

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 9:00 a.m. on Wednesday April 6, 2022.

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, CBO John Scherer, Public Works Manager Tom Lightfoot, Fire Chief Scott Alexander, Human Resources/ Safety Coordinator Jennifer Albrecht, Deputy CBO/ Drainage Superintendent Connor Occleston, Deputy Treasurer Sherry Matheson and Deputy Treasurer Stephanie Mitchell.

Mayor MCKAY welcomed everyone to the meeting. Councillor SMITH noted that Township resident John McRoberts has been nominated for the Oxford County Stewardship Award. As well, Councillor SMITH brought forward a reminder of the upcoming Innerkip Lions Club Good Friday fish fry, as well as the Innerkip community Easter egg hunt. Councillor Lupton noted that some local retailers will be shortly foregoing the use of plastic shopping bags. Mayor MCKAY provided an update on the Tavistock Braves hockey season.

Approve
Agenda

1. Moved by: Jeremy SMITH
Seconded by: Margaret LUPTON
Resolved that Council approve the agenda for the April 6, 2022, meeting as printed and circulated and further that the following be added to the agenda for this meeting:
 - OGRA Conference
 - Community Gardens

CARRIED.

PECUNIARY INTERESTS:

- Margaret LUPTON – Item #5(a) (Court of Revision (Parker Drain 2022))

Confirm Minutes - Council	2. Moved by: Don EDMISTON Seconded by: Phil SCHAEFER Resolved that Council confirm the Minutes of the March 16, 2022 Council Meeting, as printed and circulated. CARRIED.
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Correspondence & Reports – No Resolutions:

- UTRCA – March 2022 FYI
- Oxford County – TVDSB Rural Education Task Force Draft Report Resolution
- Oxford County – 2021 Annual Waste Management Reports
- Oxford County – Transportation Network Service Delivery Review
- Oxford County – Water & Wastewater Service Delivery Review
- March 16, 2022 PSB Minutes
- March 28, 2022 TDRFB Minutes
- Staff Report - #CBO2022 – 05 re: Building, Development & Drainage Reporting
- Staff Report - #PW2022 – 05 re: Public Works Reporting
- Staff Report - #FC2022 – 04 re: Fire Department Reporting
- Staff Report - #BCO2022 – 03 re: By-law Compliance Reporting
- Staff Report - #CSM2022 – 04 re: Corporate Services Reporting
- Staff Report - #CAO2022 – 03 re: CAO-Treasury Reporting
- Staff Report - #CAO2022 – 05 re: Updated 2022 Proposed Draft Budgets

Correspondence & Reports – Resolutions Following:

UTRCA – March 2022 FYI	Council reviewed the March 2022 FYI from the Upper Thames River Conservation Authority. Councillor LUPTON provided additional information from recent UTRCA meetings.
Oxford County- TVDSB Rural Education Task Force Draft Report Resolution	Council reviewed the correspondence from the County of Oxford regarding the TVDSB Rural Education Task Force Draft Report.
Oxford County- 2021 Annual Waste Management Reports	Council reviewed the 2021 Annual Waste Management Reports from the County of Oxford.

Oxford County-
Transportation
Network Service
Delivery Review

Council reviewed the Transportation Network Service Delivery Review, from the County of Oxford.

Oxford County-
Water &
Wastewater
Service Delivery
Review

Council reviewed the Water and Wastewater Service Delivery Review, from the County of Oxford.

Oxford County-
Consent
Application
B21-109-2
(Nemeth)

3. Moved by: Jeremy SMITH
Seconded by: Margaret LUPTON
Resolved that Council voice no objection to Consent Application B21-109-2 (Nemeth).

CARRIED.

Having declared a pecuniary interest, Margaret Lupton left the meeting at 9:23 a.m.

Council
Appoints
members to
Court of
Revision

4. Moved by: Matthew GILLESPIE
Seconded by: Phil SCHAEFER
Resolved that the following members be appointed to the Court of Revision for the Parker Drain 2022 project:
 - Don McKay
 - Don Edmiston
 - Jeremy Smith

CARRIED.

