

The Council of the Township of East Zorra-Tavistock met at the Innerkip Community Centre, Innerkip, Ontario at 7:00 p.m. on Wednesday September 20, 2023.

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

Members Absent: Deputy Mayor Brad SMITH and Councillor Scott RUDY.

Staff Present: CAO-Treasurer Karen DePrest, Clerk Will Jaques, CBO John Scherer, Public Works Manager Tom Lightfoot, Deputy CBO/ Drainage Superintendent Connor Occleston, Human Resources and Safety Coordinator Jennifer Albrecht, Deputy Treasurer Andrea Rice and Supervisor of Parks and Recreation Operations Matt Lamers.

Mayor SCHAEFER welcomed everyone to the meeting. Councillor SMITH noted that Gender Equality Week 2023 is taking place from September 17-23. Councillor SMITH also noted that September 30th is National Day for Truth and Reconciliation, which coincides with Orange Shirt Day, and honours the children and their families that were part of the residential school system in Canada. Lastly, Councillor SMITH advised that September 27th will be the final classic car cruise night of the season, in Innerkip.

Approve
Agenda

1. Moved by: Scott ZEHR
Seconded by: Steven VAN WYK
Resolved that Council approve the agenda for the September 20, 2023, meeting as printed and circulated.

CARRIED.

PECUNIARY INTERESTS:

- None.

Confirm
Minutes -
Council

2. Moved by: Jeremy SMITH
Seconded by: Matthew GILLESPIE
Resolved that Council confirm the Minutes of the September 6, 2023, Council Meeting, as printed and circulated.

CARRIED.

Correspondence & Reports – No Resolutions:

- Oxford County–Memo re: Tavistock New Well Supply MCEA Public Consultation
- Staff Report - #PW2023 – 09 re: Parks & Recreation Reporting
- Staff Report - #BCO2023 – 07 re: By-law Compliance Reporting
- Staff Report - #CSM2023 – 10 re: Corporate Services Reporting
- Staff Report - #CAO2023 – 10 re: Treasury Reporting

Correspondence & Reports – Resolutions Following:

Oxford County–
Memo re:
Tavistock New
Well Supply
MCEA Public
Consultation

Council reviewed the correspondence from the County of Oxford regarding the upcoming Public Consultation Centre for the new Tavistock Well Supply Municipal Class Environmental Assessment (MCEA) Study.

County Council–
Updates &
Questions

Mayor SCHAEFER provided an update on Oxford County Council activities, including that the County’s new Strategic Plan has now been adopted.

Staff Report
#BIDS2023 –
02 re: Ross
Drain 1894 –
Section 84
Abandonment

Deputy CBO/ Drainage Superintendent Connor Occleston presented his report to Council regarding abandonment of the Ross Drain 1894.

3. Moved by: Steven VAN WYK
Seconded by: Scott ZEHR
Resolved that Council receive the request for drain abandonment from Ken Wettlaufer;

And further that notice be sent to all landowners in the Ross Drain watershed of the intent to abandon the 1894 Ross Drain.

CARRIED.

Staff Report
#CIO2023 – 05
re: Strategic
Plan Bid Award

Council reviewed the report prepared by Corporate Initiatives Officer Meaghan Vader regarding the recent Strategic Plan Bid process.

4. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved that Council accept the bid from Town Hall Consulting Inc. in the amount of \$40,747.50;

And further that Council authorizes the CAO/ Treasurer to sign the contractual agreement with Town Hall Consulting Inc., as provided in the bid document package EZT-RFP-23-04.

CARRIED.

Staff Report
#BCO2023 – 07
re: By-law
Compliance
Reporting

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

Public Meeting -
Open

5. 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 7:15 p.m.

CARRIED.

Public Meeting
for ZN2-23-04
(Donald McKay)

PUBLIC MEETING – MCKAY ZONE CHANGE APPLICATION ZN2-23-04, PART LOT 15, CONCESSION 12, (EAST ZORRA) TOWNSHIP OF EAST ZORRA-TAVISTOCK.

Dustin Robson from the County of Oxford Planning Department was present to comment on his report #CP2023-283, regarding the Zone Change Application on lands owned by Donald McKay.

Council asked questions of the planner and Staff. The applicant was present and spoke favourably of their application. Council reviewed and considered the comments made in making its decision regarding this application.

Council
Reconvene

6. Moved by: Scott ZEHR
Seconded by: Jeremy SMITH
Resolved that the Public Meeting does now adjourn and Council reconvenes at 7:21 p.m.

CARRIED.

7. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
Resolved Council approve-in-principle the zone change application submitted by Donald McKay, whereby the lands described as Part Lot 15, Concession 12 (East Zorra) are to be rezoned from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-21)' and 'Special General Agricultural Zone (A2-sp).'

