

**CORPORATION OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK COUNCIL
2018 - 2022**

AGENDA

**for the Meeting to be held on Wednesday June 1, 2022 at the
Innerkip Community Centre, 695566 17th Line, Innerkip, Ontario, at 9:00 a.m.**

1. Call to order and opening remarks
2. Approve Agenda
3. Disclosure of Pecuniary Interest and General Nature Thereof
4. General Business:
 - a) Confirm May 18, 2022 Council Meeting Minutes
 - b) UTRCA – May 2022 FYI
5. Delegations & Appointments:
 - a) 9:15 a.m. – MVA Application A-5-2022 (Minielly/ Bible-Minielly)
 - b) 9:30 a.m. – MVA Application A-6-2022 (Blum/ McLeod)
 - c) 9:40 a.m. – Oxford County – Update on OP Review/ Enviro. Resource Polices
6. Reports of Municipal Officers and Committees:
 - a) Conferences and Seminars
 - b) County Council – Updates & Questions
 - c) Staff Reports – Updates & Questions
 - d) May 18, 2022 Police Services Board Minutes
 - e) Staff Report - #CIO2022 – 08 re: EZT-RFT-22-06 Parker Drain 2022 Bid Award
 - f) Staff Report - #CIO2022 – 09 re: EZT-RFP-22-04 Rescue Apparatus Bid Award
 - g) Staff Report - #CBO2022 – 09 re: Building, Development & Drainage Reporting
 - h) Staff Report - #CBO2022 – 10 re: Street Names (Millgate Homes Subdivision)
 - i) Staff Report - #FC2022 – 06 re: Fire Department Reporting
 - j) Staff Report - #BCO2022 – 05 re: By-law Compliance Reporting
 - k) Staff Report - #CSM2022 – 06 re: Corporate Services Reporting
 - l) Staff Report - #CSM2022 – 07 re: Joint Compliance Audit Committee
 - m) Staff Report - #CAO2022 – 09 re: CAO-Treasury Reporting
7. By-laws:
 - a) By-law #2022-19 – ZBA Application ZN2-21-13 (Faircrest Farms Ltd.)
 - b) By-law #2022-20 – Joint Compliance Audit Committee
8. Other and Unfinished Business:
9. Closed to the Public Session *as authorized under s. 239 of the Municipal Act*:
10. Confirming By-law
11. Adjourn

Placeholder Page for Agenda Item 1 –
Call to order and opening remarks

Use this page to note any opening remarks
you wish to make.

2.

Placeholder Page for Agenda Item 2 – Approval of the Agenda

Use this page to note items you would like added to the agenda.

3.

Placeholder Page for Agenda Item 3 – Disclosure of Pecuniary Interest

Use this page to note any Pecuniary Interests
you wish to declare at the meeting.

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

UPPER THAMES RIVER
CONSERVATION AUTHORITY

fyi

May 2022



www.thamesriver.on.ca Twitter [@UTRCMarketing](https://twitter.com/UTRCMarketing)
Facebook [@UpperThamesRiverConservationAuthority](https://www.facebook.com/UpperThamesRiverConservationAuthority)

Happy to be back at Public Events!

The Fanshawe Community Education Team is excited to be back working in the local community and participating in public events this spring. During April and May, staff participated in EarthFest, the City of London's Emergency Preparedness Open House, and Western University's Science Rendezvous.



The UTRCA booth at London EarthFest

London's first ever EarthFest was held at Victoria Park on Earth Day. The event featured activities, booths, live music, and a Climate March around the downtown core. The UTRCA booth focused on climate change and flooding, and showcased how Low Impact Development (LID) features can help reduce flooding in our local communities.

At the Emergency Preparedness Open House, young families came out to learn about the various organizations in London that help keep citizens safe as well as what to do in different emergency situations. The UTRCA



UTRCA staff at the Emergency Preparedness Open House

booth focused on flooding and how flood structures (e.g., dams, dykes) and natural areas (e.g., wetlands, parks, LIDs) can help protect us from flooding. Kids walked away with a River Safety activity booklet and bookmark reminding them how to stay safe near rivers, creeks, and streams.

The Science Rendezvous at Western University was extremely busy this year, with more than 3,000 people in attendance. The UTRCA booth was once again a huge hit with an interactive flood plain model and a flood hazards puzzle.

Staff are very happy to be back in-person and interacting with the public at these events.

It's clear to see how valuable the UTRCA's presence is as staff are able to make connections with residents and spread the conservation message.

Contact:
Karlee Flear,
Community
Education Supervisor (Fanshawe)



UTRCA booth at Western's Science Rendezvous

River Safety 2022

This spring Fanshawe Community Education staff were very excited to have permission to go back into TVDSB classrooms and teach grade 2 students how to be safe around rivers, creeks and streams!

With generous funding from TVDSB and local Optimist and Lions groups, staff visited 19 schools and reached approximately 900 students.



River Safety at John Dearness Public School

Students hear the story of "The Journey of Splish and Splash," about a couple children who encounter two water droplets that share

their tale of navigating their way through the water cycle. They encounter dams, frozen ponds, and waterfalls and alert us all how to stay safe near all types of water.

Students participate in putting together a large wooden puzzle. Each puzzle piece has a clue attached that refers to topics such as flood water awareness near stormwater management ponds, dams, local streets, and parks. Some puzzle pieces are pictures of local species of fauna that depend on our local fresh water for survival.

Lastly, a slide show presentation promotes discussion using measurement by asking students questions such as, "How much water does it take to be swept off your feet?" and "How much water does it take to make a car float?" Photos of local parks and other flood plains in the London area in various stages of flooding are viewed and explored as to how we can stay safe in these areas.

Students and teachers are engaged and excited to be involved in this important flood awareness program! The message has been the same for over two decades, but the value of the message is as important as ever.

Thank you to the following sponsors of the 2022 River Safety program:

- Thames Valley District School Board
- Byron Optimist Club
- East London Optimist Club
- London Carling Heights Optimist Club
- London Oakridge Acres Optimist Club
- Arva and District Optimist Club
- Thorndale Optimist Club
- Byranston-Birr Optimist Club
- Thamesford Lions Club

Contact: Kim Gilbert, Community
Education Technician

STEM Programs

Fanshawe Community Education staff were delighted to return to classrooms in March and April, to deliver the flood-focused STEM programs. After a long COVID break from team-based activities and guest presenters,

students and teachers were eager to participate in the hands-on experiments, demonstrations, and model building that are the core of these unique programs. Students learned about the local problem of flooding in London, made predictions and engineering decisions, and suggested improvements to the landscape to reduce flooding and erosion.



Students explore how to reduce flooding and erosion.

In addition to being curriculum-connected and interdisciplinary, the STEM programs encourage students to practice valuable global competency skills such as critical thinking, problem solving, communication, and collaboration. In total, nine Grade 5 classes and four Grade 3 classes participated, totalling approximately 280 students. The STEM programs were funded by the Thames Valley District School Board.

Contact: Fiona Navickas, Community Education Specialist

Award-winning Author joins UTRCA for Nature Nearby

It was a pleasure and an honour to have Jon-Erik Lappano, Governor General Literary Award recipient and author of the book, *Martin and the River*, join the Nature Nearby events offered in Mitchell and St. Marys on May 7. The inspiration for the programs and Jon-Erik's participation was sparked by his



Author Jon-Erik Lappano read his book to the young audience, with the North Thames River behind him.

book's message that meaningful connections to nature can be found anywhere and everywhere. This message fits perfectly with the purpose and intent of the Nature Nearby program and was a natural fit.

"From a young age, I have found meaning and connection in nature, and I continue to have a curiosity and wonder for the world around me, which is reflected in my work as a writer. *Martin and the River*, specifically, is dedicated to the North Thames River, a natural space where I spent some of the fondest hours of my childhood," said Jon-Erik.

Residents from across the watershed listened as Jon-Erik read his book on the banks of the North Thames, and celebrated connections to nature and the river. Everyone, including the author, participated in the activities that accompanied the reading in both communities.

The UTRCA launched the family friendly Nature Nearby program in the fall of 2021. The program is provided free of charge, thanks to sponsorship by the Rotary Clubs of Mitchell and St. Marys, as well as the Festival City Rotary Club of Stratford.

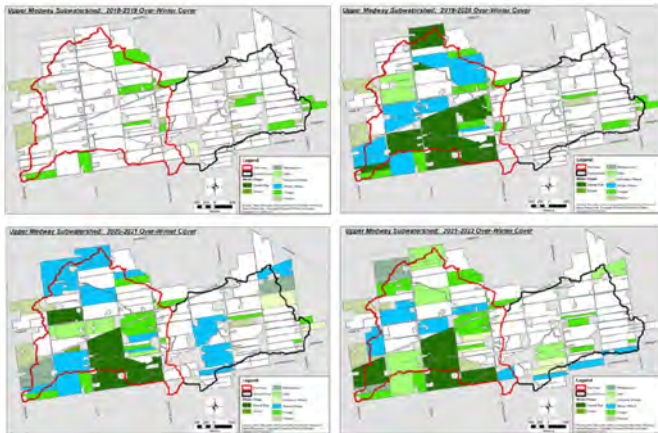
Contact: Maranda MacKean, Community Education Specialist

Upper Medway Cover Crop Project wraps up

The UTRCA has been monitoring the upper Medway Creek since 2016 to study how phosphorus moves through the landscape and how farm practices may affect the movement of this nutrient. In 2018, the upper Medway became Ontario's first subwatershed-scale testing grounds for cover crops. The project wrapped up in March 2022 after a very successful four years, thanks in large part to the great group of farmers involved, and their interest and willingness to participate.

The project goal was to have at least 75% of the watershed's west "test" area planted each year with cover crops that would keep at least 60% residue cover through the non-growing season. The water quality in this area was then compared to the water quality in the east "control" area, where there was no extra incentive provided to plant cover crops.

The project achieved approximately 75% ground coverage over the winter for three straight winters, as shown in the maps. Data analysis from the water samples collected over the four year period is currently underway and will be useful to inform interested groups, including the agricultural community, environmental organizations, government, and academia, on how adopting cover crops may support water quality targets for Lake Erie.



Four years of overwinter cover crops in the test (red boundary) and control (black boundary) watersheds. The coloured areas indicate various types of winter crops.

The project also looked at possible differences in soil moisture, temperature, and residue between areas of the field with and without a cover crop, as well as whether the presence of a cover crop impacted the crop yield in the following growing season. Data collected to date has not shown a difference in yield from the following crop, even under conditions where temperature and moisture varied within the field. This information is important in addressing common concerns with cover crop adoption.



Comparing spring temperature, moisture, and residue, before soybean planting, between areas with (background) and without (foreground) a cereal rye cover crop.

Contact: Tatianna Lozier, Conservation Services Specialist (acting)

20 Years of Watershed Report Cards

The 2022 Upper Thames River [Watershed Report Cards](#) are scheduled for publication this fall. This marks the 20th year of the UTRCA delivering state of the environment information to watershed residents through these reports.

The UTRCA has published report cards every five years beginning with the first set in 2001. It takes a team of staff to compile the extensive environmental information, data, and mapping that go into the report card for each of the 28 watersheds in the Upper Thames. Staff grade surface water quality and forest conditions, and summarize watershed features, including valuable features in

need of protection such as wetlands, natural areas, fish, species at risk, and groundwater resources.

The report cards also track environmental and other changes impacting the watershed. For example, recent census data shows the watershed's human population has increased by 54,000 in the past five years. Much work is being done locally to protect the environment. Staff gather this information for each watershed to highlight some actions of the many partners, municipalities, groups, and industry.



Looking back: Staff launch the 2012 Upper Thames River Watershed Report Cards.

Since 2012, all the other Conservation Authorities across Ontario have also been producing watershed report cards every five years, using standardized grading and information modelled after the UTRCA's early report cards. These documents, which are summarized by Conservation Ontario, have become widely recognized, and create awareness of the value of the Conservation Authorities' on-going environmental monitoring programs.

The report cards give municipalities, the public, and other partners a look at the health of their local watersheds and what actions to take, while enabling comparisons to be made across watershed boundaries and across the province.

Contact: Cathy Quinlan, Terrestrial Biologist, and Karen Maaskant, Water Quality Specialist

On the Board Agenda

The next Board of Directors meeting will be held virtually on May 24, 2022. The following items are on the draft agenda:

- Report from the Finance and Audit Committee: Approval of Audited Financial Statements for 2021
- Provincial Offences Act Designations
- Administration and Enforcement: Section 28 Status Report
- Bill 109 Update
- Conservation Authorities Act Update: Phase 2 Regulations

Visit the "Board Agendas & Minutes" page at www.thamesriver.on.ca for agendas, reports, audio/video links and recordings, and approved minutes.

Contact: [Michelle Viglianti](#), Administrative Assistant

#5.a

Our Files: **A05-22**

APPLICATION FOR MINOR VARIANCE

TO: Township of East Zorra-Tavistock Committee of Adjustment
MEETING: June 1, 2022
REPORT NUMBER: 2022-220

OWNERS/APPLICANTS: Matthew Minielly & Jeanette Bible-Minielly
132 Fred Krug Ave, Tavistock, ON N0B 2R0

REQUESTED VARIANCES:

- 1.) Relief from **Section 5.1, Table 5.1.1.3** to permit accessory buildings in the required 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).

LOCATION:

The subject lands are described as Lot 1, Plan 41M371, in the Village of Tavistock. The subject property is located on the northwest corner of the intersection of Henry Eckstein Way and Fred Krug Avenue, and is municipally known as 132 Fred Krug Avenue.

BACKGROUND INFORMATION:

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule 'C-3'	County of Oxford Settlement Strategy Plan	Serviced Village
Schedule 'E-1'	Township of East Zorra-Tavistock Land Use Plan	Settlement

TOWNSHIP OF EAST ZORRA-TAVISTOCK ZONING BY-LAW:

Residential Type 1 Zone (R1)

COMMENTS:

(a) Purpose of the Application:

The applicants are requesting relief from the above-noted provisions of the Township Zoning By-law to permit four (4) new accessory buildings that are to be accessory to the residential use on the subject lands. The applicant is proposing to erect a 15.6 m² (168 ft²) gazebo and a 9.6 m² (104 ft²) pool house in the rear yard. Additionally, a 15.6 m² (168 ft²) and a 8.9 ft² (96 m²) shed are proposed within the exterior side yard.

The applicants are requesting a reduction in the minimum rear yard depth and interior side yard width from the required 1.2 m (3.9 ft) to 0.6 m (2 ft) for accessory buildings. The applicants are also requesting to permit accessory buildings within the exterior side yard and to reduce the required exterior side yard setback from 6 m (19.7 ft) to 1.2 m (3.9 ft). It is also requested that the a reduction between the main building and an accessory building be reduced from 1.2 m (3.9 ft) to 0.3 m (1 ft).

The subject lands are approximately 655 m² (7050.3 ft²) in size and is currently vacant. The subject lands are located within a new residential neighbourhood with predominately single detached dwellings within the vicinity and additional single detached dwellings and semi-detached dwellings planned for the future.

Plate 1, Existing Zoning & Location Map, shows the location of the subject property and the zoning in the immediate vicinity.

Plate 2, Existing Zoning & Aerial Map, provides an aerial view of the subject lands and surrounding properties.

Plate 3, Applicants' Sketch, shows location and setbacks of the proposed accessory buildings, as well as the existing dwelling.

(b) Agency Comments

The application was circulated to a number of public agencies considered to have an interest in the proposal. The following comments were received:

The Township Chief Building Official has indicated that the applicant is to provide a revised lot grading plan at the pool permit application submission. It is also noted that non-garage structures under 15 m² do not required a building permit but are deemed structures under our Zoning By-law.

The Township Public Works Manager has indicated no structure or hard surfacing is allowed within 1.2 m of the exterior side yard lot line. The water flow in the rear yard must be maintained, no structure is allowed to impede the water flow.

The Township Fire Chief has indicated no concerns.

(c) Public Consultation

Public Notice was provided to surrounding property owners in accordance with the requirements of the Planning Act. As of the writing of this report, no comments or concerns had been received from the public.

(d) Intent and Purpose of the Official Plan:

The subject lands are located within the 'Settlement' designation according to the Township of East Zorra-Tavistock Land Use Plan, Schedule 'E-1' in the County of Oxford Official Plan. In the Settlement (Serviced Village) designation, a full range of land uses is permitted in accordance with the land use patterns shown on Schedule E-2 - Village of Tavistock Land Use Plan. The lands are designated 'Low Density Residential' on Schedule E-2 and are intended to be used for a variety of low-rise, low density housing forms consisting of single detached, semi-detached, duplexes, converted dwellings and street townhouses. The use of the lands for a single detached dwelling and accessory uses thereto conforms to the Low Density Residential policies of the Official Plan.

