 82.70
5760	04/29/2026	Minister of Finance-OPP Contract	\$ 8,947.00
04-21	04/08/2026	Superior Propane Inc. - Office / Roads	\$ 1,346.16
04.21	04/09/2026	Superior Propane Inc. - Hall	\$ 837.86
04/21	04/15/2026	Superior Propane Inc. - Fire Hall	\$ 1,371.21
DD04-13	04/13/2026	Algoma Power Inc. - Landfill	\$ 201.90
DD04.08	04/08/2026	Esso and Mobil Business Card	\$ 6,822.08
DD04.13	04/13/2026	Algoma Power Inc. - Office/Roads/Fire Hall	\$ 715.72
DD04/13	04/13/2026	Algoma Power Inc. - Hall	\$ 238.06
EFT04.01	04/01/2026	OMERS - February	\$ 5,225.06
EFT04.07	04/01/2026	Algoma District Services Admin Brd - April 2026	\$ 39,685.92
EFT04.10	04/09/2026	Quattra SCS LTD. - Alarms and Monitoring	\$ 444.71
EFT04.10	04/09/2026	RPC Science & Engineering (breathing apparatus testing)	\$ 385.05
EFT04.10	04/10/2026	GFL Environmental Inc - Waste Disposal	\$ 8,691.96

EFT04.10	04/09/2026	encompassIT.ca - MS 360 + Web hosting	\$	390.30
EFT04.21	04/14/2026	Algoma Office Equipment - Copies	\$	156.17
EFT04.29	04/29/2026	OMERS - March	\$	5,626.94
DD	04/01/2026	MPAC - Q2	\$	4,029.06
DD	04/01/2026	Equitable Life - Employee Health Benefits	\$	3,279.34
DD	04/01/2026	RCAP Lease - Photocopier monthly lease	\$	93.33
DD	4/6/2026	March - Bell Canada - Hall	\$	76.99
DD	4/6/2026	March - Bell Canada - Office	\$	160.42
DD	4/6/2026	March - Bell Canada - Fire	\$	70.77
DD	4/31/2026	CIBC Admin Fee	\$	25.00
DD	4/31/2026	CIBC Monthly Fee	\$	55.00
DD	4/31/2026	Paper Statement Fee	\$	5.00

Payments to Vendors \$ **162,075.74**

*EFT = Payments processed manually from the bank account

*DD = Automatic withdrawals from the bank account

VISA	Starlink - Internet Services	\$	158.20
VISA	Adobe Subscription	\$	105.06
VISA	Zoom	\$	25.98
VISA	National Pro Board - Fire Certifications	\$	28.10
VISA	Deerhurst Resort - NEFEC Conference	\$	430.30
VISA	Deerhurst Resort - NEFEC Conference	\$	430.30

Total Visa Charges \$ **1,177.94**

Total Payroll \$ **36,756.43**

TOTAL PAYMENTS FOR APRIL 2026 \$ **200,010.11**



The Township of Tarbutt
27 Barr Road South
Desbarats, Ontario P0R 1E0
Ph: 705-782-6776 Fax: 705-782-4274

REPORT TO COUNCIL

Date: May 20, 2026
From: Mike Pigeon, Road Superintendent
Re: Roads Report for May, 2026

BACKGROUND / OVERVIEW

Bridge (culvert) inspections are due to begin next week.

Roads staff will be switching to four 10 hour shifts as of May 25, Monday to Thursday.

Guard rails have been inspected, tightened up and repaired.

Prep work for the new surface on Hardwood Drive and MacLennan Road has begun.

Cleaning the frame of the dump truck continues, getting this truck ready for painting.

Calcium has arrived without complications, despite warnings that there may be shortages.

Road emulsion for patching roads is also on site.

Frost boils on roads are starting to shrink.

Stone from Pine Island Road and Smith Road has been recovered for reuse after last year's resurfacing project, and sweeping has begun in the remainder of the Township.

RECOMMENDATION:

Be it resolved that the Roads update from the Road Superintendent for the month of May, 2026 be received.



The Township of Tarbutt
27 Barr Road South
Desbarats, Ontario P0R 1E0
Ph: 705-782-6776 Fax: 705-782-4274

REPORT TO COUNCIL

Date: May 20, 2026
From: Jillian Hayes Elliott, Treasurer
Re: Asset Management Plan – Levels Of Service Annex

BACKGROUND / OVERVIEW

Since 2016, MFOA, in partnership with the Province of Ontario (first through MMAH and later MOI), has supported municipalities in advancing asset management planning through it's AMP it Up Program.

