

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 7:00 p.m. on Wednesday May 18, 2022.

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

Members Absent: Councillor Matthew GILLESPIE.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, CBO John Scherer, Public Works Manager Tom Lightfoot and Human Resources/ Safety Coordinator Jennifer Albrecht.

Mayor MCKAY welcomed everyone to the meeting. Councillor SMITH highlighted the recent food truck fundraising event hosted by the Innerkip Home & School Association. Councillor SMITH also noted the recent transfer of the Innerkip Drop-in Centre property to the Innerkip Lions, as well as the upcoming car show/cruise night at the Innerkip Community Centre.

Approve
Agenda

1. Moved by: Jeremy SMITH
Seconded by: Margaret LUPTON
Resolved that Council approve the agenda for the May 18, 2022, meeting as printed and circulated and further that the following be added to the agenda for this meeting:
 - Closed to the Public Session – Sale or Acquisition of property (239 (c))

CARRIED.

PECUNIARY INTERESTS:

- N/A

Confirm
Minutes -
Council

2. Moved by: Don EDMISTON
Seconded by: Scott RUDY
Resolved that Council confirm the Minutes of the May 4, 2022 Council Meeting, as printed and circulated.

CARRIED.

Correspondence & Reports – No Resolutions:

- April 25, 2022 TDRFB Minutes
- Staff Report - #HRSC2022-04 re: Travel Allowance Policy (Mileage) - Council

Correspondence & Reports – Resolutions Following:

Zorra – Review of Oxford County Council Composition (Resolution)

Council reviewed the correspondence from the Township of Zorra regarding review of Oxford County Council’s Composition.

3. Moved by: Phil SCHAEFER
Seconded by: Scott RUDY
Resolved that Council support the resolution from the Township of Zorra regarding review of the Oxford County Council composition.

CARRIED.

Staff Report #HRSC2022-04 re: Travel Allowance Policy (Mileage) – Council Members

Human Resources/Safety Coordinator Jennifer Albrecht reviewed her report with Council regarding the Township’s Travel Allowance Policy, as it relates to mileage for members of Council travelling for business purposes within the Township.

Council reviewed the April 25, 2022 TDRFB Minutes.

Public Meeting - Open

4. Moved by: Don EDMISTON
Seconded by: Phil SCHAEFER
Resolved that Council does now adjourn to a Public Meeting in accordance with the provisions of the Planning Act at 7:21 p.m.

CARRIED.

Public Meeting
for ZN2-22-02
(Wettlaufer)

**PUBLIC MEETING – WETTLAUFER ZONE
CHANGE APPLICATION ZN2-22-02, PART LOT
32, CONCESSION 11 (EAST ZORRA),
TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

Dustin Robson from the County of Oxford Planning Department was present to comment on his report #CP2022-193, regarding a Zone Change Application on lands owned by Jeff and Kim Wettlaufer.

Council asked questions of the planner and Staff. The applicant was present and spoke favourably of the application. Council reviewed and considered the comments made in making its decision regarding this application.

Council
Reconvene

5. Moved by: Phil SCHAEFER
Seconded by: Scott RUDY
Resolved that the Public Meeting does now adjourn and Council reconvenes at 7:45 p.m.

CARRIED.

6. Moved by: Margaret LUPTON
Seconded by: Phil SCHAEFER
Resolved that Council approve in principal the zone change application submitted by Jeff & Kim Wettlaufer, requesting that the lands described as Pt. Lot 32, Concession 11 (East Zorra), Township of East Zorra-Tavistock be rezoned to amend the provisions of the 'Special Rural Residential Zone (RR-20)' to permit a second permanent single detached dwelling on the subject lands, for a period of three (3) years.

CARRIED.

Public Hearing -
Minor Variance
Application
A-3-2022
(Collins)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-3-2022 (COLLINS),
DESCRIBED AS LOT 10, PLAN 41M-355,
TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

At 7:50 p.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-3-2022 for Stephen and Dawn Collins. Planner Dustin Robson presented Planning Report #CP2022-187.

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.

7. Moved by: Jeremy SMITH
Seconded by: Don EDMISTON
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-3-2022, submitted by Stephen & Dawn Collins, for lands described as Lot 10, Plan 41M-355, 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 (shed) within an exterior side yard; and,
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 (shed).

Subject to the following condition:

- a. That the proposed relief shall only apply to accessory structure (shed) of the approximate size and location as depicted on Plate 3 of Report CP 2022-187.

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.

Public Hearing -
Minor Variance
Application
A-4-2022
(Schurink)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-4-2022 (SCHURINK),
DESCRIBED AS PART LOT 3, PLAN 307,
(VILLAGE OF TAVISTOCK), TOWNSHIP OF
EAST ZORRA-TAVISTOCK.**

At 7:56 p.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-4-2022 for Danny and Debra Schurink. Planner Dustin Robson presented Planning Report #CP2022-192.

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.

8. Moved by: Phil SCHAEFER
Seconded by: Margaret LUPTON
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-4-2022, submitted by Danny and Debra Schurink, for lands described as Pt Lot 3, Plan 307 in the Village of Tavistock, Township of East Zorra-Tavistock, being municipally addressed as 122 William Street South, as it relates to:
 1. Relief from Table 5.1.1.3 – Regulations for Accessory Buildings and Structures, to reduce the required rear yard depth and interior side yard width for an accessory structure from 1.2 m (3.9 ft) to 0.6 m (1.9 ft).

Subject to the following conditions:

- a. That the proposed relief shall only apply to accessory structure (shed) of the approximate size and location as depicted on Plate 3 of Report CP 2022-192.
- 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.

Staff Report
#CBO2022 – 07
re: 2021
Building Dept.
Annual Report

CBO John Scherer reviewed the 2021 Building Department Annual Report with Council.

9. Moved by: Jeremy SMITH
Seconded by: Scott RUDY
Resolved that Council accept the 2021 Building Department Annual Report, as set out in Staff Report #CBO2022-07.

CARRIED.

Staff Report
#CBO2022 – 08
re: Disposition
of Lands
(Declare
Surplus)

CBO John Scherer reviewed his report with Council regarding declaring a portion of Township owned lands surplus to the Township's needs.

10. Moved by: Phil SCHAEFER
Seconded by: Don EDMISTON
Resolved that Council declare Part 1,
Plan 41R-10302, surplus to the needs of the
Township.

CARRIED.

Adjourn to
Closed to the
Public Session

11. Moved by: Jeremy SMITH
Seconded by: Scott RUDY
Resolved that Council does now adjourn to a
Closed to the Public Session, at 8:35 p.m., to
consider the following matters:

- Sale or Acquisition of Lands (s. 239 (2) (c))

CARRIED.

Rise from
Closed to the
Public Session

12. Moved by: Jeremy SMITH
Seconded by: Don EDMISTON
Resolved that Council does now rise from its
Closed to the Public Session at 9:10 p.m.

CARRIED.

Confirming
By-law

13. Moved by: Margaret LUPTON
Seconded by: Jeremy SMITH
Resolved that By-law #2022-18 being a by-law to
confirm the proceedings of Council held
Wednesday May 18, 2022, be read a first, second
and third time this 18th day of May, 2022;

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

CARRIED.

Adjourn

14. Moved by: Margaret LUPTON
Seconded by: Scott RUDY
Resolved that Council does now adjourn at
9:11 p.m.

CARRIED.

Will Jaques, Clerk

Don McKay, Mayor