(e) Intent and Purpose of the Zoning By-law:

The subject property is zoned 'Residential Type 1 Zone (R1)' in the Township's Zoning By-law, which permits single detached dwellings, as well as their associated accessory structures.

Provisions respecting accessory buildings and structures on residentially zoned lots are outlined in Table 5.1.1.3, and stipulate that a minimum interior side yard width and rear yard depth of 1.2 m (3.9 ft) is to be maintained. These provisions are intended to ensure that such structures are wholly located within the confines of the lot and have minimal impact on neighbouring property owners. These provisions also assist in allowing for typical yard maintenance between buildings and property lines.

Table 5.1.1.3 only permits residential accessory buildings and structures within the rear yard or interior side yard. The 6 m (19.7 ft) setback to an exterior lot line for the R1 zone also applies to accessory buildings and structures. The purpose of the minimum required exterior side yard provision and the general prohibition on accessory structures within exterior side yards is to ensure that there is adequate separation between structures or buildings on the lot and the public road allowance.

Staff note that there is approximately 4.6 m (15 ft) of separation between the exterior lot line of the subject property and the edge of Fred Krug Avenue. Within the 4.6 m (15 ft) of separation are a sidewalk and grass boulevard. Planning staff therefore believe that the proposed shed will be adequately setback to not hinder the municipal right-of-way. Further, no concerns were raised by the Township Public Works Manager concerning the proposal's proximity to the right-of-way other than the request for any hard surface to stop 1.2 m (3.9 ft) from the property line, which the proposal would comply with.

In regards to the request to reduce the minimum distance between the main building (single detached dwelling) and the proposed gazebo, staff are satisfied that it can be supported. The intent of the separation provision is to ensure that there is sufficient space between the structures to facilitate general maintenance. As the gazebo is to be an open faced structure on all four (4) sides, it will allow for general maintenance to be able to occur around and between the structures in contrast to an enclosed structure. Further, the Chief Building Official has not indicated any concerns with the proposal from an Ontario Building Code (OBC) standpoint when it comes to fire separation.

Planning staff are satisfied that the proposal, which will be located wholly within the confines of the subject lands, allows for sufficient space for general maintenance, and that adequate space exists on the subject lands for parking, amenity and drainage.

(f) Desirable Development/Use:

Planning staff are satisfied that the proposed accessory structures are in keeping with the general purpose and intent of the Official Plan and Zoning By-law, and are desirable for the development of the subject lands.

As the applicants will be required to install eaves troughs and downspouts to prevent rainwater run-off from draining onto abutting properties, the presence of the accessory buildings is unlikely to negatively impact any adjacent properties. In terms of the proposed relief for the exterior side yard, no impacts to the public right-of-way on Henry Eckstein Street. It is further noted that no comments of concern have been received from any of the neighbouring property owners.

In light of the foregoing, it is the opinion of this Office that the requested relief maintains the general intent of the Official Plan and the Zoning By-law and can be given favorable consideration.

RECOMMENDATION:

That the Township of East Zorra-Tavistock Committee of Adjustment **approve** Application File A05-22, 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:

- i. 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.
- ii. 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 variances requested are considered to be:

- i) in keeping with the general intent and purpose of the County's Official Plan;
- ii) minor variances from the provisions of the Township of East Zorra-Tavistock Zoning By-Law No. 2003-18;
- iii) desirable for the appropriate development or use of the land, building or structure; and,

iv) in keeping with the general intent and purpose of the Township of East Zorra-Tavistock
Zoning By-Law No.2003-18

Authored by:

Dustin Robson, MCIP, RPP
Development Planner

Approved by:

Eric Gilbert, MCIP, RPP
Senior Planner



Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Zoning Floodlines**
- Regulation Limit**
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)**

Notes



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NAD_1983_UTM_Zone_17N



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May 16, 2022



Legend

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Notes



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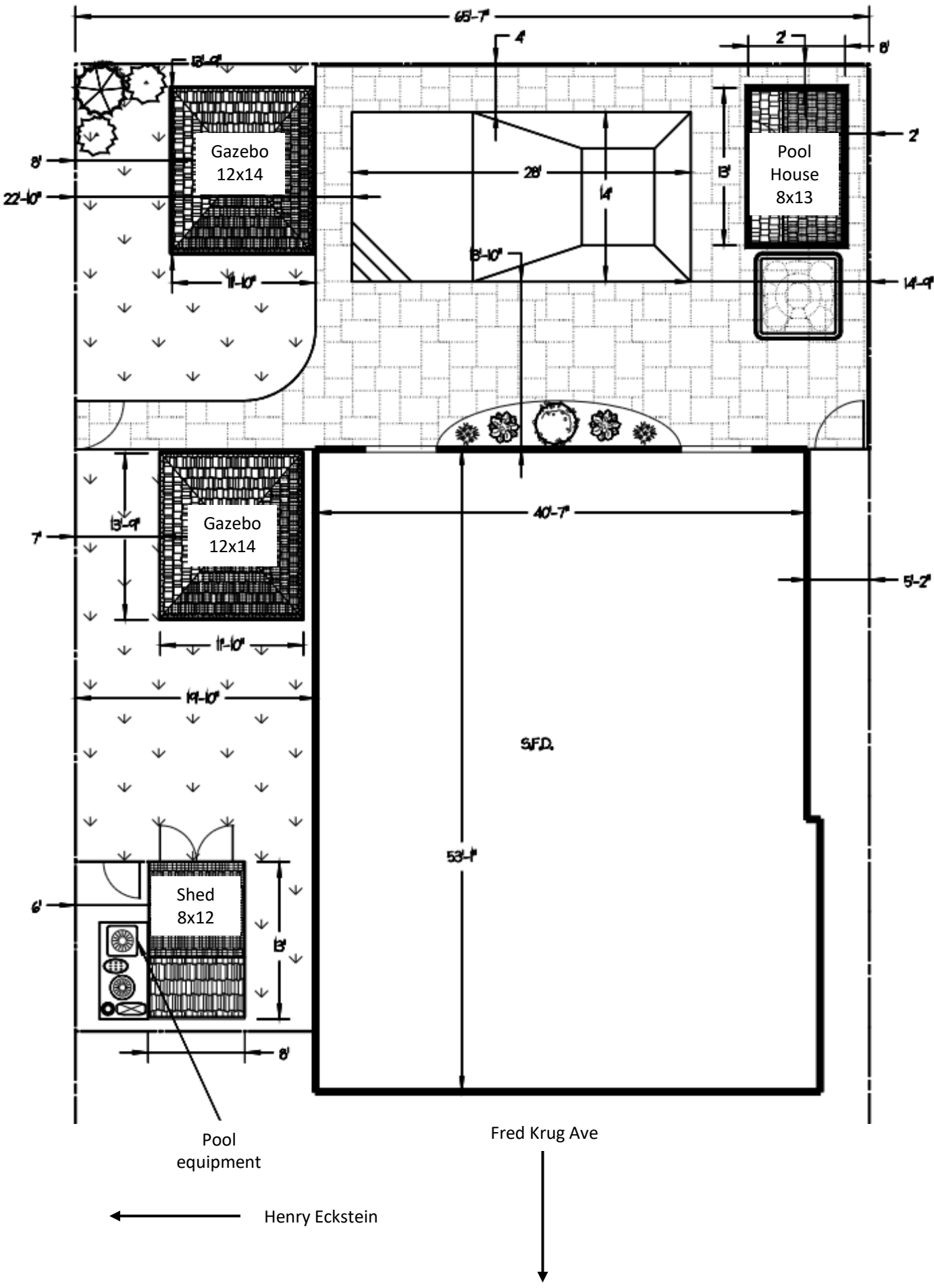
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May 16, 2022

Plate 3: Applicants' Sketch
File No.: A05-22 - Minielly & Bible-Minielly
Lot 1, Plan 41M371 - 132 Fred Krug Avenue, Township of East Zorra-Tavistock



#5.b

Community Planning

P. O. Box 1614, 21 Reeve Street

Woodstock Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4712

Web site: www.oxfordcounty.caOur File: **A06-22****APPLICATION FOR MINOR VARIANCE****TO:** Township of East Zorra-Tavistock Committee of Adjustment**MEETING:** June 1, 2022**REPORT NUMBER:** 2022-218**OWNERS/APPLICANTS:** Craig Blum & Jenna McLeod
73 William Street N, Tavistock ON N0B 2R0**VARIANCE REQUESTED:**

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.

LOCATION:

The subject property is described as Part Lot 64, Plan 307, Township of East Zorra-Tavistock. The lands are located on the west side of William Street North, between Oxford Street and Jacob Street West, and are known municipally as 73 Williams Street North, in the Village of Tavistock.

BACKGROUND INFORMATION:

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "C-3"	County of Oxford Settlement Strategy Plan	Serviced Village
Schedule "E-1"	Township of East Zorra-Tavistock Land Use Plan	Settlement
Schedule "E-2"	Village of Tavistock Land Use Plan	Low Density Residential

TOWNSHIP ZONING BY-LAW:

Residential Type 1 Zone (R1)

COMMENTS:

(a) Purpose of the Application:

The applicants are requesting relief from the above-noted provision of the Township Zoning By-law to permit a new accessory building that is to be accessory to the residential use on the subject lands. The applicant is proposing to erect a 123.3 m² (1,327 ft²) detached garage in the rear yard and wishes to have an additional connected outdoor roofed area of 16.7 (180 ft²). The proposal would amount to a total gross floor area of 140 m² (1,507 ft²).

The subject lands have a lot area of approximately 2,021.5 m² (21,759.2 ft²) and contain an existing one-storey single detached dwelling with an attached two-car garage. The lands are located within an established residential area where the uses are predominately single detached dwellings.

Plate 1, Existing Zoning & Location Map, shows the location of the subject property and the zoning in the immediate vicinity.

Plate 2, Existing Zoning & Aerial Map, provides an aerial view of the subject lands and surrounding properties.

Plate 3, Applicants' Sketch, shows location and setbacks of the proposed accessory building, as well as the existing dwelling.

(b) Agency Comments

The application was circulated to a number of public agencies considered to have an interest in the proposal. The following comments were received:

The Township Chief Building Official has indicated that the applicant is to provide a revised lot grading plan at the permit application submission

The Township Public Works Manager has indicated the following points:

- As per Township standards, only one entrance is permitted for a residential lot. The maximum entrance width within the Township right-of-way is 7.5 m. Any changes to the existing driveway within the right-of-way must be approved by Public Works.
- There is a catch basin behind the curb on the south side of the driveway, with a tile running towards the house. The tile should be protected and maintained during any construction.
- The water flow in the rear yard must be maintained, no structure is allowed to impede the flow of water in any swales.

The Township Fire Chief has indicated no concerns.

(c) Public Consultation:

Public Notice was provided to surrounding property owners in accordance with the requirements of the Planning Act. As of the writing of this report, no comments or concerns had been received from the public.

(d) Intent and Purpose of the Official Plan:

The subject lands are located within the 'Settlement' designation according to the Township of East Zorra-Tavistock Land Use Plan, Schedule 'E-1' in the County of Oxford Official Plan. In the Settlement (Serviced Village) designation, a full range of land uses is permitted in accordance

with the land use patterns shown on Schedule E-2 - Village of Tavistock Land Use Plan. The lands are designated 'Low Density Residential' on Schedule E-2 and are intended to be used for a variety of low-rise, low density housing forms consisting of single detached, semi-detached, duplexes, converted dwellings and street townhouses. The use of the lands for a single detached dwelling and accessory uses thereto conforms to the Low Density Residential policies of the Official Plan.

(e) Intent and Purpose of the Zoning By-law:

The subject lands are zoned 'Residential Type 1 Zone (R1)' in the Township of East Zorra-Tavistock Zoning By-law. The R1 zone permits single detached dwellings and accessory uses such as a converted dwelling, a garden suite, a group home, and a home occupation.

The subject property appears to currently meet the provisions of the R1 zone. The R1 zone permits a maximum lot coverage of 30% of the lot area and requires a minimum 30% landscaped open space. The existing one-storey house and attached garage comprises approximately 190 m² (2,045.1 ft²) and the total gross floor area for the proposed detached garage would be 140 m² (1,507 ft²). The existing driveway would be extended to the new structure. Accordingly the proposed lot coverage for all buildings is approximately 16.3%.

Accessory buildings are subject to Section 5.0 - General Provisions of the Zoning By-law. The Zoning provisions permit accessory structures in any yard other than a required front yard or exterior side yard, with a minimum distance from the main buildings of 1.2 m (3.9 ft) and a minimum side yard setback and rear yard setback of 1.2 m (3.0 ft).

The maximum permitted lot coverage for accessory structures in a residential zone is 10% of lot area, or 100 m² (1,076 ft²) of gross floor area, whichever is lesser, and the maximum permitted height is 4 m (13.1 ft). The applicant has indicated that all the provisions of the By-law will be met, with the exception of the proposed increased lot coverage (gross floor area).

The lot coverage provision in the Zoning By-law is intended to ensure that accessory uses and structures remain clearly secondary to the main residential use of the property and have minimal impact on neighbouring properties. Further, these provisions assist in ensuring that sufficient space is maintained on the property to accommodate off-street parking, grading and drainage, and amenity space. It is also the intent of the Zoning By-law to limit the size of these structures to that necessary and suitable to accommodate the needs of the principal residential use.

Planning staff are satisfied that the requested relief is in-keeping with the general intent and purpose of the Zoning By-Law as the final size and scale of the detached accessory structure will remain such that it is clearly accessory to the principal residential use of the subject lands.

(f) Desirable Development/Use:

The applicant is requesting relief of the maximum lot coverage provisions for accessory structures to permit the construction of a detached garage with an 'outdoor overhang' area.

The proposed structure will have a lesser gross floor area and similar height as the existing house, is proposed to be located in the rear yard, and will be used for personal storage. In addition, it appears that sufficient space will be maintained on the property to accommodate off-street parking, drainage and amenity space. Accordingly, Planning staff are of the opinion that the proposal will not result in negative impacts to surrounding property owners and is in-keeping with the general intent and purpose of the Zoning By-Law as the proposed scale and the location of the accessory structure will result in a structure that is clearly secondary to the principal residential use of the subject lands.

In light of the foregoing, it is the opinion of this Office that the requested relief maintains the general intent of the Official Plan and the Zoning By-law and can be given favorable consideration.

RECOMMENDATION:

That the Township of East Zorra-Tavistock Committee of Adjustment **approve** Application File A06-22, 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 variance requested is considered to be:

- i) in keeping with the general intent and purpose of the County's Official Plan;
- ii) minor variance from the provisions of the Township of East Zorra-Tavistock Zoning By-Law No. 2003-18;
- iii) desirable for the appropriate development or use of the land, building or structure; and,
- iv) in keeping with the general intent and purpose of the Township of East Zorra-Tavistock Zoning By-Law No.2003-18

Authored by: *Original signed by*

Dustin Robson, MCIP, RPP
Development Planner

Approved for submission by: *Original signed by*

Eric Gilbert, MCIP, RPP
Senior Planner



Legend

Parcel Lines

- Property Boundary
- Assessment Boundary
- Unit
- Road
- Municipal Boundary

Zoning Floodlines

Regulation Limit

- 100 Year Flood Line
- 30 Metre Setback

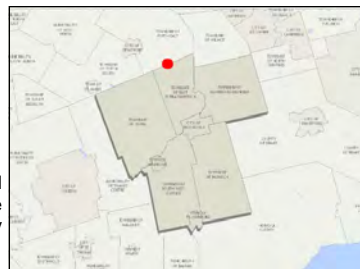
Conservation Authority

- Regulation Limit

- Regulatory Flood And Fill Lines

- Land Use Zoning (Displays 1:16000 to 1:500)

