

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

**AGENDA**

**for the Meeting to be held on Wednesday November 2, 2022 at the  
Innerkip Community Centre, 695566 17<sup>th</sup> 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 October 19, 2022 Council Meeting Minutes
5. Delegations & Appointments:
6. Reports of Municipal Officers and Committees:
  - a) Conferences and Seminars
  - b) County Council – Updates & Questions
  - c) Staff Reports – Updates & Questions
  - d) June 27, 2022 TDRFB Minutes
  - e) UTRCA Update – October 26, 2022 Board Meeting
  - f) Staff Report - #CBO2022 – 16 re: Building, Development & Drainage Reporting
  - g) Staff Report - #PW2022 – 11 re: Public Works Reporting
  - h) Staff Report - #FC2022 – 10 re: Fire Department Reporting
  - i) Staff Report - #BCO2022 – 10 re: By-law Compliance Reporting
  - j) Staff Report - #CSM2022 – 13 re: Corporate Services Reporting
  - k) Staff Report - #CSM2022 – 14 re: Post Election Evaluation & Accessibility Reporting
  - l) Staff Report - #CAO2022 – 18 re: CAO-Treasury Reporting
7. By-laws:
8. Other and Unfinished Business:
9. Closed to the Public Session \*as authorized under s. 239 of the Municipal Act\*:
  - a) October 19, 2022 Closed to the Public Session Minutes (s. 239 (2) (b))
  - b) Potential Litigation – Insurance Claim (s. 239 (2) (e))
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 October 19, 2022.

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

Members Absent: Councillor Scott RUDY.

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

Mayor MCKAY welcomed everyone to the meeting. Deputy Mayor EDMISTON noted his recent attendance at an Innerkip Fire Station training session. Councillor SMITH noted the upcoming Innerkip Lions Food Drive and Fish Fry events.

Approve  
Agenda

1. Moved by: Jeremy SMITH  
Seconded by: Don EDMISTON  
Resolved that Council approve the agenda for the October 19, 2022, meeting as printed and circulated.

*CARRIED.*

PECUNIARY INTERESTS:

- N/A

Confirm  
Minutes -  
Council

2. Moved by: Matthew GILLESPIE  
Seconded by: Margaret LUPTON  
Resolved that Council confirm the Minutes of the October 5, 2022 Council Meeting, as printed and circulated.

*CARRIED.*

Correspondence & Reports – No Resolutions:

- Solicitor General – CSPA 2019 & OPP Detachment Boards Update
- UTRCA – September 2022 FYI

Correspondence & Reports – Resolutions  
Following:

Solicitor  
 General – CSPA  
 2019 & OPP  
 Detachment  
 Boards Update

Council reviewed the correspondence from the Ministry of the Solicitor General regarding updates on both the Community Safety and Policing Act, 2019, and OPP Detachment Boards.

Rural Talks to  
 Rural – 2022  
 Conference

Mayor MCKAY reviewed his recent attendance at the Rural Talks to Rural – 2022 Conference, with Council.

3. Moved by: Don EDMISTON  
 Seconded by: Matthew GILLESPIE  
 Resolved that Council authorizes the attendance of the following members at the Rural Talks to Rural 2022 Conference:

- Don Mckay

*CARRIED.*

UTRCA –  
 September  
 2022 FYI

Council reviewed the September 2022 FYI from the Upper Thames River Conservation Authority (UTRCA).

County Council  
 – Updates &  
 Questions

Council discussed the recent automobile accident at Punkydoodles Corners, and the concerns expressed regarding the intersection. Confirmation was provided that the County of Oxford is the road authority responsible for this intersection and that the County is continuing to review this matter.

Public Meeting -  
 Open

4. Moved by: Margaret LUPTON  
 Seconded by: Phil SCHAEFER  
 Resolved that Council does now adjourn to a Public Meeting in accordance with the provisions of the Planning Act at 7:30 p.m.

*CARRIED.*

Public Meeting  
for ZN2-22-05  
(Jawitz  
Holdings Inc.)

PUBLIC MEETING – JAWITZ HOLDINGS INC.  
ZONE CHANGE APPLICATION ZN2-22-05,  
PART LOT 27, PLAN 307 (EAST ZORRA),  
TOWNSHIP OF EAST ZORRA-TAVISTOCK.

Dustin Robson from the County of Oxford Planning Department was present to comment on his report #CP2022-372, regarding the Zone Change Application on lands owned by Jawitz Holdings Inc.

Council asked questions of the planner and Staff. The applicant was present and spoke favourably of their application. Council received a letter of objection regarding the proposed re-zoning. Council reviewed and considered the comments made in making its decision regarding this application.

Council  
Reconvene

5. Moved by: Don EDMISTON  
Seconded by: Matthew GILLESPIE  
Resolved that the Public Meeting does now adjourn and Council reconvenes at 7:47 p.m.

*CARRIED.*

6. Moved by: Margaret LUPTON  
Seconded by: Jeremy SMITH  
Resolved that Council approve the zone change application submitted by Jawitz Holdings Inc., whereby the lands described as Pt Lot 27, Plan 307, in the Township of East Zorra-Tavistock, **are to be rezoned from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 2 Zone (R2-10)'** to permit a semi-detached dwelling.

*CARRIED.*

By-law:  
  
1<sup>st</sup> & 2<sup>nd</sup>  
Reading

7. Moved by: Jeremy SMITH  
Seconded by: Phil SCHAEFER  
Resolved that the following by-laws be read a first and second time:
  - 2022-35 – ZBA Application 2-22-05 (Jawitz Holdings Inc.)
  - 2022-36 – Fire Prevention Officer Agreement

*CARRIED.*

- By-law: 8. Moved by: Don EDMISTON  
Seconded by: Matthew GILLESPIE  
3<sup>rd</sup> & Final Resolved that the following by-laws be read a third  
Reading and final time:  
  - 2022-35 – ZBA Application 2-22-05 (Jawitz Holdings Inc.)
  - 2022-36 – Fire Prevention Officer Agreement

*CARRIED.*
- Adjourn to 9. Moved by: Phil SCHAEFER  
Closed to the Seconded by: Jeremy SMITH  
Public Session Resolved that Council does now adjourn to a  
Closed to the Public Session, at 7:57 p.m., to  
consider the following matters:  
  - May 4, 2022 Closed to the Public Session Minutes (s. 239 (2) (b))
  - May 18, 2022 Closed to the Public Session Minutes (s. 239 (2) (c))
  - Annual CAO Performance Review (s. 239 (2)(b))

*CARRIED.*
- Rise from 10. Moved by: Matthew GILLESPIE  
Closed to the Seconded by: Phil SCHAEFER  
Public Session Resolved that Council does now rise from its  
Closed to the Public Session at 8:50 p.m.  

*CARRIED.*
11. Moved by: Matthew GILLESPIE  
Seconded by: Phil SCHAEFER  
Resolved that Council adopt the recommendation  
from the Closed to the Public Session from the  
CAO performance review report.  

*CARRIED.*
- Confirming 12. Moved by: Don EDMISTON  
By-law Seconded by: Jeremy SMITH  
Resolved that By-law #2022-37 being a by-law to  
confirm the proceedings of Council held  
Wednesday October 19, 2022, be read a first,  
second and third time this 19<sup>th</sup> day of October,  
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: Margaret LUPTON  
Seconded by: Don EDMISTON  
Resolved that Council does now adjourn at  
8:52 p.m.

*CARRIED.*

---

Will Jaques, Clerk

---

Don McKay, Mayor

#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

Resolution # 2 \_\_\_\_\_



Moved By:   
Seconded By: 

---

---

“Resolved that the Board confirm the minutes of the June 27, 2022 meeting as printed and circulated.”

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
T.D.R.F.B. Chairperson



**Township of East Zorra-Tavistock  
Tavistock & District Recreation Facilities Board**

**Minutes**

**Monday, June 27, 2022**

**7:00 p.m.**

**Tavistock Recreation Centre – Arena Board Room**

**Present:** Margaret Lupton (Chair), Phil Schaefer, Don McKay, Brett Zehr, Ron Wiffen, Kristen Cook, Tom Lightfoot, Matt Lamers, Trevor Baer (Community Services Manager, Blandford-Blenheim), Karen DePrest

**CALL TO ORDER AND OPENING REMARKS**

Margaret Lupton (Chair) called the meeting to order at 7:00 pm.

