



**THE TOWNSHIP OF TARBUTT**  
**Council Meeting Agenda**  
**Wednesday, July 17, 2024 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 June 12, 2024. 1 - 5
  - b. Minutes of the Special Council Meeting held July 3, 2024. 6 - 9
- 4. DEPUTATIONS / PRESENTATIONS**
- 5. FINANCIAL STATEMENTS**
  - a. Payment log for the month of June, 2024 in the amount of \$220,542.87 10-11
- 6. STAFF AND COMMITTEE REPORTS**
  - a. Minutes of the Cemetery Board Meeting of May 16, 2024 12 - 13
  - b. Application for Consent, 198 Smith Road 14 - 15
  - c. Report from the CAO/Clerk for July 2024
- 7. BY-LAWS**
- 8. INFORMATION / CONSENT AGENDA**
  - a. Information and Correspondence 16
- 9. OTHER BUSINESS**
- 10. CLOSED SESSION**

Council will move into closed session under Sec. 239 (2) b) in order to discuss personal matters about an identifiable individual, including municipal or local board employees.
- 11. CONFIRMATION BY-LAW**
- 12. ADJOURNMENT**



**THE TOWNSHIP OF TARBUTT**  
**Council Meeting Minutes**  
**Wednesday, June 12, 2024 at 6:00 pm**  
**Township Council Chambers, 27 Barr Road S.**

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

**STAFF:** Jared Brice, Acting Clerk  
Michael Pigeon, Road Superintendent (left the meeting at 7:03pm)  
Victoria MacKay-Coutu, Accounting Clerk

**GUESTS:** Mr. D. MacFarlane, Property Assessment Reconsideration  
Mr. H. Waugh, Hardwood Drive Lot Addition

**1. CALL TO ORDER**

Mayor Smith called the regular meeting to order at 6:00 pm.

**2. DISCLOSURES OF PECUNIARY INTEREST**

**3. PREVIOUS MINUTES**

a. Minutes of the regular Council meeting held May 15, 2024.

Resolution No: 2024 – 90

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

Be it resolved that the minutes of the regular council meeting held May 15, 2024 be adopted as circulated.

Carried

**4. DEPUTATIONS / PRESENTATIONS**

a. Dalton MacFarlane, 176 McCluskie Road

Re: Reconsideration of previous years land use designation

Resolution No: 2024 – 91

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

Be it resolved that the delegation from Mr. D. MacFarlane regarding his property reassessment be received; and



That Council direct staff to investigate the potential financial impact that such a request would have on the municipality and report back.

Carried

## 5. FINANCIAL STATEMENTS

- a. Payment log for the month of May, 2024.

Resolution No: 2024 – 92

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

Be it resolved that the payment log for the month of May, 2024 be approved as circulated.

Carried

## 6. STAFF AND COMMITTEE REPORTS

- a. Report of the Road Superintendent

Resolution No: 2024 – 93

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

Be it resolved that the verbal report from the Road Superintendent be received; and

That Council authorizes the Road Superintendent to pursue a contractor to complete the rock drilling project on Smith Road at a **total project** cost not to exceed \$8000.00.

Carried

- b. Hardwood Drive Lot Addition

Resolution No: 2024 – 94

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

Be it resolved that the report from the Administrative/Planning Assistant be received; and

That Council support the application for one lot addition for conservation purposes as presented; and

That no development shall be permitted on the proposed retained, lot additional and/or receiving lands; and

That the parkland cash-in lieu payment be waived as the proposal is for conservation purposes; and

That any portion of the travelled road known as Hardwood Drive that is located on the subject property be transferred to the Township at the expense of the applicant.

