

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 17, 2023.

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

Members Absent: None.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, Public Works Manager Tom Lightfoot, CBO John Scherer and Corporate Initiatives Officer Meaghan Vader.

Mayor SCHAEFER welcomed everyone to the meeting. Councillor SMITH advised that two of the four commercial units in the new plaza in Innerkip are now occupied. Councillor SMITH also advised of the upcoming annual Walk for Guide Dogs on May 28, 2023, in Innerkip, organized by the Innerkip and Woodstock Lions Clubs. Councillor SMITH further advised that the Innerkip Classic Car Cruise Nights are commencing again starting May 31, 2023. Lastly, Councillor SMITH drew attention to May 17<sup>th</sup> being International Day Against Homophobia, Biphobia and Transphobia. Mayor SCHAEFER advised that the 2023 World Crokinole Championship will be held on June 3, 2023, in Tavistock.

Approve  
Agenda

1. Moved by: Scott ZEHR  
Seconded by: Brad SMITH  
Resolved that Council approve the agenda for the May 17, 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 May 3, 2023, Council Meeting, as printed and circulated.

***CARRIED.***

3. Moved by: Scott ZEHR  
 Seconded by: Scott RUDY  
 Resolved that Council confirm the Minutes of the May 11, 2023, Special Council Meeting, as printed and circulated.

***CARRIED.***

**Correspondence & Reports – No Resolutions:**

- Staff Report - #BCO2023 – 04 re: By-law Compliance Reporting
- Staff Report - #CSM2023 – 07 re: Corporate Services Reporting
- Staff Report - #CAO2023 – 06 re: CAO-Treasury Reporting

**Correspondence & Reports – Resolutions Following:**

AORS – 2023 Trade Show

Council reviewed the correspondence from the Association of Ontario Road Supervisors (AORS) regarding the upcoming 2023 Trade Show.

County Council– Updates & Questions

Mayor SCHAEFER provided an update on County Council activities, including the recent employee survey results.

Staff Report #CIO2023 – 03 re: Municipal Alcohol Policy

Corporate Initiatives Officer Meaghan Vader presented her report to Council regarding the implementation of a Municipal Alcohol Policy, as revised following the April 19, 2023, Council meeting.

4. Moved by: Matthew GILLESPIE  
 Seconded by: Scott ZEHR  
 Resolved that Council adopt the Municipal Alcohol Policy, as attached to Staff Report #CIO2023-03;

And further that Council authorizes the Municipal Alcohol Policy be effective as of September 1, 2023.

***CARRIED.***

Public Hearing -  
Minor Variance  
Application  
A-4-2023  
(Feltz)

**PUBLIC HEARING - MINOR VARIANCE  
APPLICATION #A-4-2023 (FELTZ),  
DESCRIBED AS PART LOT 26, CONCESSION 12  
(EAST ZORRA), TOWNSHIP OF EAST ZORRA-  
TAVISTOCK.**

At 7:18 p.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-4-2023 for Steve and Gwen Feltz. Planner Dustin Robson presented Planning Report #CP2023-148.

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.

5. Moved by: Brad SMITH  
Seconded by: Steven VAN WYK  
Resolved that Council, constituted as the Committee of Adjustment, approve Application A-4-2023, submitted by Steve and Gwen Feltz for lands described as Part Lot 26, Concession 14 (East Zorra), as it relates to:
  1. Relief from Section 5.1, Table 5.1.1.3 – Regulations for Accessory Uses, to increase the maximum height of a building accessory to a residential use from 5.5 m (18 ft) to 6.1 m (20 ft).

Subject to the following condition:

1. That the proposed relief shall only apply to a detached garage of the approximate size and location as depicted on Plates 3 & 4 of Report CP 2023-148

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.***

2023 Budget  
Public Meeting -  
Open

6. Moved by: Scott ZEHR  
Seconded by: Jeremy SMITH  
Resolved that Council does now adjourn to a Public Meeting for consideration of the 2023 Budget, at 7:25 p.m.

***CARRIED.***

CAO Karen DePrest highlighted the proposed 2023 budget. Members of Council discussed items related to the proposed 2023 budget. No members of the public present spoke regarding the proposed 2023 budget.

Adjourn Budget  
Public Meeting -  
Council  
Reconvene

7. Moved by: Matthew GILLESPIE  
Seconded by: Jeremy SMITH  
Resolved that the Public Meeting does now adjourn and Council reconvenes at 7:31 p.m.

***CARRIED.***

At 7:33 p.m., Pam Antonio and Frank Gross presented to Council regarding the upcoming transition of the Blue Box Program to Extended Producer Responsibility.

Oxford County  
Pride  
Committee –  
Flag Raising &  
Sponsorship  
Request

Council reviewed the correspondence from the Oxford County Pride Committee regarding their request for flag raising and Sponsorship. In light of the correspondence received from Brian Middleton regarding banning non-government and special interest group flags, which was also on the agenda for the meeting, Council reviewed and considered these two items of correspondence together.

Brian  
Middleton-  
Ban Non-  
Government  
and Special  
Interest Group  
Flags

After review and discussion on the matter, Council directed Staff to research and develop a policy for flags on municipal properties, as well as the potential of a community flagpole.

8. Moved by: Brad SMITH  
Seconded by: Matthew GILLESPIE  
Resolved that Council direct staff to research and develop a policy regarding flags on municipal properties, including the design of a Township flag, and the potential of a community flagpole;

And that the policy be brought back to Council for consideration at the September 6, 2023, Council meeting.

**CARRIED.**

Staff Report  
#BCO2023 – 04  
re: By-law  
Compliance  
Reporting

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

Staff Report  
#CSM2023 – 07  
re: Corporate  
Services  
Reporting

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

Staff Report  
#CAO2023 – 05  
re: CAO-  
Treasury  
Reporting

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

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

9. Moved by: Scott RUDY  
Seconded by: Scott ZEHR  
Resolved that the following by-law be read a first and second time:
- 2023-16 – Hickson Sports and Recreation Inc. Agreement

**CARRIED.**

By-law: 10. Moved by: Jeremy SMITH  
3<sup>rd</sup> & Final Seconed by: Brad SMITH  
Reading Resolved that the following by-law be read a third  
and final time:  
• 2023-16 – Hickson Sports and Recreation Inc.  
Agreement

***CARRIED.***

Confirming 11. Moved by: Matthew GILLESPIE  
By-law Seconed by: Jeremy SMITH  
Resolved that By-law #2023-17 being a by-law to  
confirm the proceedings of Council held  
Wednesday May 17, 2023, be read a first, second  
and third time this 17<sup>th</sup> day of May, 2023;

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

***CARRIED.***

Adjourn 12. Moved by: Brad SMITH  
Seconed by: Matthew GILLESPIE  
Resolved that Council does now adjourn at  
9:38 p.m.

***CARRIED.***

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Will Jaques, Clerk

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Phil Schaefer, Mayor