

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 9:00 a.m. on Wednesday June 1, 2022.

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

Members Absent: N/A.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, CBO John Scherer, Public Works Manager Tom Lightfoot, Fire Chief Scott Alexander, Deputy CBO/ Drainage Superintendent Connor Occleston and Corporate Initiatives Officer Meaghan Vader.

Mayor MCKAY welcomed everyone to the meeting. Councillor SMITH noted his attendance and MC duties at the grand opening of the Innerkip Lions Centre. Further, Councillor SMITH noted the transition by Southwestern Public Health from mass COVID-19 vaccination clinics, to mobile and pop-up clinics.

Approve
Agenda

1. Moved by: Jeremy SMITH
Seconded by: Margaret LUPTON
Resolved that Council approve the agenda for the June 1, 2022, meeting as printed and circulated.

CARRIED.

PECUNIARY INTERESTS:

- N/A

Confirm
Minutes -
Council

2. Moved by: Scott RUDY
Seconded by: Don EDMISTON
Resolved that Council confirm the Minutes of the May 18, 2022 Council Meeting, as printed and circulated.

CARRIED.

Correspondence & Reports – No Resolutions:

- UTRCA – May 2022 FYI
- May 18, 2022 Police Services Board Minutes
- Staff Report - #CBO2022 – 09 re:
Building, Development & Drainage Reporting
- Staff Report - #FC2022 – 06 re:
Fire Department Reporting
- Staff Report - #BCO2022 – 05 re:
By-law Compliance Reporting
- Staff Report - #CSM2022 – 06 re:
Corporate Services Reporting
- Staff Report - #CAO2022 – 09 re:
CAO-Treasury Reporting

**Correspondence & Reports – Resolutions
Following:**

UTRCA –
May 2022 FYI

Council reviewed the May 2022 FYI from the Upper Thames River Conservation Authority. Councillor LUPTON provided additional information from recent UTRCA meetings.

May 18, 2022
Police Services
Board Minutes

Council reviewed the May 18, 2022 Police Services Board Minutes.

Public Hearing -
Minor Variance
Application
A-5-2022
(Minielly/
Bible-Minielly)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-5-2022 (MINIELLY/ BIBLE-
MINIELLY), DESCRIBED AS LOT 1, PLAN 41M-
371, TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

At 9:21 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-5-2022 for Matthew Minielly and Jeanette Bible-Minielly. Planner Dustin Robson presented Planning Report #CP2022-220.

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.

3. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-5-2022, submitted by Matthew Minielly & Jeanette Bible-Minielly, for lands described as Lot 1, Plan 41M371 in the Village of Tavistock, being municipally addressed as 132 Fred Krug Avenue, as it relates to:
1. Relief from Section 5.1, Table 5.1.1.3 to permit an accessory building in the exterior side yard;
 2. Relief from Section 12.2, Table 12.2 to reduce the minimum exterior side yard width from 6 m (19.7 ft) to 1.2 m (3.9 ft);
 3. Relief from Section 5.1, Table 5.1.1.3 to reduce the minimum interior side yard width and rear yard depth from 1.2 m (3.9 ft) to 0.6 m (2 ft); and,
 4. Relief from Section 5.1, Table 5.1.1.3 to reduce the minimum distance between an accessory building and the main building from 1.2 m (3.9 ft) to 0.3 m (1 ft).

Subject to the following conditions:

- a. That the proposed relief shall only apply to accessory structures of the approximate size and location as depicted on Plate 3 of Report CP 2022-220.
- b. That gutters and downspouts shall be installed and rain water 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.

Public Hearing -
Minor Variance
Application
A-6-2022
(Blum/ McLeod)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-6-2022 (BLUM/ MCLEOD),
DESCRIBED AS PART LOT 64, PLAN 307,
TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

At 9:31 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-6-2022 for Craig Blum and Jenna McLeod. Planner Dustin Robson presented Planning Report #CP2022-218.

Members of the Committee asked questions of the Planner and Staff. Neighbouring property owners Ken and Gloria Reibling were present and discussed their concerns with the size and location of the proposed building in relation to their rear property line, as well as concerns with the associated driveway for the building. Concerns were also raised in terms of the potential for business activity located within the proposed building. The Committee reviewed and considered the comments made in making its decision regarding this application.

4. Moved by: Scott RUDY
Seconded by: Jeremy SMITH
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-6-2022, submitted by Craig Blum and Jenna McLeod, for lands described as Part Lot 64, Plan 307, in the Village of Tavistock, and municipally known as 73 William Street North, as it relates to:
 1. Relief from Table 5.1.1.3, Regulations for Accessory Uses to increase the maximum gross floor area from 100 m² (1,076 ft²) to 140 m² (1,507 ft²) of gross floor area for a residential accessory building.