Court of
Revision Opens

5. Moved by: Don EDMISTON
Seconded by: Jeremy SMITH
Resolved that the Court of Revision for the Parker Drain 2022 project does now open at 9:25 a.m.

CARRIED.

At 9:25 a.m., the Court of Revision for the Parker Drain 2022 project was held. The Court consisted of Chairperson Don McKay, as well as Don Edmiston and Jeremy Smith.

In advance of the Court, a late written appeal was received from Scott Alexander regarding issues with the proposed drainage area on his property. No other written or verbal appeals were received at the Court itself.

Accept Late
Appeal

6. Moved by: Jeremy SMITH
Seconded by: Don EDMISTON
Resolved that the Court of Revision hereby grant permission to hear the appeal from Scott Alexander regarding issues with the proposed drainage area on his property.

CARRIED.

Scott Alexander's concerns with the assessed drainage area attributed to his property, were presented to the Court. Drainage engineer Curtis McIntyre of K. Smart and Associates Ltd. spoke to the matter and recommended that after review, Mr. Alexander's assessment should be lowered as 1.0 hectares of the appellant's lands included in the original assessment schedule actually drains away to another watershed. At the same time, a nearly corresponding amount of adjusted area of the 10th Line should have been included in the original assessment schedule, and was not. The Township Public Works Manager is aware of this matter, and concurs with the amended assessment schedule. The Court of Revision deliberated the matter brought before it.

7. Moved by: Jeremy SMITH
Seconded by: Don EDMISTON
Resolved that the appeal of Scott Alexander be granted and that the revised assessment schedule prepared by the engineer for this Court of Revision be adopted, reflecting a total assessment reduction of \$726.00 on Pt. Lots 16 & 17, Con. 10, Roll No. 040-03400, with the corresponding amount added to the 10th Line assessment.

And that all other assessments for the Parker Drain 2022 be sustained.

CARRIED.

Court of
Revision Closes
– Council
Reconvenes

8. Moved by: Don EDMISTON
Seconded by: Jeremy SMITH
Resolved that the Court of Revision for the Parker Drain 2022 project does now close and Council reconvene at 9:36 a.m.

CARRIED.

Margaret Lupton returned to the meeting at 9:37 a.m.

Public Hearing -
Minor Variance
Application
A-2-2022
(Thoms)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-2-2022 (THOMS),
DESCRIBED AS LOT 12, PLAN 41M-325,
TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

At 9:38 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-2-2022 for Charmaine and Corey Thoms. Planner Dustin Robson presented Planning Report #CP2022-125.

Members of the Committee asked questions of the Planner and Staff. The applicant was present for the hearing and spoke favourably of their application. The Committee reviewed and considered the comments made in making its decision regarding this application.

9. Moved by: Matthew GILLESPIE
Seconded by: Phil SCHAEFER
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-2-2022, submitted by Charmaine & Corey Thoms, for lands described as Lot 12, Plan 41M-325, Township of East Zorra-Tavistock, as it relates to:
 1. Relief from Section 5.1 - Table 5.1.1.3 - Regulations for Accessory Buildings and Structures, to permit an accessory structure within an exterior side yard;
 2. Relief from Section 12.2 – R1 Zone Provisions, to reduce the minimum required exterior side yard width from 6 m (19.7 ft) to 1.2 m (3.9 ft) to facilitate the construction of an accessory structure (above-ground pool); and,
 3. Relief from Section 5.1 - Table 5.1.1.3 – Regulations for Accessory Buildings and Structures, to reduce the minimum required interior and rear side yard width from 1.2 m (3.9 ft) to 0.7 m (2.2 ft) to facilitate the construction of an accessory structure (shed).

Subject to the following conditions:

- a. That the proposed relief shall only apply to accessory structures (above-ground pool & shed) of the approximate sizes and locations as depicted on Plate 3 of Report CP 2022-125.
- b. That gutters and downspouts shall be installed and rainwater directed to the satisfaction of the Township of East Zorra-Tavistock Building Department.