Notes



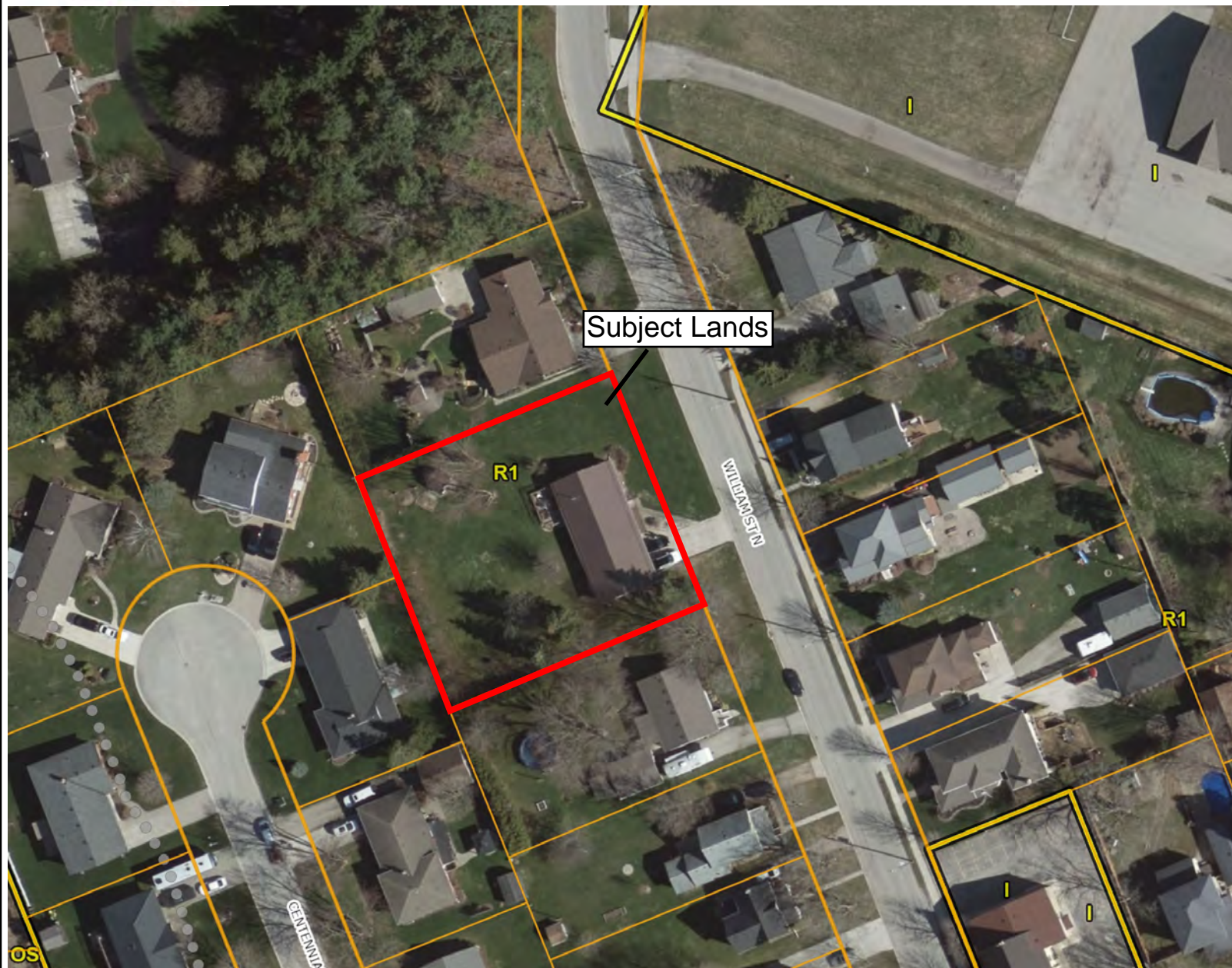
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May 4, 2022



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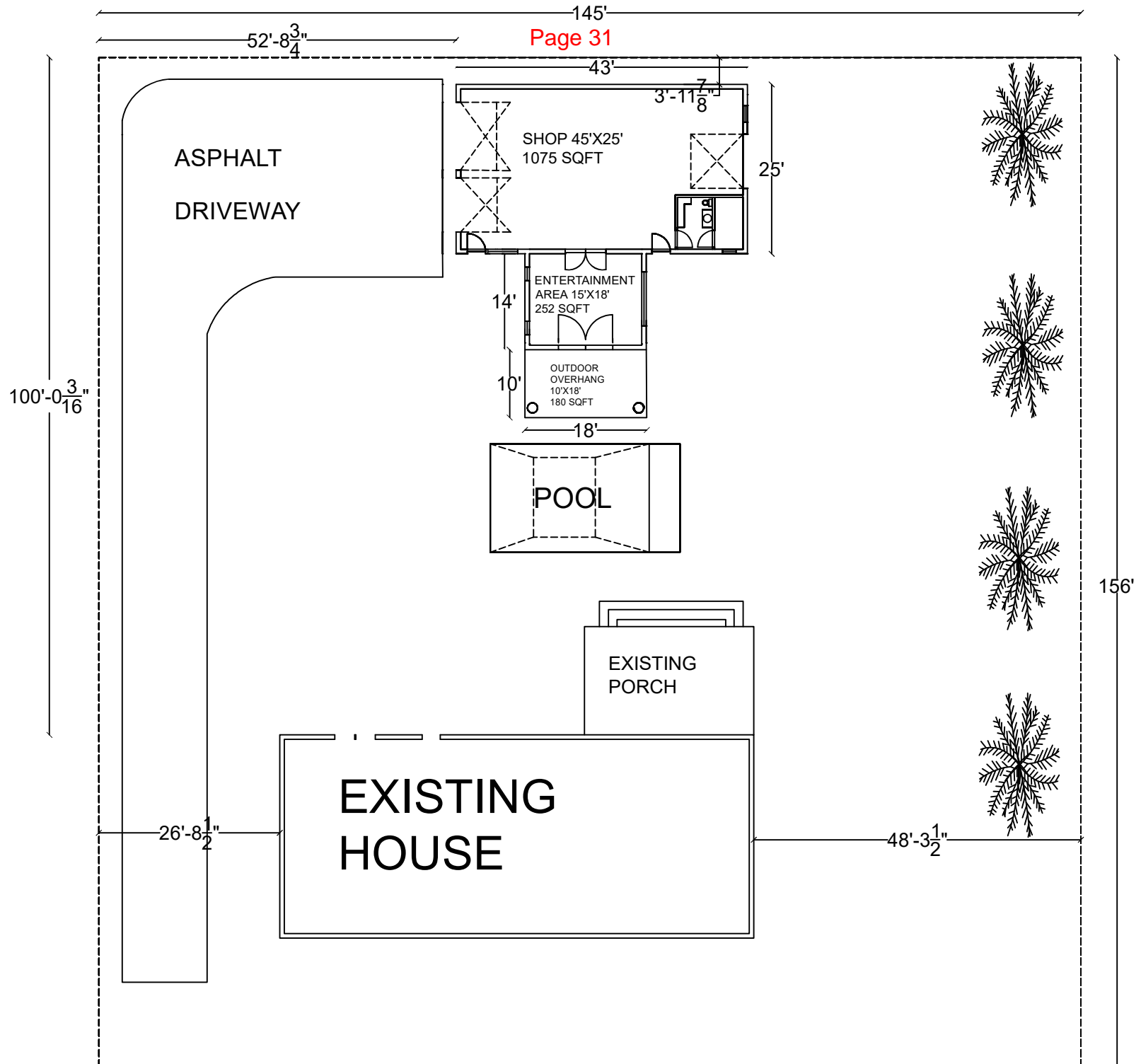
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May 4, 2022



To: Warden and Members of County Council

From: Director of Community Planning

Official Plan Review – Update on Next Phases

RECOMMENDATION

1. That staff be directed to proceed with the subsequent phases of the Official Plan Review process in accordance with the requirements under the Planning Act, and as generally outlined in the Report No. CP 2022-48.

REPORT HIGHLIGHTS

Implementation Points

- The purpose of this report is to update County Council with respect to the proposed scope and extent of the next phases of the County's Official Plan review and updates.
- Consideration has been given to inquiries and responses received as a result of the initial special meeting of Council held on October 13, 2021, in accordance with Section 26 of the Planning Act.
- This report also provides a high-level overview of the legislative requirements and other considerations applicable to the Official Plan review building from report CP 2021-336, and outlines the proposed framework for the next phases of the Official Plan review, including related consultation.

Financial Impact

There are no immediate implications beyond this year's approved budget. Any additional funding that may be required for future phases will be considered as part of the annual budget process.

Communications







Community engagement has been and will continue to be an important part of the Official Plan (OP) review process and be undertaken at various stages as part of each review phase. The focus for communication and engagement on the OP review project moving forward will centre around each of the remaining phases, as further detailed in this report. Each phase will have its own communications and engagement plan tailored to that phase.

Planning staff will ensure the minimum statutory meeting requirements under the Planning Act (i.e. an open house and public meeting) are met for each phase, as well as providing for additional engagement opportunities, as deemed appropriate. Developing separate communication and engagement plans for each phase allows the approach to be customized based on the specific policy areas, technical considerations, and level of community interest.

The consultation and engagement program for each remaining phase is generally expected to involve the use of traditional and social media, a mix of in-person and on-line engagement opportunities, and consultation/engagement with:

- The Province and the various agencies prescribed under the Planning Act (e.g. conservation authorities, utility providers, railways, abutting municipalities etc.);
- County and Area Municipal Staff and Councils;
- Indigenous communities; and
- Other identified stakeholder groups, interested parties and the broader public.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
		3.ii. 3.iii.	4.i. 4.ii.		

DISCUSSION

Background

The Planning Act requires that municipalities adopt an Official Plan (OP) to serve as the primary legal document for implementing provincial land use planning direction at the municipal level.

As described in report [CP 2021-336](#), the County OP provides that direction for both the County and the eight area municipalities that comprise the County. The policies and land use schedules contained in the OP establish the overall vision and land use strategy for growth and development in the County. This is accomplished by setting out locational, development review and other requirements for a full range of land uses (e.g. residential, commercial, industrial, institutional, parks and recreation, agriculture, etc.) and providing direction with respect to matters such as the provision of infrastructure and public services, the protection of agricultural land, and natural and cultural heritage features, and avoiding, or mitigating the potential impacts from, natural and man-made hazards.

It is noted that, unlike other amendments to the OP that are approved by County Council, the Province (Ministry of Municipal Affairs and Housing) is the approval authority for any amendments to the County's OP that are undertaken as part of an OP review process under Section 26 of the Planning Act. As such, following adoption by County Council, all amendments that form part of the County's OP review process will need to be sent to the Province for approval.

As part of their approval, the Province has the authority to impose any modifications to the County's adopted policies that it determines to be necessary to ensure they are consistent with Provincial legislation and policies.

Commentary

The first phase of the County's OP review was focused on updating the agricultural policies. Draft agricultural policies were released by County Council on October 27, 2021 for community review and input as part of report [CP 2021-337](#). This feedback resulted in the revised policies, as detailed in Report [CP 2022-98](#). A statutory public meeting was held March 23, 2022 to present the revised policies and provide a further opportunity for input and feedback. A recommended OPA for updating the agricultural policies was subsequently presented to County Council in report [CP 2022-162](#) at the May 11, 2022 meeting and is to be brought back for Council consideration/adoption on May 25, 2022. Following adoption by County Council, the amendment will be forwarded to the Province for their review and approval.

With the first phase of the Official Plan review nearing completion, Planning staff are now in a position to move forward with the next phases of the Official Plan review. A general overview of the proposed process and matters to be considered as part of these next phases is provided in the following sections of this report.

Phase 2 – Environmental Policy Updates

The second phase of the OP review is proposed to focus primarily on updates to Section 3.2 - Environmental Resource Policies. This will include updates to the policies and associated terms and definitions in that section. Section 3.2 of the OP currently includes policies which provide direction on:

- Natural Heritage System, including implementation tools and environmental study requirements and environmental management policies;
- Open Space;
- Water Resources, including watershed and sub-watershed planning and source protection;
- Soil Resources;
- Energy Efficiency and Air Quality; and
- Natural Hazards.

a) Scope of Policy Review

Similar to updates to the agricultural policies, updates to Section 3.2 will focus primarily on considering and/or addressing a range of new and/or updated Provincial legislation, regulations, policies, and guidelines related to land use planning that have been enacted and/or released since the last comprehensive update of Section 3.2. These include, but are not limited to:

- Updates to the Planning Act and associated regulations;
- Updated Provincial Policy Statement, 2020;
- New and/or updated Provincial guidelines related to PPS implementation, including:
 - **Natural Heritage Reference Manual**, and **Significant Wildlife Habitat Technical Guide** and **Criteria Schedules for Ecoregion 6E and Ecoregion 7E**;
 - **Wildland Fire Risk Assessment and Mitigation Reference Manual**;
 - **Draft Watershed Planning Guidance** and **draft Subwatershed Planning Guidance**; and
- Changes to other provincial or federal legislation including the Species at Risk Act, Endangered Species Act, and the Fisheries Act.

The following discussion provides further detail on potential updates to some of the specific policy areas within Section 3.2.

Natural Heritage System Updates

The Oxford Natural Heritage Systems Study (ONHSS), which was last updated in 2016, provides the current technical basis for identifying the County's natural heritage system and informing the implementation of the natural heritage policies contained within the OP. The ONHSS takes a science-based approach with respect to terrestrial ecology to inform the identification and evaluation of certain natural heritage features and areas (i.e. woodlands, wetlands, valleylands etc.) which form part of the County's natural heritage system.

Other natural heritage features and areas are identified based on Provincial data (e.g. Areas of Natural and Scientific Interest - ANSIs), or informed by other legislative requirements (e.g. fish habitat, endangered and threatened species).

Updates to the natural heritage mapping contained in the 2016 ONHSS are currently underway based on the 2020 aerial imagery. These updates will provide the updated technical information necessary to inform the updates to the associated policies in the OP.

Staff will also be considering potential updates to the implementation tools and environmental impact study requirements and environmental management policies which support the implementation, management, restoration, and enhancement of the natural heritage system, and associated features and areas. This may include consideration of such matters as biodiversity conservation, climate change, education, outreach and stewardship, monitoring, as well as ecological restoration, to name a few possible topics. Supporting research will also look at approaches and tools from other municipalities, as well as other science-based approaches for mitigation measures and restoration approaches, as well as conservation programs, stewardship and partnership opportunities.

Open Space

With respect to the proposed scope for updates to the open space policies, staff are proposing to limit the review and update of these policies to focus on incorporating PPS/Planning Act related changes and any implementation related updates, as well as changes necessary to ensure the open space and natural heritage system policies continue to integrate and support implementation. A broader review and re-envisioning of planning for open space (i.e. to better align with and support related master plans) is something that will be considered as part of the development of a new OP for the County, as described previously in report [CP 2021-336](#).

Water Resources

There have been a number of changes to the water resource policies contained within the PPS, 2020, which will also need to be considered. This includes requiring that municipalities plan for the protection of water resources systems (i.e. not just water quality and quantity). This includes evaluating and preparing for the impacts of a changing climate on water resource systems at the watershed level and ensuring stormwater management practices minimize stormwater volumes and contaminant loads and maintain or increase the extent of vegetative and pervious surfaces. These PPS requirements, along with available guidance, will also be an area of focus for the OP updates.

Green infrastructure is a newer concept included in the PPS, 2020 which includes both natural and human-made elements that provide ecological and hydrological functions and processes. Green infrastructure can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs. Planning for green infrastructure is often included within planning for natural assets. Elements and considerations for planning for natural assets and green infrastructure will also be considered in relation to natural heritage system and water resource OP policies through the update.

As stormwater management and a number of other infrastructure components are areas of Area Municipal responsibility, Planning staff will be consulting closely with the Area Municipalities in the review and development of these policies. Updates to the source water protection policies in the OP are also being proposed to ensure alignment with current Provincial requirements and the four approved source water protection plans that currently apply within Oxford County. However, staff are proposing to expedite those policy updates through a separate Official Plan amendment which is to be brought forward for County Council's consideration later in 2022.

Soil Resources

Staff note that there have been updates to the regulatory tools under the Environmental Protection Act, as well as new supporting guidance available from the Province regarding the control and management of excess soils. Similarly, the PPS, 2020 also encourages planning authorities to support, on-site and local re-use of excess soil through planning and development approvals while protecting human health and the environment.

Supporting research will also look at approaches, tools and mitigation approaches from other municipalities as part of the review and update for this subsection.

Energy Efficiency, Air Quality and Climate Change

Similar to the updates proposed relating to renewable energy in the draft agricultural policies, updates to the energy efficient and air quality section will be primarily focused on incorporating updates based on legislative changes resulting from the repeal of the Green Energy Act, as well as the Planning Act and PPS, 2020. Air quality considerations may also include any applicable updates or changes to related Provincial requirements including under the Environmental Protection Act and ensure alignment with other applicable Provincial requirements is maintained.

In addition, climate change is a newer element within the 2020 PPS which will require more specific policy requirements and references to be incorporated into the OP. These include considerations for water resource systems and natural hazards, improving energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the impacts of a changing climate through changing land use and development patterns. The updates to these policy areas being proposed as part of this process are intended to focus primarily on addressing the minimum requirements under the Planning Act and the PPS, which can then provide the foundation for any further work or initiatives in this area to build upon.

Natural Hazards

Under the 2020 PPS, natural hazards now include policies for hazardous forest types for wildland fire, in addition to flooding related natural hazards. Municipalities are also required to prepare for the impacts of a changing climate that may increase the risk associated with natural hazards. Updates for this subsection will focus on review of the existing flood policies for consistency with the PPS, and consideration of new policies for hazardous forest types. This will include a review of background information and analysis building from Provincial guidance regarding hazardous forest types and consideration of approaches and tools utilized in other municipalities.