Carried



c. Report from the CAO/Clerk for June 2024

Resolution No: 2024 – 95

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

Be it resolved that the report from the CAO/Clerk dated June 12, 2024 be received.  
Carried

## 7. BY-LAWS

## 8. INFORMATION / CONSENT AGENDA

- a. Letter from the St. Joseph Island Planning Board to Algoma Public Health  
Re: APH Fees for Land Use Applications
- b. Resolution from the City of Belleville  
Re: Resolution in support of Family Physicians
- c. East Algoma Community Futures Development Corporation  
Re: Invitation to the Annual General Meeting Dinner
- d. Notice from the Association of Municipalities of Ontario  
Re: Ten year renewal of the Canada Community Building Fund (gas tax)
- e. Letter from the Ministry of Health to the AMO President  
Re: Access to well water testing at Public Health Laboratories
- f. Letter from C. MacKay, Cyclist  
Re: Commendations to the Township and the Roads Super
- g. Resolution from the Municipality of Callander  
Re: Request the Province to Resume Property Assessment Cycles

Resolution No: 2024 – 96

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

Be it resolved that correspondence items a through g on the consent agenda dated June 12, 2024 be received; and

That Council supports the intent of the letter from the St. Joseph Island Planning Board, as supported by the Desbarats to Echo Bay Planning Board, that the proposed fees for review of land use applications is excessive and unreasonable and should be reconsidered; and

That Council supports the resolution from the City of Belleville requesting the Province of Ontario to take immediate action to reconsider compensation to family physicians, and to relieve their administrative burden so they have more time to spend on patient care; and



That the invitation to the East Algoma Community Futures Development Corporation Annual General Meeting be received; and  
That the Council of The Township of Tarbutt supports the resolution from the Municipality of Callander asking the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes, while the review of assessment and taxation systems continue.  
Carried

## **9. OTHER BUSINESS / ADDENDUM**

Resolution No: 2024 – 97

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

Be it resolved that the information regarding the removal of debris from a property on Barr Road be received.

Carried.

Resolution No: 2024 – 98

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

Be it resolved that the information from the Clerk regarding dogs running at large be received.

Carried.

Councilor Abbott enquired about the number of sea containers that may be placed on a non-residential zoned property under the Township's sea can by-law. Staff will review the By-law and respond.

## **10. CLOSED SESSION**

## **11. CONFIRMATION BY-LAW**

Resolution No: 2024 – 99

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

Be it resolved that leave be granted to introduce By-law 2024 – 15, being a By-law to confirm the proceedings of the regular council meeting held the Twelfth day of June, 2024.

Carried

## **12. ADJOURNMENT**

Resolution No: 2024 – 100

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



Be it resolved that the Regular Council meeting held this twelfth day of June, 2024 be adjourned at 7:22 pm, to meet again on Wednesday, July 3 for a public meeting under the Planning Act, as well as for budget discussions.  
Carried

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Lennox G. Smith, Mayor

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Jared Brice, Acting Clerk



**THE TOWNSHIP OF TARBUTT**  
**Minutes of the Special Council Meeting**  
**Wednesday, July 3, 2024 at 6:00 pm**  
**Township Council Chambers, 27 Barr Road S.**

**1. CALL TO ORDER**

Mayor Smith called the Special Council Meeting to order at 6:00 pm.

**2. DISCLOSURES OF PECUNIARY INTEREST**

**3. PUBLIC MEETING UNDER THE PLANNING ACT**

Mayor Smith opened the Public Meeting held under Section 34 of the *Planning Act* to consider an application for a site specific zoning amendment to reduce the northerly side yard setback for two structures at the property located at 131 Lakeshore Drive.

The Township has received an application to amend the Zoning By-law for the property legally described as Con 5, Pt Lot 10, PCL 5182 ACS, also known as 131 Lakeshore Drive. The subject property is 0.54 acres (23522 sq ft), located in the Shoreline Residential (SR) zone. The property contains a residential dwelling unit with five small accessory structures and a travel trailer. The Zoning By-law permits maximum lot coverage at 15% for dwellings and 5% for accessory structures in the SR zone. The maximum lot coverage for dwellings on this property is not exceeded, however the placement of the trailer exceeds the max lot coverage for accessory structures.

The purpose of the Application for Zoning Amendment is to request a reduction of the side yard setback on the northerly side of the property in the SR zone, from 3m (10 ft) to 1.31m (4.3 ft) for an addition to the dwelling, and also to permit a reduced side yard setback for a trailer, from 3m (10 ft) to 2.29 m (7.5 ft).

