

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 9:00 a.m. on Wednesday August 2, 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 and Fire Chief Scott Alexander.

Mayor SCHAEFER welcomed everyone to the meeting. Councillor SMITH noted the delegation at the July 12, 2023 Oxford County Council meeting which brought attention to "Intimate Partner Violence" (IPV), to which County Council declared this important topic as an epidemic.

Approve  
Agenda

1. Moved by: Scott ZEHR  
Seconded by: Brad SMITH  
Resolved that Council approve the agenda for the August 2, 2023, meeting as printed and circulated.

***CARRIED.***

**PECUNIARY INTERESTS:**

- Jeremy SMITH – Item #5(a) (Minor Variance Application A-5-2023 (Maurer))

Confirm  
Minutes -  
Council

2. Moved by: Jeremy SMITH  
Seconded by: Scott RUDY  
Resolved that Council confirm the Minutes of the July 5, 2023, Council Meeting, as printed and circulated.

***CARRIED.***

**Correspondence & Reports – No Resolutions:**

- Oxford County – Review of A Place to Grow & Provincial Policy Statement
- Oxford County – Municipal Blue Box Program Transition Update
- Oxford County – Transportation Master Plan
- Oxford County – Water/ Wastewater Master Plan
- Staff Report - #FC2023 – 06 re: Fire Department Reporting
- Staff Report - #BCO2023 – 06 re: By-law Compliance Reporting
- Staff Report - #CSM2023 – 09 re: Corporate Services Reporting
- Staff Report - #CAO2023 – 08 re: CAO-Treasury Reporting

**Correspondence & Reports – Resolutions Following:**

Oxford County-  
Review of A  
Place to Grow &  
Provincial Policy  
Statement

Council reviewed the correspondence from the County of Oxford regarding their review of A Place to Grow and the Provincial Policy Statement (PPS).

Oxford County-  
Municipal Blue  
Box Program  
Transition  
Update

Council reviewed the correspondence from the County of Oxford regarding their update on the Municipal Blue Box Program Transition.

Oxford County-  
Transportation  
Master Plan

Council reviewed the correspondence from the County of Oxford regarding the County Transportation Master Plan.

Public Hearing -  
Minor Variance  
Application  
A-5-2023  
(Maurer)

**PUBLIC HEARING - MINOR VARIANCE APP. #A-5-2023 (MAURER), DESCRIBED AS PART LOT 94, PLAN 111, PART 1, 41R-7592, PART LOT 10, CON. 17 (EAST ZORRA), TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

At 9:21 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-5-2023 for Rolf Maurer. Planner Dustin Robson presented Planning Report #CP2023-229.

Members of the Committee asked questions of the Planner and Staff. The applicant was present for the hearing and spoke favourably of the application, and clarified outstanding questions that the Committee had. The Committee considered the comments made in making its decision regarding this application.

3. Moved by: Matthew GILLESPIE  
 Seconded by: Brad SMITH  
 Resolved that Council, constituted as the Committee of Adjustment, approve Application A-5-2023, submitted by Rolf Maurer for lands described as Part Lot 94, Plan 111, Part 1, 41R7592, Part Lot 10, Concession 17 (East Zorra), as it relates to:
  1. Relief from Section 5.1, Table 5.1.1.3 – Regulations for Accessory Uses, to allow a building accessory to a residential use to be built in the required Front Yard, subject to the following conditions:
    - a) That the proposed garage be set back a minimum of 5 m (16.4 ft) from the front lot line.
    - b) That the proposed relief shall only apply to a detached garage of the approximate size and location as depicted on Plate 3 of Report CP 2023-229.
    - c) That a land survey be provided to Township staff, to the Township’s satisfaction, prior to the issuance of Building Permits.

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.**

Oxford County–  
 Water/  
 Wastewater  
 Master Plan

Council reviewed the correspondence from the County of Oxford regarding the County Water/Wastewater Master Plan.

County Council–  
 Updates &  
 Questions

Mayor SCHAEFER provided an update on Oxford County Council activities.

Staff Report  
#FC2023 – 06  
re: Fire  
Department  
Reporting

Fire Chief Scott Alexander reviewed the Monthly Fire Department Report with Council.

Staff Report  
#BCO2023 – 06  
re: By-law  
Compliance  
Reporting

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

Staff Report  
#CSM2023 – 09  
re: Corporate  
Services  
Reporting

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

Staff Report  
#CAO2023 – 08  
re: CAO-  
Treasury  
Reporting

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

Confirming  
By-law

4. Moved by: Matthew GILLESPIE  
Seconded by: Scott ZEHR  
Resolved that By-law #2023-26 being a by-law to confirm the proceedings of Council held Wednesday August 2, 2023, be read a first, second and third time this 2<sup>nd</sup> day of August, 2023;

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

***CARRIED.***

Adjourn

5. Moved by: Brad SMITH  
Seconded by: Steven VAN WYK  
Resolved that Council does now adjourn at 11:47 a.m.

***CARRIED.***

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Will Jaques, Clerk

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Phil Schaefer, Mayor