



3a

THE TOWNSHIP OF TARBUTT
Minutes of the Special Council Meeting
Monday, July 7, 2025 at 4:00 pm
Township Council Chambers, 27 Barr Road S.

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

STAFF: Jillian Hayes Elliott, Treasurer (left the meeting at 4:30 pm)
Carol Trainor, CAO/Clerk/Deputy Treasurer

1. CALL TO ORDER

Mayor Smith called the special council meeting to order at 4:00.

2. DISCLOSURES OF PECUNIARY INTEREST

3. FINANCIAL STATEMENTS

a. Roads Department Budget vs Actuals to July 1, 2025

Council reviewed the year to date budget for the Roads Department at the request of the Roads Committee. Some accounts have exceeded their allocation, and Council should review and consider putting measures in to place to reduce the over expenditures.

D. Farrar suggested deferring the resurfacing of part of Smith Road, and redirecting some funds toward expenses; however J. Haynes noted that provincial funding cannot be used to cover operational costs, which is where the budget has been exceeded.

Council adjusted some accounts to reduce expenses and directed admin staff to meet with the Road Superintendent to discuss current expenditures, purchasing processes, sourcing of materials and goods, and a method to better track purchases before they are ordered.

4. STAFF AND COMMITTEE REPORTS

a. Minutes of the Roads Committee meeting held June 25, 2025

Resolution No: 2025 – 118



Moved by: D. McClelland

Seconded by: D. Farrar

Be it resolved that the draft minutes of the Roads Committee meeting of June 25, 2025 be received.

Carried

b. Request to correct and clarify Zoning Regulations within By-law 85-10

The CAO/Clerk advised that the zoning by-law contains an omission, and recommended clarifying the maximum lot coverage allocation in Table 1 refers to dwellings only.

Resolution No: 2025 – 119

Moved by: U. Abbott

Seconded by: J. Nagel

Be it resolved that the report from the CAO/Clerk regarding an omission in Table 1 of the Township's Zoning By-law 10-85 e received; and

That Council approve the inclusion of maximum lot coverage for accessory structures, and maximum lot coverage for dwellings in Table 1 of the Township Zoning By-law.

Carried

c. Report on the proposed Site Plan Control By-law

Resolution No: 2025 – 120

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the report from the CAO/Clerk regarding the proposed Site Plan Control By-law be received.

Carried

5. BY-LAWS

6. OTHER BUSINESS

a. Resolution from Bradford West Gwillimbury

Re: Increased Income Support for Canadian Veterans

Resolution No: 2025 – 121

Moved by: J. Nagel

Seconded by: U. Abbott

Be it resolved that the Council of The Township of Tarbutt supports the resolution from the Town of Bradford West Gwillimbury seeking the Government of Canada's commitment to increase the eligibility threshold for the Income Replacement Benefit program from \$20,000 to no less than \$40,000 annually for a single person household; and

That Veterans Affairs Canada review all income support programs to modernize eligibility criteria in line with the current cost of living across Canada.

Carried



7. CLOSED SESSION

Resolution No: 2025 – 122

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

Be it resolved that Council move into closed session at 4:49 pm, under Section 239 2. (b) of the Municipal Act, to discuss personal matters about an identifiable individual, including municipal or local board employees; and 2 (f), advice that is subject to solicitor client privilege.

Carried

- Solicitor/CBO discussions on two waterfront properties
- Cleaner/Custodian Position

Resolution No: 2025 – 123

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

Be it resolved that Council rise from closed session at 5:28 pm.

Carried

Resolution No: 2025 – 124

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

Be it resolved that the CAO/Clerk be authorized to provide the Township's solicitor with Council comments on the two waterfront properties in question.

Carried

Resolution No: 2025 – 125

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

Be it resolved that Council supports a temporary arrangement for the cleaner/custodian position for the MacLennan Hall and the Township office.

Carried

Resolution No: 2025 – 126

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

Be it resolved that the information from the CAO/Clerk regarding the educational opportunity for the Treasurer be received; and
That enrollment in the diploma program be deferred until 2026.

Carried

8. CONFIRMATION BY-LAW

Resolution No: 2025 – 127

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



Be it resolved that leave be granted to enact By-law 2025 - 19 being a By-law to confirm the proceedings of the special council meeting held this Seventh day of July, 2025; and

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

Carried

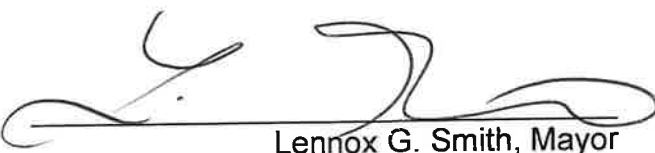
9. ADJOURNMENT

Resolution No: 2025 – 128

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

Be it resolved that the special council meeting adjourn at 5:28 pm, to meet again on Wednesday, August 13, 2025, or at the call of the chair.

Carried



Lennox G. Smith, Mayor



Carol O. Trainor, Clerk