A trailer permit has been issued for the trailer, which has been on the site year round. The Township was advised that the trailer was intended to be removed from the property by July 1.

As required under the *Planning Act*, the Public Meeting Notice was circulated to all property owners within 120 m/400 feet of the subject property, along with agencies and organizations. Numerous letters of opposition were received from residents, some within the area of the subject property and some from different parts of the municipality. Algoma Public Health was the only agency to respond, noting no objection.



Those who had requested and received confirmation of their delegation are asked to state their name and address for the record.

Abutting neighbours Kevin and Flora Nott on the northerly side, and Gloria Burns on the south side of the subject property, addressed Council and provided reasons for their opposition to the application.

No member of Council offered any comments with respect to this matter.

A Notice of Decision, once made, will be circulated to all parties who advised, in writing, their desire to be notified, and also to the agencies specified in the *Planning Act*.

An appeal of Council's decision may be filed with the Ontario Land Tribunal by specified persons who made verbal or written submissions to Council, once the Notice of Decision is circulated.

The public meeting under the Planning Act was closed at 6:30 pm.

#### **4. STAFF AND COMMITTEE REPORTS**

##### **a. Mandatory Health and Safety Training**

Resolution No: 2024 – 101

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

Be it resolved that the report from the Health and Safety Representative and Volunteer Fire Training Officer be received; and

That Council authorize staff to proceed with First Aid certification for all volunteers and staff at an amount not exceeding \$2,000.00 plus tax.

Carried

##### **b. Budget Review**

Council reviewed the revisions made since the previous budget meeting, noting that a special meeting should be held to discuss reserves, reallocating, and transfers to and from reserves for 2023 and 2024.

Resolution No: 2024 – 102

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

Be it resolved that the amended budget documents be received; and

That Council approves a tax rate increase of 3% over 2023; and

That staff be authorized to proceed with 2024 final tax billing.

Carried





## 5. BY-LAWS

- a. Municipal Funding Agreement for the Canada Community Building Fund (CCBF).

Resolution No: 2024 – 103

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

Be it resolved that leave be granted to introduce By-law 2024 – 17, being a By-law to enter into a Municipal Funding Agreement with The Government of Canada and the Association of Municipalities of Ontario (AMO), for the Canada Community Building Fund; and

That said By-law be read a first, and taken as read a second and third time and finally passed this Third day of July, 2024.

Carried

- b. Application for Zoning Amendment, 131 Lakeshore Drive

Resolution No: 2024 – 104

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

Be it resolved that the application for site specific zoning amendment, and the information received from the public meeting for the property located at 131 Lakeshore Drive be received; and

That Council does not support the application to reduce the side yard setback on the northerly side of the property for the addition to the dwelling or for the trailer structure; and

That the owners of the property be directed to relocate the trailer to meet the required setback, and that the accessory structure on the north side of the dwelling be removed; and further

That the deck be reduced to meet the 3m/10 foot minimum setback, and that a building permit be obtained for this structure.

Carried

## 6. CLOSED SESSION

Resolution No: 2024 – 105

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

Be it resolved that Council move into closed session at 7:17 pm under Sec. 239 (2) b) in order to discuss personal matters about an identifiable individual, including municipal or local board employees.

Carried

Resolution No: 2024 – 106

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

Be it resolved that Council rise from closed session at 7:37 pm; and



That Council authorizes the CAO/Clerk to continue to work with the Township Solicitor toward a resolution.

Carried

Resolution No: 2024 – 107

Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the summer position be offered to Hayden Wells with a start date of Monday, July 8, 2024.

Carried

**7. CONFIRMATION BY-LAW**

Resolution No: 2024 – 108

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that leave be granted to introduce By-law 2024 – 18, being a By-law to confirm the proceedings of the Special Council meeting held this Third day of July, 2024; and

That said by-law be read a first, and taken a third time and finally passed this third day of July, 2024.

Carried

**8. ADJOURNMENT**

Resolution No: 2024 – 109

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the Special Council meeting of July 3, 2024 be adjourned at 7:52 pm, to meet again for the Regular Council meeting on July 17, 2024.

