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

1. CALL TO ORDER

2. DISCLOSURES OF PECUNIARY INTEREST

3. FINANCIAL STATEMENTS

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

4. STAFF AND COMMITTEE REPORTS

- a. Minutes of the Roads Committee meeting held June 25, 2025
- b. Request to correct and clarify Zoning Regulations within By-law 85-10
- c. Report on the proposed Site Plan Control By-law

5. BY-LAWS

6. OTHER BUSINESS

- a. Resolution from Bradford West Gwillimbury
Re: Increased Income Support for Canadian Veterans

7. CLOSED SESSION

Council will move into closed session under Section 239 2. (b) personal matters about an identifiable individual, including municipal or local board employees; and 2 (f), advice that is subject to solicitor client privilege.

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

8. CONFIRMATION BY-LAW

9. ADJOURNMENT



4a

**The Township of Tarbutt
Roads Committee Meeting Minutes
Wednesday, June 25, 2025
3:00pm**

PRESENT: Councillor D. Farrar
Councillor U. Abbott

STAFF: M. Pigeon, Road Superintendent
C. Trainor, CAO/Clerk

1. Previous Minutes

- a. Minutes of the Roads Committee meeting held March 24, 2025

Committee members reviewed the minutes of the March meeting. A draft copy was received by Council at the April meeting. No revisions, errors or omissions were noted.

2. 2025 Budget, Materials and Projects

- a. Budget to Actuals to June 24, 2025.

Committee members reviewed the budget to actual statement up to June 24. Council members expressed concern that some expenses are already half of the total annual budget at this point in the year.

Questions were raised with the Road Superintendent regarding roads projects and the need for the additional gravel purchased for McCluskie and Creek Road which had not been included in the budget. McCluskie Road is part of the 2025 capital projects list, however members discussed the possibility of cutting the project expenses by only resurfacing the southern portion in order to cover the cost of additional gravel. Dust control will not be required, and it won't be graded this year.

There was discussion about whether or not the owners of Creek Road might wish to take it over, and this is something that Council could consider.

Members emphasized that there is no room in this year's budget for additional materials or projects that were not approved in the budget.

The Road Superintendent advised that it is difficult to predict the impact that the spring break up and weather will have on the roads in January/February when budget discussions occur. McCluskie and Smith Road took a beating in the spring with the clay being a particular problem on McCluskie.

Both Smith Road and Pine Island Road are ready for resurfacing. The contractors anticipate starting in mid to late July.

A closer look at the budget to actuals led to discussion regarding reducing planned work on Puddingstone Road, and the expense of roadside grass cutting, which may be reduced once the Algoma Power contractors have completed their projected work under hydro lines. Puddingstone Road is only receiving calcium treatment this year, so the full amount budgeted may not be needed. Any unspent funds can be reallocated to cover expenses elsewhere.

Hardwood Drive is badly in need of brushing, but once the hydro contractors have finished we will know how much the Township will have left to do in other areas.

No funds were allocated for Range Lights Road this year.

The Road Superintendent advised that he will not be ordering more cold patch this year, and now that sweeping is complete, some roads are in better shape than expected and will not require as much patching. Some minor work is required at the landfill to clear grass and brush around the test wells as they are not very accessible.

3. Other

The Road Superintendent was advised that closer scrutiny of ordering goods and materials, what is being spent compared to what was budgeted, and the month to month expenses will be important this year especially, and recommended that he meet with the Treasurer each month to review actuals. Any concerns should be discussed with the Clerk or the Roads Committee.

Committee members discussed the need to make Council aware of the budget restraint with the roads department and recommended a special council meeting to bring them up to date. A tentative date of July 7 was agreed upon.

4. Adjournment

The Roads Committee meeting adjourned at 3:45 pm.



4b

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 7, 2025
From: Carol Trainor, CAO/Clerk
Re: Zoning By-law Clarification

BACKGROUND / OVERVIEW

During the recent Ontario Land Tribunal hearing, the solicitor noted inconsistencies in the Township's Zoning By-law. While the by-law does not require a full amendment, there is an omission of the distinction between the maximum lot coverage for an accessory building (5%), and the maximum lot coverage for a dwelling (15%), as noted in Table 1, attached. The table does not make reference to the type of structure this applies to.

In Section 3.20 "Accessory Uses", the Zoning By-law provides that "Accessory buildings shall not exceed 5% of total lot area", and also that they "shall be set back a minimum of 3m from the lot line in the Rural, Shoreline Residential, Summer Cottage and Institutional zones". Unfortunately there is no comparative statement for a dwelling.

The Zoning By-law is deficient in a number of areas; however a draft has been prepared and the recommendation is to hold fast until the new Zoning By-law is presented, expected prior to the end of 2025.

FINANCIAL IMPACT

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

SUMMARY

The distinction between lot coverage for dwellings and accessory buildings is unclear in Table 1 and should be clarified.

RECOMMENDATION:

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 be 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's Zoning By-law.

