

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

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

Members Absent: Councillors Margaret LUPTON and Scott RUDY.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, CBO John Scherer, Public Works Manager Tom Lightfoot, Fire Chief Scott Alexander, Deputy CBO/ Drainage Superintendent Connor Occleston, Deputy Treasurer Andrea Rice and Human Resources/ Safety Coordinator Jennifer Albrecht.

Mayor MCKAY welcomed everyone to the meeting. Councillor SMITH provided an overview of the recent Canada Day weekend celebrations in Innerkip. Councillor SMITH also made mention of the newly installed accessible swings in Innerkip, Hickson and Tavistock.

Approve
Agenda

1. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved that Council approve the agenda for the July 6, 2022, meeting as printed and circulated.

CARRIED.

PECUNIARY INTERESTS:

- N/A

Confirm
Minutes -
Council

2. Moved by: Don EDMISTON
Seconded by: Phil SCHAEFER
Resolved that Council confirm the Minutes of the June 15, 2022 Council Meeting, as printed and circulated.

CARRIED.

Correspondence & Reports – No Resolutions:

- South-West Oxford – Energy Performance Tiers (Resolution)
- UTRCA – June 2022 FYI
- Oxford County – 2021 Curbside Waste Audit and ORRT Review
- Xplornet – Proposed Telecommunications Tower (Site ON8341 Braemar North)
- Staff Report - #CBO2022 – 11 re: Building, Development & Drainage Reporting
- Staff Report - #PW2022 – 07 re: Public Works Reporting
- Staff Report - #BCO2022 – 06 re: By-law Compliance Reporting
- Staff Report - #CSM2022 – 08 re: Corporate Services Reporting
- Staff Report - #CAO2022 – 11 re: CAO-Treasury Reporting

Correspondence & Reports – Resolutions Following:

South-West Oxford – Energy Performance Tiers (Resolution)

Council reviewed the correspondence from the Township of South-West Oxford regarding Energy Performance Tiers.

UTRCA – June 2022 FYI

Council reviewed the June 2022 FYI from the Upper Thames River Conservation Authority. Council reviewed the information provided by Councillor LUPTON, from the recent UTRCA Board Meeting.

Oxford County– 2021 Curbside Waste Audit and ORRT Review

Council reviewed the correspondence from the County of Oxford regarding the 2021 Curbside Waste Audit and Organics Resource Recovery Technology (ORRT) Review.

Xplornet – Proposed Telecomm. Tower (Site ON8341 Braemar North)

Council reviewed the correspondence from VARCON, on behalf of Xplornet Communications Inc., regarding a proposed telecommunications tower to be located at 496313 10th Line, Tavistock, on lands owned by Wendy lee Walters and James Lloyd Walters.

Engineer’s Report – Witzel Drain 2022

At 9:20 a.m., Curtis MacIntyre of K. Smart and Associates Ltd. presented the engineer’s report for the Witzel Drain 2022 project.

Questions and comments were made by Council to the Engineer. No assessed landowners spoke during the presentation, nor was any correspondence from assessed landowners filed ahead of the meeting.

Accept
Engineer's
Report –
Prepare for
Court of
Revision

- 3. Moved by: Phil SCHAEFER
Seconded by: Don EDMISTON
Resolved that the Engineer's Report on the Witzel Drain 2022, having been presented and considered, be provisionally adopted as received;

And further that the Clerk be instructed to prepare and circulate the necessary By-law and Notice of Court of Revision to each ratepayer assessed.

CARRIED.

Public Hearing -
Minor Variance
Application
A-7-2022
(Phinney/
Haesler)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-7-2022 (PHINNEY/
HAESLER), DESCRIBED AS PART LOT 8, PLAN
307, TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

At 9:27 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-7-2022 for Aaron Phinney and Lauren Haesler. Planner Dustin Robson presented Planning Report #CP2022-252.

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.

4. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-7-2022, submitted by Aaron Phinney and Lauren Haesler for lands described as Pt Lot 8, Plan 307, being municipally known as 125 Hope Street East in the Township of East Zorra-Tavistock as it relates to:
 1. Relief from Section 12.2, Table 12.2 – R1 Zone Provisions to allow for a reduction to the minimum required setback from the centreline of a County Road from the required 22 m. (72.2 ft.) to the requested 12 m. (39.4 ft.); and,
 2. Relief from Section 5.32.1, Table 5.32.1 – Permitted Projections into Required Yards, to allow for a reduction of the minimum required setback from an uncovered deck/steps and a front lot line from the required 5 m. (16.4 ft.) to 3 m. (9.8 ft.).

