

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 7:00 p.m. on Wednesday March 15, 2023.

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

Members Absent: Deputy Mayor Brad SMITH and Councillors Scott Rudy and Scott ZEHR.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, Public Works Manager Tom Lightfoot, CBO John Scherer and Deputy CBO/ Drainage Superintendent Connor Occleston.

Mayor SCHAEFER welcomed everyone to the meeting. Councillor SMITH noted that peopleCare Inc. in Tavistock received funding for much needed medical equipment. Councillor SMITH also noted the upcoming Innerkip Lions Club Good Friday fish fry.

Approve
Agenda

1. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved that Council approve the agenda for the March 15, 2023, meeting as printed and circulated.

CARRIED.

PECUNIARY INTERESTS:

- None.

Confirm
Minutes -
Council

2. Moved by: Steven VAN WYK
Seconded by: Jeremy SMITH
Resolved that Council confirm the Minutes of the March 1, 2023, Council Meeting, as printed and circulated.

CARRIED.

Correspondence & Reports – No Resolutions:

- Bryan Smith – ISE Student Exchange
- ROEDC – December 2022 – February 2023 Activity Report
- Oxford County – William St. SPS Class EA Memo
- Staff Report - #BCO2023 – 01 re: By-law Compliance Reporting
- Staff Report - #CSM2023 – 02 re: Corporate Services Reporting
- Staff Report - #CAO2023 – 03 re: CAO-Treasury Reporting

Correspondence & Reports – Resolutions Following:

Bryan Smith – ISE Student Exchange	Council reviewed the correspondence from Bryan Smith regarding the ISE Student Exchange program.
ROEDC Dec. 2022 – Feb. 2023 Activity Report	Council reviewed the December 2022 – February 2023 Activity Report from the Rural Oxford Economic Development Corporation (ROEDC).
Oxford County– William St. SPS Class EA Memo	Council reviewed the Memo from Oxford County regarding the Class EA process for the William Street Sewage Pumping Station, in Tavistock.
Innerkip Easter Egg Hunt 2023	Council reviewed the correspondence regarding the 2023 Innerkip Easter Egg Hunt.

3. Moved by: Matthew GILLESPIE
 Seconded by: Jeremy SMITH
 Resolved that Council approve the request from the organizers of the 2023 Innerkip Community Easter Egg Hunt to have the Township’s insurance coverage extended to the volunteers involved in the event, namely:

- Alicia McIntyre
- Paul McIntyre
- Lindsay Batte
- Ryan Batte
- Rachael Murphy
- Evan Murphy
- Jacqueline Singleton
- Mike Singleton
- Kyle Smith
- Kelly Lyons
- Jay Lyons

CARRIED.

Public Meeting -
Open

4. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
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 ZN2-23-01
(Township of
Ezt & Fishback)

PUBLIC MEETING – TOWNSHIP OF EAST ZORRA-TAVISTOCK/FISHBACK ZONE CHANGE APPLICATION ZN2-23-01, LOTS 55-56 & 62-65, PLAN 820, TOWNSHIP OF EAST ZORRA-TAVISTOCK.

Dustin Robson from the County of Oxford Planning Department was present to comment on his report #CP2023-75, regarding the Zone Change Application on lands currently owned by the Township of East Zorra-Tavistock, and submitted by Murray and Diane Fishback.

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: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved that the Public Meeting does now adjourn and Council reconvenes at 7:25 p.m.

CARRIED.

6. Moved by: Jeremy SMITH
Seconded by: Steven VAN WYK
Resolved that Council approve the zone change application for lands currently owned by the Township of East Zorra-Tavistock and submitted by Murray & Diane Fishback, whereby the lands described as Lots 55-56 & 62-65, Plan 820, in the Township of East Zorra-Tavistock, are to be rezoned from 'Village Zone (V)' to 'Residential Type 1 Zone (R1).'

CARRIED.

County Council-
Updates &
Questions

Mayor SCHAEFER provided an update on County of Oxford activities, including the appointment of Ben Addley as Chief Administrative Officer.

Staff Report
#BIDS2023 –
01 re: Tavistock
Drain 1979 -
Reconstruction
2021 –
Section 84.1
Report

Building Inspector/ Drainage Superintendent
Connor Occleston presented his report to Council
regarding amending the Drain Report for the
Tavistock Drain 1979 – Reconstruction 2021
project, under Section 84.1 of the Drainage Act.

7. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that Council accept the Section 84.1 As
Amended Drawings #1-12 in Appendix "B" of Staff
Report #BIDS2023-01, and that these drawings
replace current drawings #1-12 in the adopted
Tavistock Drain 1979 – Reconstruction 2021
report, as approved under Township By-law
#2022-01.

