THE TOWNSHIP OF TARBUTT
Minutes of the Special Council Meeting
Wednesday, October 7, 2026 at 4:00 pm
Township Council Chambers, 27 Barr Road S.

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

STAFF: Carol Trainor, CAO/Clerk

1. CALL TO ORDER

Mayor Smith called the Special Council Meeting to order at 4:02 pm.

2. DISCLOSURES OF PECUNIARY INTEREST

3. PREVIOUS MINUTES

a. Minutes of the regular Council meeting held September 16, 2026.

Resolution No: 2026 – 149
Moved by: D. McClelland Seconded by: D. Farrar
Be it resolved that the minutes of the regular Council meeting held September 16, 2026 be adopted as circulated.
Carried

4. DEPUTATIONS / PRESENTATIONS

5. FINANCIAL STATEMENTS

a. List of Payables and Receivables for the month of September, 2026

Resolution No: 2026 – 150
Moved by: U. Abbott Seconded by: J. Nagel
Be it resolved that the payables for the month of September 2026 in the amount of $149,567.88 be approved as circulated.
Carried

6. STAFF AND COMMITTEE REPORTS

a. Update to the Employee Compensation Policy re: bereavement

Resolution No: 2026 –151
Moved by: D. Farrar Seconded by: D. McClelland
Be it resolved that the updates to the Employee Compensation Policy regarding bereavement leave be approved as circulated.
Carried

b. Administrative Update

Resolution No: 2026 – 152
Moved by: J. Nagel Seconded by: U. Abbott
Be it resolved that the Administrative Update for the special council meeting of October 7, 2026 be received; and
That staff be authorized to prepare and submit an application to Canada Summer Jobs for a combined Administration / groundskeeping position.
Carried

7. BY-LAWS

a. A By-law to Stop Up, Close and Sell an unopened road allowance abutting 193 Port Findlay Road in The Township of Tarbutt.

Resolution No: 2026 – 153
Moved by: D. McClelland Seconded by: D. Farrar
Be it resolved that leave be granted to introduce By-law No. 2026-28, being a by-law to Stop Up, Close and Sell the Original Road Allowance abutting Lot 16 on Plan M247 PCL 5352 ACS and legally described as Part of Block C according to Plan M247, designated as Part 1 according to Plan 1R-14327; Tarbutt and Tarbutt Addl, being part of PIN 31466-0213 in 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 Seventh day of October, 2026.
Carried

b. 2026 Tax Ratio By-law

Resolution No: 2026 – 154
Moved by: U. Abbott Seconded by: J. Nagel
Be it resolved that leave be granted to introduce By-law 2026-29, being a By-law to set the Tax Ratios for the year 2026; and
That said by-law be read a first, and taken as read a second and third time and finally passed this Seventh day of October, 2026.
Carried

8. INFORMATION / CONSENT AGENDA

a. Resolution from the Municipality of South Huron
Re: 2027 OPP Policing Costs

b. Letter from the Algoma District Services Administration Board
Re: 2026-2036 Housing and Homelessness Plan

Resolution No: 2026 – 155
Moved by: D. Farrar Seconded by: D. McClelland
Be it resolved that the Council of The Township of Tarbutt support the resolution from the Municipality of South Huron regarding the concern that annual increases for the cost of policing of 11% are unsustainable, and that the Province of Ontario establish a permanent, transparent and sustainable multi year framework for OPP municipal policing costs; and
That the letter from ADSAB regarding public engagement sessions for the 2026-2036 Housing and Homelessness Plan be received.
Carried

9. ADDENDUM / OTHER BUSINESS

a. Notice of Motion – Plow Truck

Councillor D. Farrar noted that, as a result of the annual safety inspection, the purchase of new tires for the plow truck cannot be delayed until the next budget year. As a result, he presented the following Notice of Motion to be considered at the next council meeting.

WHEREAS the Western Star plow/dump truck recently underwent a thorough annual safety inspection in accordance with MTO standards; and

WHEREAS the rear tires on the Western Star were found to have reached the end of their operating lifespan and, while passing inspection, the tires will not continue to meet acceptable standards as winter maintenance operations begin; and

WHEREAS new tires will be required for the plow truck before winter operations begin;

THEREFORE BE IT RESOLVED THAT staff be directed to obtain a minimum of two written quotes for eight (8) new tires for the Western Star plow truck, including installation and disposal, from the Roads operating budget; and

FURTHER THAT a recommendation for this purchase, not to exceed $5,000, be brought to the next meeting of Council.

Councillor Farrar also noted that the frame of the plow truck requires heavy duty cleaning as it is beginning to rust very badly. If left untouched, the damage from salt and build up could cause significant damage. A suggestion was made to have the fire department conduct this cleaning as part of their training.

b. Cemetery Update

Councillor U. Abbott advised that members of the Cemetery Board and volunteers spent an afternoon cutting out a lot of trees that were growing on grave sites and blocking the headstones. Cedars were very big in some cases, have been growing a very long time. Hope that the roads crew can remove the trunks and stumps with the backhoe. It was a very good day with many thanks to Board members and volunteers.

10. CLOSED SESSION

Resolution No: 2026 – 156
Moved by: J. Nagel Seconded by: U. Abbott
Be it resolved that Council moved into closed session at 4:36 pm under Section 239 2 (b) of the *Municipal Act* in order to discuss personal matters about an identifiable individual, including municipal or local board employees; and Subs. 2 (e) litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board.
Carried

a. Clean Yards / By-law Enforcement Matter
b. CAO/Clerk/Deputy Treasurer Recruitment

Resolution No: 2026 – 157
Moved by: D. Farrar Seconded by: D. McClelland
Be it resolved that Council rise from closed session at 5:46 pm.
Carried

Resolution No: 2026 – 158
Moved by: U. Abbott Seconded by: J. Nagel
Be it resolved that the information from the Clerk regarding the by-law enforcement matter at the subject property be received, and that the Township solicitor be directed to proceed as recommended.
Carried

Resolution No: 2026 – 159
Moved by: D. Farrar Seconded by: D. McClelland
Be it resolved that the update from the Personnel Committee regarding the recruitment and interview process for the CAO/Clerk position be received; and
That Council supports the recommendation of the Personnel Committee to make an offer of employment for this position to the top ranking candidate with a start date to be determined.
Carried

Personnel Committee directed the Clerk to conduct reference checks before following through with the offer.

11. CONFIRMATION BY-LAW

Resolution No: 2026 – 160
Moved by: J. Nagel Seconded by: U. Abbott
Be it resolved that leave be granted to introduce By-law 2026-30, being a By-law to confirm the proceedings of the Special Council Meeting, held this Seventh day of October, 2026; and
That said by-law be read a first, and taken as read a second and third time and finally passed.
Carried

12. ADJOURNMENT

Resolution No: 2026 – 161
Moved by: J. Nagel Seconded by: U. Abbott
Be it resolved that this Special Council meeting be adjourned at 6:00 pm, to meet again on Wednesday, October 21, 2026 at 4:00 pm.
Carried

Mayor Lennox G. Smith

Clerk Carol O. Trainor