As the proposed variances are:

- i. deemed to be minor variances from the provisions of the Township of East Zorra-Tavistock Zoning By-law No. 2003-18;
- ii. desirable for the appropriate development or use of the land;
- iii. in-keeping with the general intent and purpose of the Township of East Zorra-Tavistock Zoning By-law No. 2003-18; and,
- iv. in-keeping with the general intent and purpose of the Official Plan.

CARRIED.

Council observed a recess between 9:45 a.m. and 9:50 a.m.

March 16, 2022
PSB Minutes

Council reviewed the March 16, 2022, Police Services Board Minutes.

March 28, 2022
TDRFB Minutes

Council reviewed the March 28, 2022, Tavistock & District Recreation and Facilities Board Minutes.

Staff Report
#CBO2022 – 05
re: Building,
Development &
Drainage
Reporting

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

Staff Report
#PW2022 – 05
re: Public Works
Reporting

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

Staff Report
#FC2022 – 04
re: Fire
Department
Reporting

Fire Chief Scott Alexander reviewed the Monthly Fire Department Report with Council.

Staff Report
#BCO2022 – 03
re: By-law
Compliance
Reporting

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

Staff Report
#CSM2022 – 04
re: Corporate
Services
Reporting

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

Staff Report
#CAO2022 – 03
re: CAO-
Treasury
Reporting

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

Staff Report
#CAO2022 – 04
re: Interim
Parks &
Recreation
Service Delivery

CAO-Treasurer Karen DePrest presented her report to Council regarding interim options for delivery of Parks and Recreation services. Given the personal and specific employee implications of this discussion, Council decided to continue the discussion later in the meeting, in a Closed to the Public Session.

Staff Report
#CAO2022 – 05
re: Updated
2022 Proposed
Draft Budgets

CAO-Treasurer Karen DePrest presented her report to Council regarding updates to the proposed 2022 draft budgets.

By-law:

10. Moved by: Phil SCHAEFER

Seconded by: Don EDMISTON

1st & 2nd
Reading

Resolved that the following by-law be read a first and second time:

- 2022-11 – ZBA Application ZN2-21-09-10 (Lazenby/Shuster)

CARRIED.

By-law:

11. Moved by: Jeremy SMITH

Seconded by: Margaret LUPTON

3rd & Final
Reading

Resolved that the following by-law be read a third and final time:

- 2022-11 – ZBA Application ZN2-21-09-10 (Lazenby/Shuster)

CARRIED.

Other and
Unfinished
Business

Councillor LUPTON brought forward discussion regarding the establishment of a community garden in Hickson Park. Mayor MCKAY brought forward discussion regarding attendance at the upcoming Ontario Good Roads Association (OGRA) Conference.

12. Moved by: Matthew GILLESPIE
Seconded by: Don EDMISTON
Resolved that the following members of Council be permitted to attend the upcoming OGRA Conference:

- Don McKay

CARRIED.

Council observed a recess between 12:00 p.m. and 12:19 p.m.

Adjourn to
Closed to the
Public Session

13. Moved by: Don EDMISTON
Seconded by: Matthew GILLESPIE
Resolved that Council does now adjourn to a Closed to the Public Session, at 12:20 p.m., to consider the following matters:

- Personal Matters – Recreation Services Staffing (s. 239 (2) (b))

CARRIED.

Rise from
Closed to the
Public Session

14. Moved by: Don EDMISTON
Seconded by: Jeremy SMITH
Resolved that Council does now rise from its Closed to the Public Session at 1:46 p.m.

CARRIED.

Confirming
By-law

15. Moved by: Jeremy SMITH
Seconded by: Matthew GILLESPIE
Resolved that By-law #2022-12 being a by-law to confirm the proceedings of Council held Wednesday April 6, 2022, be read a first, second and third time this 6th day of April, 2022;

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

CARRIED.

16. Moved by: Don EDMISTON
Seconded by: Matthew GILLESPIE
Resolved that Council does now adjourn at
1:47 p.m.

Don McKay, Mayor