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4.3 “Regulations” – the regulations respecting lot size, frontage, coverage, and yards are shown on Table 1 Zone Regulations

SCHEDULE TABLE 1 – ZONE REGULATIONS							
ZONE	LOT FRONTAGE	LOT AREA	FRONT YARD	REAR YARD	SIDE YARD	MAX. HEIGHT	MAX. COVERAGE FOR DWELLINGS
A.	45m	4,046m ²	15m	15m	8m	3 storey or 9m	15%
R. (Residential)	45m	1,390m ²	15m	10m	6m	2 storey or 6m	25%
(Non-Residential)	90m	12,140m ²	15m	15m	7.5m	3 storey or 9m	25%
S.R.	30m*	2,760m ²	15m*	4.5m	2.5m	2 storey or 6m	15%
S.C.	30m*	2,760m ²	15m*	4.5m	2.5m	2 storey or 6m	15%
I	60m*	4,046m ²	15m*	15m	8m	2 storey or 6m	15%
R. (Birch Hill Subdivision)			8m	8m	1.5m		
<p>* Measured from the high water mark. Please refer to Sec. 3.20 for "ACCESSORY USES"</p>							



4c

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 7, 2025
From: Carol Trainor, CAO/Clerk
Re: Proposed Site Plan Control By-law

BACKGROUND / OVERVIEW

Council has discussed, and approved funds, to enact a site plan control by-law, which is permitted under Sec. 41 of the Planning Act, the Provincial Planning Statement, as well as the Township's Official Plan. Site Plan Control regulates the design and physical layout of development proposals and allows municipalities to manage and improve the quality of development by ensuring that all new development is safe, functional, visually appealing, protects the environment, and protects neighbours and abutting properties from intrusive development.

Site Plan Control Agreements between the property owner and the municipality are binding contracts that ensure the development is built and maintained according to the approved plans and terms of the agreement and planning policies. These agreements go over and above the existing Zoning By-law, Official Plan and provincial planning policies which set out parameters for development in various zones and areas of a municipality.

These agreements are very effective for larger, commercial or multi residential properties to prevent damaging and intrusive development that is inappropriate for the local area, and which may interfere with the common enjoyment; however, when followed in accordance with the legislation, they may become burdensome, expensive, and intrusive for a single dwelling rural residential property.

While Council wishes to maintain a high standard for all development going forward, and shoreline development in particular, Council may wish to consider whether this level of conditional regulation is appropriate under the circumstances.

FINANCIAL IMPACT

There is no financial impact as a result of this report as it is a status report for information only.



SUMMARY

While the concept of Site Plan Control is referenced in the Township's Official Plan as "proposed", and would ensure adherence to all guiding documents, support growth where it can be appropriately placed, and reduce disruption to neighbours, staff believe that the actual requirements of Site Plan Control under Section 41 of the Planning Act are too stringent for the purposes of Tarbutt's shoreline residential area, and will be burdensome, costly and frustrating for single family residential and/or shoreline development.

Staff request additional time to research other opportunities for a development agreement system that is less costly for residents, but which will enable the municipality to require a higher standard to ensure appropriate shoreline and rural residential development.

The updated Official Plan, and then the Zoning By-law will act as guides for how growth and development might occur in shoreline, rural, agricultural, commercial and industrial areas of the municipality.

RECOMMENDATION:

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

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June 17, 2025

VIA EMAIL

Re: Advocacy for Increased Income Support Thresholds for Canadian Veterans

At its Regular Meeting of Council held on Tuesday, June 3, 2025, the Town of Bradford West Gwillimbury Council ratified the following motion:

Resolution 2025-185

Moved by: Councillor Harper

Seconded by: Councillor Scott

WHEREAS the Town of Bradford West Gwillimbury recognizes the selfless service and enduring sacrifices made by Canadian Armed Forces veterans in the defence of our country and values;

WHEREAS the 2021 Census, conducted by Statistics Canada, identified more than 460,000 veterans residing across Canada, a significant population segment deserving of comprehensive, accessible, and modernized federal support;

WHEREAS Veterans Affairs Canada (VAC) currently administers income support programs to assist veterans in need, including the Income Replacement Benefit (IRB) program;

WHEREAS the eligibility threshold for the Income Replacement Benefit (IRB) program which was created in 2019—set at \$20,000 annually for a single-person household—fails to reflect today's economic reality, particularly in light of inflation, soaring housing costs, and the general increase in cost of living;

WHEREAS such low eligibility thresholds may disincentivize employment and community participation by penalizing veterans for earning beyond an outdated benchmark, thereby discouraging reintegration and contribution to civic life;

WHEREAS it is the duty of all levels of government to stand in unified support of our veterans and to advocate for policy changes that enable them to live with dignity and financial stability;

THEREFORE, BE IT RESOLVED That the Council of the Town of Bradford West Gwillimbury formally calls on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit (IRB) program from \$20,000 to no less than \$40,000 annually for a single-person household; and

THAT Council urges Veterans Affairs Canada to review all income support programs with the intent to modernize eligibility criteria in line with the current cost of living across Canada;

THAT this motion be formally endorsed and sent to:

- The Right Honourable Mark Carney, Prime Minister of Canada;
- The Honourable Jill McKnight, Minister of Veterans Affairs;
- The Honourable Andrew Scheer, Acting Leader of the Official Opposition
- Scot Davidson, Member of Parliament for New Tecumseth-Gwillimbury;
- All 444 municipalities across the Province of Ontario;
- The Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO) for broader distribution and endorsement; and

THAT a copy of this resolution be published on the Town's official website and communicated through the Town's official channels to raise awareness and gather public support.

Regards,



Tara Reynolds
Clerk, Town of Bradford West Gwillimbury
(905) 775-5366 Ext 1104
treynolds@townofbwg.com

CC: Hon. Mark Carney, Prime Minister of Canada
Hon. Jill McKnight, Minister of Veterans Affairs
Hon. Andrew Scheer, Acting Leader of the Official Opposition
Scot Davidson, MP New Tecumseth-Gwillimbury
All Ontario Municipalities
The Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)