Subject to the following condition:

- i. That the proposed relief shall only apply to a deck of the approximate size and location as depicted on Plate 3 of Report CP 2022-252.

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.

At 9:35 a.m., Meghan House from the County of Oxford reviewed with Council the proposed Official Plan policies surrounding Additional Residential Units (ARUs).

Council observed a recess between 10:04 a.m. and 10:11 a.m.

At 10:12 a.m., Amelia Sloan and David Waverman from Stantec Consulting Inc. presented the Parks and Recreation Master Plan to Council.

5. Moved by: Don EDMISTON
Seconded by: Matthew GILLESPIE
Resolved that Council receive the Parks and Recreation Master Plan;

And that Council address the Plan and its various recommendations as matters arise.

CARRIED.

Staff Report
#DT2022 – 01
re: Tangible
Capital Assets
(TCA) Policy
Update

Deputy Treasurer Andrea Rice presented her report to Council regarding updates to the Tangible Capital Assets (TCA) Policy.

6. Moved by: Jeremy SMITH
Seconded by: Phil SCHAEFER
Resolved that Council adopt the amended Tangible Capital Asset Policy #GP 3.03, as attached to Staff Report #DT2022-01.

CARRIED.

Staff Report
#CBO2022 – 11
re: Building,
Development &
Drainage
Reporting

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

Staff Report
#CBO2022 – 12
re: Pool Fencing
By-law
Amendment

CBO John Scherer presented his report to Council regarding amendments to the Township's Pool Fencing By-law #2008-24.

7. Moved by: Matthew GILLESPIE
Seconded by: Don EDMISTON
Resolved that Council approve the proposed amendments to the Pool Fencing By-law (#2008-24), as set out in Staff Report #CBO2022-12.

CARRIED.

Staff Report
#PW2022 – 07
re: Public Works
Reporting

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

Staff Report
#BCO2022 – 06
re: By-law
Compliance
Reporting

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

Staff Report
#CSM2022 – 08
re: Corporate
Services
Reporting

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

Staff Report
#CSM2022 – 09
re: Lame Duck
and Delegation
of Authority

Clerk Will Jaques presented his report to Council regarding the Lame Duck Period of Council and Delegation of Authority.

8. Moved by: Jeremy SMITH
Seconded by: Matthew GILLESPIE
Resolved that Council adopt the recommendations in Staff Report #CSM2022-09.

CARRIED.

Staff Report
#CAO2022 – 11
re: CAO-
Treasury
Reporting

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

9. Moved by: Phil SCHAEFER
Seconded by: Matthew GILLESPIE
Resolved that Council authorize the grant application under the Ontario Trillium Fund (OTF) for a spray pad.

CARRIED.

By-law:

1st & 2nd
Reading

10. Moved by: Matthew GILLESPIE
Seconded by: Don EDMISTON
Resolved that the following by-laws be read a first and second time:
- 2022-24 – Witzel Drain 2022 Provisional By-law (1st & 2nd Reading)
 - 2022-25 – ZBA App. ZN2-21-05-06 (Brenneman/ DonRon Farms Ltd.)
 - 2022-26 – Lame Duck Period (Delegation of Authority)
 - 2022-27 – Pool Fencing By-law Amendment

CARRIED.

- By-law: 11. Moved by: Jeremy SMITH
Seconded by: Phil SCHAEFER
3rd & Final Resolved that the following by-laws be read a third
Reading and final time:
 - 2022-25 – ZBA App. ZN2-21-05-06
(Brenneman/ DonRon Farms Ltd.)
 - 2022-26 – Lame Duck Period
(Delegation of Authority)
 - 2022-27 – Pool Fencing By-law Amendment

CARRIED.

- Confirming 12. Moved by: Jeremy SMITH
By-law Seconded by: Phil SCHAEFER
Resolved that By-law #2022-28 being a by-law to
confirm the proceedings of Council held
Wednesday July 6, 2022, be read a first, second
and third time this 6th day of July, 2022;

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

CARRIED.

- Adjourn 13. Moved by: Don EDMISTON
Seconded by: Matthew GILLESPIE
Resolved that Council does now adjourn at
11:43 a.m.

CARRIED.

Will Jaques, Clerk

Don McKay, Mayor