Flood hazard related updates will incorporate appropriate updates and local information available from each of the four Conservation Authorities in Oxford County. Updates may also include consideration of the outstanding regulatory changes to the Conservation Authorities Act with respect to flood protection and corresponding PPS requirements, should such updates be released by the Province during the course of the review.

b) Conservation Authority Act Changes

The Province is currently proposing a number of changes to the function of Conservation Authorities (CAs) that may have implications on the delivery and implementation of programs and requirements related to the implementation of the environmental resource policies in the OP, including the review of Environmental Impact Studies (EISs). Proposed regulatory changes under the Conservation Authorities Act were discussed in CP 2021-234. The Province **approved amended regulations** in the fall of 2021 which made some minor changes to the categorization of programs and services and extended implementation timelines into 2024. The development of agreements for “non mandatory services”, which include Planning Act development review functions on behalf of municipalities (e.g. EISs and certain natural hazards matters), is now required to be addressed as part of the implementation of the new regulations.

It is anticipated that the review of these services and agreements may present potential opportunities to update, change and/or improve certain development review functions and services currently provided by the CAs with respect to environmental planning. Any potential local implications and opportunities that are identified in relation to the proposed CA regulatory changes will be communicated to Council through a future report.

c) Community Engagement

Staff are proposing to undertake preliminary engagement with the Area Municipalities and broader community in June to begin to develop a better understanding of some of the community’s values, opinions and concerns with respect to the topic areas addressed by the environmental resource policies. This engagement will help to inform potential updates to the vision, principles and objectives and identify areas where additional background research may be required. It will also provide an opportunity for early input and feedback into the policy development process. The specific form and details of this preliminary engagement is still in the process of being developed and/or confirmed by Planning staff.

Following consideration of this initial input, staff will focus on completing updates to the mapping of the ONHSS and supporting background work, developing draft policies and supporting materials in preparation for an initial release of a ‘consultation draft’ of the proposed policies in late 2022, or early 2023. Consultation on the draft policies will include an open house, statutory public meeting(s) with County Council, and other engagement opportunities and tools (e.g. Speak Up Oxford) and will include seeking input from the area municipalities and other stakeholders.

Phase 3 – Updating Implementation Measures and Cultural Heritage

One of the key focuses of the OP review is reviewing and addressing various changes to the Planning Act and Provincial Policy Statement (PPS) that have occurred since the last major review of the OP. As such, this Phase of the OP update will focus on updates required to address Planning Act and PPS changes related to a number of OP policy areas, including implementation measures and cultural heritage. Further details are provided below.

a) Cultural Resource Policies

Section 3.3 of the OP contains the policies that provide direction with respect to conservation of cultural heritage resources within the County. This includes policies pertaining to built heritage and archeological resources.

There have been a number of updates to the PPS, as well as the Heritage Act, since the last review and update of Section 3.3. As such, it is proposed that these policies be reviewed and updated to ensure the policies, terms and definitions pertaining to cultural heritage are consistent with current provincial direction and terminology and continue to support the conservation of cultural heritage in Oxford County.

b) Implementation Measures

Chapter 10 of the OP contains the provisions and policies necessary to enable the objectives and policies of the OP as a whole to be implemented. Some examples of changes to the Planning Act and associated regulations that may need to be reviewed and considered in relation to implementation measures, are as follows:

- Various changes to the requirements for processing of various planning applications (e.g. processing timelines, notice provisions, complete application requirements etc.);
- Removal of the height and density bonusing provisions and introduction of new provisions to provide municipalities with the option of implementing a ‘community benefit charge’ approach to address certain planning matters (e.g. provision of parkland and certain other community amenities/improvements etc.);
- Modifications to the parkland dedication provisions;
- Revised provisions with respect to implementation of a community planning/development permit system; and,
- Changes to the types of matters, reasons, and process for appeals to the Ontario Land Tribunal (OLT), recently known as the Local Planning Appeal Tribunal (LPAT) and prior to that, as the Ontario Municipal Board (OMB).

Many of these changes are intended to support or guide planning processes, including the implementation of existing OP requirements, such as submission of background studies to demonstrate that a proposed development meets applicable development standards and criteria.

However, some of the other Planning Act changes (i.e. alternative parkland dedication, community benefit charges, and community planning/development permit systems etc.) that would be implemented through, or informed by, the OP would require detailed background studies and/or master plans to be undertaken in order to be implemented. Therefore, if such changes were to be considered, it would generally be more appropriate for that to be undertaken as part of the development of a new OP.

Implications of Bill 109 – More Homes for Everyone Act

Bill 109 included a number of changes to the Planning Act, as described in Report [CP 2022-180](#). These changes to the Planning Act including the introduction of mandatory refund of application fees if specified review timelines are exceeded for certain applications (i.e. Zoning and Site Plan). Therefore, to ensure the County and Area Municipalities have the necessary policy framework in place to properly implement these proposed changes prior to their taking effect on January 1, 2023, Planning staff are proposing to expedite the review and update of the County's complete application and related policies in Chapter 10 of the OP through a separate amendment from the OP review. These updates would provide more detailed direction with respect to the process and requirements for determination as to whether such applications are deemed to be 'complete', as that is the point at which the statutory processing timelines start.

In addition, it is recognized that the Provincial government may continue to make further changes to the Planning Act and Provincial Policies based on the feedback from consultation on Bill 109 and related implementation measures, as discussed in Report [CP 2022-180](#). As such, staff will continue to monitor the nature and extent of these changes as they are released and may include these within the scope of the third phase of the OP review, or address them through separate amendments, as appropriate. County Council will be updated on the recommended approaches in response to any such changes through future reports.

Timing and Community Engagement

Phase 3 work is anticipated to begin in mid 2022, with a consultation draft of policies being presented to County Council early to mid 2023, depending on the ultimate scope of the policy revisions and nature and extent of community engagement.

a) Questions and Feedback following the Special Meeting of Council

Following the Special Public meeting of County Council to formally initiate the current OP review on October 13, 2021, several inquiries were received with respect to the scope of the review and opportunities for input. These inquiries largely related to when updates to the County's Growth Management policies are being considered and, in particular, implementation of the County's Phase 1 Comprehensive Review study and related opportunities to expand the County's urban settlement boundaries, and timing for updates to implement the recommendations of the ONHSS.

In this regard, it is noted that expansions to the County's settlement areas (i.e. where required to accommodate forecasted growth as identified through the [County's Phase 1 Comprehensive Review](#), which was adopted by Council in 2020) have been on-going and are generally initiated by the County and/or Area Municipalities through a separate Official Plan amendment, supported by comprehensive secondary planning and servicing strategies. This allows the timing of the settlement expansion process to be tailored to each Area Municipality's specific needs and context (i.e. to allow for the completion of municipal boundary adjustments, servicing capacity expansions etc.).

Further, the County is proposing to update the Phase 1 Comprehensive Review (i.e. growth forecasts and land need study) again in early 2023 (i.e. once all of the supporting data from the 2021 Census has been released), to ensure it reflects current data and trends. Given the recent high levels of growth in the County, it is anticipated that these updates may identify the need for additional growth land in a number of the Area Municipalities.

In terms of the timing for updates to implement the recommendations of the ONHSS, those are proposed to be included in the updates to the Environmental Resource policies which are to be undertaken as part of Phase 2 of the OP review, as described above.

Next Steps

As previously noted, the first phase of the OP review focused on proposed updates to the County's agricultural policies and that process is nearing completion. The subsequent phases are generally proposed to proceed as outlined in this report, with each phase including opportunities for consultation with and input from the Area Municipalities, the community, and other stakeholders through a range of engagement tools and formats.

In addition to the OP update, staff are also undertaking and/or proposing to undertake a separate amendment, or amendments, to expedite updates for certain key and/or time sensitive policy matters (i.e. additional residential units, source water protection, and complete application requirements).

Conclusions

The intent of this report is to provide County Council with an update on progress and next steps with respect to the review and update of the County's OP in accordance with Section 26 of the Planning Act and seek Council direction to proceed with the next phases of the review, which pertain to natural heritage and the environment, cultural heritage, and general implementation measures.

The primary focus will be on addressing various requirements and changes under the Planning Act and 2020 PPS, but may also include minor changes to improve the overall structure and readability of the plan, simplify and/or clarify existing policy direction and intent, and reflect community input.

Each phase/amendment which forms part of the OP review is subject to Provincial approval to ensure consistency with the PPS, 2020 and other Provincial interests, following adoption of the amendment by County Council. Additional and significant opportunities for public input will be provided as part of each respective phase of the OP review process.

SIGNATURES

Report Author:

Original Signed By _____
Paul Michiels
Manager of Planning Policy

Report Author:

Original Signed By _____
April Nix
Development Planner – Policy Focus

Departmental Approval:

Original Signed By _____
Gordon K. Hough
Director of Community Planning

Approved for submission:

Original Signed By _____
Michael Duben, B.A., LL.B.
Chief Administrative Officer

OXFORD COUNTY

OFFICIAL PLAN REVIEW

ENVIRONMENTAL POLICIES

Project Initiation

June 2022



Overview

- Why update the Official Plan,
- Existing OP content for environmental resources,
- Legislative context
- Policy focus areas
- Project timing
- Next steps

Why update the Official Plan?

- Legislative and policy changes,
- Ensuring local context,
- Evaluating effectiveness of existing policies, and,
- Improving and modernizing processes and requirements.

Existing OP Policy Context

- Focus will be on the topics addressed through Section 3.2 of the Official Plan.
- This will focus on:
 - Natural Heritage
 - Open Space
 - Water Resources
 - Watershed planning
 - Surface and groundwater protection
 - Soils
 - Natural Hazards
 - Climate Change

Legislative Context

Planning Act

- Legislative authority for municipalities to regulate land use
- All planning policies/decisions must be 'consistent with' PPS

2020 Provincial Policy Statement (PPS)

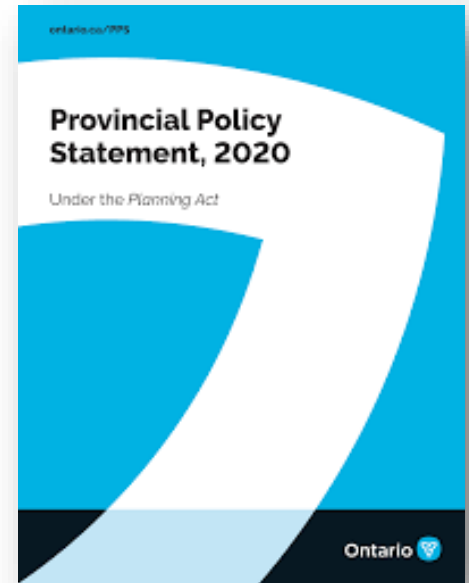
- Provides policy direction on matters of provincial interest related to land use
- Municipal policies may exceed minimum PPS standards, but shall not conflict

Provincial Guidance

- Natural Heritage Reference Manual,
- Wildland Fire Risk Assessment and Mitigation Reference Manual,
- Draft Watershed Planning Guidance and Draft Subwatershed Planning Guidance

Other Provincial and Federal Legislation

- Species At Risk Act, Endangered Species Act
- Fisheries Act;



Natural Heritage

- The natural heritage system is made up of important natural features and areas such as woodlands, wetlands, valleylands, meadows and watercourses.
- Oxford Natural Heritage Systems Study (ONHSS) was last updated in 2016.
- Mapping is currently being revised again based on 2020 aerial.
- Updates will focus on incorporating a natural heritage 'system' into the Official Plan, building from Provincial guidance and ONHSS.

Natural Heritage

- Updates will also incorporate other legislative changes and requirements (e.g. Fisheries Act, Species At Risk Act, Endangered Species Act, etc.)
- OP policies could include other aspects of natural heritage and environmental planning:
 - Examples: biodiversity, restoration, invasive species, pollinators, road ecology, urban forestry, stewardship, etc.
- These are some of the areas where staff are seeking input from the Area Municipalities and the community.

Open Space

- Open space policies guide uses related to parks and trails and related recreational uses.
- Focus of policy updates will focus on:
 - alignment with Provincial requirements,
 - incorporate any newer local studies (as applicable),
 - ensure integration with other updates to the rest of the environmental resource policies

Water Resources

- PPS, 2020 now requires municipalities to plan for 'water resource systems':
 - Includes using watersheds/subwatershed planning as part of the basis for the system,
 - Includes requirements for protection of water quality and quantity of surface water and groundwater features,
 - Policies also need to address stormwater management updates,
 - Updates to address Source Water Protection Plans will be done through a separate amendment.

Soils

- Legislation regarding management of excess soils has seen a number of change in recent years.
- Focus of policy updates will be on incorporating/aligning with these legislative changes.
- Soil loss and degradation is also an area of concern with respect to the impacts of a changing climate.

Natural Hazards

- Flooding

- PPS, 2020 includes requirements for planning for flooding impacts and requires that planning authorities prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.
- Review will be focusing on ensuring policies meet Provincial standards and understanding local flood risks.

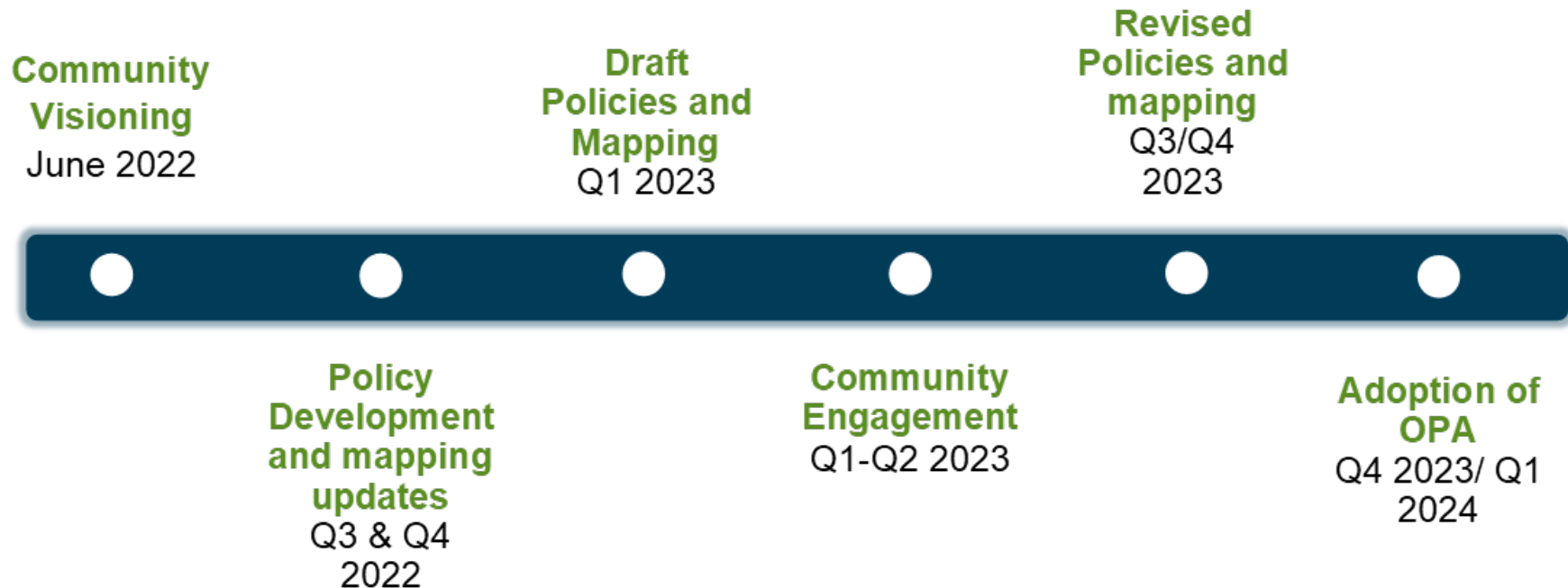
- Hazardous Forest Types

- New natural hazard in the PPS
- Province has developed guidance
- Focus is on directing and mitigating development from high risk areas
- Staff are undertaking analysis to better understand what “high risk areas” means in the context of the County and Area Municipalities.

Climate Change

- PPS, 2020 speaks to mitigating and adapting to a changing climate with respect to:
 - Natural hazards
 - Water resource systems
 - Development and land use patterns
 - Infrastructure and public service facilities
- Updates to renewable energy policies.
- Looking for input and feedback on incorporating other aspects from other plans and strategies (e.g. Future Oxford) regarding planning for a changing climate to consider as part of this update:
 - Biodiversity planning
 - Water conservation and efficiency
 - Transportation demand management, alternative modes of transportation

Project Timing



Next Steps

- Meetings with each of the Area Municipal Councils
- Community engagement via Speak Up Oxford
- Feedback received will be used to inform research, policy objectives and directions.
- Background research, development of policy objectives and directions along with mapping updates next area of focus.