**APPROVAL OF AGENDA**

Moved by Phil Schaefer

Seconded by Kristen Cook

Be it resolved that the Agenda for the June 27<sup>th</sup>, 2022, meeting be approved as printed and circulated and further that the following items be added to the agenda for this meeting:

- 7. (d) Tavistock Braves HockeyTV Request
- 7. (e) Minor Hockey Request Mini-Boards
- 7. (f) Playground Equipment Update

CARRIED.

**DISCLOSURE OF PECUNIARY INTERESTS AND GENERAL NATURE THEREOF**

None

## **GENERAL BUSINESS**

### **(a) CONFIRM MINUTES**

Moved by Brett Zehr

Seconded by Phil Schaefer

Be it resolved that the Board confirm the minutes of the May 30<sup>th</sup>, 2022, meeting as printed and circulated.

CARRIED.

## **DELEGATIONS AND APPOINTMENTS**

Karen DePrest introduced the new Parks and Recreation Supervisor, Matt Lamers, to the members of the Board. Matt will be the point of contact for business related to the Tavistock District and all Township recreation parks and facilities.

## **REPORTS**

- (a) Arena Financial Statements – Accepted for Information - No Board Resolution Required
- (b) Memorial Hall Financial Statements – Accepted for Information - No Board Resolution Required
- (c) Queen's and Bender Park Financial Statements – Accepted for Information - No Board Resolution Required

## **UNFINISHED AND OTHER BUSINESS**

- (a) Parks and Recreation Master Plan Update – Verbal Report Provided – No Resolution Required
- (b) Transition Notes (follow-up from June 27<sup>th</sup> Meeting) – Verbal Review of the Notes from the May 30<sup>th</sup>, 2022 – No Board Resolution Required
- (c) Flooring for Tavistock Fair – Cost Estimate of \$3,150 provided for the rental to be absorbed by the Township – No Board Resolution Required
- (d) Tavistock Braves HockeyTV Request – Matt to follow-up with the Braves on this project – No Board Resolution Required

**UNFINISHED AND OTHER BUSINESS (CONT'D)**

- (e) Tavistock Minor Hockey Request – Mini-Boards – Karen to follow-up and address the previous request and denial by the Board – No Board Resolution Required
- (f) Tavistock Playground Equipment – Verbal update provided – Council re-allocate funding for the replacement of the equipment to the Tavistock Spray Pad project and Public Works staff to remove the unsafe equipment prior to the Fall Fair – No Board Resolution Required

**CLOSED TO THE PUBLIC SESSION \*AS AUTHORIZED UNDER S.239 OF THE MUNICIPAL ACT**

None

**NEXT MEETING AND ADJOURN**

Moved by Kristen Cook  
Seconded by Phil Schaefer

Be it resolved that the Board does now adjourn at 8:15 p.m., with the next meeting date to be Monday, August 22, 2022.

CARRIED.

  
Margaret Lupton, Chair

  
Karen DePrest, CAO/Treasurer



## **UTRCA Update**

### **UTRCA Board Meeting October 26, 2022:**

Because of the Municipal election on Monday, this month's Board meeting took place on Wednesday rather than the usual Tuesday. This was acknowledging that many Board members were participating in the election in a variety of ways. This meeting began as usual with the now familiar Territorial Acknowledgement followed by Modifications to the Agenda. This replaces what used to be called Approval of the Agenda. Earlier this year Board members participated in a workshop dealing with updating meeting procedures and this was one of the suggestions made by the Instructors and accepted by Staff and Board members.

The meeting moved quickly into Reports for Consideration beginning with Fees Policy Update. The need for this policy came from the Provincial Government as many Conservation Authorities do not have one. UTRCA has had a policy in place since 2019 so only a review was required at this time. Some suggestions for changes were proposed and the policy will be updated in the New Year by the incoming Board. Discussions continue at the Provincial level as to eliminating all the individual policies and having one that is Province wide.

We also reviewed Administration and Enforcement - Section 28 Status Report which was a summary table of Staff activity related to Development and Interference with Wetlands and Alterations to Shoreline which covered permits issued in September of this year.

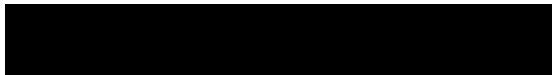
Rental House Rates for 2023 were increased by 2.5% as per Rent Increase Guidelines.

More information was dealt with In Camera.

The October FYI magazine contains interesting reports of events and projects underway in our watershed. You are encouraged to attend some or all of the special programmes listed. Staff work diligently preparing for these events and people who attend find them to be very informative and interesting.

Councillor Margaret Lupton  
UTRCA Board Member  
Township of East Zorra-Tavistock

