

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 9:00 a.m. on Wednesday September 6, 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, CBO John Scherer, Public Works Manager Tom Lightfoot and Fire Chief Scott Alexander.

Mayor SCHAEFER welcomed everyone to the meeting. Councillor SMITH noted that the end of summer has arrived and students are returning to school, with special mention of the new playground equipment at Innerkip Public School, fundraised for by the Home and School Association. Councillor SMITH also recognized community member Starr Blackman, who recently moved away from Innerkip. Mayor SCHAEFER recognized the Tavistock Merchants on winning the National Fast Pitch title. Mayor SCHAEFER also noted that September is Big Brothers - Big Sisters Month.

Approve
Agenda

1. Moved by: Brad SMITH
Seconded by: Matthew GILLESPIE
Resolved that Council approve the agenda for the September 6, 2023, meeting as printed and circulated.

CARRIED.

PECUNIARY INTERESTS:

- None.

Confirm
Minutes -
Council

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

CARRIED.

Correspondence & Reports – No Resolutions:

- Safe & Well Oxford – Update
- August 9, 2023 Recreation Advisory Committee (RAC) Minutes
- Staff Report - #CBO2023 – 08 re: Building, Development & Drainage Reporting
- Staff Report - #PW2023 – 08 re: Public Works Reporting
- Staff Report - #FC2023 – 07 re: Fire Department Reporting
- Staff Report - #CAO2023 – 09 re: CAO Reporting

Correspondence & Reports – Resolutions Following:

TVDSB –
Support for
Construction of
North
Woodstock
School

Council reviewed the correspondence from the Thames Valley District School Board regarding their request for support of the Board’s revised construction plans, to increase the scope of the new North Woodstock School.

3. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that the Township of East Zorra-Tavistock support the Thames Valley District School Board’s revised construction plans for the new North Woodstock School.

CARRIED.

Oxford County–
Strong Mayors,
Building Homes
Act 2022
Resolution

Council reviewed the correspondence from the County of Oxford regarding their desire to not be considered for the implementation of either “Strong Mayor” powers per the “Strong Mayors, Building Homes Act, 2022, S.O. 2022, c. 18 - Bill 3”, or any restructuring that is not requested by Oxford with its area municipal partners.

4. Moved by: Jeremy SMITH
Seconded by: Brad SMITH
Resolved that Council support the resolution of the County of Oxford regarding their desire to not be considered for the implementation of either “Strong Mayor” powers per the “Strong Mayors, Building Homes Act, 2022, S.O. 2022, c. 18 - Bill 3”, or any restructuring that is not requested by Oxford with its area municipal partners.

CARRIED.

Safe & Well
Oxford–Update

Council reviewed the correspondence from the Safe & Well Oxford Steering Committee.

Oxford County -
Consent
Application
B23-35-2
(McKay)

5. Moved by: Matthew GILLESPIE
Seconded by: Scott RUDY
Resolved that Council voice no objection to consent application B23-35-2 (McKay).

CARRIED.

At 9:18 a.m., Cristina McLaren from Oxford County Library presented the 2022 Community Report to Council.

Public Hearing -
Minor Variance
Application
A-6-2023
(Chambers)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-6-2023 (CHAMBERS),
DESCRIBED AS LOT 28, PLAN 35, TOWNSHIP
OF EAST ZORRA-TAVISTOCK.**

At 9:32 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-6-2023 for Kevin and Kailee Chambers. Planner Dustin Robson presented Planning Report #CP2023-262.

Members of the Committee asked questions of the Planner and Staff. The applicant was present for the hearing and spoke favourably of the application. Issues of lot coverage for an existing accessory building on the property, as well as discrepancies in the site sketch and associated numbers noted on the sketch, were identified. The Committee considered the comments made in making its decision regarding this application.

6. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-6-2023, submitted by Kevin & Kailee Chambers for lands described as Lot 28, Plan 35 in the Village of Innerkip, and municipally known as 182 Blandford Street, as it relates to:

1. Relief from Table 5.1.1.3, Regulations for Accessory Uses, to increase the maximum gross floor area of a building accessory to a residential use from 100 m² (1,076 ft²) to 161.09 m² (1,734 ft²); and,
2. Relief from Table 5.1.1.3, Regulations for Accessory Uses, to increase the maximum height from of a building accessory to a residential use from 4 m (13.1 ft) to 4.4 m (14.5 ft).

Subject to the following condition:

- i. That the proposed relief shall only apply to a residential detached garage and shed of the approximate size and location as depicted on Plate 3 of Report CP 2023-262.