Questions

#6.a

Placeholder page for Agenda Item 6.a –
Conferences & Seminars

#6.b

Placeholder page for Agenda Item 6.b - County
Council – Update & Questions

#6.c

Placeholder page for Agenda Item 6.c –
Staff Reports and Questions for Staff



EAST ZORRA - TAVISTOCK POLICE SERVICES BOARD

MINUTES of the Meeting held

May 18, 2022



The Police Services Board met at the Innerkip Community Centre at 1:15 p.m. on Wednesday May 18, 2022.

Present: Robert Rudy
Matthew Gillespie
Jennifer Ormsby, A/Detachment Commander (Oxford OPP)
Will Jaques, Secretary

Regrets: Liam McCreery

Confirm Agenda Moved by: Matthew Gillespie
Seconded by: Robert Rudy
Resolved that the Board approves the agenda for the May 18, 2022 meeting, as printed and circulated.

CARRIED

Pecuniary Interest None declared.

Confirm Minutes Moved by: Matthew Gillespie
Seconded by: Robert Rudy
Resolved that the Board approves the minutes of the March 16, 2022 meeting, as printed and circulated.

CARRIED

Correspondence

- N/A

Delegations &
Appointments

- Detective Sgt. Spencer Knoll from the OPP spoke to the Board regarding the cannabis industry, including illegal cannabis grow-ops, in Ontario.

Reports

OPP Policing Reports

- March 2022 Police Reports
- April 2022 Police Reports
 - Oxford OPP A/Detachment Commander Jennifer Ormsby presented the March and April, 2022, policing reports to the Board.
- Verbal Reports from Meetings/Conferences/Seminars etc.
 - N/A

Other Business

Adjourn

Moved by:
Seconded by:
Resolved that the Board does now adjourn at 2:08 p.m.

CARRIED

Will Jaques, Secretary

Robert Rudy, Chairperson

STAFF REPORT

Report #CI O2022-08

To: His Worship the Mayor and Members of Council

From: Meaghan Vader, Corporate Initiatives Officer

Re: EZT-RFT-22-06 Parker Drain 2022 Bid Award

Date: May 25, 2022

Background:

In accordance with By-law 2022-007 - Parker Drain 2022, a Request for Tender, EZT-RFT-22-06 Parker Drain 2022, was issued on Bids and Tenders on May 5, 2022, with a closing date of Thursday May 26, 2022, at 2:00 pm.

There were 8 registered plan takers. Two bid submissions were received and verified for compliance and mathematical accuracy by staff. All bids were deemed compliant. The lowest compliant bid was received from A.G. Hayter Contracting Ltd. in the amount of \$572,097.00, exclusive of taxes. A copy of **the Compliant Bid Summary is attached for Council's reference.**

Discussion:

The RFT also requested the submission of pricing for provisional items, if deemed necessary throughout the duration of the project. Provisional pricing was received in the amount of \$30,388.00.

All Bidders were also required to include contingency pricing. Contingency pricing was received in the amount of \$50,500.00.

Financial Implications:

The original budget for the construction of the Parker Drain 2022 was \$521,620.00. The recommended award including the contingency and provisional pricing as noted above is within the 33% allowance to award as authorized by the Drainage Act, R.S.O 1990.

Attachments:

- **Appendix 'A'** - EZT-RFT-22-06 Compliant Bid Summary

Recommendation:

1. That Council accept the bid from A.G. Hayter Contracting Ltd. in the amount of \$652,985.00 including provisional work and contingency;
2. 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.

Reviewed by C.A.O:



Karen DePrest
Chief Administrative Officer

Report prepared and submitted by:



Meaghan Vader
Corporate Initiatives Officer



EZT-RFT-22-06
Parker Drain 2022
Opening Summary

Closing Date: Thursday, May 26, 2022 at 2:00:00 PM

	Company Name	Date/Time of Submission	Schedule of Items and Prices - Appendix C	Compliant? Y/N	Special Notes
1	Robinson Farm Drainage	Submitted Thu May 26, 2022 12:20:43 PM	\$ 713,015.00	Y	
2	A.G. Hayter Contracting Ltd.	Submitted Thu May 26, 2022 12:39:12 PM	\$ 652,985.00	Y	

Proposals Opened by: Meaghan Vader
 Witness: Connor Occleston
 Witness: _____
 Witness: _____

STAFF REPORT

Report #CI O2022-09

To: His Worship the Mayor and Members of Council

From: Meaghan Vader, Corporate Initiatives Officer

Re: EZT-RFP-22-04 Rescue Apparatus Bid Award

Date: May 25, 2022

Background:

As part of the 2020 Capital budget, project EZT CPR-20-21 Innerkip Rescue, was included. A Request for Proposal, EZT-RFP-22-04 for the Supply and Delivery of One (1) New or Stock Fire Rescue Apparatus, was issued on Bids and Tenders on March 30, 2022, with a closing date of Thursday May 10, 2022, at 2:00 pm.

There were five registered plan takers. One bid submission was received and verified for compliance by staff. The bid was deemed compliant. Evaluation of the proposal was then completed by the evaluation team including the Township Fire Chief, Innerkip Station Chief, and Innerkip Station Deputy Chief, with the evaluation based on the scoring matrix incorporated into the RFP bid document.

Discussion:

The RFP requested the submission of proposals from suppliers who were able to manufacture, supply and deliver a new or stock fire rescue apparatus.

As noted above, the Township only received one submission. Staff believe this anomaly is due to the current market conditions and shortage of available build times. The current average length of time to manufacture and supply a new apparatus is 18 to 24 months, whereas traditionally it has taken 12 months.

Financial Implications:

This project is included in the 2020 capital budget. The original budget for this project was \$330,00.00. Staff believes the cost above the projected budget is due to the current market conditions and inflation to the supply chain. This additional funding requirement will be funded through available funds in the fire vehicle reserve.

Attachments:

- **Appendix 'A'** - EZT CPR-20-21 Innerkip Rescue

Recommendation:

1. That Council accept the bid from Safetek Emergency Vehicles Ltd. in the amount of \$392,545.00;
2. 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.

Reviewed by C.A.O:



Karen DePrest
Chief Administrative Officer

Report prepared and submitted by:



Meaghan Vader
Corporate Initiatives Officer



Capital Project Record (CPR) 2021 to 2029 Budget

Finance Input Only

CPR Number:	EZT CPR-20-21
-------------	---------------

Project Number:

WT Job Number:

Project Name:	Innerkip Rescue	Project Lead: Scott Alexander
Project Description:	Innerkip Rescue	
Project Justification: (select all that apply)	Currently unavailable	Department: Fire Services

Financial Summary:

[illegible]

STAFF REPORT

Report #CBO2022-09

To: His Worship the Mayor and Members of Council

From: John Scherer, Chief Building Official

Re: Building, Development & Drainage – June 2022 Council Report

Date: May 25, 2022

Departmental Highlights:

- Main scope of work is complete at the Innerkip Pavilion. Water supply should be replaced by the middle of June. Final door paint coat and fan/light hook up to be completed mid June.



Legislative Updates:

- None

Monthly Permit Activity:

	No. of Permits	Permit Value	Permit Fees
April 2022	20	\$3,425,000	\$18,881.33
Year to Date – April 30, 2022	67	\$16,796,462	\$72,724.60

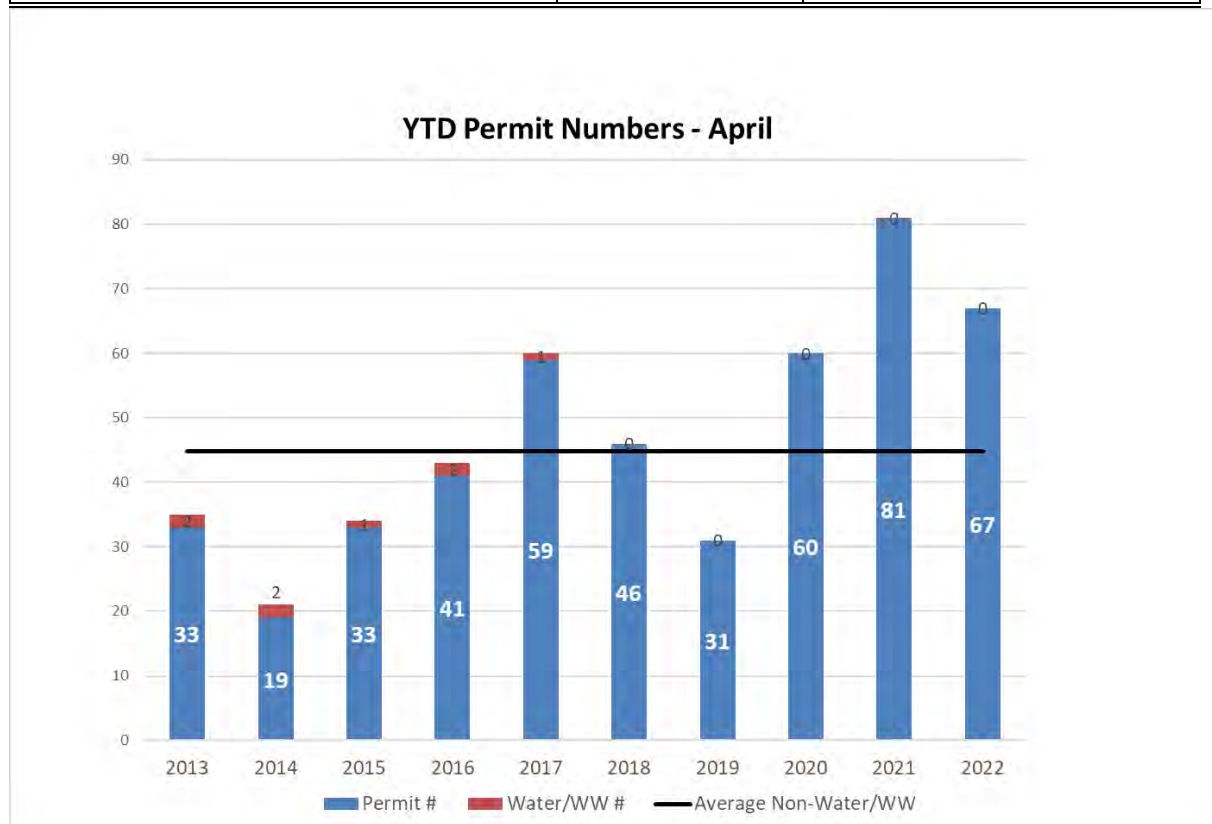
Number of Permits and Values

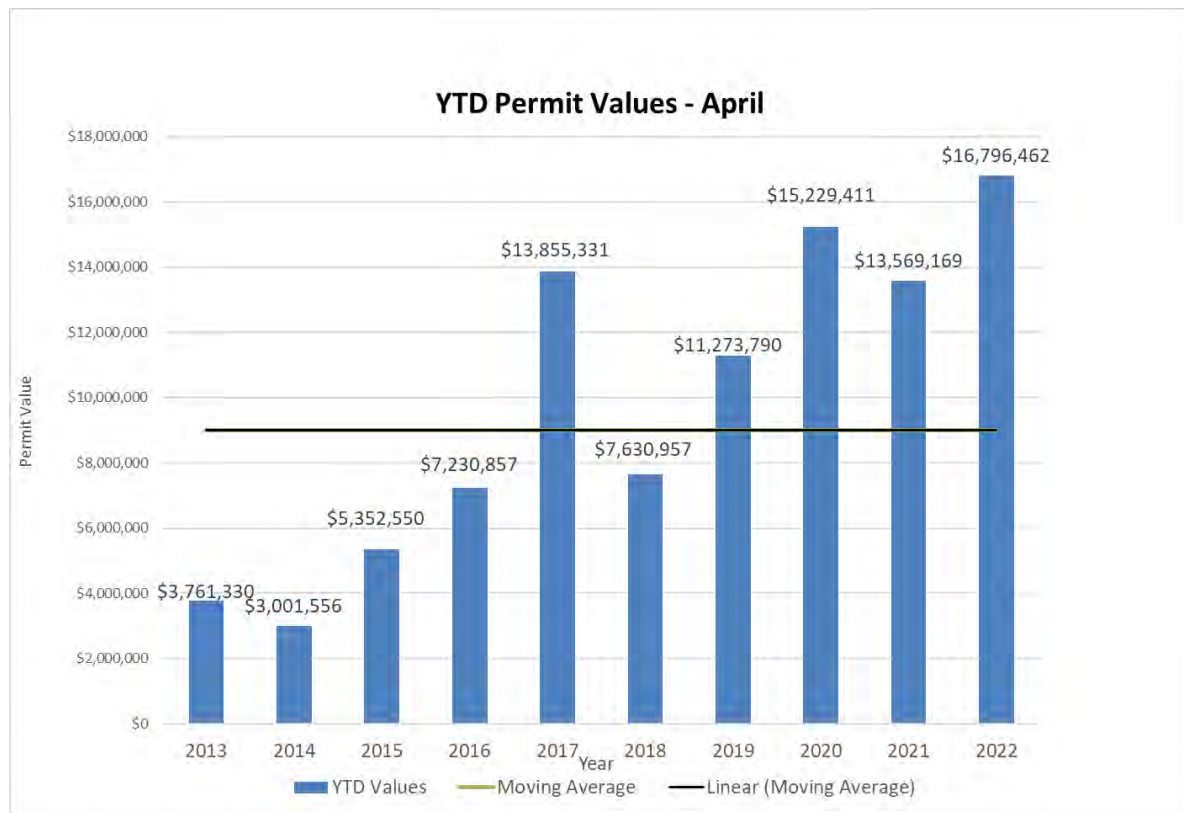
Project	Cost of construction	Building fees
SFD	520,000	2,903.01
SFD	520,000	3,616.21
SFD addition	110,000	1,019.90
Dental office	150,000	1,599.97
Broiler barn	390,000	1,973.34

Staff Report – Building, Development and
Drainage Monthly Report

Page 2

Shed	30,000	250.00
Deck	6,500	174.00
Inground pool	110,000	116.00
Covered deck	10,000	174.00
Ag shed	170,000	997.86
Water service	4,000	144.00
SFD	720,000	3,368.04
Portable classroom	10,000	635.00
SFD renovation	600,000	520.00
Deck	6,500	174.00
Shed	5,000	347.00
Above ground pool	15,000	116.00
Septic	6,500	232.00
Deck	26,500	174.00
Ag shed	15,000	347.00
Total	3,425,000	18,881.33





Status of Development Matters:

Ward 1 - TAVISTOCK

*The Ponds (Phase 3)	33 SFD	Plan 41M-335 Plan 44M-68
The Orchards (Phase 1)	16 SFD 6 Semi Units 39 Condo Towns	Plan 41M-321 Warranty item identified for developer.
The Orchards (Phase 2)	48 SFD 2 Semi Units	Plan 41M-353 Construction started on all lots
The Orchards (Phase 3)	52 SFD 6 Semi Units	Plan 41M-371 Permits Issued.
Gateman Homes (Jacob St E)	13 SFD 10 Semi Units	Plan 41M-363 Permits Issued.
Mill-Gate Homes (Phase 1)	61 SFD 1 Infill Lot	Site Servicing work to start May 30, 2022, with the roadwork to start mid September.

Staff Report – Building, Development and
Drainage Monthly Report

Page 4

Ward 3 - INNERKIP

Innerkip Meadows (P3 – Curtis St)	24 SFD + Semi detached units now proposed.	Plan 41M-313 Singles Completed.
Innerkip Meadows (P4– Lock St)	24 SFD	Plan 41M-325
Innerkip Meadows (P5 -Queen/Curtis)	25 SFD	Plan 41M-339
Innerkip Meadows (P6 - Lock)	19 SFD	Plan 41M-355
Innerkip Meadows (P7 - Matheson)	32 Semi detached units 1 SDD Unit	Plan 41M-313 Permits issued.
*Majestic Homes Development (James/Main St)	Condo Block on Main St (25 units)	Plan 41M-322 Unit construction underway.
Oxford Road Developments 5 Inc.	29 SFD + 1 Block for Future Dev.	Plan 41M - 352 Revised Grading Plan approved.

Drain & Streetlight Locate Summary:

Quarterly update, next update August/Sept

Status of Drainage Matters:

Drain Name	Status
McLean Drain	Section 78 received, and Section 40 received. Petition restarted – Section 4 Proposed (New Drain). Report and design work underway.
Tavistock 1974 & 1979 Drains	Relocation of drains proposed for new residential developments. Tavistock 1974 Completed. Tavistock 1979 awaiting approval.
Parker Drain	Court of Revision outcome with 1 modification.
Kuntze Drain	Large cleanout, weather pending. Finished by end of year.
Unnamed Drain	Pending. Waiting Report & Design.
Oxford Rd #33	Cleanout completed. Planting still to be completed.

