



EAST ZORRA-TAVISTOCK

Regular Meeting of Council

Minutes

November 6, 2024, 9:00 a.m.

Council Chambers

89 Loveys Street East

Hickson, Ontario, N0J 1L0

Members Present: Mayor Phil Schaefer
Deputy Mayor Brad Smith
Councillor Scott Rudy
Councillor Steven Van Wyk
Councillor Scott Zehr
Councillor Matthew Gillespie
Councillor Jeremy Smith

Staff Present: CAO-Treasurer Karen DePrest
Corporate Initiatives Manager/Clerk Meaghan Vader
Community and Recreation Manager Will Jaques
CAO-Treasurer Karen DePrest
Public Works Manager Tom Lightfoot
CBO John Scherer
Corporate and Building Services Clerk Ashley Gerencser

1. Call to Order and Opening Remarks

Mayor Schaefer welcomed everyone to the meeting, and noted that this was the first inaugural livestream.

Mayor Schaefer noted that on October 28th he was pleased to be part of the movement of the residents of People Care from their current building to their new building. 82 residents were moved in the span of approximately 3 hours. Each resident was wheeled into a crowd of cheers and applause making them all feel welcome. Mayor Schaefer noted that the building is a beautiful new home, and a new addition to Tavistock.

Mayor Schaefer also shared that on October 29th he participated in hanging dream fish at Innerkip Central School, a joint project with Thames Valley District School Board and Upper Thames River Conservation Authority. The fish were painted by students and hung along a fence area facing the Innerkip Fire Station.

Councillor Jeremy Smith spoke to the October 29th Stream of Dreams program mentioned by Mayor Schaefer. 350 dream fish were cut from recycled material. Students also participated in a stream talk. He congratulated the school and Upper Thames River Conservation Authority for pursuing education on that important environmental issue.

Councillor Smith also acknowledged that this is Treaties Recognition Week, an opportunity to learn about the 40 treaties that define First Nations and settlers.

Councillor Smith noted that the Innerkip Cemetery Board would be hosting their annual Remembrance Day Ceremony on Monday November 11 from 10:30 to 11:30am.

2. Approval of Agenda

Moved by: Scott Zehr
Seconded by: Matthew Gillespie

THAT Council approve the agenda for the November 6, 2024 meeting as printed and circulated.

CARRIED

3. Disclosure

4. Minutes

a. October 16, 2024 Council Meeting Minutes

Moved by: Jeremy Smith
Seconded by: Scott Rudy

THAT Council confirm the Minutes of the October 16, 2024, Council Meeting, as printed and circulated.

CARRIED

5. Public Meetings

a. Application for Zone Change - ZN2-24-03 (Stiek Farms and Rotteveel)

Moved by: Matthew Gillespie
Seconded by: Scott Zehr

THAT Council does now adjourn to a Public Meeting in accordance with the provisions of the Planning Act at 9:07am.

CARRIED

Dustin Robson from the County of Oxford Planning Department was present to comment on his report #CP2024-326, regarding the Zone Change Application on lands owned by Erik and Mirjam Rotteveel and Stiek Farms Inc.

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

Moved by: Steven Van Wyk
Seconded by: Brad Smith

THAT the Public Meeting does now adjourn and Council reconvenes at 9:11am.

CARRIED

Moved by: Scott Zehr
Seconded by: Steven Van Wyk

THAT Council approve in principle the Zone Change Application submitted by Erik and Mirjam Rotteveel and Stiek Farms Inc. (File No. ZN2-24-03) whereby the lands described as Part Lot 20, Concession 10 (East Zorra), Township of East Zorra-Tavistock are to be rezoned from 'Residential Existing Lot Zone (RE)' to 'General Agricultural Zone (A2).'

CARRIED

- b. Application for Zone Change - ZN2-24-04 (Hallman)

Moved by: Jeremy Smith
Seconded by: Scott Zehr

THAT Council does now adjourn to a Public Meeting in accordance with the provisions of the Planning Act at 9:13am

CARRIED

Dustin Robson from the County of Oxford Planning Department was present to comment on his report #CP2024-327, regarding the Zone Change Application on lands owned by David and Bonnie Hallman.

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

Moved by: Matthew Gillespie
Seconded by: Brad Smith

THAT the Public Meeting does now adjourn and Council reconvenes at 9:16am

CARRIED

Moved by: Scott Zehr
Seconded by: Steven Van Wyk

THAT Council approve in principle the Zone Change Application submitted by David and Bonnie Hallman (File No. ZN2-24-04) whereby the lands described as Part Lot 29, Concession 11 (East Zorra), Township of East Zorra-Tavistock are to be rezoned from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).'

CARRIED

6. Delegations and Appointments
7. Correspondence for Information

Moved by: Scott Rudy
Seconded by: Steven Van Wyk

THAT Correspondence for Information items 7.a., and 7.b. be received as information.