# STAFF REPORT



Report #CBO2022-16

To: His Worship the Mayor and Members of Council

From: John Scherer, Chief Building Official

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

Date: October 26, 2022

## Departmental Highlights:

- None

## Legislative Updates:

- None

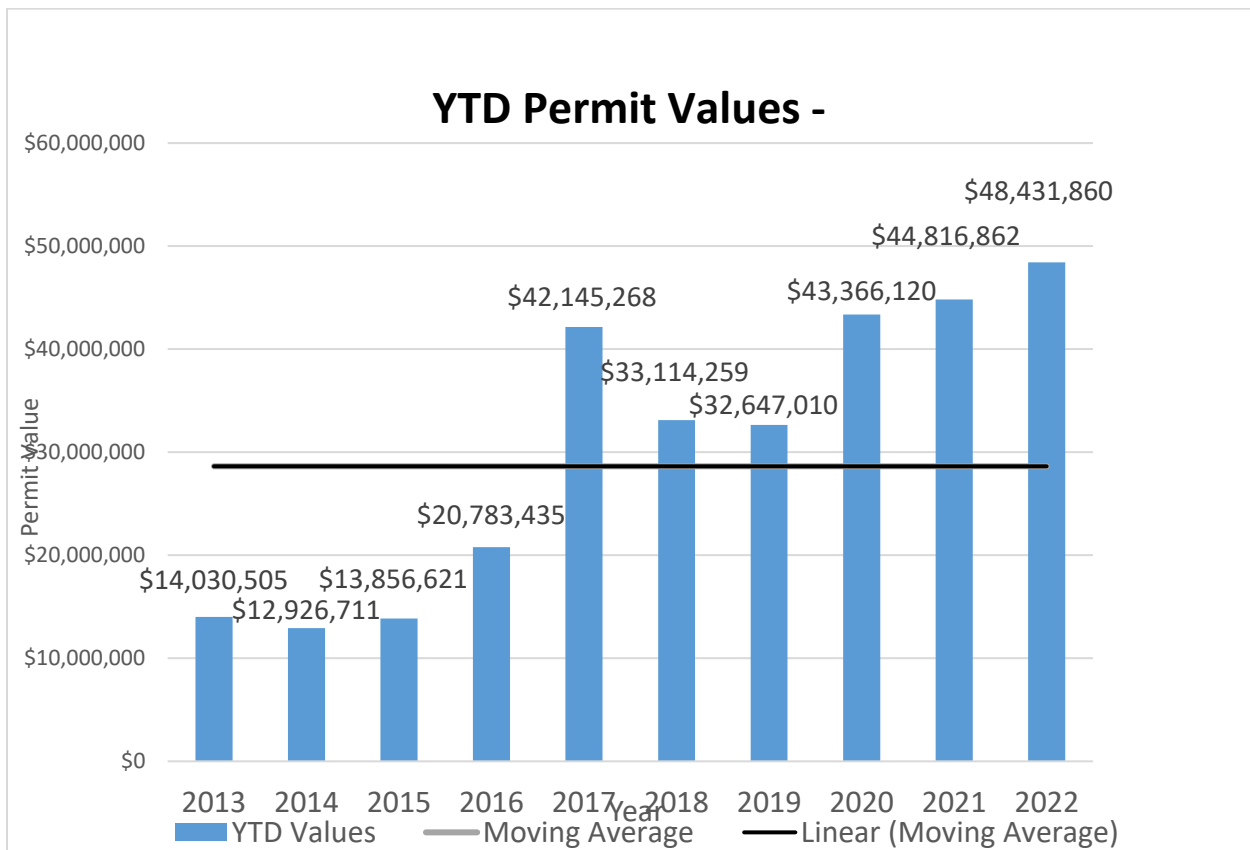
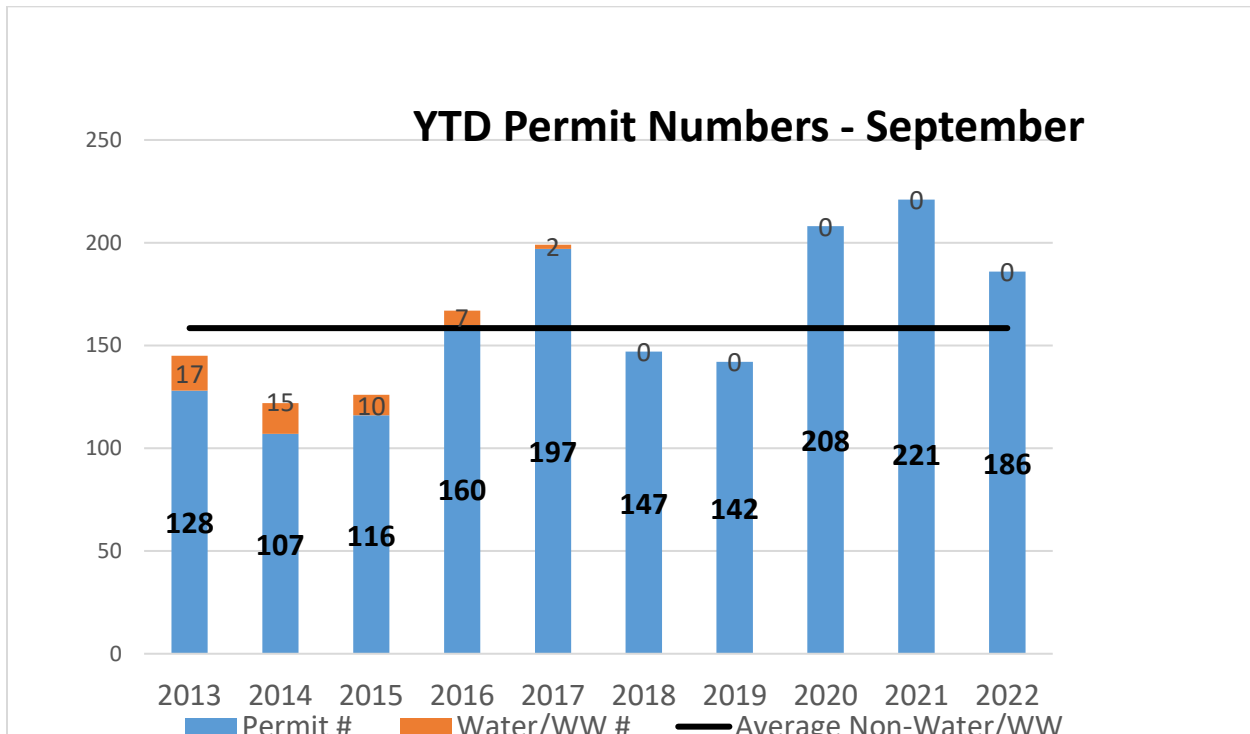
## Monthly Permit Activity:

### Permit Summary

	No. of Permits	Permit Value	Permit Fees
September 2022	13	\$7,874,000	\$25,326.23
Year to Date – September 30, 2022	186	\$48,431,860	\$225,335.53

### Permit Values and Fees

Project	Cost of construction	Permit fees total
Farm shop	1,100,000	6,780.22
Septic	6,000	232.00
Motor Vehicle Dealership	150,000	252.00
Government Uses	5,500,000	11,960.92
Septic	30,000	577.00
Single-family dwelling	800,000	2,099.76
Single-family dwelling Add	135,000	796.58
Deck - Residential	5,000	174.00
Septic	35,000	577.00
Renovation	10,000	1,181.75
Deck - Residential	25,000	174.00
Shed	8,000	347.00
Deck - Residential	70,000	174.00
	<b>7,874,000</b>	<b>25,326.23</b>



Status of Development Matters:Ward 1 - TAVISTOCK

*The Ponds (Phase 3)	33 SFD	Plan 41M-335 Plan 44M-68 Minor Items remain outstanding.
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 Permits Issued.
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 progressing.

Ward 3 - INNERKIP

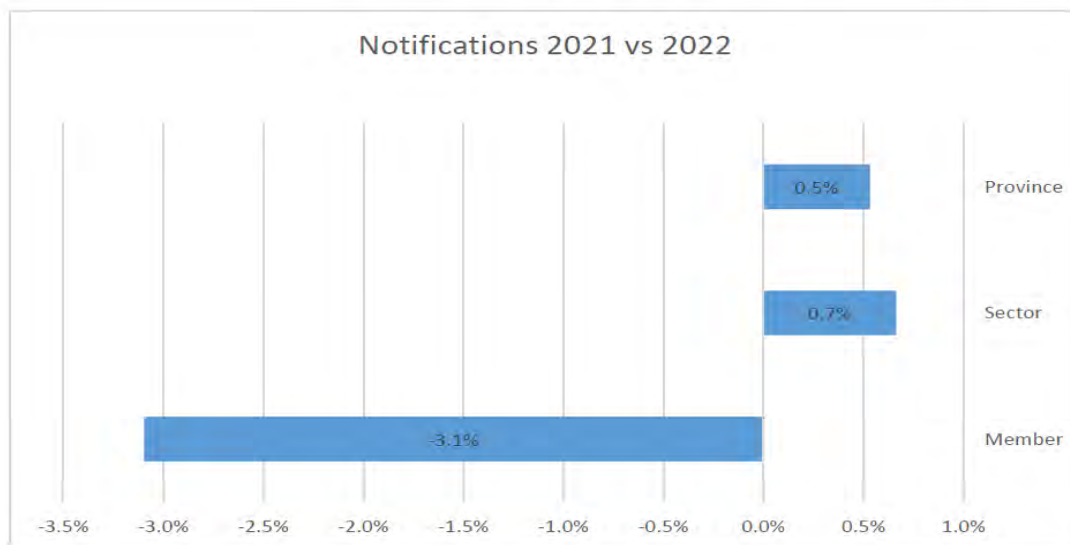
Innerkip Meadows (P3 – Curtis St)	24 SFD + Semi detached units now proposed.	Plan 41M-313
Innerkip Meadows (P4– Lock St)	24 SFD	Plan 41M-325
Innerkip Meadows (P5 -Queen/Curtis)	25 SFD	Plan 41M-339
Innerkip Meadows (P6 - Lock)	19 SFD	Plan 41M-355
Innerkip Meadows (P7 - Matheson)	32 Semi detached units 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.

Staff Report – Building, Development and  
Drainage Monthly Report

Page 4

Drain & Streetlight Locate Summary:

Member	MUNICIPALITY OF EAST ZORRA TAVISTOCK (EZRTVS01)				
Sector	Government	2021	2022		
Month	9	Notifications	Notifications	Change	
		Member	775	751	-3.1%
		Sector	1,586,235	1,596,774	0.7%
		Province	5,057,279	5,084,177	0.5%
		CB Clear	34	35	
		ALA	0	0	
		Suppressed	36	41	



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. Currently underway and nearing completion.
Parker Drain	Tender process complete. Construction to begin Fall 2023
Witzel Drain	Report complete.