AMP it Up 3.0 (2022–2026): Delivered three core projects: Coaching and Assistance (one-on-one support for 179 municipalities), Workshops (69 sessions reaching nearly 600 staff), and Cohort-Based Working Groups (115 municipalities).

The Township only engaged these free consultation services at the end of the Program. We were paired with a consultant that assessed our current Asset Management Plan and made recommendations that would bring the current plan up to provincial requirements and also set us up to easily navigate any new requirements the Province may introduce in the coming years.

The conclusion reached as a result of these consultations is that the Township's Asset Management Plan addresses the Provincial requirements at a basic level but is light on details regarding the Township's desired Levels of Service for all asset classes. The attached Levels of Service Annex specifically addresses this gap.

FINANCIAL IMPACT

30 hours of consultation work was provided at no charge to the Township through the MFOA's AMP It Up 3.0 program. The creation of this Annex does not have a financial impact on the Township except in so far as it may assist with future grant funding applications.

SUMMARY

The attached Levels of Service Annex, as discussed with staff, and created by UrbanRE, speaks, in detail, to the Township's desired Levels of Service for all asset classes listed in the current AMP.

RECOMMENDATION:

Be it resolved that the report from the Treasurer regarding the Levels of Service Annex to the Township's Asset Management Plan be received; and
That the Levels of Service Annex to the Asset Management Plan, drafted by UrbanRE, be approved as presented; and
That the Annex be added as an addendum to the current Asset Management Plan in order to fulfill the provincial requirements related to Levels of Service.



Jillian Hayes Elliott, Treasurer



Tarbutt Township

Asset Management Plan Levels of Service Annex



UrbanRe Advisory Inc.

26 March, 2026

Table of Contents

Context and Introduction	4
Levels of Service	4
Tarbutt Township’s LOS	4
Levels of Service Framework	5
1. Roads	5
2. Bridges and Culverts	6
3. Stormwater	7
4. Buildings and Parks	8
5. Fleet and Equipment	9

Disclaimer

This Annex was prepared with technical support from the AMP-it-Up 3.0 Program, funded by the Province of Ontario and administered by the Ontario Municipal Finance Officers Association. This document is for information only and should not be relied upon for litigation, claims, or other uses beyond its intended scope.

The AMP is a strategic planning tool. It is not a capital budget, and decisions regarding future investments, priorities, or service levels remain at the discretion of Council and the Township’s annual budget and capital planning process. UrbanRe expressly disclaims any liability for the contents or use of this document. UrbanRe’s role was limited to the presentation of data and input supplied and validated by the Township. Where consultants or third-party data sources have been used, liability is limited to the terms of those professional services agreements.

Table of Contents

Context and Introduction	4
Levels of Service	4
Tarbutt Township’s LOS	4
Levels of Service Framework.....	5
1. Roads	5
2. Bridges and Culverts	6
3. Stormwater	7
4. Buildings and Parks.....	8
5. Fleet and Equipment	9

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Context and Introduction

This Levels of Service Framework is an Annex to the Township of Tarbutt's Asset Management Plan (AMP), prepared by Agile Infrastructure on December 8, 2025. Tarbutt participated in the MFOA AMP-it-Up 3.0 Coaching and Training program. Through this program, it was identified that the AMP presents some Levels of Service indicators but does not provide them for all assets, as is required under Ontario Regulation 588/17, *Asset Management Planning for Municipal Infrastructure*.

This Annex provides a set of Levels of Service metrics, as well as current and proposed LOS for Tarbutt Township, in alignment with the regulatory requirement and to support asset planning.

Levels of Service

Levels of Service (LOS) describe the quality and performance of services delivered through the Township's infrastructure, such as roads, buildings, and storm drains. They establish expectations for the quality and quantity of various services provided by the Township for residents. They also provide a Council and staff with a consistent way to measure, monitor, and report on how well assets are supporting service delivery.

In Ontario, LOS are defined through Community descriptions and Technical metrics:

- **Community Levels of Service (LOS)** describe service outcomes from the user perspective, demonstrating what residents experience and value. They focus on service quality, accessibility, and reliability, expressed in plain language.
- **Technical Levels of Service (LOS)** measure how assets perform to support service delivery. They use metrics (e.g., condition, capacity, response times) where possible to quantify performance and track whether services meet targets.