Attachments:

- None

Recommendation:

1. None. For Council information only.

Reviewed by C.A.O.:



Karen DePrest
Chief Administrative Officer

Report prepared and
submitted by:



John Scherer
Building, Drainage and
Development Manager
(Chief Building Official)

STAFF REPORT

Report #CBO2022-10

To: His Worship the Mayor and Members of Council

From: John Scherer - Building, Drainage & Development Manager

Re: Street Naming – “Millgate Homes” Subdivision

Date: May 25, 2022

Background:

In the past, Council has approved names for newly created streets. Council has been provided with a brief list of historical names and has applied some of those names for the ‘Orchards’ and ‘Gateman Homes’ Subdivisions in Tavistock.

Discussion:

The next subdivision proceeding to start development is the Millgate Homes subdivision at the south end of Tavistock. The first phase of this subdivision will only require the naming of two streets; however, Staff feel it would be best to name all streets within the subdivision at this point from an efficiency point of view.

As a variance from normal procedure, Staff feel it would be best to not name streets after historical figures, but instead name them after other ‘items’.

The proposed name-set for this subdivision would align with commonly known gems. The list is as follows:

- Diamond
- Moonstone
- Opal
- Quartz
- Sapphire
- Emerald
- Onyx

Attachments:

1. Appendix “A” – Millgate Homes Subdivision Map

Recommendations:

1. That Council name Street ‘A’ to Street ‘G’ in the ‘Millgate Homes’ subdivision, as shown in Appendix ‘A’.

Reviewed by C.A.O.:



Karen DePrest
Chief Administrative Officer

Report prepared and
submitted by:

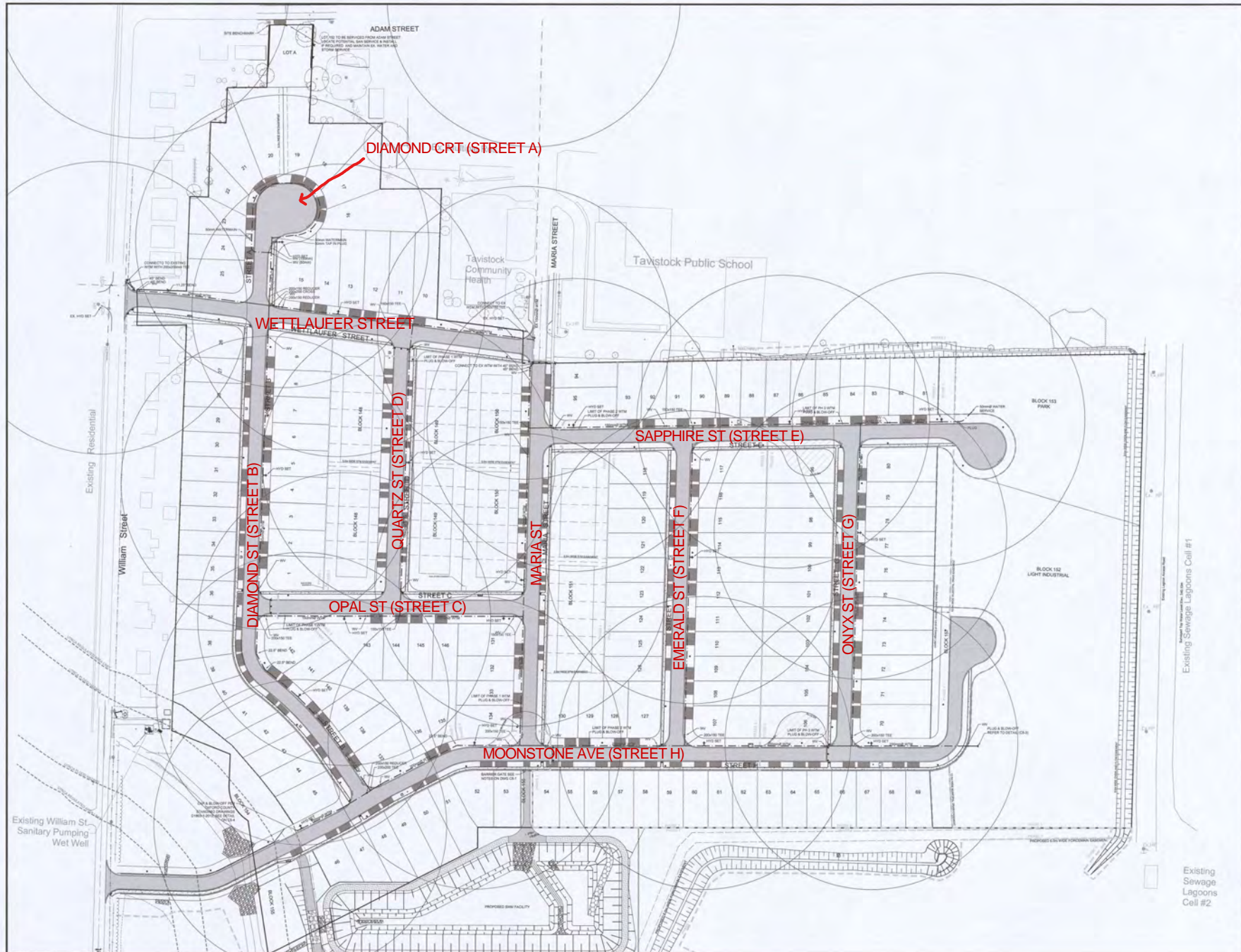


John Scherer
Building, Drainage and
Development Manager
(Chief Building Official)



Tom Lightfoot
Public Works Manager

Appendix 'A'



KEY PLAN

North

DATE	REVISION	BY
2022.02.24	ISSUED FOR SUBMISSION 4 REVIEW	6
2022.03.30	ISSUED FOR SUBMISSION 5 REVIEW	7
2022.05.05	REVISED MUNICIPAL STRAIN ALIGNMENTS	8
2022.08.20	ISSUED FOR SUBDIVISION AGREEMENT	9

LEGEND

- HYD PROPOSED FIRE HYDRANT
- WV PROPOSED WATERMAIN VALVE
- REDUCER PROPOSED REDUCER
- PROPOSED WATERMAIN/SEWER
- HYDRANT COVERAGE AREA

SITE BENCHMARK ELEV = 342.871 m
 180' LOCATED ON SOUTH SIDE OF OR OF 190' ROAD STREET
 RIGHT-OF-WAY AT NORTHEAST CORNER OF MUNICIPAL ADDRESS #10
 ADAM STREET. THIS ESTABLISHED SITE BENCHMARK REFERENCE
 CANADIAN GEODETIC DATUM REFERENCE 1989 (CGD89/NTS)
 THROUGH GPS OBSERVATION USING THE GANET NETWORK
 IN 4796156.100, E 513054.793

MILLGATE HOMES INC.

TAVISTOCK SUBDIVISION
 Tavistock, ON

WATERMAIN PLAN

WALTERFEDY
 675 Queen Street South, Suite 111
 Kitchener, Ontario, Canada N0B 2A1
 T 519.576.2150 F 519.576.5499
 walterfedy.com

D.R. FERGUSON
 105599000
 2022.05.09
 PROVINCE OF ONTARIO

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scale: 1"=500'

date: 2022-05-05

job no.: 2019-0880-11

CAD file: 2019-0880-11_C34_WTM_PLT

drawn by: KCB

checked by: CF

sheet no.: **C3-4**

STAFF REPORT

Report #FC2022-06

To: His Worship the Mayor and Members of Council

From: Scott Alexander, Township Fire Chief

Re: Fire & Protective Services – June 2022 Council Report

Date: May 25, 2022

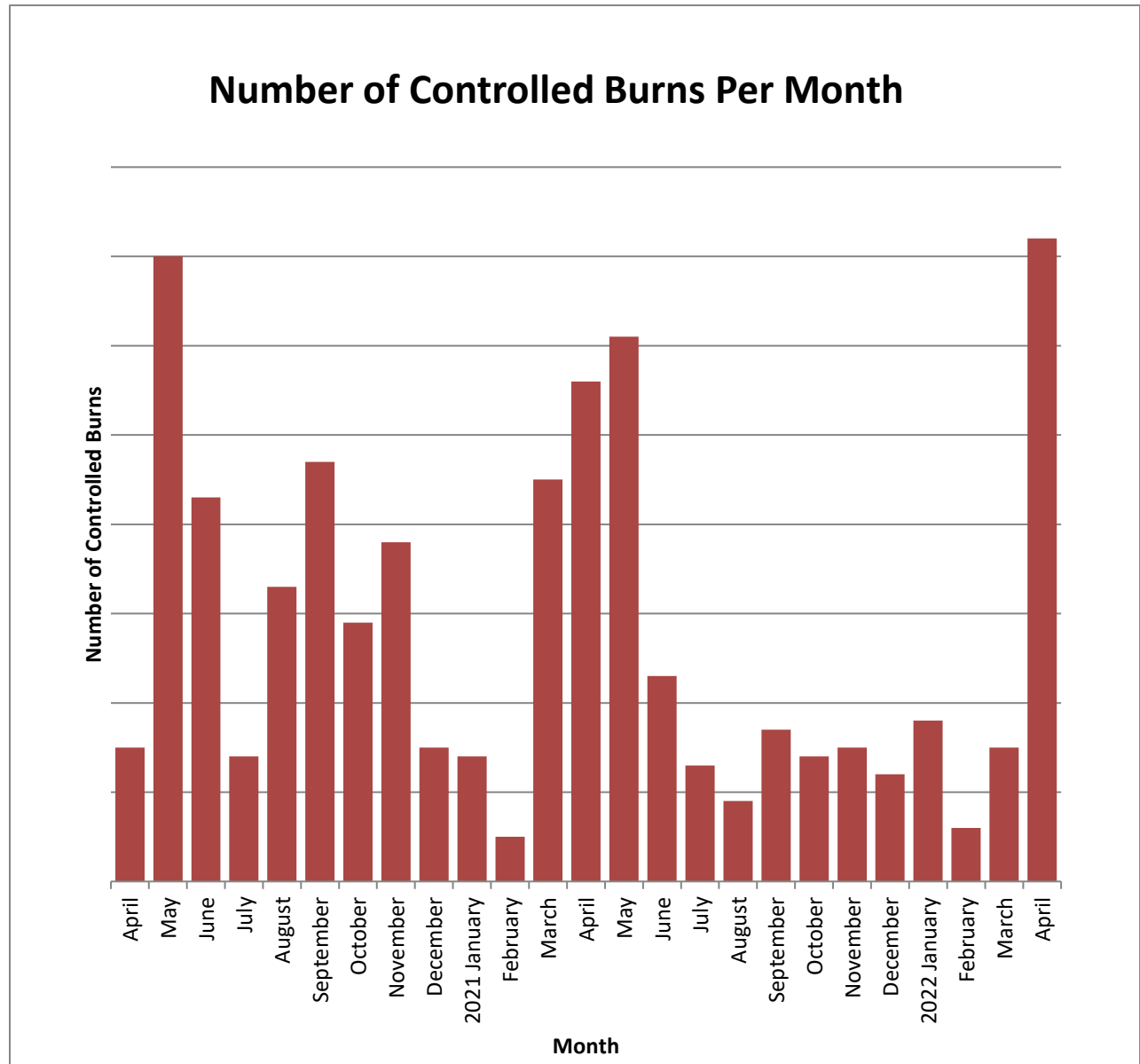
Departmental Highlights:

Fire Department:

- The 2022 recruit class will complete their last practical training in Bright on May 27th & 28th. Training will include forcible entry, technical rescue and auto extrication. Written testing will occur on June 4th, and live fire training is scheduled for September and October.
- In June, three firefighters will be attending RFSOC training for NFPA 1041 Fire Instructor 1 and NFPA 1521 Incident Safety Officer. As well, the final then firefighters will have completed their First Aid/ CPR/ defibrillator training.
- The rural Fire Chiefs will be attending a meeting with Oxford EMS to discuss the status of our current Tiered Response Agreements, including exploring possibilities of streamlining the agreements.
- The RFP for the Innerkip Rescue Van closed with only one bid submission. The evaluation committee met on May 26th and found the submission to be equivalent to the preferred emergency vehicle. Further details will be provided in the Rescue Apparatus Bid Award report.
- The shared Fire Prevention Officer position closed on May 11th with over 25 applications. Interviews will be conducted on May 31st in anticipation of a hire by the end of June.
- The rural fire services have been approached about providing both initial response and farm safety/fire prevention information at **Canada's Outdoor Farm Show this coming September.**

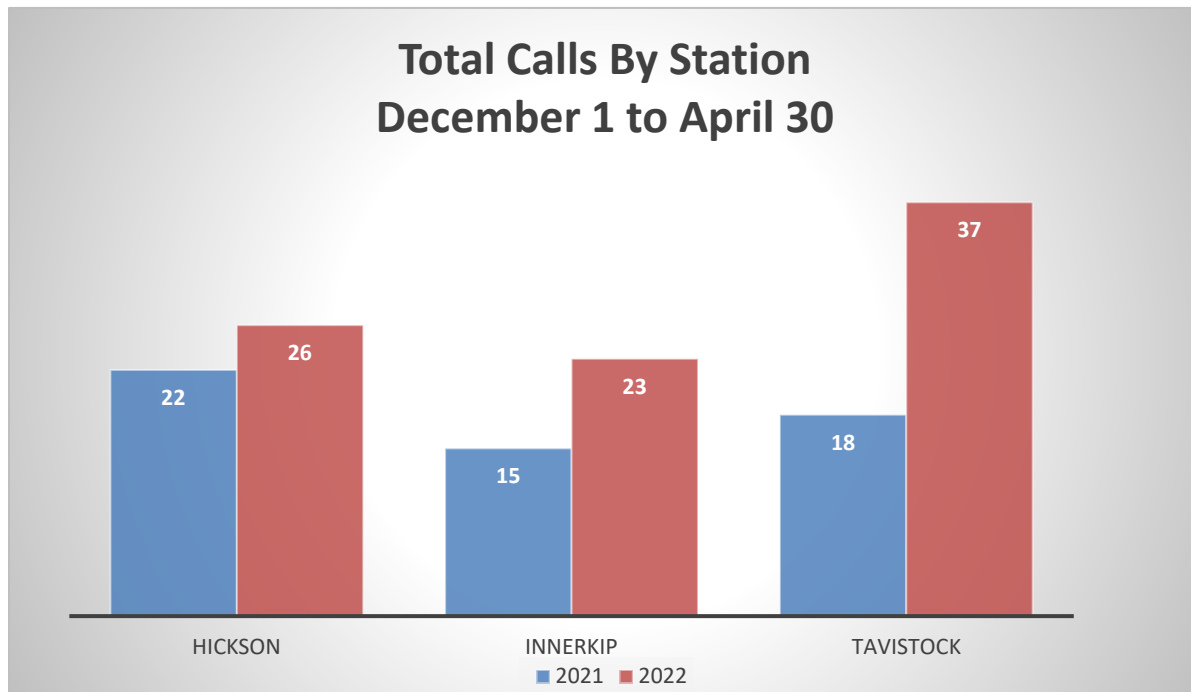
- As the Province continues to return to normal, the Hickson Station has approached the school and will again be offering fire extinguisher training to the senior students. Staff is hopeful that pre-pandemic education and prevention activities will continue to resume in the coming months.