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 #PW2022-11

To: His Worship the Mayor and Members of Council

From: Tom Lightfoot, Public Works Manager

Re: Public Works – November 2022 Council Report

Date: October 28, 2022

## Departmental Highlights:

- As **final assumption of the Pond's Subdivision** is nearing, Staff has worked with Apple Homes to meet the requirement of the overland flow route on Jacob Street West to be a natural area. Instead of leaving this site as long unmaintained grass, Staff felt that this site would be a great location for a "pollinator habitat". Canadian Wildlife Federation (CWF) has agreed to provide funding for portions of this project. CWF and Staff feel that this is a great opportunity to have an educational site on the importance of pollinators in our environment. A special seed mix has been planted by Public Works staff - the seeds were supplied by CWF for the type of soil we have on the site. The pollinator habitat will take a couple years to fill in, with additional planting of plants is planned for the spring on this site. Staff also has installed a small walking path which will allow residents to walk through the area to see the flowers and pollinators. Some educational signs will be installed next year to help identify some of the pollinators.



- Over the last month, Public Works staff has completed some further **reshaping of the playground area in Queen's Park**. Staff have removed some granular areas and topsoiled and seeded the locations. Staff will be relocating the walking trail gates by the playground to better control vehicular traffic conflicts with pedestrians.



- The final connections for the new watermain through the Hickson Park to the 89 Loveys Street property have been completed and backfilled. This main will be supplying water to the new Municipal office and Hickson Park. In the spring staff will complete the sidewalk repairs on the King Crescent walkway, as well as final topsoil and seed work.
- Public Works staff attended in-person winter control training in Embro on October 25<sup>th</sup> and 26<sup>th</sup>. Just over 130 operators attended the training this year. This training is a requirement for our operators and is designed to be a refresher in preparation for the winter season.
- The annual crack sealing road maintenance program has been completed.
- Staff has been out cleaning up wood and stump grindings from the annual tree removal tender. Currently about 90% of the cleanup has been completed. The remainder will be completed in November.



- Yard waste depots continue to be well utilized. Staff will be allocating extra time during November to keep up with the increased fall volumes.
- Public Works has been out over the past few weeks grading the gravel roads. We have completed one **pass with our "Claw" shoulder retriever** over the gravel roads to remove the high edges along the ditch line. We will continue shaping and preparing them for the winter season. Staff will continue to working the roads up until freeze up, as weather permits. Staff will also be completing further shoulder grading on the paved roads.
- Final street sweeping in Tavistock and Innerkip is scheduled for mid-November.
- Public Works staff will be starting to prepare for winter control in November. Staff will be starting to prep the plows and will have one truck fully harnessed by early November. The rest of the plows will be harnessed for November 15<sup>th</sup>, as per Township policy. Staff will also be installing fire hydrant markers and placing salt boxes out at Township facilities. Staff will start snow fence installation after November 15<sup>th</sup>, as per Township policy.

### Status of Significant Capital Projects:

Capital Project	Current Status
Box Culvert #2012 replacement	Substantially complete.
Zorra/EZT Bridge Rehabilitation	Substantially complete.
John/Henry Streets re-construction in Tavistock	Substantially complete.
Capital Equipment	Pickup truck plow- received Grader roller-received Utility tractor- received Pick up truck- received Retriever (Claw)- received

Recommendation:

1. None. For Council information only.

Reviewed by C.A.O.:



---

Karen DePrest  
Chief Administrative Officer

Report prepared and submitted by:



---

Tom Lightfoot  
Public Works Manager

# STAFF REPORT

■ Report #FC2022-10

To: His Worship the Mayor and Members of Council

From: Scott Alexander, Township Fire Chief

Re: Fire & Protective Services – October 2022 Council Report

Date: October 27, 2022

## Departmental Highlights:

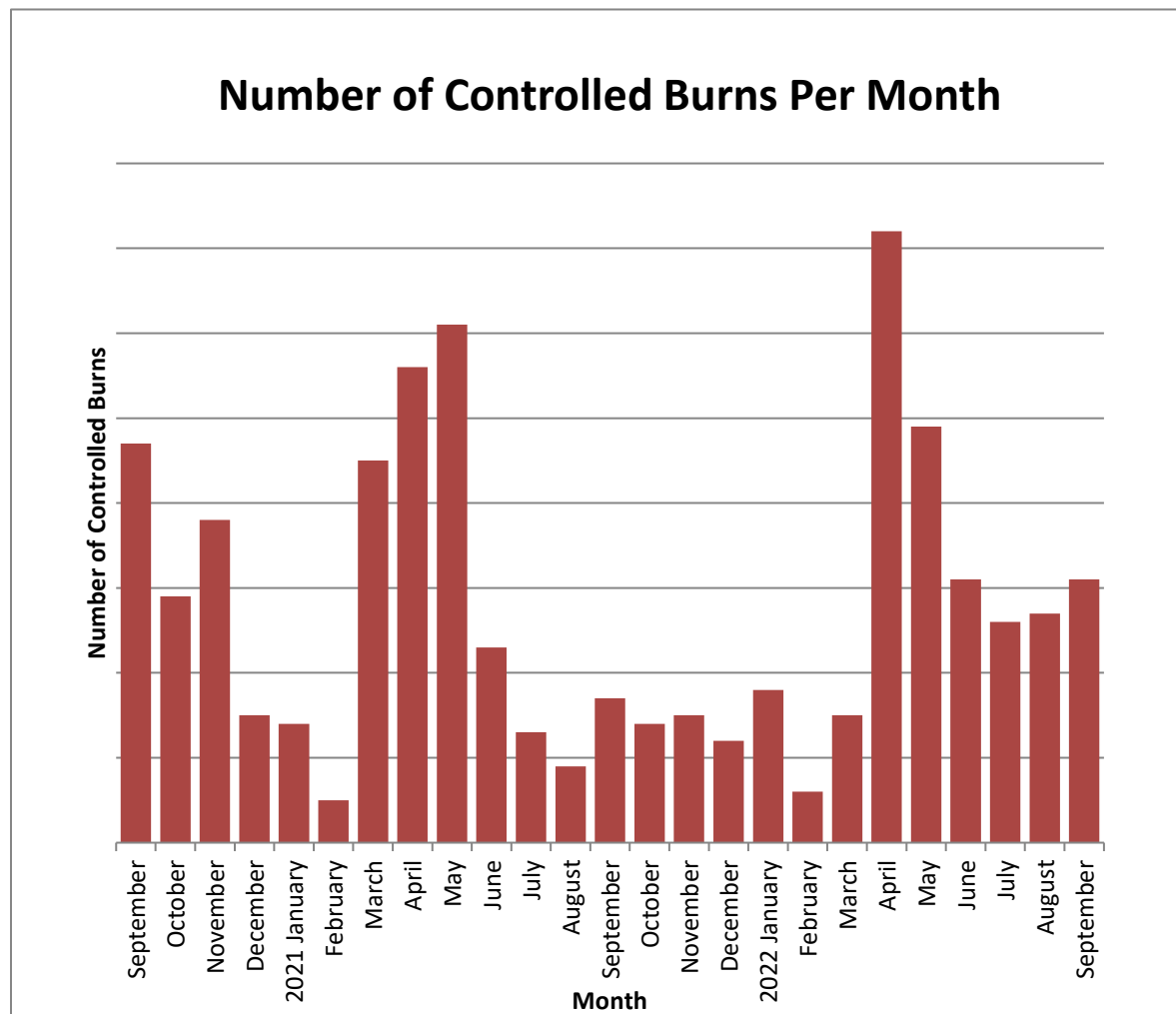
### Fire Department:

- The Stations will begin formalizing the hiring of new firefighters in November. At this point, barring any unforeseen retirements, we will be looking for 5-6 new firefighters for the 2023 RFSOC recruit class.
- Staff completed and submitted the application for the Firefighter Certification Grant fund. This fund was announced back in August to assist fire departments meet the new certification requirements for the Province. A total of \$750,000 spread over 3 years was announced for all eligible departments in Ontario.
- The Hickson Station held a Recreational Off-Highway Vehicle (ROV) training session on October 16<sup>th</sup> to prepare new firefighters to be able **to drive the station's Side by Side. This is a mandatory component of the UTV response vehicle program.**
- Staff and Tavistock Station officers met with representatives from Saputo to begin to update the response protocols in the case of an accidental ammonia release from the plant. As part of the review, **Saputo has supplied new equipment and donated their SCBA's to the Tavistock Station.**
- The Fire Department received an invitation from the Tavistock Legion to participate in their annual Remembrance Day Service on November 6<sup>th</sup>. Captain Nick Hendry from the Tavistock Station has offered to attend the ceremony.
- Carbon Monoxide week is November 1-7. Staff will be providing social media messages regarding CO safety and reminders of the need to

service heating equipment in preparation for the coming colder weather.