Each LOS is defined through a descriptor or metric, the current level of performance, and proposed performance. Under O.Reg 588/17, municipalities are required to document LOS for core assets using prescribed metrics, to select their own metrics for other assets. The Regulation also requires municipalities to review and report on asset management progress annually.

Tarbutt Township's LOS

Tarbutt Township staff prepared the LOS framework with support from UrbanRe Advisory Inc., the coach assigned through the MFOA program. The selected LOS metrics are intended to be high-level and easily understood, allowing for regular tracking and reporting using available Township resources. The proposed LOS support current service delivery levels and are intended to be achievable within existing operational and financial capacity.

As the Township’s asset management practices continue to mature, these LOS may be refined to better reflect community needs and expectations over time. As part of the annual review process, the Township may provide feedback regarding on whether targets are being met, or indeed, if these metrics are appropriate.

This LOS framework is presented for compliance and as part of continuous improvement in asset management. It is not intended to be used for any purpose other than municipal asset management planning. A comprehensive update to LOS may be planned as part of the next Asset Management Plan update in 2030.

Levels of Service Framework

1. Roads

Table 1.1: Community LOS – Roads

Attribute	Description	Current LOS	Proposed LOS
Scope	Description, which may include maps, of the road network in the municipality and its level of connectivity.	Roads exist throughout the Township, connecting the community to highways and neighbouring Townships. Maps are provided in the AMP.	Maintain the current extent of the road network.
Quality	Description or images that illustrate the different levels of road class pavement condition.	Township has Surface Treated and Gravel roads. Surface condition ranges from like-new to fully distressed.	Township works on regular maintenance of roads including resurfacing and treatments to extend road surface life.

Table 1.2: Technical LOS – Roads

Attribute	Metric	Current LOS	Proposed LOS
Scope	Number of lane-kilometres of each of arterial roads, collector roads and local roads as a proportion of square kilometres of land area of the municipality.	Local: 0.87 lane-km per km ² Collector: 0 km Arterial: 0 km	Maintain the current extent of the road network.
Quality	1. For paved roads in the municipality, the average pavement condition index value. 2. For unpaved roads in the municipality, the average surface condition (e.g. excellent, good, fair or poor).	1. Paved Road PCI = 65 2. Unpaved Surface Condition = Fair	Through new road treatments, work towards improving road surface condition over time. Maintain average PCI at or above 65.
Age	Average Age (Years)	Estimated age for surface and sub-base is 23 years.	Estimated Service Life for surface treatment is 10 to 15 years.

2. Bridges and Culverts

Table 2.1: Community LOS – Bridges and Culverts

Attribute	Description	Current LOS	Proposed LOS
Scope	Description of the traffic that is supported by municipal bridges (e.g., heavy transport vehicles, motor vehicles, emergency vehicles, pedestrians, cyclists).	Culverts in Tarbutt are used by heavy transport, motor, and emergency vehicles. Some are used by pedestrians and cyclists.	Maintain support for current traffic levels. Review improvements for safety or capacity during major projects.
Quality	1. Description or images of the condition of bridges and how this would affect use of the bridges. 2. Description or images of the condition of culverts and how this would affect use of the culverts.	All Culverts were assessed in 2024 in Fair or better condition. Condition does not restrict the use of culverts in Tarbutt.	Conduct regular inspections as required and complete maintenance as recommended by qualified professionals.

Table 2.2: Technical LOS – Bridges and Culverts

Attribute	Metric	Current LOS	Proposed LOS
Scope	Percentage of bridges in the municipality with loading or dimensional restrictions.	No loading restrictions in place. Pine Island Causeway is restricted to single lane at 5 metres width.	Maintain current culvert performance.
Quality	<p>1. For bridges in the municipality, the average bridge condition index value.</p> <p>2. For structural culverts in the municipality, the average bridge condition index value.</p>	Culvert BCI was not rated in the 2024 inspection. Two culverts were rated in good condition and three in fair condition.	Confirm BCI in next round of OSIM inspections in compliance with regulatory requirements.

3. Stormwater

Table 3.1: Community LOS – Stormwater

Attribute	Description	Current LOS	Proposed LOS
Scope	Description, which may include maps, of the user groups or areas of the municipality that are protected from flooding, including the extent of the protection provided by the municipal stormwater management system.	Some residential areas are protected from flooding through an urban ditch system and culverts, some with defined outlets. Most rural areas protected from flooding through rural ditching, some with defined outlets.	Municipality periodically checks and clears storm ditches and culverts to control stormwater flows.