Carried

\_\_\_\_\_  
Lennox G. Smith, Mayor

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Carol O. Trainor, Clerk

The Township of Tarbutt				
Payment Log				
Jun-24				
Type	Cheque No.	Cheque Date	Payee	Amount
Cheque	4990	6/12/2024	Receiver General	\$ 8,095.57
Cheque	4991	06/04/2024	Landfill Attendant	\$ 100.00
Cheque	4992	06/04/2024	Stefanizzi Professional Corporation Audit Interim billing	\$ 7,232.00
Cheque	4993	06/04/2024	Accounting Clerk Mileage	\$ 247.50
Cheque	4994	06/04/2024	CEMC	\$ 542.72
Cheque	4995	06/04/2024	Traction Heavy Duty Parts	\$ 169.50
Cheque	4996	06/04/2024	Ontario Trap Rock	\$ 1,960.50
Cheque	4997	06/04/2024	McAshphalt Industries- Shared with Laird, Village of Hilton	\$ 11,062.70
Cheque	4998	06/04/2024	Heritage Home Hardware	\$ 106.16
Cheque	4999	06/04/2024	ANP Office Supply	\$ 140.00
Cheque	5000	06/11/2024	Returned Cheque	\$ -
Cheque	5001	06/11/2024	Service Rentals and Sales	\$ 136.82
Cheque	5002	06/11/2024	GFL Environmental	\$ 19,018.28
Cheque	5003	06/11/2024	CEMC	\$ 1,002.50
Cheque	5004	06/11/2024	Algoma District Services Admin Board levy	\$ 30,839.58
Cheque	5005	06/11/2024	Ontario Trap Rock	\$ 3,983.73
Cheque	5006	06/11/2024	Kent's Corner	\$ 152.55
Cheque	5007	06/11/2024	Accounting Clerk Supply Reimbursement	\$ 12.97
Cheque	5008	06/11/2024	VOID Cheque	\$ -
Cheque	5009	06/11/2024	Councilor Reimbursement	\$ 28.24
Cheque	5010	06/13/2024	North Shore Sentinel	\$ 193.13
Cheque	5011	6/13/2024	Algoma District School Board levy	\$ 39,789.57
Cheque	5012	6/13/2024	Huron Superior Catholic District School Board	\$ 2,287.71
Cheque	5013	06/13/2024	Conseil Scolaire Public Grand Nord de l'Ontario	\$ 22.84
Cheque	5014	6/13/2024	Conseil Scolaire Catholique du Novel-Ontario	\$ 528.11
Cheque	5015	6/14/2024	encompass IT (accounts since 2021)	\$ 10,772.93
Cheque	5016	6/20/2024	VOID - Printer Error	
Cheque	5017	6/20/2024	Gilbertson Enterprises	\$ 2,340.00
Cheque	5018	6/20/2024	Ledger Management Services	\$ 686.48
Cheque	5019	6/20/2024	Tulloch Engineering Inc	\$ 536.75
Cheque	5020	6/20/2024	Algoma Business Computers	\$ 33.90
Cheque	5021	6/20/2024	Ontario Trap Rock	\$ 16,008.91
Cheque	5022	6/20/2024	Quattra SCS Ltd.	\$ 411.44
Cheque	5023	6/20/2024	Algoma Veterinary Committee	\$ 224.74
Cheque	5024	6/21/2024	Algoma Public Health levy	\$ 12,281.00
Cheque	5025	6/25/2024	PPE Solutions Inc	\$ 229.27
Cheque	5026	6/25/2024	Landfill Attendant	\$ 100.00
Cheque	5027	6/25/2024	MPAC levy	\$ 3,803.65
Cheque	5028	6/28/2024	Algoma Public Health	\$ 6,140.50
Cheque	5029	6/28/2024	WAMCO	\$ 5,892.95
			Total	187,115.20
Payroll		June	Staff (Council, Admin, Roads, Landfill & Caretaker)	\$ 26,086.59
Visa		06/03/2024	Canada Post	\$ 167.81
Visa		06/03/2024	Starlink	\$ 158.20
Visa		06/06/2024	Bell Mobility	\$ 267.82
Visa		06/06/2024	Bell Canada	\$ 462.47