DEFEATED.

Staff Report
#PW2023 – 09
re: Parks &
Recreation
Reporting

Public Works Manager Tom Lightfoot reviewed the Monthly Parks and Recreation Report with Council.

Public Meeting -
Open

8. Moved by: Scott ZEHR
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 7:30 p.m.

CARRIED.

Public Meeting
for ZN2-23-06
(Greg and
Brenda Leslie)

PUBLIC MEETING – LESLIE ZONE CHANGE APPLICATION ZN2-23-06, PART LOT 15, CONCESSION 11, (EAST ZORRA) TOWNSHIP OF EAST ZORRA-TAVISTOCK.

Dustin Robson from the County of Oxford Planning Department was present to comment on his report #CP2023-285, regarding the Zone Change Application on lands owned by Greg and Brenda Leslie.

Council asked questions of the planner and Staff. The applicants were present for the Public Meeting. Council reviewed and considered the comments made in making its decision regarding this application.

Council
Reconvene

9. Moved by: Scott ZEHR
Seconded by: Jeremy SMITH
Resolved that the Public Meeting does now adjourn and Council reconvenes at 7:34 p.m.

CARRIED.

10. Moved by: Matthew GILLESPIE
Seconded by: Scott ZEHR
Resolved Council approve-in-principle the zone change application submitted by Greg and Brenda Leslie, whereby the lot to be retained and the lot to be severed resulting from Consent Application B22-95-2, described as Part Lot 15, Concession 11 (East Zorra), are to be rezoned from 'Estate Residential Zone (ER)' to 'Rural Residential Zone (RR)' and 'Rural Residential Zone (RR-sp).'

CARRIED.

Staff Report
#CSM2023 – 09
re: Corporate
Services
Reporting

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

Staff Report
#CAO2023 – 10
re: CAO
Reporting

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

11. Moved by: Scott ZEHR
Seconded by: Steven VAN WYK
Resolved that Council authorizes the CAO/ Treasurer to distribute the 2022 Operating Budget surplus equally between the Tavistock Arena Reserve and the Tax Rate Stabilization Reserve.

CARRIED.

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 7:46 p.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 #CP2023-294.

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

12. Moved by: Matthew GILLESPIE
Seconded by: Jeremy SMITH
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 cumulative gross floor area of residential accessory buildings from 100 m² (1,076 ft²) to 134 m² (1,442.3 ft²); and,
2. Relief from Table 5.1.1.3, Regulations for Accessory Uses, to increase the maximum height of a residential accessory building from 4 m (13.1 ft) to 4.3 m (14.1 ft).

Subject to the following conditions:

- i. 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 2023-294.
- ii. That the existing shed, as shown on Plate 3 of Report CP 2023-294, shall be removed or demolished to the satisfaction of the Township's Chief Building Official.

As the variances requested are 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
#CIO2023-06
re: Stormwater
Management
Master Plan Bid
Award

Corporate Initiatives Officer Meaghan Vader presented her report to Council regarding the recent Stormwater Management Master Plan Bid process.

13. Moved by: Matthew GILLESPIE
Seconded by: Scott ZEHR
Resolved that Council accept Option #3 in Staff Report #CIO2023-06;

And further that Council authorize the CAO/Treasurer to sign the contractual agreement with Aquafor Beech Ltd. in bid document EZT-RFP-23-03.

CARRIED.

At 8:09 p.m., Township Auditor Christene Scrimgeour (Scrimgeour & Company) presented Council with the draft 2022 consolidated Financial Statements and draft 2022 Trust Fund Statements.

14. Moved by: Jeremy SMITH
Seconded by: Steven VAN WYK
Resolved that Council approve the 2022 Draft Consolidated Financial Statements and 2022 Draft Trust Fund Statements, as presented by Scrimgeour & Company.

CARRIED.

At 8:25 p.m., Kyle Wynette, Ron Saunders and Heidi Danen made a presentation to Council on behalf of the Tavistock Royals regarding their desire for an exemption from the Township's Municipal Alcohol Policy for alcohol service areas, at the Tavistock Arena. Direction was provided to Staff to review the matter and bring a report back to the October 4, 2023, Council Meeting.

Confirming
By-law

15. Moved by: Scott ZEHR
Seconded by: Steven VAN WYK
Resolved that By-law #2023-28 being a by-law to confirm the proceedings of Council held Wednesday September 20, 2023, be read a first, second and third time this 20th 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

16. Moved by: Jeremy SMITH
Seconded by: Steven VAN WYK
Resolved that Council does now adjourn at
8:41 p.m.

CARRIED.

Will Jaques, Clerk

Phil Schaefer, Mayor