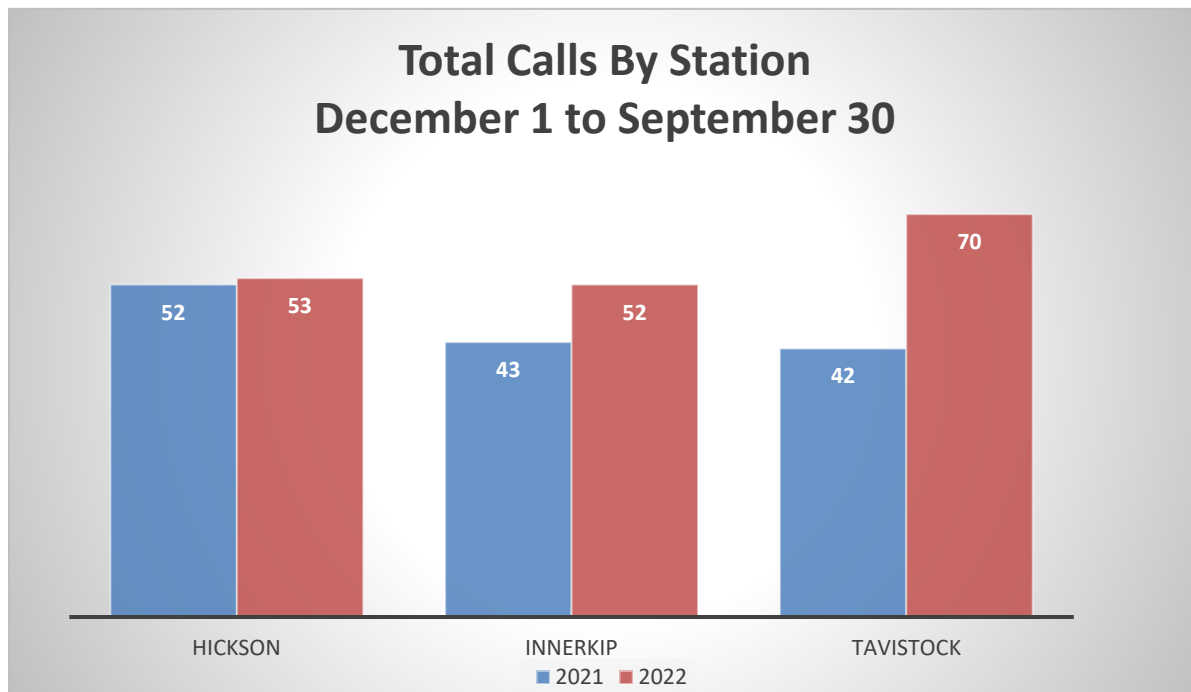
- FPO Hayman has been active with fire prevention and inspection duties during October. He made a presentation at the Oxford County Roads **Supervisor's Joint Meeting**, provided resources for a presentation to the Innerkip Seniors apartments and conducted an inspection and presentation at the Renaissance Apartments in Tavistock. As well, he has completed two vulnerable occupancy inspections and fire drills in compliance with Provincial Fire Code Legislation. He also met with principals of local schools to begin their annual fire safety inspections, and finally, he is in the process of updating our smoke and CO alarm policy.

Controlled Burn Approvals:

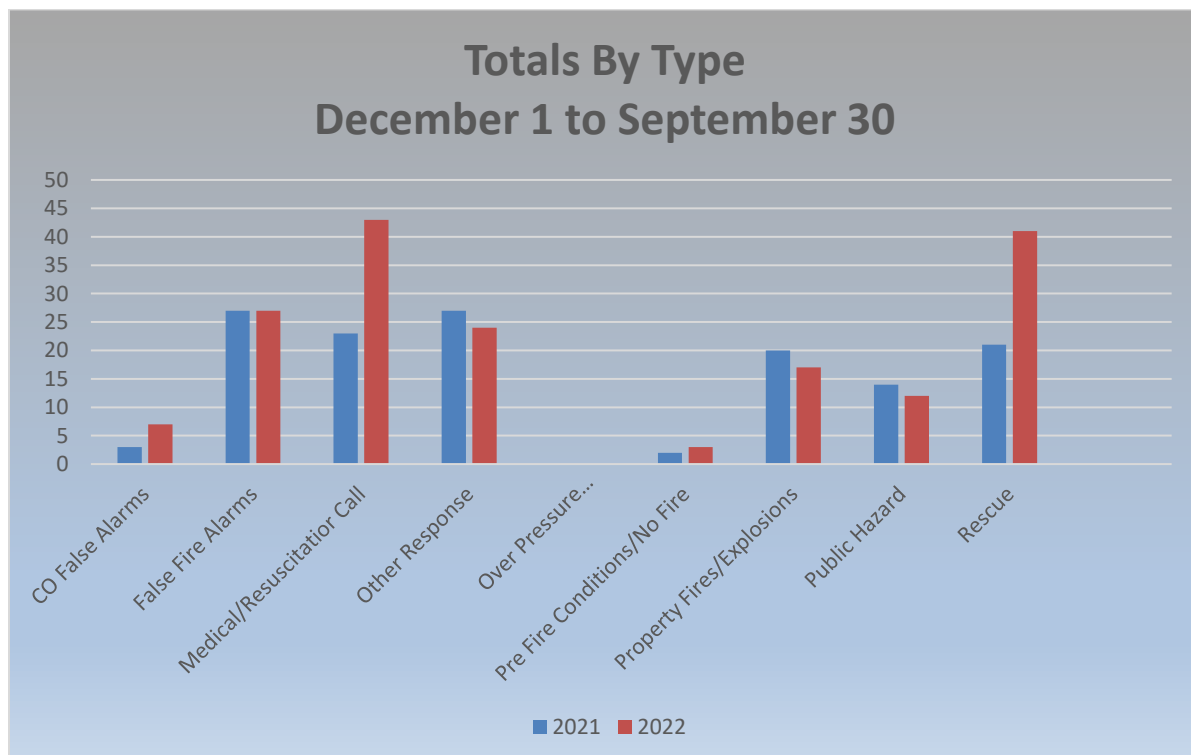


- September (2022): 31
- Year to Date (2022): 275

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



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



Emergency Management:

- The Chief Veterinarian for Ontario has extended the Order until November 21<sup>st</sup> prohibiting events where birds are assembled, such as "bird shows, bird sales and swaps, portions of fairs where birds are exhibited, sport and educational displays where birds are brought from multiple locations, and vaccination gatherings for birds from multiple locations, and further prohibits the movement of birds to those events."

Legislation

- **The Ontario Fire Marshal's office has released the Firefighter Certification Legacy Information and Application package.** Staff will begin to review our firefighters education, training and experience to see if any would qualify for or need the legacy process.