The Township of Tarbutt				
Payment Log				
Jun-24				
Visa		06/14/2024	Adobe Inc subs	\$ 105.06
Visa		06/14/2024	Acklands Grainger	\$ 30.24
Visa		06/15/2024	Zoom subs	\$ 48.57
Visa		06/17/2024	2801707 Ontario Inc (office supplies)	\$ 27.00
Visa		06/17/2024	Canadian Tire	\$ 384.04
Visa		06/20/2024	Shopper Inc (Toner)	\$ 85.87
				Total \$ 1,737.08
PAP		6/3/2024	Equitable Life Insurance	\$ 2,454.71
PAP		6/3/2024	Esso	\$ 2,131.20
PAP		6/3/2024	RCAP	\$ 93.33
PAP		6/10/2024	Algoma Power	\$ 114.92
PAP		6/10/2024	Algoma Power	\$ 447.09
PAP		6/10/2024	Algoma Power	\$ 279.25
PAP		6/28/2024	Branch Fee	\$ 25.00
PAP		6/28/2024	Monthly Branch Fee	\$ 55.00
PAP		6/28/2024	Paper Statement Fee	\$ 3.50
				Total \$ 5,604.00
				\$ 220,542.87
* Please note this is a summary of payments made in June and does not include all of June's expenditures as reflected in the monthly statement.				



TARBUTT CEMETERY BOARD  
**Cemetery Board Minutes**  
Thursday, May 16th, 2024 6:00 p.m.  
Township Council Chambers, 27 Barr Road S.

**PRESENT:** Ursula Abbott  
Debbie Conway  
Jared Brice  
Carey Smith  
Gerard Rooney

**STAFF:** Jared Brice

**1. CALL TO ORDER**

Meeting called to order at 6:00 p.m.

**2. DISCLOSURES OF PUCNIARY INTEREST**

**3. APPOINTMENT OF ROTATING CHAIR**

Resolution No. C2024-01

Moved by: J. Brice                      Seconded by: C. Smith

Be it resolved that the Board appoint Ursula Abbott as the Chair for this meeting.

Carried

**4. APPOINTMENT OF MEMBER**

Resolution No. C2024-02

Moved by: C. Smith                      Seconded by: D. Conway

Be it resolved that Gerard Rooney be appointed to the Tarbutt Cemetery Board.

Carried

**5. PREVIOUS MINUTES**

Resolution No. C2024-03

Moved by: D. Conway                      Seconded by: C. Smith

Be it resolved that the Board accepts the minutes of the regular board meeting held

December 5<sup>th</sup>, 2023 be adopted as circulated.

Carried

**6. DEPUTATIONS**

**7. STAFF REPORTS**

Resolution No. C2024-04

Moved by: G. Rooney                      Seconded by: D. Conway

Be it resolved that the Cemetery Board receive the Staff Report from the Bereavement

Authority of Ontario webinar held March 26<sup>th</sup>, 2024.

Carried



TARBUTT CEMETERY BOARD  
**Cemetery Board Minutes**  
Thursday, May 16th, 2024 6:00 p.m.  
Township Council Chambers, 27 Barr Road S.

**8. OTHER BUSINESS**

Resolution No. C2024-05

Moved by: C. Smith      Seconded by: D. Conway

Be it resolved that the Cemetery Board request Township Staff to design and price out the materials and construction of and outdoor sign with a roof for Stickney Cemetery; and  
That the Cemetery Board support the installation of the outdoor sign at Stickney Cemetery by Township Staff in the year 2024; and  
That the Cemetery Board request Township Staff to embed the Stickney Cemetery Interactive Map on the Township of Tarbutt website.

Carried

Resolution No. C2024-06

Moved by: G. Rooney      Seconded by: J. Brice

Be it resolved that the Cemetery Board approach Surveying companies to locate missing / unlocated survey markers in the Southeastern corner of the Port Findlay Cemetery; and  
That the quotes be provided to the Cemetery Board.

