

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 9:00 a.m. on Wednesday November 3, 2021.

Members Present: Mayor Don MCKAY, Deputy Mayor Don EDMISTON and Councillors Matthew GILLESPIE, Margaret LUPTON, Phil SCHAEFER and Jeremy SMITH.

Members Absent: Councillor Scott RUDY.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, Public Works Manager Tom Lightfoot and CBO John Scherer.

Mayor MCKAY welcomed everyone to the meeting. Councillor SMITH reminded attendees of the upcoming Innerkip Lions Club Fish Fry (November 5<sup>th</sup>) and Innerkip Remembrance Day Ceremony (November 11<sup>th</sup>). Councillor SCHAEFER brought forward congratulatory remarks regarding South Easthope Mutual Insurance's 150<sup>th</sup> anniversary. Mayor MCKAY reminded attendees of the Tavistock Legion Remembrance Day Ceremony (November 7<sup>th</sup>).

Approve  
Agenda

1. Moved by: Margaret LUPTON  
Seconded by: Jeremy SMITH  
Resolved that Council approve the agenda for the November 3, 2021 meeting, as printed and circulated.

***CARRIED.***

**PECUNIARY INTERESTS:**

- N/A

Confirm  
Minutes -  
Council

2. Moved by: Don EDMISTON  
Seconded by: Phil SCHAEFER  
Resolved that Council confirm the Minutes of the October 20, 2021 Council Meeting, as printed and circulated.

***CARRIED.***

**Correspondence & Reports – No Resolutions:**

- UTRCA – October 2021 FYI
- September 27, 2021 TDRFB Minutes
- Staff Report - #CBO2021 – 12 re: Building, Development & Drainage Reporting
- Staff Report - #PW2021 – 13 re: Public Works Reporting
- Staff Report - #BCO2021 – 10 re: By-law Compliance Reporting
- Staff Report - #CSM2021 – 16 re: Corporate Services Reporting
- Staff Report - #CAO2021 – 13 re: CAO-Treasury Reporting

**Correspondence & Reports – Resolutions Following:**

UTRCA –  
October 2021  
FYI

Council reviewed the October 2021 FYI from the UTRCA. Councillor LUPTON provided an overview of the recent UTRCA Board meeting.

Oxford County–  
Consent App.  
B21-50-2  
(Lazenby &  
Shuster)

3. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that Council voice no objection to consent application B21-50-2 (Lazenby & Shuster).

***CARRIED.***

Oxford County–  
Consent App.  
B21-71-2/  
A21-22-2  
(Canada Farm  
Distributors Ltd)

4. Moved by: Matthew GILLESPIE  
Seconded by: Phil SCHAEFER  
Resolved that Council voice no objection to consent application B21-71-2/ A21-22-2 (Canada Farm Distributors Ltd.).

***CARRIED.***

September 27,  
2021 TDRFB  
Minutes

Council reviewed the September 27, 2021 Tavistock District Recreation & Facilities Board Minutes.

Staff Report  
#CBO2021 – 12  
re: Building,  
Development &  
Drainage  
Reporting

CBO John Scherer reviewed the Monthly Building, Development & Drainage Report with Council.

Staff Report  
#PW2021 – 13  
re: Public Works  
Reporting

Public Works Manager Tom Lightfoot reviewed the Monthly Public Works Report with Council.

Staff Report  
#BCO2021 – 10  
re: By-law  
Compliance  
Reporting

Council reviewed the Monthly By-law Compliance Report from By-law Compliance Officer Melanie Shiell.

Staff Report  
#CSM2021 – 16  
re: Corporate  
Services  
Reporting

Clerk Will Jaques reviewed the Monthly Corporate Services Report with Council.

Staff Report  
#CAO2021 – 13  
re: CAO-  
Treasury  
Reporting

CAO-Treasurer Karen DePrest reviewed the Monthly CAO-Treasury Report with Council.

Staff Report  
#CAO2021 – 14  
re: Community  
Rec. Facilities –  
Proof of  
Vaccination  
Procedure

CAO-Treasurer Karen DePrest presented her report to Council regarding the proposed Community Recreation Facilities Proof of Vaccination Procedure, including additional security and fee requirements.

5. Moved by: Jeremy SMITH  
Seconded by: Matthew GILLESPIE  
Resolved that Council approve the Proof of Vaccination Requirements, as well as the proposed security arrangements and additional fees, as described in Staff Report CAO #2021-14.

***CARRIED.***

By-law:  
  
1st & 2nd  
Reading

6. Moved by: Don EDMISTON  
Seconded by: Margaret LUPTON  
Resolved that the following by-law be read a first and second time:
  - 2021-39 – ZBA Application ZN2-21-11 (Stiek Farms Inc.-Rotteveel)

***CARRIED.***

By-law:  
  
3rd & Final  
Reading

7. Moved by: Jeremy SMITH  
Seconded by: Phil SCHAEFER  
Resolved that the following by-law be read a third and final time:
  - 2021-39 – ZBA Application ZN2-21-11 (Stiek Farms Inc.-Rotteveel)

***CARRIED.***

Other and  
Unfinished  
Business

Mayor MCKAY brought forward discussion regarding the proposed Santa Claus Tour in Tavistock on November 27, 2021.

Adjourn to  
Closed to the  
Public Session

8. Moved by: Don EDMISTON  
Seconded by: Matthew GILLESPIE  
Resolved that Council does now adjourn to a Closed to the Public Session, at 11:00 a.m., to consider the following matters:

- October 20, 2021 Closed to the Public Session Minutes (s. 239 (2) (b))
- Land Disposition (s. 239 (2) (c))

***CARRIED.***

Rise from  
Closed to the  
Public Session

9. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that Council does now rise from its Closed to the Public Session at 11:03 a.m.

***CARRIED.***

Confirming  
By-law

10. Moved by: Jeremy SMITH  
Seconded by: Don EDMISTON  
Resolved that By-law #2021-40 being a by-law to confirm the proceedings of Council held Wednesday November 3, 2021 be read a first, second and third time this 3<sup>rd</sup> day of November, 2021;

And further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.

***CARRIED.***

Adjourn

11. Moved by: Margaret LUPTON  
Seconded by: Phil SCHAEFER  
Resolved that Council does now adjourn at 11:04 a.m.

***CARRIED.***

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Will Jaques, Clerk

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Don McKay, Mayor