Recommendation:

1. None. For Council information only.

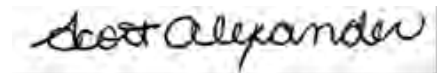
Reviewed by C.A.O.:



---

Karen DePrest  
Chief Administrative Officer

Report prepared and submitted by:



---

Scott Alexander  
Township Fire Chief

# STAFF REPORT



Report #BCO2022-10

To: His Worship the Mayor and Members of Council

From: Melanie Shiell, By-law Compliance Officer

Re: By-law Compliance – November 2022 Council Report

Date: October 26, 2022

## Departmental Highlights:

- None to report

## Legislative Updates:

- None to report

## By-law Compliance Activity for September 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	4	2	2	2	11
Clean Yard					
Animal Control					11
Parking			1	1	15
Noise					4
Zoning	1	1			5
Illegal Dumping					
Inquiry	1	1			10
Canine	1	1	1	1	13
Other	1	1	2	2	7
TOTAL	8	6	6	6	76


Attachments:

- None

Recommendation:

1. None. For Council information only.

Reviewed by C.A.O.:



---

Karen DePrest  
Chief Administrative Officer

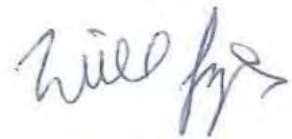
Report prepared  
and submitted by:



---

Melanie Shiell  
By-law Compliance Officer

Department Approval:



---

Will Jaques  
Corporate Services Manager/Clerk



# STAFF REPORT

Report #CSM2022-13

To: His Worship the Mayor and Members of Council

From: Will Jaques, Corporate Services Manager

Re: Corporate Services – November 2022 Council Report

Date: October 26, 2022

## Departmental Highlights:

- Election complete. Please refer to separate report #CSM2022-14.

## Legislative Updates:

- N/A

## Status of Land Use Planning Matters:

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.
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.
Faircrest Farms Ltd.	744772 Oxford Rd. #17	Severance ZBA	Severance of an existing parcel of land, and associated rezoning.	Process complete.

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.
Nemeth	177 Coleman St. Innerkip	Severance	Severance of an existing parcel of land.	Severance application approved and conditions being fulfilled.
Mooney	615411 13 <sup>th</sup> Line	ZBA	Rezoning to allow for the construction of a new residence, with in-law suite (converted dwelling).	Application received.
Jawitz Holdings Inc.	285 Hope St. East, Tavistock	ZBA	Re-zoning to allow for the construction of a new semi-detached dwelling.	By-law passing – appeal period in effect.
McMahon	44 Dietrich Rd. Tavistock	MVA	Relief from side yard setback requirements.	Application received.

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 #CSM2022-13

To: His Worship the Mayor and Members of Council

From: Will Jaques, Corporate Services Manager/ Clerk

Re: Post-Election Evaluation/ Accessibility Report

Date: October 26, 2022

## Background:

Council approved the use of Internet and Telephone voting methods for the 2022 Municipal Election. These voting methods were the same as were used by the Township for the 2018 Municipal Election. Internet and Telephone voting methods allow electors the opportunity to participate in an accessible, environmentally-friendly, and convenient election. Internet and Telephone voting also eliminates the labour-intensive process of vote counting, as well as the staff time required to recruit, train and monitor the people hired to complete the vote counting.

## Discussion:

In the opinion of Staff, the election process was successful.

### Voter Participation

Overall voting participation was as follows:

POSITION	VOTING ACTIVITY - BY POSITION				
	Eligible Electors	Total Recorded Electors	Participation % (Overall)	Declined Votes	Spoiled Votes
Mayor	5,771	2,222	38.50%	42	14
Deputy Mayor	5,771	2,216	38.40%	68	18
Councillor - Ward 1	N/A				
Councillor - Ward 2	N/A				
Councillor - Ward 3	2,182	1,449**	66.4%**	13	2

**\*\*NOTE:** Each Elector entitled to vote for two Candidates

## Staff Report – Post-Election Evaluation/ Accessibility Report Page 2

As the overall participation percentage also accounts for both declined and spoiled ballots, once these items are removed, and by averaging **participation across the Township's three wards, participation was** actually 37.71%. Participation was down from the 2018 election (41.10%), but was **still relatively in the same range as the Township's historical average, as** shown in the chart below:

Historic Township Overall Voter Participation %		
Year	Overall Participation %	Voting Method
2022	37.71%	Internet/ Telephone
2018	41.10%	Internet/ Telephone
2014	50.67%	Vote-by-Mail
2010	42.70%	Vote-by-Mail
2006	35.00%	Traditional
2003	35.40%	Traditional
2000	46.00%	Traditional
1997	45.00%	Traditional
Average	41.7%	

### Human Resource Requirements

One of the key advantages in using Internet and Telephone voting methods was that there were significantly fewer human resource requirements. While there was certainly a great deal of time required by the Clerk and 1-2 additional municipal staff members to prepare for this election, this time requirement was no more onerous than had other voting methods been used.

However, the largest advantage is on Election Day itself. For Traditional and Vote-by-Mail voting methods, in addition to the 2-3 key staff members being involved that day, approximately 15 members of the community were historically required to complete the vote counting process. Further, and in addition to the counting process itself, recruiting, training and supervising and the work of these community members took significant time and although these members did a tremendous job, there was always the chance for human error. In both 2018 and 2022, no community members were required for the vote counting process, and the entire vote tabulating process after voting closed and the Provider properly closed down the system, was instantaneous.

### Public Feedback

During every election period, staff hear various forms of feedback from the public. Informally, staff heard both positive and negative comments regarding Internet and Telephone voting. No formal written complaints were received by the Township regarding the voting methods, or the voting process itself.

### Accessibility

Under the Municipal Elections Act, Clerks are required to prepare a plan for the identification, removal and prevention of barriers that affect voters and candidates with disabilities, and make the plan available to the public before voting day in a regular election. The Clerk also needs to provide a “follow-up report” to the public within 90 days after the election. This section of the report is considered to be the follow-up report. In terms of the Policy requirement, in addition to the Accessible Elections Policy being posted for the public on the Township website, a copy of the Policy is attached to this report as Appendix ‘A’.

In the opinion of Staff, positive strides were made in the 2022 election toward ensuring a high degree of accessibility for electors. In particular:

- Upon request, all documentation and forms were available in large print to assist the visually impaired.
- As compared with paper (e.g. traditional voting, Vote-by-Mail), everyday tools like computers, telephones and other aids presented accessible opportunities for persons with disabilities to accomplish more, while being consistent with the principles of independence, dignity, integration and equal opportunity.
- The voting system provided voters with the capability to vote from the comfort of their own home. Voting from home facilitates the voting process for persons with disabilities who may have mobility restrictions, visual impairment, and/or have a difficult time with transportation. Additionally, persons who have assistive devices set up in their homes could use them to assist with casting a ballot privately and independently.
- The 11-day timeframe for voting provided convenience and independence of voting from anywhere via telephone or Internet during the October 13<sup>th</sup> – 24<sup>th</sup>, 2022 voting period. This was especially appropriate for electors with disabilities who could vote a time that was most convenient to them.
- By allowing persons with disabilities to vote from any location and through Internet or Telephone methods, there was an increase in the capability for the voter to vote without any assistance. This in turn provided persons with disabilities the same independence and privacy in participating in the election as other voters.
- The Voter Help Centre was made as accessible as possible for voters requiring assistance. The route to the entrance of the Voter Help Centre was kept unobstructed and accessible. The route was wide enough to allow for an individual using a wheelchair, scooter, other assistive device,

Staff Report – Post-Election Evaluation/ Accessibility Report Page 4

or service animal to travel safely. Doors into the Voter Help Centre were accessible and easy to open for the duration of the Voter Help Centre hours. Routine checks of entrance and exit routes were made throughout the hours of operation. Further, accessible parking was made available at the Voter Help Centre.

- For persons with disabilities that required assistance in the voting process, Staff at the Voter Help Centre were available to assist throughout the voting period. Alternatively, pursuant to the Township Accessible Customer Service Policy and 2022 Township Election Policies and Procedures, people with disabilities were permitted to be accompanied by a support person, during the voting process itself. In order to assist, a designated support person and/or **'Friend of the Voter'** was administered an oath of secrecy/confidentiality by an Election Official prior to providing such assistance.

Conclusions

In the opinion of Staff, the electors of East Zorra-Tavistock were provided with a fair, accessible and convenient opportunity to cast their vote, and the election was delivered in a manner that accommodated both elector and candidate. In addition to being able to vote from anywhere and at any time during the voting period, electors could attend the Voter Help Centre to receive assistance, or to complete the voting process itself. Additionally, during the voting period, the Voter Help Centre was open during regular business hours (8:30 am to 4:40 pm), and until 8:00 p.m. on Election Day. Overall, Staff would not hesitate to recommend using Internet/ Telephone voting methods in future Township elections.

