

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 7:00 p.m. on Wednesday January 18, 2023.

Members Present: Mayor Phil SCHAEFER, Deputy Mayor Brad SMITH and Councillors Matthew GILLESPIE, Jeremy SMITH, Steven VAN WYK and Scott ZEHR.

Members Absent: Councillor Scott RUDY.

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

Mayor SCHAEFER welcomed everyone to the meeting. Mayor SCHAEFER also noted the Kraft Hockeyville application that has been submitted, as well as the strong community support for the recreational activities that have been taking place on Mondays and Wednesdays at the Memorial Hall. Councillor SMITH noted that registration is now open for the three minor ball organizations in the Township, and that three local residents are part of Team Canada’s softball team heading to the World Championships.

Approve  
Agenda

1. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that Council approve the agenda for the January 18, 2023, meeting as printed and circulated.

***CARRIED.***

**PECUNIARY INTERESTS:**

- N/A

Confirm  
Minutes -  
Council

2. Moved by: Scott ZEHR  
Seconded by: Brad SMITH  
Resolved that Council confirm the Minutes of the December 21, 2022, Council Meeting, as printed and circulated.

***CARRIED.***

**Correspondence & Reports – No Resolutions:**

- ROEDC – September to November 2022 Activity Report
- Oxford County – Response to concerns at intersection of CR #59 and CR #33

**Correspondence & Reports – Resolutions Following:**

OGRA –  
2023 Annual  
Conference

3. Moved by: Matthew GILLESPIE  
Seconded by: BRAD SMITH  
Resolved that Council authorizes the attendance of the following members at the OGRA 2023 Conference, being held April 16-19, 2023, in Toronto:
- Jeremy Smith
  - Brad Smith
  - Matthew Gillespie

***CARRIED.***

AMO –  
2023 Annual  
Conference

4. Moved by: Jeremy SMITH  
Seconded by: Scott ZEHR  
Resolved that Council authorizes the attendance of the following members at the AMO 2023 Conference, being held August 20-23, 2023, in London:
- Jeremy Smith
  - Phil Schaefer
  - Steven Van Wyk

***CARRIED.***

ROEDC –  
September to  
November 2022  
Activity Report

Council reviewed the September to November 2022 Activity Report from the Rural Oxford Economic Development Corporation.

Oxford County-  
Response to  
concerns at  
intersection of  
CR #59 and CR  
#33

Council reviewed the correspondence from the County of Oxford regarding improvements to the intersection of County Road #59 and County Road #33.

Conferences  
and Seminars

The ROMA conference is being held January 22 to 24, 2023.

County Council–  
Updates and  
Questions

Mayor SCHAEFER advised that the Oxford County budget process is now complete.

Staff Report  
#HRSC2023-01  
re: Travel  
Allowance Policy

Human Resources and Safety Coordinator Jennifer Albrecht presented her report to Council regarding updates to Township Policy #2.12 - Travel Allowance Policy.

5. Moved by: Scott ZEHR  
Seconded by: Matthew GILLESPIE  
Resolved that Council approve the updated Policy #2.12 - Travel Allowance Policy, as attached to Staff Report #HRSC2023-01.

***CARRIED.***

Staff Report  
#CSM2023 – 01  
re: Integrity  
Commissioner/  
Closed Meeting  
Investigator  
Services

Clerk Will Jaques presented his report to Council regarding retaining the services of an Integrity Commissioner/ Closed Meeting Investigator.

6. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that Council endorse the appointment of Robert J. Swayze as Integrity Commissioner and Closed Meeting Investigator for the Township of East Zorra-Tavistock;

And that the Mayor and Clerk be authorized to sign the agreement with Robert J. Swayze for Integrity Commissioner and Closed Meeting Investigator services.

***CARRIED.***

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

7. Moved by: Jeremy SMITH  
Seconded by: Steven VAN WYK  
Resolved that the following by-law be read a first and second time:
  - 2023-01 – Integrity Commissioner/ Closed Meeting Investigator Services

***CARRIED.***

By-law:  
  
3<sup>rd</sup> & Final  
Reading

8. Moved by: Scott ZEHR  
Seconded by: Brad SMITH  
Resolved that the following by-law be read a third and final time:
  - 2023-01 – Integrity Commissioner/ Closed Meeting Investigator Services

***CARRIED.***

Other and  
Unfinished  
Business

Staff provided an update on the recruitment process for the EZT Recreation Advisory Committee.

Councillor SMITH brought forward discussion regarding the potential of having an exemption for on-street parking during the Christmas Holiday season. Staff will prepare a report for Council in this regard.

Confirming  
By-law

9. Moved by: Brad SMITH  
Seconded by: Scott ZEHR  
Resolved that By-law #2023-02 being a by-law to confirm the proceedings of Council held Wednesday January 18, 2022, be read a first, second and third time this 18<sup>th</sup> day of January, 2023;

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

***CARRIED.***

Adjourn

10. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that Council does now adjourn at 8:05 p.m.

***CARRIED.***

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Will Jaques, Clerk

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Phil Schaefer, Mayor