Controlled Burn Approvals:

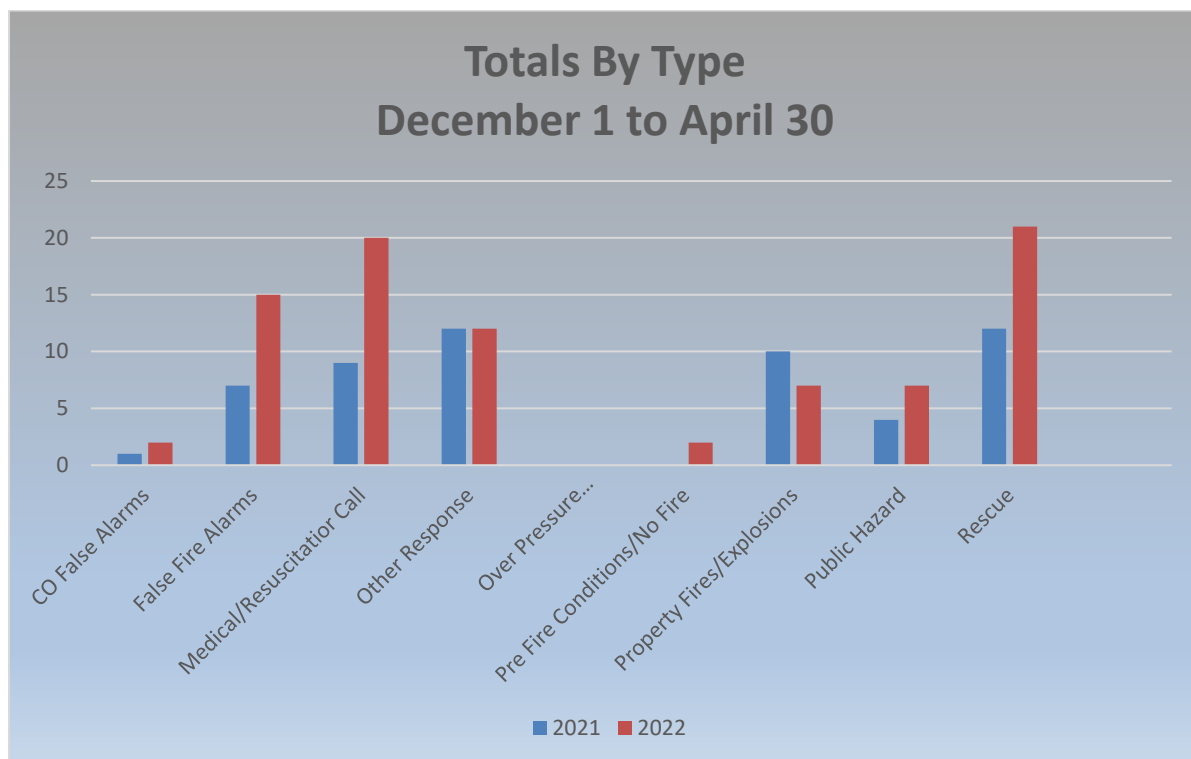


- April (2022): 72
- Year to Date (2022): 111

TOTAL FIRE CALLS FOR 2022 (December 1/21 to April 30/22)



TOTALS BY TYPE-2 YEAR COMPARISON (Dec. 1/21 to April 30/22)



Emergency Management:

- Staff continues to monitor the avian flu situation in Ontario. As of May 27th, there have been 26 flocks affected in the Province with the last reported case confirmed on May 19th. No further updates have been reported at this time.
- Staff will be virtually attending the spring St. Clair sector meeting in London on June 9th.
- In light of the recent storm that we experienced on May 21st, the federal Minister of Emergency Preparedness expressed concern with the emergency alert system. More details are provided here:

[Emergency alert system not good enough, says Bill Blair | CBC News](#)

Legislation

- The Ontario Fire Code was amended late last month to permit certain exemptions for temporary health or residential care facilities, to allow for flexibility with the ongoing COVID-19 pandemic response and recovery efforts.

Recommendation:

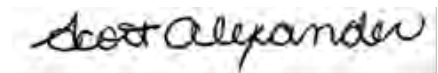
1. None. For Council information only.

Reviewed by C.A.O.:



Karen DePrest
Chief Administrative Officer

Report prepared and submitted by:



Scott Alexander
Township Fire Chief

STAFF REPORT



Report #BCO2022-05

To: His Worship the Mayor and Members of Council

From: Melanie Shiell, By-law Compliance Officer

Re: By-law Compliance – June 2022 Council Report

Date: May 25, 2022

Departmental Highlights:

- None to report

Legislative Updates:

- None to report

By-law Compliance Activity for April 2022

OCCURRENCE TYPE	NUMBER OF NEW OCCURRENCES (Commenced this Month)		NUMBER OF ON-GOING OCCURRENCES (Commenced prior to this Month)	YEAR TO DATE OCCURRENCES	
	Open	Closed		Open	Closed
Property Standards	2	1	4	5	3
Clean Yard					
Animal Control			2	2	3
Parking	3	3			9
Noise	1	1			1
Zoning			1	1	
Illegal Dumping					
Inquiry	2	2			5
Canine					3
Other					1
TOTAL	8	7	7	8	25


Attachments:

- None

Recommendation:

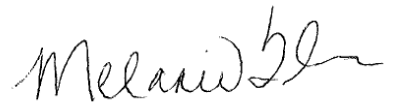
1. None. For Council information only.

Reviewed by C.A.O.:



Karen DePrest
Chief Administrative Officer

Report prepared
and submitted by:



Melanie Shiell
By-law Compliance Officer

Department Approval:



Will Jaques
Corporate Services Manager/Clerk

STAFF REPORT

Report #CSM2022-06

To: His Worship the Mayor and Members of Council

From: Will Jaques, Corporate Services Manager

Re: Corporate Services – June 2022 Council Report

Date: May 25, 2022

Departmental Highlights:

- Continued work on the 2022 election.

Legislative Updates:

- N/A

Status of Land Use Planning Matters:

Applicant	Location	Application Type	Nature of Application	Status of Applications
2796427 Ontario Ltd.	162 Blandford St., Innerkip	Severance ZBA	Severance of an existing parcel of land, and associated re-zoning, to construct a 5- unit Townhouse.	Process complete. Site Plan will be required.
Musselman	Con. 16, Pt. Lot 30	ZBA	Rezoning to allow development on undersize ag. parcel, on a lot that does not have road frontage.	Application deferred, pending applicant providing further information.

Applicant	Location	Application Type	Nature of Application	Status of Applications
Engberts	21 Burton St., Innerkip	Severance	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.
Canada Farm Distributors Ltd.	165 Hope Street W.	Severance OPA ZBA	Severance of an existing parcel of land.	Process complete.
Brenneman	616595 13 th Line	Severance ZBA	Severance of an existing parcel of land, and associated rezoning.	Severance application approved and conditions being fulfilled. ZBA approved in principle.
Donron Farms Ltd.	616583 13 th Line	Severance ZBA	Severance of an existing parcel of land, and associated rezoning.	Severance application approved and conditions being fulfilled. ZBA approved in principle.
Oxford Road Developments 5 Inc.	Extension of Phase #1 subdivision (Innerkip)	SDA OPA ZBA	OPA and ZBA required as part of the application for subdivision.	Applications received.
Lazenby & Shuster	745393 Oxford Rd. #17	Severance ZBA	Severance of an existing parcel of land, and associated rezoning.	Process complete.
Faircrest Farms Ltd.	744772 Oxford Rd. #17	Severance ZBA	Severance of an existing parcel of land, and associated rezoning.	Severance application approved and conditions being fulfilled.

Applicant	Location	Application Type	Nature of Application	Status of Applications
Stevenson	201 Stonegate Rd., Innerkip	Severance	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.
2825085 Ontario Inc.	32 Jacob St. E. Tavistock	Severance	Severance of an existing parcel of land (2 new lots).	Severance application approved and conditions being fulfilled.
Zehr (U-turn Ranch)	537097 Oxford Rd. #34	ZBA	Amendment to allow for year-round camp and retreat centre.	Process complete.
Wettlaufer	516930 11 th Line	ZBA	Amendment to allow for second permanent dwelling on property (10 year period).	Application approved in principle.
Nemeth	177 Coleman St. Innerkip	Severance	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.
Major	615411 13 th Line	ZBA	Rezoning to allow for the construction of a new residence, with in-law suite (converted dwelling).	Application received.

Applicant	Location	Application Type	Nature of Application	Status of Applications
Collins	39 Lock St., Innerkip	MVA	Relief to permit an accessory structure within an exterior side yard, as well as relief to reduce the minimum interior and rear yard setbacks.	Approved, appeal period in effect.
Schurink	122 William St., South Tavistock	MVA	Relief to permit a reduction of the minimum rear yard setback.	Approved, appeal period in effect.
Minielly	132 Fred Krug Ave., Tavistock	MVA	Relief to permit an accessory structure within an exterior side yard, as well as relief to reduce the minimum exterior yard setback.	Public hearing scheduled for June 1/22.
Blum/ McLeod	73 William St. North Tavistock	MVA	Relief from to allow for an accessory building with a gross floor area of 1507 sq.ft. (140 m2) in lieu of the maximum permitted of 1076 sq.ft. (100 m2).	Public hearing scheduled for June 1/22.

Attachments:

- None.

Recommendation:

1. None. For Council Information.

Reviewed by C.A.O:



Karen DePrest
Chief Administrative Officer

Report prepared and submitted by:



Will Jaques
Corporate Services Manager

STAFF REPORT

Report #CSM2022-07

To: His Worship the Mayor and Members of Council

From: Will Jaques, Corporate Services Manager

Subject: Joint Compliance Audit Committee

Date: May 25, 2022

Background:

The Municipal Elections Act, 1996, requires that municipalities appoint a Compliance Audit Committee prior to October 1st in an election year. The municipalities within Oxford County met to discuss the possibility of continuing to utilize a Joint Compliance Audit Committee for the 2022-2026 Council term, as has been in place for the 2010-2014, 2014-2018 and 2018-2022 terms. It was agreed that staff would like to continue with a Joint Committee.

As background, following the election, all candidates are required to file detailed financial statements of contributions received and expenses for their campaign (those who exceed \$10,000 require audited statements).

The Committee is required by the Municipal Elections Act to:

- Receive and review applications from electors requesting an audit of a **candidate or registered third party's campaign finances.**
- Determine if such applications will be granted or rejected and where granted, appoint an auditor to conduct a compliance audit of the candidate or third-party advertiser's campaign finances.
- **Receive and review the Auditor's report and decide whether legal proceedings should be commenced.**
- Receive and review a report from any of the participating **municipalities' Clerks concerning apparent over-**contributions to a candidate or third-party advertiser and decide whether legal proceedings should be commenced against the contributor.

Committees are appointed for the term of Council and must be composed of not fewer than three (3) and not more than seven (7) members who are responsible for acting in accordance with the powers and obligations as set out in the Act.

Discussion:

Members are recommended for appointment to the JCAC based on the knowledge and experience they possesses that would enable fulfilment of **the committee's mandate**. Given the judicial nature of the committee, the Clerks team sought out individuals with accounting and audit experience, academic qualifications (expertise in political science or local government administration), legal backgrounds, municipal experience and knowledge of campaign financing rules under the Act.

Committee Composition

The individuals recommended for appointment to the 2022-2026 Joint Compliance Audit Committee include three former members and two new appointees, all who possess relevant education and experience to contribute to a well-rounded and competent committee. The individuals recommended for appointment are as follows:

Former Members

1. David Morris – Past CAO of the Town of Tillsonburg and current Director of the Multi-Service Centre;
2. Carol Symons – Member, Woodstock Community Grants Advisory Committee; and,
3. Keith Reibling – Past Clerk-Administrator, Township of Blandford Blenheim.

New Members

4. Joyce McAndrew – Former Deputy Treasurer, Town of Ingersoll; and,
5. Christene Scrimgeour – Certified Professional Account and active member of various other joint compliance audit committees.

Financial Implications:

No changes are recommended to the per diem rate for the 2022 term which is proposed to remain at \$150 per meeting, including a compulsory training and orientation session. Thereafter, members will only be required to meet if an audit request is received. The cost of the training and orientation session will be evenly split between all member municipalities, however costs **associated with any audit requests or Clerk's report will be borne by the** member municipality from which the application or report originates.

Recommendations:

1. That Council approve the formation of a Joint Compliance Audit Committee with other Oxford County municipalities as outlined within Staff Report #CSM2022-07, for the 2022-2026 Council term; and,
2. That a by-law be brought forward to appoint the members of the Committee for Council consideration.

Reviewed by C.A.O:



Karen DePrest
Chief Administrative Officer

Report prepared and submitted by:



Will Jaques
Corporate Services Manager

STAFF REPORT

Report #CAO2022-09

To: His Worship the Mayor and Members of Council

From: Karen DePrest, CAO/Treasurer

Re: CAO/Treasury – June 2022 Council Report

Date: May 25, 2022

Departmental Highlights:

- The Township auditor was on site Thursday, May 12th, and will require a return visit due to some additional work to be completed for adjustments to some accounts. The auditor will attend the July 6th meeting of Council to present 2021 Draft Financial Statements.
- Attached to this month's report is General Policy (GP) 2.17 – Corporate Identity Guidelines. The Guidelines will assist staff procedurally with the use of the new EZT logo, in conjunction with or in replacement of the Township Coat of Arms, on corporate documentation, vehicles, website, business cards, etc.
- The second tax installment for 2022 is due Tuesday, May 31st. The office will remain open an extra half hour at the end of that day to allow for in-person payments.

Parks and Recreation Master Plan:

- Council has now received both draft reports on the Facility Needs Assessment and the Service Delivery Review in confidence. It is anticipated that the full Parks and Recreation Master Plan will be delivered to Council at either the second meeting in June or the meeting in July. Staff are meeting with the consultant on Tuesday, May 31st to receive an update on their work and will confirm delivery dates at that time.

Legislative Updates:

- April 28, 2022, Minister of Finance – 2022 Provincial Budget

Financial Highlights:

- Staff will provide a detailed financial update at the second meeting of Council in June due to adjusting entries being completed for the 2021 final audit.

Attachments:

1. Appendix 'A' – Policy GP 2.17 – Corporate Identity Guidelines
2. Appendix 'B' - AMO Summary – 2022 Provincial Budget

Recommendation:

1. None. For Council Information.

Respectfully submitted by:



Karen DePrest
Chief Administrative Officer/Treasurer



Corporate Identity Guidelines

Policy Number: GP 2.17
Approval Date: March 9, 2022
Approval Authority: CAO
Effective Date: April 1, 2022
Revision Date/s:

Purpose

The Township of East Zorra-Tavistock has adopted a prominent logo to differentiate itself from other public services and will help the public easily **identify the Township. The words "East Zorra-Tavistock" and the graphics** form a logo that along with the coat of arms are the property of the Township of East Zorra-Tavistock and shall be used in accordance with the Corporate Identity Guidelines.

When properly applied to corporate documents, a corporate identity is a powerful statement about who we are as an organization. Consistent and careful use of our logo and coat of arms maintains the perception that we are highly professional, organized and dependable.

As part of a corporate-wide commitment to professional communications and branding, these guidelines provide staff and suppliers of the Township with clear, consistent direction on the use of the logo, coat of arms and supporting corporate identity elements such as typefaces, colours and placement.

When developing documents whether for internal or external use, the directives outlined in this document should be followed.

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1.0 Logo

The logo represents teamwork and coming together. The three leaves are shaped like three hands high-fiving and symbolize the three Township centers of Hickson, Innerkip and Tavistock coming together in the shape of the Canadian maple leaf. The stacked layout mirrors a triangle and symbolizes the strength of a triangle.

Its vibrant **and bold colours depict the Township's traditional colours**. The typography has been developed with a focus on cleanness and simplicity and flow between the letters E>Z>T.

1.1 Logo Layout

The Township logo is available in a stacked and horizontal layout. Other alterations to the layout are not permissible.

The stacked layout should be used where possible, with the horizontal layout reserved for documents where the horizontal layout does not appropriately fit.



1.2 Core Colours



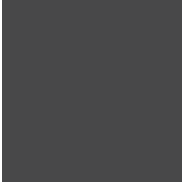
Blue
HEX: 0b183b
RGB: 11,24,59



Red
HEX: c42126
RGB: 196,33,38



Yellow
HEX: f7a818
RGB: 247,168,24



Dark Grey
HEX: 484849
RGB: 72,72,73



Light Grey
HEX: 626061
RGB: 98,96,97

1.3 Alternate Colours

A one colour logo is available as required. When designing materials and restricted to a one colour budget, the use of black or white is available.



1.4 Logo Size

To maintain the integrity of the logo it should not appear smaller than one-and-a-half inches in width on printed materials unless otherwise approved by the CAO.

1.4 Clear Space

As shown in the example, there is a minimum amount of clear space that must be left around the logo to maintain its integrity. Do not allow any other elements, such as type, graphics and photography to interfere with the visual impact of the logo by violating this clear space.



2.0 Logo Use

Service areas representing the Township as a whole should adopt the logo.

2.1 Stationary

All departments/programs/services will use the Township Logo on:

- Letterhead
- Business Cards
- Internal Memos
- Brochures, Publications, Public Notices and Major Reports
- Fax Covers

2.2 Facilities

The Township Logo shall be used on signage to identify the following facilities:

- Township Administrative Office
- Township Public Works facilities
- Township Arenas and Halls
- Township Fire Stations
- Other facilities subject to the approval of the CAO

2.3 Vehicles

The Logo shall be used on all Township owned vehicles.

2.4 Pins, Buttons and Identification Tags

The Township Logo will be used on pins, buttons or identification tags worn by Township staff. The Coat of Arms will be used for service recognition award paraphernalia.

2.5 Internet

The Township Logo will be placed on all pages of the Townships website and social media platforms. The Township Logo may be used on affiliated website as appropriate and with the approval of the CAO.

3.0 Corporate Typefaces

The consistent use of typefaces is an important way of maintaining a corporate identity. Together with the logo and other branding elements, it **maintains a distinctive “look” for the Corporation of the Township of East Zorra-Tavistock** and over time, helps create a more immediate impression that a document is important. It is essential to use the selected fonts in all materials for the Township to retain a consistent look and style.

3.1 Type Faces for Printed Materials

There are two primary typefaces only for all Township of East Zorra-Tavistock media, communications, and marketing materials, including letters, memos, and flyers.