Table 4.2: Technical LOS – Buildings and Parks

Attribute	Metric	Current LOS	Proposed LOS
Suitability	Number and list of assets with identified suitability, condition, or accessibility issues and a description of their deficiency.	Staff identified buildings with limitations to meeting service needs: - MacLennan Hall has deficiencies regarding Condition and Accessibility (entrance and parking lot)	The Township will work towards reducing these deficiencies as budgets allow.

5. Fleet and Equipment

Table 5.1: Community LOS – Fleet and Equipment

Attribute	Description	Current LOS	Proposed LOS
Services	Description of the duties expected by Township Vehicles	Staff and goods transportation Maintenance of public spaces and cemeteries Landfill operations Road Maintenance Snow Removal Fire/Emergency Response	Maintain fleet size and composition to meet operational demands. Review needs and replace vehicles when they reach the end of their useful life.
Maintenance and Safety	Approach to vehicle replacements	Vehicles are replaced as required for safety, as maintenance needs rise, and based on reliability and use.	Maintain current availability of vehicles and review when replacement needs arise.

Table 5.2: Technical LOS – Fleet and Equipment

<i>Attribute</i>	<i>Metric</i>	<i>Current LOS</i>	<i>Proposed LOS</i>
Services	Number and description of services required from vehicles, where vehicles are inadequate or insufficient to meet demand.	Currently the following vehicles are at risk of not meeting service expectations: <ul style="list-style-type: none"> • Fire Pumper • Fire Tanker • Public Works F-150 Pickup 	Vehicles to be replaced as required or as funding allows.
Age	Average age (Years)	Average age estimated at 16 years.	Estimated Service Life for Vehicles and Equipment ranges from 10 years for small equipment to 30 years for heavy machinery.

Table 3.2: Technical LOS – Stormwater

Attribute	Metric	Current LOS	Proposed LOS
Suitability	<p>1. Percentage of properties in municipality resilient to a 100-year storm.</p> <p>2. Percentage of the municipal stormwater management system resilient to a 5-year storm.</p>	<p>1. Some properties experience flooding during spring melt or extreme storms, but damage to buildings is rare.</p> <p>2. Stormwater system requires regular maintenance to manage storm flows.</p>	<p>The Township will work toward maintaining current storm drain function following its existing maintenance procedures.</p>

4. Buildings and Parks

Table 4.1: Community LOS – Buildings and Parks

Attribute	Description	Current LOS	Proposed LOS
Service	List of services required to be provided municipal buildings and land improvements.	<p>Buildings: Administrative Office Fire Hall MacLennan Hall (Community Hall) Roads Garage</p> <p>Parks: Birch Hill Playground Women's Institute Park / Picnic Area</p> <p>Other: Cemeteries</p>	Municipality continues to provide these buildings and parks.
Suitability	Description of key criteria for the municipality to consider buildings and land improvements to be suited to purpose.	<p>Condition – free from structural defects or health and safety hazards</p> <p>Accessibility – contains elements compliant with AODA standards</p> <p>Suitability – of a suitable size and layout to support its intended function</p>	Municipality will work toward facilities in a state of good repair, with appropriate accessible elements, and suited to purpose.



The Township of Tarbutt
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REPORT TO COUNCIL

Date: May 20, 2026
From: Carol Trainor, CAO/Clerk
Re: MacLennan Hall Building Subcommittee Report

BACKGROUND / OVERVIEW

At the April meeting, Council approved the establishment of an ad hoc building committee to manage and prioritize work to be done at the MacLennan Hall.

The ad hoc committee held its first meeting on May 11 and reviewed a range of issues and concerns raised by both staff and hall users. The NOHFC grant application was submitted to support repairs, renovations, and aesthetic upgrades to make the hall more welcoming and more versatile for community use, however roof replacement has emerged as the top priority. It may also be contributing to some of the other issues and would likely consume most of the funding allowance. The following are priority items:

- #1 is replacement of the metal roof, which should include insulation and venting, and may include trusses. A new metal roof will prevent disturbing the solar panels again.
- #2 is the water system. The Clerk will pursue a second quote to compare with the one already received.
- #3 is the public safety and accessibility issue of the rear, north facing emergency exit.
- #4 is completion of the air quality work, noted as Phase II of the air quality remediation.

As the roof mounted solar panels require additional competencies, the RFP will include hiring a solar subcontractor.

