

**THE TOWNSHIP OF TARBUTT
COUNCIL ADDENDUM
WEDNESDAY, SEPTEMBER 16, 2026**

10. OTHER BUSINESS / ADDENDUM

a. Annual Playground Equipment Inspection

The annual playground inspection was conducted on July 16, 2026 at Birch Hill. The inspection went well with only two areas of attention are noted: weed and grass encroachment directly underneath the equipment where the rototiller cannot reach, and the protective layer of sand is deteriorating and should be addressed. The equipment itself is in good condition. d

b. Quotations for Community Emergency Preparedness Grant

Staff have been gathering quotes for the various components contained in the above noted grant award. Only one quote was received for the UV water system and the generator. The Township has already received \$48,500 for this project and is not required to contribute out of pocket.

BUDGET:

Generator	\$29,000
UV System	\$14,000
Radios	\$ 5,500
TOTAL:	\$48,500

QUOTES:

Generator:	\$33,671.19	(Mogul Power)
UV System:	\$ 7,500.00	(Plumbers Plus)
Radios:	\$ 3,913.00	(Kenwood)
TOTAL:	\$45,084.19	

All items can be obtained within budget and will be ordered promptly.

c. Draft Minutes of the September Cemetery Board Meeting

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Minutes of the Cemetery Board Meeting held September 2, 2026. Minutes will be presented to the next meeting of the Cemetery Board for adoption in November.



Annual Playground Equipment Compliance Checklist

REPORT SUMMARY

Items/Issues	
Number of issues of noncompliance from inspection	
A hazards	0
B hazards	2
C hazards	1
Approximate budget cost for retrofit/repair	
OVERALL COMPLIANCE RATING: out of 82 or %	
***Compliance rating calculated by taking the total number of satisfactory answers and dividing by the total # of questions in the inspection report (in this case 82 possible questions). Multiply that result by 100 to get the compliance %.	
RECOMMENDATIONS & CONCLUSION	The protective surfacing zone requires maintenance with seasonal weeding and tilling. The play structure is in good condition for use.



TARBUTT CEMETERY BOARD

Cemetery Board Minutes

September 2nd, 2026

Township Council Chambers at 6:45p.m. at 27 Barr Road S.

PRESENT: Ursula Abbott
Carey Smith
Gerard Rooney (arrived at 7:21 p.m.)

REGRETS: Deborah Conway

STAFF: Jillian Hayes Elliott
Jared Brice

1. CALL TO ORDER

Meeting called to order at 7:21 p.m. once quorum was reached.

2. DISCLOSURES OF PUCNIARY INTEREST

3. APPOINTMENT OF ROTATING CHAIR

Resolution No. C2026-01

Moved by: U. Abbott

Seconded by: C. Smith

Be it resolved that the Board appoint Gerard Rooney as the Chair for this meeting.

Carried

4. PREVIOUS MINUTES

Resolution No. C2026-02

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the Board adopt the minutes of the regular board meeting held December 4th, 2025 as presented.

Carried

5. FINANCIAL STATEMENTS

a. Financial Statements and Levy Request

Resolution No. C2026-03

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the Cemetery Board accept the financial updates from the Treasurer; and
That the Cemetery Board requests a 2026 annual levy from the Township in the amount of \$2000.

Carried

6. DEPUTATIONS

7. STAFF REPORTS

a. Banking Changes

Resolution No. C2026-04

Moved by: C. Smith

Seconded by: U. Abbott



TARBUTT CEMETERY BOARD

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September 2nd, 2026

Township Council Chambers at 6:45p.m. at 27 Barr Road S.

Be it resolved that the Cemetery Board supports the Treasurer's recommendation that the Cemetery Trust Account and GIC Investments be restructured into one operating account for daily revenue and expenses and one High Interest Savings account to hold the Perpetual Care Funds in Trust.

Carried

b. Columbarium Niche Sales

Resolution No. C2026-05

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the Cemetery Board approve an advertising campaign targeted at residents East of Sault Ste. Marie to promote the sale of columbarium niches at Port Findlay Cemetery; and

That the Board approves a promotional discount of 10% to be offered until December 31, 2026.

Carried

c. 2026 Operations and Administration for Port Findlay Cemetery

Resolution No. C2026-06

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the report from the Deputy Clerk regarding cemetery operations and administration in 2026 be received; and

That the Board provide direction to staff regarding straightening monuments after the Cemetery Board meets at Port Findlay Cemetery on September 2, 2026 at 6 pm; and

That the Board provide Township staff with direction on how to proceed in locating missing markers at the Port Findlay Cemetery; and

That the Board send a Thank you card to Dalton MacFarlane for the donation of soil to be used at Port Findlay Cemetery; and

That the Board authorize Township staff to contact known Interment Rights Holders where neglected/overgrown shrubs, plants and vegetation and inform and request that identifiable objects be removed noting that that otherwise they will be removed by the Township; and

That the Cemetery Board approve the removal of tree roots, brush and other encroaching vegetation in the south-eastern corner of the cemetery by the Roads Department and that the work be scheduled by the Roads Department at a suitable time, subject to operational availability; and

That the Board recommend a preferred location(s) for parking signage at the Port Findlay cemetery and that the Board approves Township Staff to provide quotes to the Board at its next scheduled meeting.

Carried

d. Measuring and Interment Procedure

Resolution No. C2026-07

Moved by: U. Abbott

Seconded by: C. Smith

Be it resolved that the Board adopt the measuring and interment procedure as presented.

Carried



TARBUTT CEMETERY BOARD

Cemetery Board Minutes

September 2nd, 2026

Township Council Chambers at 6:45p.m. at 27 Barr Road S.

- e. Consideration of Abandoned Interment Rights Under Section 49(1) of the Funeral, Burial and Cremation Services Act, 2002.

Resolution No. C2026-08

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the report from the Deputy Clerk regarding the Consideration of Abandoned Interment or Scattering Rights – Section 49(1) of the Funeral, Burial and Cremation Services Act, 2002 be received and accepted; and

That the Cemetery Board direct staff to establish a process for reviewing interment and/or scattering rights that have been sold but have not been exercised for at least 20 years; and
That staff be directed to identify potentially eligible interment or scattering rights and report back to the Cemetery Board with details on the applicable rights, records, notification requirements, and process before any application is made to the Registrar.

Carried

8. OTHER BUSINESS

Resolution No. C2026-09

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the verbal report regarding Interment Rights Holder Updates be received.
Carried

9. INFORMATION

- a. & b. Information from Bereavement Authority of Ontario

Resolution No. C2026-10

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the Board accept the report from the Bereavement Authority of Ontario regarding information for families concerning thefts and vandalism at cemeteries; and
That the Board accepts the report from the Bereavement Authority of Ontario regarding the inflationary licensing fee increase of 2.1% starting November 1st, 2026.

Carried

10. ADJOURNMENT

Resolution No. C2026-11

Moved by: C. Smith

Seconded by: U. Abbott

Be it resolved that the Cemetery Board adjourns its meeting at 8:15 p.m. to meet again in November.

Carried