Attachments:

1. **Appendix 'A'** – 2022 Municipal Election Accessibility Plan

Recommendation:

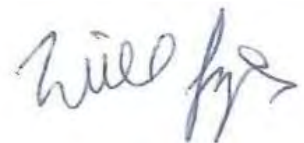
1. None. For information only.

Reviewed by C.A.O:



Karen DePrest  
Chief Administrative Officer

Report prepared and submitted by:



Will Jaques  
Corporate Services Manager

# **The Township of East Zorra-Tavistock**



## **2022 Municipal Election Accessibility Plan**



## Contents

1. INTRODUCTION.....	3
2. OBJECTIVES .....	3
3. DEVELOPMENT OF THE PLAN.....	4
4. VOTING METHODS.....	4
5. VOTER HELP CENTRE.....	6
6. VOTING ASSISTANCE.....	7
7. COMMUNICATION .....	7
8. CANDIDATES .....	9
9. REPORTING.....	10

## 1. INTRODUCTION

This plan will address the specific accessibility requirements in relation to the 2022 Municipal Election in the Township of East Zorra-Tavistock.

The Township of East Zorra-Tavistock has made great efforts in promoting a barrier free community. In an effort to ensure that the 2022 Municipal Election is consistent with the core principles of the Accessibility for Ontarians with Disabilities Act, 2005, this planning document was developed in advance of the election in order to identify measures to be taken and reported to Council following the election.

## 2. OBJECTIVES

This plan is intended to highlight measures that the Township of East Zorra-Tavistock will be implementing to ensure equal opportunity for all electors and candidates. These objectives include:

- That persons with disabilities are able to independently cast their vote and verify their selection.
- That persons with disabilities have full and equal access to all information on where and when to vote and on eligible candidates.
- That persons with disabilities can fully participate in the Municipal Election as an elector, candidate, or election official.
- That efforts are made to ensure that electors with disabilities are aware of the accessibility measures available via channels such as the newspaper, media launches, the Township of East Zorra-Tavistock website and social media.

### **3. DEVELOPMENT OF THE PLAN**

This Plan is a “living” document which will be improved and updated as best practices are identified and new opportunities for improvement arise. In order to develop the plan below, several steps were taken in order to ensure that the statutory requirements were met and a feasible implementation plan was in place. During the development of the 2022 Municipal Election Accessibility Plan, the following steps shall be implemented:

- Review and analysis of documents, policies and other supporting materials from AMCTO, neighboring municipalities, the Ministry of Municipal Affairs and Housing, technology suppliers and other various stakeholder groups.
- Establish staff training standards and practices directly related to the Election to ensure that people with disabilities are able to vote in a positive customer service environment, and ensure that all Election Officials recognize that a voter’s needs shall be accommodated.

### **4. VOTING METHODS**

The 2022 Township of East Zorra-Tavistock Municipal Election will be working with Intelivote Systems Inc. to provide eVoting services to eligible voters. This includes the convenience and independence of voting from anywhere via telephone or Internet during the October 13 – 24, 2022 voting period.

Everyday tools like computers, telephones and other aids can present accessible opportunities for persons with disabilities to accomplish more, while being consistent with the principles of independence, dignity, integration and equal opportunity.

The Intelivote Voting System provides voters with the capability to vote from the comfort of their own home. Voting from home facilitates the voting process for persons with disabilities who may have mobility restrictions, visual impairment, and/or have a difficult time with transportation. Additionally, persons who have assistive devices set up

in their homes can now use them to assist with casting a ballot privately and independently.

By allowing persons with disabilities to vote from any location and from a selection of methods, there is an increase in the capability for the voter to vote without any assistance. This provides persons with disabilities the same independence and privacy in participating in the election as other voters. If persons with disabilities do require assistance in the voting process, trained Election Officials will be present at the Voter Help Centre throughout the voting period.

#### **4.1 Internet Voting**

Eligible voters may vote online, using a smart phone, tablet device, gaming device or computer and any accompanying assistive devices or software, along with their date of birth and PIN and qualifying information, to access the internet address provided in their Voter Instruction Letter.

The Intelivote System has been created to meet the Web Content Accessibility Guidelines (WCAG-2 Level AA), so that persons with disabilities can perceive, understand, navigate and interact with the online voting system. It is compliant with the guidelines of the World Wide Web Consortium website principles, which include organization, functionality and readability of information provided, as well as alternative ways of representing information, such as with audio.

#### **4.2 Telephone Voting**

Eligible voters may vote using a touch-tone telephone, and the toll-free telephone number, date of birth, and PIN number contained in their Voter Information Letter to access an audio ballot. Communications barriers can make it difficult for people to receive or convey information. Barriers may be identified as low volume, use of language that is not clear or plain, and confusing or unorganized menu options.

The Intelivote telephone voting application provides the following:

- Service on all types of touch tone phones and wireless devices.
- Clear, plain language.
- Menu options that are easy to follow, advising when to select options and provision of confirmation of the voter's selections.
- Standard volume is used to allow for adjustment dependent of the telephone or device being utilized.

## **5. VOTER HELP CENTRE**

The Voter Help Centre is located at the Township Office (90 Loveys Street, Hickson). The following considerations are taken into account regarding the Voter Help Centre:

### **5.1 Entrance and Exit**

The route to the entrance of the Voter Help Centre shall be unobstructed and accessible. The route shall be wide enough to allow for an individual using a wheelchair, scooter, other assistive device, or service animal to travel safely. Doors into the Voter Help Centre shall be accessible and easy to open for the duration of the Voter Help Centre hours. Routine checks of entrance and exit routes will be made throughout the hours of operation.

### **5.2 Parking**

Accessible parking shall be available at the Voter Help Centre. The designated parking space(s) shall be clearly marked with the international Symbol of Accessibility and will be on firm and level ground, close to the entrance of the Voter Help Centre.

## **6. VOTING ASSISTANCE**

### **6.1 Support Person/Friend of the Voter**

Pursuant to the Township Accessible Customer Service Policy and 2022 Township Election Policies and Procedures, people with disabilities shall be permitted to be accompanied by a support person at any voting location. A designated support person and/or 'Friend of the Voter' will be administered an oath of secrecy/confidentiality by an Election Official prior to providing any such assistance.

### **6.2 Service Animals**

Pursuant to the Township Accessible Customer Service Policy, individuals requiring service animals are permitted to be accompanied by a service animal at all voting locations.

## **7. COMMUNICATION**

The 2022 Municipal Election Accessibility Plan will be made available at Township Office and by way of the Township of East Zorra-Tavistock web site [www.ezt.ca](http://www.ezt.ca). Alternative formats will be made available upon request.

Information regarding the accessibility measures provided for the 2022 Municipal Election shall be included in general election advertising as well as in the 2022 Municipal Election Nomination Package.

### **7.1 Election Materials**

The Township of East Zorra-Tavistock is required, as per the Accessible Customer Service Standard, to provide a copy of a document to a person with a disability, or the information contained in the document, in a format that takes into account the person's disability.

### **Alternate Formats**

Alternate formats are other ways of publishing information besides regular print. Some of these formats can be used by everyone while others are designed to address the specific needs of a user.

The Township of East Zorra-Tavistock and the person with a disability may agree upon the format to be used for the document or information.

In the event the information is not generated by the Township of East Zorra-Tavistock or is supplied by a third party, the Township of East Zorra-Tavistock will make every effort to obtain the information from the third party in an alternate format and/or will attempt to assist the Elector by providing assistive equipment.

### **General Election Materials**

**Large Print** – Printed material generated by the Township of East Zorra-Tavistock will be provided in a Arial font, minimum 11 point, and can be made available in a font (print) size that is 16 to 20 points or larger.

**Website** – Information generated by the Township of East Zorra-Tavistock on the website in relation to the election will be compliant with WCAG 2.0 Level A, and allow for assistive software to be utilized. In addition, website font can be adjusted within the browser's functionality to aid the user in reading the information.