- Arial
- Verdana

For variety and visual dynamic, both typefaces can be used in a variety of weights and approaches in consideration of AODA requirements.

3.2 Typefaces for E-mail

Verdana 12pt is the recommended typeface for emails. E-mail backgrounds should be white.

These guidelines will help ensure outgoing e-mails for the Township of East Zorra-Tavistock are professional looking and consistent.

3.3 E-signature

It is common practice for Township staff to include an e-signature on e-mail correspondence. The font of the Outlook e-signature should be Verdana 11pt and formatted as below.

Name

Position

Township of East Zorra-Tavistock

90 Loveys Street, Box 100, Hickson ON N0J 1L0

519-462-2697 x extension

Fax: 519-462-2961

Email address

www.ezt.ca



4.0 Coat of Arms

The Township of East Zorra-Tavistock coat of arms is an important part of **the corporation's heritage. It is owned and can only be used by the Township** of East Zorra-Tavistock. However, as a second corporate image, the potential for confusion can be significant without clear and precise use guidelines.

The Township coat of arms reflects the integrity of the political process and should only be used on official communication documents such as letters and related correspondence originating from or on behalf of **the Mayor's office.**

The Township coat of arms should not be used in public information packages, brochures, maps, signs, internal corporate communications or advertising.

5.0 Requests to Use Logo or Coat of Arms from Outside Agencies or Individuals

Requests from outside agencies or individuals, profit or non-profit, and requests for commercial or any use of the Township Logo or Coat of Arms,

shall require official approval from the CAO. If the Township agrees to partner on a project with the requesting agency, the terms and use of the must be outlined in the partnership letter/contract.

2022 Provincial Budget - Municipal Highlights

Today, the Honourable Peter Bethlenfalvy, Minister of Finance, delivered the government's 2022 Provincial Budget.

The Budget will not pass as the House is now in recess until September. It will not bind the Government of Ontario unless it is reintroduced after the provincial election.

The Budget includes a wide array of supports targeted to specific regions, sectors and industries.

Items of direct interest to municipal leaders include:

Broadband Access – The government's extensive broadband investments are itemized within the budget. AMO is very appreciative of the government's commitment to broadband and rural access.

Business Improvement Areas (BIAs) – The government will consult on legislative amendments to the *Municipal Act* to provide BIAs with access to grants and funding.

Community Care programs - Ontario is investing nearly \$100 million in additional funding over the next three years to expand community care programs such as adult day programs, meal services, transportation, assisted living services and caregiver supports.

Community Paramedicine – The budget commits to \$60 million over two years to expand community paramedicine for long-term care for eligible seniors across Ontario.

COVID prevention in long-term care - \$244 million is provided to support the prevention and containment of COVID-19 in long-term care homes. In addition, \$34 million will support long-term care homes with maintaining supplies of personal protective equipment.

COVID related support for public transit – continued support for municipal transit services is offered with matching provincial assistance of \$316.2 million. With federal support, this assistance represents \$632 million.

COVID support – The government calls on the federal government to renew municipal supports for ongoing COVID related assistance.

Health care providers support in underserved communities – The government will invest \$142 million to recruit and retain health care workers in underserved communities through two programs – the Community Commitment Program for Nurses which will provide tuition reimbursement for up to 1,500 nurses and next year a new Learn and Stay grant for up to 2,500 postsecondary students after graduation.

Municipal Vacant Homes Taxes – The government will convene a municipal working group to share best practices related to the municipal use of vacant home taxes and discourage land speculation on approved but unbuilt developments.

Natural Gas Expansion – The government will begin consulting in the fall on a third phase of natural gas expansion.

Ontario Community Infrastructure Fund (OCIF) – As previously announced in the Fall Economic Statement, OCIF funding has been doubled to nearly \$2 billion over five years.

Paramedic services – An additional \$7 million to the existing funding to be allocated to reduce offload delays at hospitals. As well, the province will continue its cost-shared provincial funding support of paramedic services by \$56.8 million in 2022–23 which will assist increase capacity.

Provincial Gas Tax for Transit – The temporary reduction of gasoline and other fuel taxes will not affect municipalities receiving funding under the provincial Gas Tax program.

Streamlining Development Approvals - \$45 million for Ontario's 39 largest municipalities to accelerate planning approvals. The government is also seeking to develop digital data standards for planning and development applications across municipalities (and AMO is involved in this on-going work).

**THE CORPORATION OF THE
TOWNSHIP OF EAST ZORRA-TAVISTOCK
COUNTY OF OXFORD
BY-LAW # 2022-19**

A By-Law to amend Zoning By-Law Number 2003-18, as amended.

WHEREAS the Municipal Council of the Corporation of the Township of East Zorra-Tavistock deems it advisable to amend By-Law Number 2003-18, as amended.

THEREFORE, the Municipal Council of the Corporation of the Township East Zorra-Tavistock, enacts as follows:

1. That Schedule "A" to By-Law Number 2003-18 as amended, is hereby further amended by changing to "RR-23" and the zone symbol of the lands to designated "RR-23" on Schedule "A" attached hereto.
2. That Section 9.5 to By-Law Number 2003-18, as amended, is hereby further amended by adding the following subsection at the end thereof:

"9.5.23 LOCATION: PART LOT 5, CONCESSION 10 (EAST ZORRA), RR-23 (KEY MAP 51)

9.5.23.1 Notwithstanding any provisions of this Zoning By-Law to the contrary, no *person* shall within any 'RR-23' Zone use any *lot*, or *erect*, *alter* or use any *building* or *structure* for any purpose except the following:

all *uses permitted* in Section 9.1 of this Zoning By-Law;

9.5.23.2 Notwithstanding any provision of this Zoning By-Law to the contrary, no *person* shall within any 'RR-23' Zone use any *lot*, or *erect*, *alter* or use any *building* or *structure* except in accordance with the following provisions:

9.5.23.2.1 LOT DEPTH

Minimum **55 m (180.4 ft)**

9.5.23.3 That all provisions of the 'RR' Zone in Section 9.2 to this Zoning By-Law, as amended, shall apply, and further that all other provisions of this Zoning By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply *mutatis mutandis*."

3. This By-Law comes into force in accordance with Sections 34(21) and (30) of the *Planning Act*, R.S.O. 1990, as amended.

READ a first and second time this 1st day of June, 2022.

READ a third time and finally passed this 1st day of June, 2022.

Don McKay - Mayor

Will Jaques – Clerk

SCHEDULE "A"

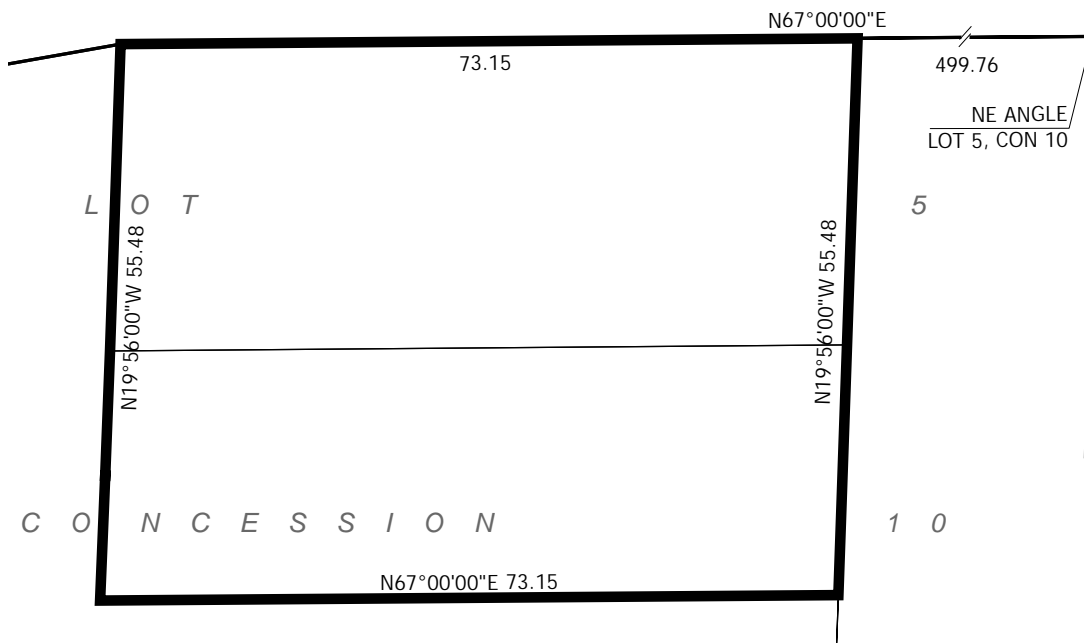
TO BY-LAW No. 2022-19

PT OF LOT 5, CONCESSION 10 (EAST ZORRA)
TOWNSHIP OF EAST ZORRA-TAVISTOCK



OXFORD ROAD 17

COUNTY ROAD No. 17



AREA OF ZONE CHANGE TO RR-23

NOTE: ALL DIMENSIONS IN METRES



Produced By The Department of Corporate Services
Information Services ©2022

THIS IS SCHEDULE "A"

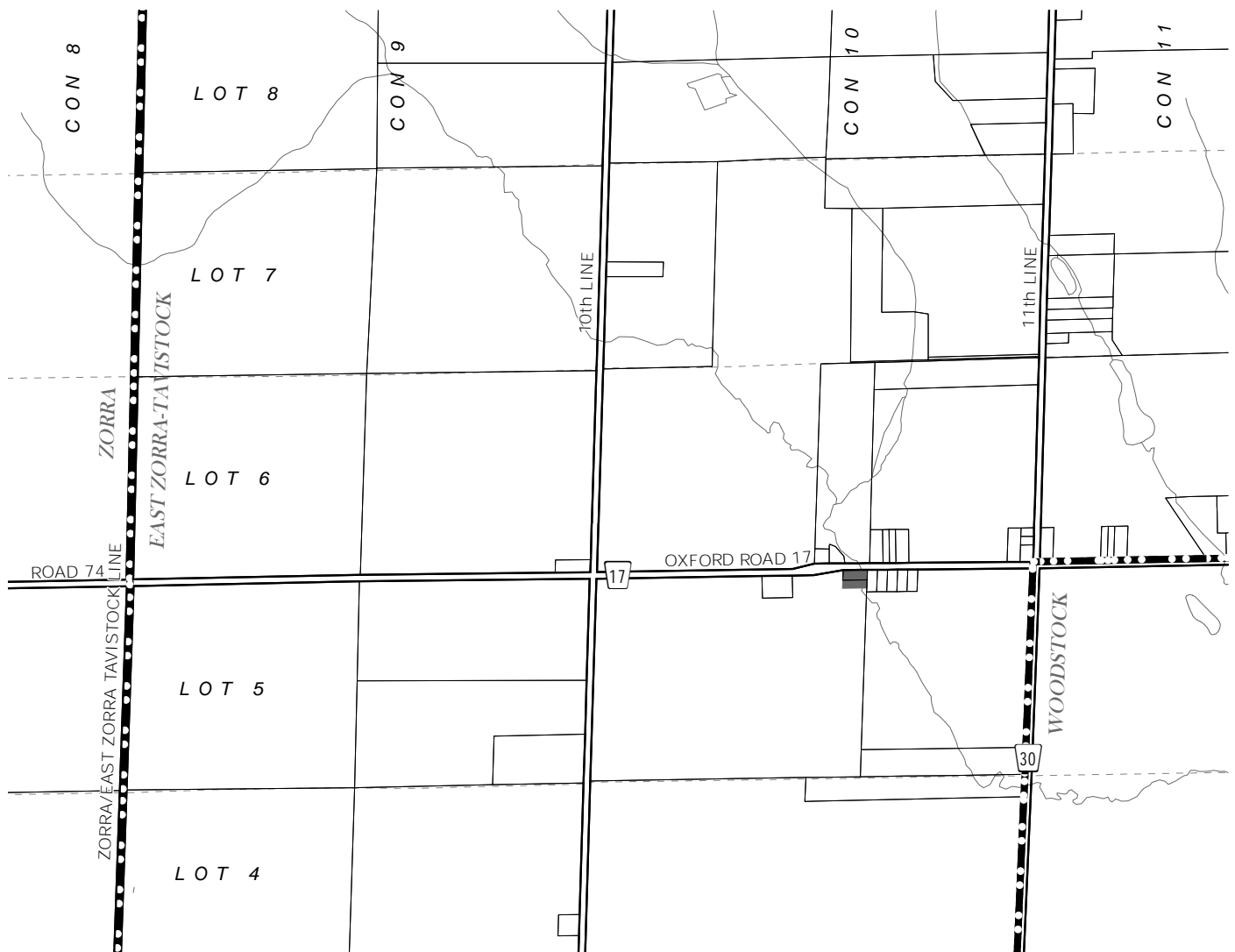
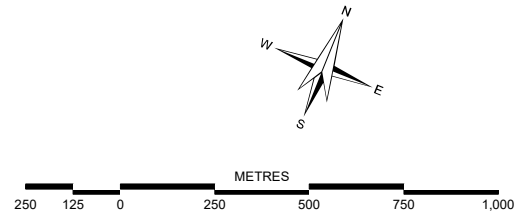
TO BY-LAW No. 2022-19, PASSED

THE 1 DAY OF June, 2022

MAYOR

CLERK/ADMINISTRATOR

KEY MAP



 LANDS TO WHICH BYLAW 2022-19 APPLIES

ZN 2-21-13

TOWNSHIP OF EAST ZORRA-TAVISTOCK

BY-LAW #2022-19

EXPLANATORY NOTE

The purpose of By-Law #2022-19 is to rezone a portion of the lands from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-23).' The special provision is required in order to recognize a deficient lot depth of 55 m (180.4 ft). Both the lot to be severed and the lot to be enlarged of Severance Application B21-79-2 are to be rezoned to RR-23.

The subject lands are described as Part Lot 5, Concession 10 (East Zorra). Both 744772 Oxford Road 17 and 744806 Oxford Road 17 are located on the south side of Oxford Road 17, lying between 10th Line and 11th Line.

The Township of East Zorra-Tavistock, after conducting the public hearing necessary to consider the application, adopted the amending By-Law #2022-19. The public hearing was held on February 02, 2022. No comments or concern were received from the public.

Any person wishing further information regarding Zoning By-Law #2022-19 may contact the undersigned.

Mr. Will Jaques
Corporate Services Manager/Clerk
Township of East Zorra-Tavistock
90 Loveys Street
Hickson, Ontario
NOJ 1L0

Telephone: 519 462-2697

File: ZN2-21-13 (Faircrest Farms Ltd.)
Report No: 2022-15

#7.b

**THE CORPORATION OF THE
TOWNSHIP OF EAST ZORRA-TAVISTOCK
COUNTY OF OXFORD
BY-LAW # 2022 - 20**

Being a by-law to appoint a Joint Compliance Audit Committee

WHEREAS Section 88.37 of the Municipal Elections Act, 1996 requires municipalities to appoint Compliance Audit Committees to deal with matters regarding election campaign finances before October 1 in an election year;

AND WHEREAS the Township of Norwich, Township of South-West Oxford, Township of Zorra, Township of East Zorra-Tavistock, Township of Blandford-Blenheim, Town of Tillsonburg, the City of Woodstock and Town of Ingersoll deem it expedient to establish a Joint Compliance Audit Committee.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK ENACTS AS FOLLOWS:

1. THAT a Committee, to be known as the Joint Compliance Audit Committee, is hereby established to deal with the matters provided for in Section 88.33 to 88.36 of the Municipal Elections Act, 1996.
2. THAT the Joint Compliance Audit Committee shall consist of the individuals listed in Schedule "A" and will be utilized to deal with each compliance audit request.
3. THAT the business and other actions of the Joint Compliance Audit Committee shall be conducted in accordance with the Terms of Reference and/or Rules of Procedure for the Committee.
4. AND THAT this By-law shall come into force and take effect on the date of passage.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 1st DAY OF JUNE, 2022.

Seal

Don McKay, Mayor

Will Jaques, Clerk

SCHEDULE “A”

Carol Symons

David Morris

Keith Reibling

Joyce McAndrew

Christene Scrimgeour

**THE CORPORATION OF THE
TOWNSHIP OF EAST ZORRA-TAVISTOCK
COUNTY OF OXFORD
BY-LAW # 2022 - 21**

Being a by-law to confirm all actions and proceedings of the Council.

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF EAST ZORRA-TAVISTOCK ENACTS AS FOLLOWS:

All actions and proceedings of the Council taken at its meeting held on the 1st day of June, 2022 except those taken by By-law and those required by law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out herein provided, however, that any member of this Council who has dissented from any action or proceeding or has abstained from discussion and voting thereon shall be deemed to have dissented or abstained, as the case may be, in respect of this By-law as it applies to such action or proceeding.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 1st DAY OF JUNE, 2022.

Don McKay, Mayor

seal

Will Jaques, Clerk