Carried

**9. INFORMATION**

**10. ADJOURNMENT**

Resolution No. C2024-07

Moved by: C. Smith      Seconded by: J. Brice

Be it resolved that the Cemetery Board adjourns its meeting at 7:05 p.m.

Carried



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

## REPORT TO COUNCIL

Date: July 17, 2024  
From: Mike Pigeon, Road Superintendent  
Re: Monthly Roads Report, July 2024

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### BACKGROUND / OVERVIEW

The summer student, Hayden Wells, started work on July 10 and seems to fit in very well.

The rock project on Smith Road is on again and I am between a rock and a hard place. Most of the rock has popped, but the cracks on the remaining rock are too fine and tight to fit the tooth of the bucket. The cost of a rental of a mini excavator and a jack hammer attachment, were priced out, per day. Float fees would be costly and charged each way, but we were able to make arrangements to borrow a float at no cost. Between the cracks and the number of drilled holes, the jackhammer should and will take out the remaining rock. It will be rented for one day to start and most of it will be done in two days while staying within budget.

Road resurfacing will be completed within the next few weeks. An agreement has been reached between the Township and the contractor, Beamish, who has agreed to absorb the cost of trucking the gravel and cost of the loader rental, and absorb half the cost of the fogging due to the miscommunication with their employees. The process was to leave the float on the road and fog over it, which is the remaining stone that is left on top as a protective barrier. They will now come and sweep and also then fog over the finished product, at their expenses.

Another road superintendent is very happy with the results after using this process last year although they left the float on all year and swept this year. We believe we will get the same result and expectations out of the road just with a thinner road surface. Total savings are significant. There has been a lot of discussion among road supers this summer with a high level of dissatisfaction over the whole resurfacing process, which is less about the quality and more about the communication and organization issues, and the contractor not meeting dates they promised to complete the work.

Roadside grass cutting is being delayed due to the contractor waiting for parts. He expects to be up and running soon, and thanks Council for their patience.

There is no additional expense as a result of the contents of this report.

### RECOMMENDATION:

Be it resolved that the report from the Road Superintendent for July, 2024 be received.



## Report to Council

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**TO:** Mayor and Members of Council  
**FROM:** Jared Brice, Administrative/Planning Assistant  
**DATE:** July 17<sup>th</sup>, 2024  
**SUBJECT:** Proposed Creation of One Lot – 198 Smith Road CON 6 N1/2 LOT 2

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### EXECUTIVE SUMMARY:

The Desbarats to Echo Bay Planning Board received one consent application for the proposed creation of one (1) Lot on Smith Road of approximately 30.9 hectares for residential and/or farming purposes (see attached map).

The current Zoning By-law (10-85) designation(s) for the subject lands is primarily Agricultural with a portion of Rural designation. The Official Plan (11-2015) designation(s) is primarily Agricultural with a portion of Rural designation.

As per the Tarbutt Official Plan (11-2015), Original Township lots of record may be severed along original lot lines, provided such lots abut a public road assumed for maintenance purposes. This proposal submitted is to sever along an original lot line to sever the property in half.

Public notice has been provided to Registered Professional Planner Jerry Dolcetti, the Ministry of Mines, Algoma Public Health and Neighbours within 60 m of the subject lands. Planning Board Staff have yet to receive any other written comments or objections at the time this report was written (July 12, 2024).


### FINANCIAL CONSIDERATION

The Township can request up to 5% cash in lieu of the value of the severed portion minus assessed structures for parkland dedication. This can be used for parkland purposes only and Staff recommend using such funds to continue the improvements at parks and recreational facilities.

### STAFF RECOMENDATION

Staff recommend:

- That the report from the Administrative/Planning Assistant be received; and
- That Council support the application for creation of one lot as presented; and
- That Council support the application for consent provided that the Township receive up to 5% cash in lieu of the value of the severed portion for parkland dedication; and
- That any portion of the travelled road(s) known as Smith Road and Government Road that is located on the subject property be transferred to the Township at the expense of the applicant.
- That written confirmation from the Township be required to confirm that all outstanding taxes on the subject property have been paid in full prior to final consent being granted.

  
\_\_\_\_\_  
Jared Brice  
Administrative/Planning Assistant