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 short recess between 9:55 a.m. and 10:00 a.m.

At 10:00 a.m., April Nix from the County of Oxford updated Council on the Official Plan Review process, as well as provided a review of the proposed amendments to the Environmental Resource policies in the Official Plan.

Staff Report -
#CIO2022 – 08
re: EZT-RFT-
22-06 Parker
Drain 2022 Bid
Award

Corporate Initiatives Officer Meaghan Vader presented her report to Council regarding the Bid Award for the Parker Drain 2022.

5. Moved by: Margaret LUPTON
Seconded by: Scott RUDY
Resolved that Council accept the bid from A.G. Hayter Contracting Ltd. in the amount of \$652,985.00 including provisional work and contingency;

And further that Council authorizes the CAO/ Treasurer to sign the contractual agreement with A.G. Hayter Contracting Ltd., as provided in the bid document package EZT-RFT-22-06.

CARRIED.

Staff Report -
#CIO2022 – 09
re: EZT-RFP-
22-04 Rescue
Apparatus Bid
Award

Corporate Initiatives Officer Meaghan Vader presented her report to Council regarding the Bid Award for the Rescue Apparatus.

6. Moved by: Jeremy SMITH
Seconded by: Phil SCHAEFER
Resolved that Council accept the bid from Safetek
Emergency Vehicles Ltd. in the amount of
\$392,545.00;

And further that Council authorizes the CAO/
Treasurer to sign the contractual agreement with
Safetek Emergency Vehicles Ltd., as provided in
the bid document package EZT-RFP-22-04.

CARRIED.

Staff Report
#CBO2022 – 09
re: Building,
Development &
Drainage
Reporting

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

Staff Report
#CBO2022 – 10
re: Street
Names
(Millgate Homes
Subdivision)

CBO John Scherer presented his report to Council
regarding the creation of street names for the new
Millgate Homes Subdivision.

7. Moved by: Don EDMISTON
Seconded by: Matthew GILLESPIE
Resolved that Council name Streets 'A' to Street
'G' in the 'Millgate Homes' subdivision as per the
names shown in Appendix 'A' of Staff Report
#CBO2022-10.

CARRIED.

Staff Report
#FC2022 – 06
re: Fire
Department
Reporting

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

Staff Report
#BCO2022 – 05
re: By-law
Compliance
Reporting

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

Staff Report
#CSM2022 – 06
re: Corporate
Services
Reporting

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

Staff Report
#CSM2022 – 07
re: Joint
Compliance
Audit
Committee

Clerk Will Jaques presented his report to Council regarding the formation of a Joint Compliance Audit Committee for Oxford County.

8. Moved by: Jeremy SMITH
Seconded by: Matthew GILLESPIE
Resolved that Council approve the formation of a Joint Compliance Audit Committee with other Oxford County municipalities, for the 2022-2026 Council term, as outlined in Staff Report #CSM2022-07;

And further that a by-law be brought forward to appoint the members of the Committee for Council consideration.

CARRIED.

Staff Report
#CAO2022 – 07
re: CAO-
Treasury
Reporting

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

By-law:

1st & 2nd
Reading

9. Moved by: Scott RUDY
Seconded by: Matthew GILLESPIE
Resolved that the following by-laws be read a first and second time:
- 2022-19 – ZBA Application ZN2-21-13 (Faircrest Farms Ltd.)
 - 2022-20 – Joint Compliance Audit Committee

CARRIED.

By-law:

3rd & Final
Reading

10. Moved by: Jeremy SMITH
Seconded by: Don EDMISTON
Resolved that the following by-laws be read a third and final time:
- 2022-19 – ZBA Application ZN2-21-13 (Faircrest Farms Ltd.)
 - 2022-20 – Joint Compliance Audit Committee

CARRIED.

Confirming
By-law

11. Moved by: Jeremy SMITH
Seconded by: Phil SCHAEFER
Resolved that By-law #2022-21 being a by-law to confirm the proceedings of Council held Wednesday June 1, 2022, be read a first, second and third time this 1st day of June, 2022;

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

CARRIED.

Adjourn

12. Moved by: Matthew GILLESPIE
Seconded by: Don EDMISTON
Resolved that Council does now adjourn at 11:43 a.m.

CARRIED.

Will Jaques, Clerk

Don McKay, Mayor