## **7.2 Service Disruptions**

From time to time and/or for unforeseen circumstances beyond the Township of East Zorra-Tavistock's control, temporary service disruptions may be experienced. In the event of a temporary accessible service disruption, Election Officials will commit to making reasonable efforts to ensure that services are reinstated as quickly as possible and that alternative services are provided where feasible.

In these instances of service disruptions, the Township of East Zorra-Tavistock shall provide reasonable notice in the event of a planned or unexpected disruption in the facilities or services usually used by persons with disabilities.

Notice of these temporary disruptions shall be provided in a conspicuous place and manner at the respective location(s) and information shall also be posted on the Township of East Zorra-Tavistock's website. This notice shall include information about the reason for the disruption, its anticipated duration, and a description of alternative facilities or services, if available.

Accessible services in relation to this plan include voting places, election materials and/or voting provisions for Electors with disabilities at the voting place.

In the event of disruptions to service or unforeseen circumstances that affect the accessibility of voting places during the advance vote or on Election Day, notices of disruption will be posted in real time on the Township of East Zorra-Tavistock's website.

## **8. CANDIDATES**

Candidates must also have regard to the needs of electors with disabilities. Campaign offices, election materials and canvassing should all be reviewed in order to ensure that they are fully accessible. The Accessibility Directorate of Ontario has released several quick reference documents to assist candidates with accessible elections considerations:

- [Count Us In: Removing Barriers to Political Participation - Quick Reference Guide to Accessible Campaign Information and Communication](#)
- [Count Us In: Removing Barriers to Political Participation - Quick Reference Guide to Accessible Constituency, Riding Association, Central Party and Campaign Offices](#)



- [Count Us In: Removing Barriers to Political Participation - Quick Reference Guide to Accessible All Candidates Meetings](#)

## **9. REPORTING**

Pursuant to Section 12.1 of the Municipal Elections Act, 1996, within 90 days after voting day, the Clerk shall submit a report to Council about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

# STAFF REPORT

Report #CAO2022-18

To: His Worship the Mayor and Members of Council

From: Karen DePrest, CAO/Treasurer

Re: CAO/Treasury – November 2022 Council Report

Date: October 26, 2022

## Departmental Highlights:

- Staff filed the Township's Financial Information Return (FIR) for 2021, on October 18<sup>th</sup>. Staff have set the ambitious goal for 2022 to have the FIR filed by the first deadline of May 31<sup>st</sup>, 2023. Staff will keep Council apprised of our work toward that goal in the new year.
- Staff continue to work on the preparation and release of RFPs for the Tavistock Spray Pad Project, municipal banking services and municipal insurance, before the end of November. Signage on the location of the Spray Pad will be erected during the month of November with an email address noting where to contact for the fundraising campaign.
- **As per Council's Wage Grid Administration Policy 1.06, the 2023 CPI** indexing to all Council and staff wages will be 6.49%. This is in keeping with the 12-month Ontario Consumer Price Index from October 1, 2021, to September 30, 2022. Staff will account for this increase in its preparations for the 2023 budget.
- 2023 budget preparations and a comprehensive user fee review are set to begin during the month of November now. Staff are hoping to present the budget to the new Council in March of 2023. A budget timeline report will be presented to the new Council at its inaugural meeting November 16, 2022. Any changes to user fee rates will be proposed to come into effect June 1<sup>st</sup>, 2023, to accommodate the shift between sporting seasons.
- Staff are pleased to announce that Kristen Chaisson has been hired as the new Township Revenue Coordinator/Tax Collector. She begins work on Monday, November 7<sup>th</sup> and will be training with Sherry Matheson for 3 weeks prior to Sherry Matheson's **retirement**.

- The Township's 2022 interim audit is set to occur the week of December 5<sup>th</sup>. Staff will be working throughout the month of November to prepare for the auditor's onsite work during 1 to 2 days of that week.

### Legislative Updates:

- None

### Financial Highlights:

Township of East Zorra-Tavistock

SUMMARY OF NET DEPARTMENTAL BUDGETARY TAX IMPACTS

2022 Proposed Operating and Capital Budgets Summary

Revised Date: 27-10-2022

% Budget Period: 82.19%

Net Budgets By Department	2022 Approved	2022 Actual to Date*	Difference (Budget - Actual)	% Actual/Budget	Remarks
Building, Locates and Drainage*	428,353	391,900	(36,453)	91.49%	
Corporate Services*	2,202,772	2,145,202	(57,570)	97.39%	
Fire and Protective Services*	1,292,954	703,956	(588,998)	54.45%	annual fire pay to be added in December
Parks and Recreation	515,178	325,768	(189,410)	63.23%	no annual transfers completed to date
Public Works	3,158,117	1,956,512	(1,201,605)	61.95%	no annual transfers completed to date
Treasury Services	(944,423)	(1,228,466)	(284,043)	130.08%	
	6,652,951	4,294,872	-2,358,080	64.56%	

\* all Reserve Contributions have been allocated based on a full year budget

### Attachments:

- Appendix 'A' - CPI Indexing Table for Wage Grid Administration Policy 1.06

### Recommendation:

- For Council's information only.

Respectfully submitted by:



Karen DePrest

Chief Administrative Officer/Treasurer

# Appendix A

Consumer Price Index, monthly, not seasonally adjusted 1 2 3  
 Frequency: Monthly  
 Table: 18-10-0004-01 (formerly CANSIM 326-0020)  
 Release date: 2022-08-16  
 Geography: Canada, Province or territory, Census subdivision, Census metropolitan area, Census metropolitan area part

Geography	Ontario												2023				
		Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Count	Sum	Average	Calculated Increase
Products and product groups 3 4	2002=100																
All-items		145.7	146	146	147.4	148.8	150.8	151.6	153.7	154.4	154.6	154.1	154.1	12	1807.2	150.6	6.49%
Food 5		160.6	162.8	164.1	166.7	168.8	170.5	171.6	173.4	173.2	174.6	175.9	176.9	2020-21 Figures			
Shelter 6		159.8	160.5	161.5	161.8	162.8	164.8	166.4	167.2	167.4	168.8	168.6	169.4	12	1697.1	141.425	
Household operations, furnishings and equipment		129.1	129.1	129	130.1	130.6	131.8	132.4	134.4	134.8	135.1	135	135.5				
Clothing and footwear		92.7	93.8	90.2	90.9	91.6	91.3	92.3	94.2	92.4	91.1	91.9	93.5				
Transportation		155.8	155.7	155	157.5	160.8	165.1	165.9	171.9	175.1	171.2	167.7	163.8				
Gasoline		211.9	210.5	201	212.8	229.6	252.9	254.5	288.4	300	263.5	241.5	217.6				
Health and personal care		135.1	134.8	134.6	135.5	135.9	136.5	138.9	138.6	140.2	140.8	140.9	141.5				
Recreation, education and reading		120.5	118.5	117.8	119.4	121	123.4	121.8	124.2	124.9	127.2	125.5	125.7				
Alcoholic beverages, tobacco products and recreational cannabis		177.8	178	177.1	179.5	180.3	181	180.4	180.8	181	180.7	181.8	181.2				
All-items excluding food and energy 7		139.7	139.7	139.9	140.8	141.5	142.7	143.3	144.4	145	145.8	145.6	146.2				
All-items excluding energy 7		143.1	143.4	143.7	144.9	145.9	147.1	147.8	149	149.5	150.3	150.4	151				
Energy 7		187.8	187.9	182.8	187	197.5	212.4	215.5	234.6	239.6	227	215.3	203.1				
Goods 8		128.6	129.4	128.7	130.7	132.8	135.7	136.5	139.5	140.2	139.3	138.4	137.8				
Services 9		160.9	160.6	161.5	162.2	162.9	163.9	164.7	165.8	166.4	167.8	167.7	168.3				

**THE CORPORATION OF THE  
TOWNSHIP OF EAST ZORRA-TAVISTOCK  
COUNTY OF OXFORD  
BY-LAW # 2022 - 38**

---

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 2<sup>nd</sup> day of November, 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 2<sup>nd</sup> DAY OF NOVEMBER, 2022.**

\_\_\_\_\_  
Don McKay, Mayor

seal

\_\_\_\_\_  
Will Jaques, Clerk