CARRIED.

Public Hearing -
Minor Variance
Application
A-3-2023
(Williams)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-3-2023 (WILLIAMS),
DESCRIBED AS PART LOT 11-12,
CONCESSION 16 (EAST ZORRA), TOWNSHIP
OF EAST ZORRA-TAVISTOCK.**

At 7:30 p.m., Council, constituted as the
Committee of Adjustment, considered Minor
Variance Application #A-3-2023 for Judith and
Tara Williams. Planner Dustin Robson presented
Planning Report #CP2023-92.

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 considered the
comments made in making its decision regarding
this application.

8. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-3-2023, submitted by Judith and Tara Williams for lands described as Part Lot 11-12, Concession 16 (East Zorra), in the Township of East Zorra-Tavistock as it relates to:

1. Relief from Section 7.2.4 - Number of Accessory Dwellings and Garden Suites Per Lot to permit the establishment of a second, permanent accessory detached dwelling.

Subject to the following condition:

1. The requested relief shall only apply to permit the existing second accessory dwelling unit at the approximate location as shown on Plate 4 of Report No. CP 2023-92.

As the variance requested is considered to be:

- i. in keeping with the general intent and purpose of the Official Plan;
- ii. a 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.

CARRIED.

Staff Report
#PW2023-03
re: Joint
Surface
Treatment
Tender Results

Public Works Manager Tom Lightfoot presented his report to Council regarding the results from the recent joint surface treatment tender.

9. Moved by: Jeremy SMITH
Seconded by: Steven VAN WYK
Resolved that Council accept the tender submitted by Walker Construction Limited, for the works proposed in contract # Tender-Eng-2023-408, for the submitted tender price of \$450,572.50, excluding taxes.

CARRIED.

- Council Appoints members to Court of Revision
10. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that the following members be appointed to the Court of Revision for the Tavistock Drain 1985 – Reconstruction 2023 project:
- Phil Schaefer
 - Matthew Gillespie
 - Steven Van Wyk

CARRIED.

- Court of Revision Opens
11. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that the Court of Revision for the Tavistock Drain 1985 – Reconstruction 2023 project does now open at 7:46 p.m.

CARRIED.

At 7:46 p.m., the Court of Revision for the Tavistock Drain 1985 – Reconstruction project was held. The Court consisted of Chairperson Phil Schaefer, as well as Matthew Gillespie and Steven Van Wyk.

No written or verbal appeals were received at the Court itself.

12. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that the assessments for the Tavistock Drain 1985 – Reconstruction 2023 project be sustained.

CARRIED.

- Court of Revision Closes – Council Reconvenes
13. Moved by: Steven VAN WYK
Seconded by: Matthew GILLESPIE
Resolved that the Court of Revision for the Tavistock Drain 1985 - Reconstruction 2023 project does now close and Council reconvene at 7:48 p.m.

CARRIED.

- Staff Report #BCO2023 – 02 re: By-law Compliance Reporting
- Council reviewed the Monthly By-law Compliance Report from By-law Compliance Officer Melanie Shiell.

Staff Report
#CSM2023 – 04
re: Corporate
Services
Reporting

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

Staff Report
#CAO2023 – 03
re: CAO-
Treasury
Reporting

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

By-law:

1st & 2nd
Reading

14. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that the following by-laws be read a first and second time:
- 2023-07 – Actual Cost By-law (Tavistock Drain 1979 - Recon. 2021)
 - 2023-08 – ZBA Application ZN2-23-01 (Township of EZT & Fishback)

CARRIED.

By-law:

3rd & Final
Reading

15. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that the following by-laws be read a third and final time:
- 2023-07 – Actual Cost By-law (Tavistock Drain 1979 - Recon. 2021)
 - 2023-08 – ZBA Application ZN2-23-01 (Township of EZT & Fishback)
 - 2023-04 – Tavistock Drain 1985 - Reconstruction 2023 (Provisional By-law)

CARRIED.

Other and
Unfinished
Business

Councillor SMITH enquired as to the status of developing a land acknowledgement statement for the Township. The County of Oxford is assisting the Township to develop the land acknowledgement statement.

Confirming
By-law

16. Moved by: Jeremy SMITH
Seconded by: Steven VAN WYK
Resolved that By-law #2023-09 being a by-law to confirm the proceedings of Council held Wednesday March 15, 2023, be read a first, second and third time this 15th day of March, 2023;

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

CARRIED.

Adjourn

17. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that Council does now adjourn at
8:31 p.m.

CARRIED.

Will Jaques, Clerk

Phil Schaefer, Mayor