Council should also note that the siding continues to loosen and detach in several areas. Given the ongoing safety and maintenance concerns, it may warrant reconsideration as a higher priority item.

FINANCIAL IMPACT

The NOHFC grant, if awarded, will be used to cover the cost of the roof repair, with the remaining funds put toward the other priorities. Once all the funds from the grant have been spent, the Township will have the option to apply for a second grant to cover other remaining projects.



Assuming the tenants will be displaced, or at least inconvenienced while the roof is completed, there may be a cessation of rental income

SUMMARY

The Building Committee has identified four priority projects at the MacLennan Hall, with the roof replacement as the top priority. Staff have contacted NOHFC and received verbal approval to use the bulk of the funds for the roof rebuild, if the application is successful.

RECOMMENDATION:

Be it resolved that the report from the CAO/Clerk regarding priorities identified by the MacLennan Hall Building Committee be received; and
That Council support the proposed work on the roof of the MacLennan Hall as the top priority and authorize staff to prepare and circulate an RFP for this work; and
That staff continue to work with the NOHFC officer regarding redirecting a portion of the applied funding to the roof project.

Carol O. Trainor, CAO/Clerk



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REPORT TO COUNCIL

Date: May 20, 2026
From: Carol Trainor, CAO/Clerk
Re: Fire Liaison Committee Report

BACKGROUND / OVERVIEW

The newly formed Fire Liaison Committee met for the first time on May 12 with Councilors Nagel and McClelland, the Fire Chief, Captain L. Flood, and the Clerk in attendance.

The mandate of this committee is to serve as an advisory and communication link between the fire department, Council and Administration. It is hoped that more dialogue will help to support and add value to the volunteers and their work in the community.

Committee reviewed the by-law to establish a fire department, dated 2015, and the Open Air Burning By-law, dated 2008. Both by-laws require updates as legislation has changed, and the by-law procedures do not reflect actual practice.

The establishing by-law states that *any contravention of this by-law will result in fines or charges*, and the Burning By-law does establish set fines, which are penalties under the *Provincial Offences Act* imposed for contradicting the provisions of a by-law. In this case they include burning without a permit, failure to extinguish a fire, burning during a fire ban, burning contrary to permit conditions, or having an unattended fire.

Also of note was item 4(1), stating that *no person shall start a fire outdoors during the fire season for the purpose of burning grass or leaf litter*, with 4(2) providing additional requirements for burning grass including limits on the length of flaming edge, total area burned, and responsibilities of the person(s) tending the fire.

Legislation also requires property owners, not tenants, to be legally and financially responsible for burning or any activity that occurs on their property. Burn permits may only be issued to property owners to ensure they are aware and take responsibility.

Recent incident reports were reviewed, and the marked increase in CO alarms was discussed. This may be a result of new law requiring them to be placed in all homes. There was also discussion about grass fires, burning without permits, and how or when fines may be laid, as permitted in the by-law.



In terms of needs of the fire department, they discussed the need for new hoses, a more sophisticated CO monitor and DZ driver training. J. Brice is working with Sault Fire in an effort to coordinate regional training.

FINANCIAL IMPACT

There is no financial impact as a result of this report.

SUMMARY

Council is requested to consider and discuss the provision of emergency services on private roads so that a policy can be developed. Staff can research two ends of the spectrum on this matter, although legal advice remains consistent against it.

RECOMMENDATION:

Be it resolved that the report from the CAO/Clerk regarding the first meeting of the Fire Liaison Committee be received.



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27 Barr Road South
Desbarats, Ontario P0R 1E0
Ph: 705-782-6776 Fax: 705-782-4274

REPORT TO COUNCIL

Date: May 20, 2026
From: Carol Trainor, CAO/Clerk
Re: Community Safety and Well Being Plan

BACKGROUND / OVERVIEW

In 2019, all communities in Ontario were required to produce a Community Safety and Well Being Plan (CSWB) under the *Community Safety and Policing Act*, 2019. Several municipalities within East Algoma, including Tarbutt, collaborated on this project to create the Central Algoma plan, passed and approved in 2021.

One of the requirements of the legislation is that the Plans must be reviewed and updated every four years. At this time, partner municipalities have the following options:

OPTION 1: Each municipality can create their own CSWB Plan; or

OPTION 2: Continue with a collaboration between the following:

Hilton Township	Huron Shores
Jocelyn Township	Tarbutt Township
Thessalon First Nation	Town of Bruce Mines
Town of Thessalon	Township of Johnson
Township of Plummer Additional	Township of St. Joseph and
The Village of Hilton Beach.	