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

DEFEATED.

7 Moved by: Scott RUDY
Seconded by: Scott ZEHR
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-6-2023, submitted by Kevin & Kailee Chambers for lands described as Lot 28, Plan 35 in the Village of Innerkip, and municipally known as 182 Blandford Street, as it relates to:

1. Relief from Table 5.1.1.3, Regulations for Accessory Uses, to increase the maximum gross floor area of a building accessory to a residential use from 100 m² (1,076 ft²) to 136 m² (1,463.9 ft²); and,
2. Relief from Table 5.1.1.3, Regulations for Accessory Uses, to increase the maximum height from of a building accessory to a residential use from 4 m (13.1 ft) to 4.4 m (14.5 ft).

Subject to the following condition:

- i. That the proposed relief shall only apply to a residential detached garage of the approximate size and location as depicted on Plate 3 of Report CP 2023-262.

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

DEFEATED.

8. Moved by: Steven VAN WYK
Seconded by: Jeremy SMITH
Resolved that the Committee of Adjustment defer application A-6-2023 (Chambers).

CARRIED.

Public Hearing -
Minor Variance
Application
A-7-2023
(Stere)

**PUBLIC HEARING - MINOR VARIANCE
APPLICATION #A-7-2023 (STERE),
DESCRIBED AS PART BLOCK A, PLAN M70,
PART 2, PLAN 41R8915, TOWNSHIP OF EAST
ZORRA-TAVISTOCK.**

At 10:19 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-7-2023 for Brian and Danielle Stere. Planner Dustin Robson presented Planning Report #CP2023-264.

Members of the Committee asked questions of the Planner and Staff. The applicant was not present for the hearing. The Committee considered the comments made in making its decision regarding this application.

9. Moved by: Scott RUDY
Seconded by: Brad SMITH
Resolved that Council, constituted as the Committee of Adjustment, approve Application File A-7-2023, submitted by Brian & Danielle Stere for lands described as Part Block A, Plan M70, Part 2, Plan 41R8915 in the Village of Tavistock, being municipally known as 98 Jacob Street West, as it relates to:

1. Relief from Section 5.32.1, Table 5.32.1 – Permitted Projections Into Required Yards, to reduce the minimum setback between projection and lot line for a covered deck from 4 m (13.1 ft) to 2.7 m (8.8 ft); and,
2. Relief from Section 12.2, Table 12.2 – Residential Type 1 Zone (R1) Lot Coverage Provision, to increase the maximum lot coverage from 40% to 43%.

Subject to the following condition:

- i. That the proposed relief shall only apply to a covered deck of the approximate size and location as depicted on Plate 3 of Report CP 2023-264.

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.

At 10:30 a.m., Louise Wardrop from the Oxford Community Foundation made a presentation to Council regarding the activities of the Foundation.

At 10:45 a.m., Don Ford, Mackenzie Schultz and David Simpson from Oxford County Public Works made a presentation to Council regarding the ongoing 2024 Water–Wastewater Master Plan.

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| Oxford County–
Consent
Application
B23-45-2
(Leslie) | 10. Moved by: Matthew GILLESPIE
Seconded by: Steven VAN WYK
Resolved that Council voice no objection to consent application B23-45-2 (Leslie). |
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CARRIED.

Conferences and Seminars	Mayor SCHAEFER, Councillor SMITH, Councillor VAN WYK and CAO-Treasurer Karen DePrest provided Council with an overview of the recent AMO Conference.
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August 9, 2023 Recreation Advisory Committee (RAC) Minutes	Council reviewed the August 9, 2023, Recreation Advisory Committee (RAC) Minutes.
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Staff Report #CBO2023 – 08 re: Building, Development & Drainage Reporting	Chief Building Official John Scherer reviewed the Monthly Building, Development & Drainage Report with Council.
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Staff Report #PW2023 – 08 re: Public Works Reporting	Public Works Manager Tom Lightfoot reviewed the Monthly Public Works Report with Council.
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Staff Report
#FC2023 – 07
re: Fire
Department
Reporting

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

Staff Report
#CAO2023 – 09
re: CAO
Reporting

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

Confirming
By-law

11. Moved by: Scott ZEHR
Seconded by: Brad SMITH
Resolved that By-law #2023-27 being a by-law to confirm the proceedings of Council held Wednesday September 6, 2023, be read a first, second and third time this 6th day of September, 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: Jeremy SMITH
Seconded by: Steven VAN WYK
Resolved that Council does now adjourn at 1:09 p.m.

CARRIED.

Will Jaques, Clerk

Phil Schaefer, Mayor