Staff are recommending that Council support Option 2, to continue the collaboration and update the Plan as a group effort.

The Clerk has delegated responsibility for participating and updating the plan to J. Hayes, who has agreed.

While OPP Detachment Boards are *not* responsible for creating a Community Safety and Well Being (CSWB) Plan, they *are* required to consider it and align their policing priorities with it. The local Detachment Board failed to launch and has not met as some of the appointed members did not complete the required course following a series of background checks. Only 7 of the 9 required members have completed the training.



FINANCIAL IMPACT

There is no financial impact as a result of this report; and in fact the staff time involved in the revamp of the plan will be reduced as a participant of the collaboration.

SUMMARY

All communities in Ontario are required to have, utilize, review and update the Community Safety and Well Being Plan every five years. The Plan approved in 2021 must now be renewed.

RECOMMENDATION:

Be it resolved that the report from the CAO/Clerk regarding the five year review of the Community Safety and Well Being Plan be received; and
That Council approve the staff recommendation for Option 2 as noted in the report, with Treasurer J. Hayes Elliott as the Township representative on the CSWB Plan committee.

Carol O. Trainor

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. "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.
- d. "Ex-Officio" means a person who holds a position on a Board, Committee or organization as a result of their office or position, and which may or may not have voting privileges.
- e. "External Appointments" mean Boards, Committees, or Associations that have requested representation from Council or Administration as part of their territorial jurisdiction.
- f. "Statutory Committee" means a Committee or Board established under a Provincial or Federal Statute, and which may require the recruitment of community members.
- 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.
- h. "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.

2. Standing Committee and Advisory Committee Appointments:

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

Joint Johnson Tarbutt Landfill Committee:

Two members: Darren McClelland, Jacqui Nagel

Roads Committee:

Two members: David Farrar, Ursula Abbot

Personnel Committee:

Two members: Darren McClelland, Ursula Abbott

Fire Liaison Committee (added 2026):

Two members: Darren McClelland, Jacqui Nagel

Building Committee, Ad-hoc (added 2026):

Two members: Ursula Abbott and Darren McClelland

3. Board Appointments:

Tarbutt Township Cemetery Board:

One member: Ursula Abbott
Alternate: David Farrar

Members: ~~Barbara Jalak~~, Debbie Conway, Jared Brice, Carey Smith, **Gerald Rooney**
Desbarats to Echo Bay Planning Board:

One member: Lennox Smith
Tarbutt Community Member appointed in 2023: Ruth Wigmore

4. Statutory Appointments

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

Auditor: Stefanizzi Professional Consultants

Integrity Commissioner: Ironside Consulting
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.

The Township of Tarbutt
Committee Appointment By-law

c. This By-law and any amendments thereto shall take effect on the date of passing.

READ A FIRST TIME and taken as read a second and third time and finally passed, as amended, this Twentieth day of May, 2026.

Lennox Smith, Mayor

Carol O. Trainor, Clerk

**THE TOWNSHIP OF TARBUTT
COUNCIL MEETING OF MAY 20, 2026
CONSENT AGENDA**

- a. Letter from Central Algoma Intermediate & Secondary School
Re: Annual Donation for Grade 8 and Grade 12 Graduations
- b. Letter from the Central Algoma Land Trust
Re: Donation Appreciation and Bat Monitoring and Education Program
- c. News Release from FONOM, NOMA and the Ontario Trucking Association
Re: Investment on Highways 11 and 17
- d. Letter from the Ministry of Northern Economic Development and Growth
Re: Northern Ontario Tourism Social Media Campaign
- e. Ministry for Seniors and Accessibility
Re: June is Seniors Month – Promotional Material
- f. Resolution from the Township of Stone Mills
Re: Ontario's Freedom of Information and Protection of Privacy Act

Recommendation: Be it resolved that correspondence items a. through f. on the Consent Agenda dated May 20, 2026 be received; and
That The Township of Tarbutt provide a donation of \$300 to the Central Algoma Intermediate and Secondary School for the Grade 8 and Grade 12 graduations; and
That The Township of Tarbutt official declare June as Seniors Month; and
That the Township of Tarbutt support the resolution from the Township of Stone Mills regarding erosion of Ontario's Freedom of Information and Protection of Privacy Act, reducing provision transparency and accountability.