CARRIED

- a. ROMA Delegation Request Form
- b. Resolution from Oxford County regarding Southwest Community Transit Services

8. Correspondence for Action

- a. Oxford Joint Rural OPP Detachment Board Selection Committee Resolution re: Community Representative

Moved by: Steven Van Wyk
Seconded by: Scott Zehr

THAT Council approve the appointment of Tracy Litt as the Community Representative from the Township of Blanford-Blenheim for the Oxford Joint Rural OPP Detachment Board;

AND FURTHER THAT she be appointed for a two-year period, concluding on October 10, 2026.

CARRIED

- b. Oxford County Library Board Request for support of the Ox on the Run Pilot extension

Moved by: Jeremy Smith
Seconded by: Scott Zehr

WHEREAS the Oxford County Library Board at its meeting of August 21, 2024 adopted the recommendations contained in Report 2024-35 titled "Ox on the Run Pilot Extension," which extended the Ox on the Run Pilot for a third year through 2025.

AND WHEREAS the Ox on the Run pilot serves the underserved villages and community members of East Zorra-Tavistock Township

THEREFORE the Council of the Township of East Zorra-Tavistock provides support for the Oxford County Library Board and the Ox on the Run Pilot extension.

CARRIED

9. Reports

- a. DT-2024-01 - Investment Policy Update

Deputy Treasurer Andrea Rice presented her report to Council regarding updates to the Township's Investment Policy.

Moved by: Jeremy Smith
Seconded by: Scott Zehr

THAT Report DT-2024-01 be received as information,

AND THAT Council adopt the amended Investment Policy GP 3.01, as attached to this report.

CARRIED

b. DT-2024-02 - Accounts Receivable Policy

Deputy Treasurer Andrea Rice presented her report to Council regarding an Accounts Receivable Policy.

Moved by: Brad Smith

Seconded by: Steven Van Wyk

THAT Report DT-2024-02 be received as information,

AND THAT Council adopt the Accounts Receivable Collections Policy GP 3.09, including appendices, as attached to Staff Report DT-2024-02

CARRIED

c. CRSM-2024-02 - Tavistock Arena Roof Repair Project

Community and Recreation Services Manager Will Jaques presented his report to Council regarding the Tavistock Arena roof repair project.

Moved by: Jeremy Smith

Seconded by: Steven Van Wyk

THAT Report CRSM-2024-02 be accepted by Council regarding the necessary roof repairs at the Tavistock Arena.

AND THAT Council authorize section 3.9 (4) of the Purchasing Policy (Procurement in Emergencies) to be employed for this project to ensure the protection of persons and property, and that the proper maintenance of essential Township services is maintained.

AND FURTHER THAT Council accept the quotation from Jon Witzel Contracting Ltd. in the amount of \$18,365.00 plus HST to complete the required work.

AND FURTHER THAT The required funds be used from the Arena reserve and be replenished as part of the 2025 budget process.

CARRIED

d. PW-2024-03 - Quarterly Report

Public Works Manager Tom Lightfoot presented his Quarterly Public Works report to Council.

Moved by: Brad Smith

Seconded by: Scott Rudy

THAT Report PW-2024-03 be accepted as information.

CARRIED

10. By-laws

Moved by: Jeremy Smith
Seconded by: Scott Zehr

Resolved that the following by-laws be read a first and second time:

- 2024-42 McLean Drain Actual Cost By-law
- 2024-43 ZBA Application ZN2-24-02 (EZT - Housekeeping)

CARRIED

Moved by: Steven Van Wyk
Seconded by: Scott Rudy

Resolved that the following by-laws be read a third and final time.

- 2024-42 McLean Drain Actual Cost By-law
- 2024-43 ZBA Application ZN2-24-02 (EZT - Housekeeping)

CARRIED

- a. 2024-42 - McLean Drain Actual Cost By-law
- b. 2024-43 ZBA Application ZN2-24-02 (EZT - Housekeeping)

11. Notice of Motion and New Business
12. Unfinished Business
13. Adjourn to Closed to the Public Session

Moved by: Jeremy Smith
Seconded by: Scott Rudy

That the meeting adjourn to Closed Session at 9:49am.

CARRIED

- a. October 16, 2024 Closed Session Meeting Minutes
- b. A proposed or pending acquisition or disposition of land by the municipality or local board (s.239(2)(c)) - Properties in Hickson

14. Reconvene to Open to the Public Session

Council reconvened to the Open to the Public Session at 10:46am.

Moved by: Scott Rudy
Seconded by: Scott Zehr

THAT Council authorize staff to proceed with the direction provided by Council in accordance with Closed Session Item b,

AND THAT Council amend the set reserve bid amount for 90 Loveys Street in accordance with Closed Session Item b.

CARRIED

15. Confirming

Moved by: Jeremy Smith
Seconded by: Steven Van Wyk

THAT By-law 2024-44 being a by-law to confirm the proceedings of Council held November 6, 2024, be read a first, second and third time this 6th day of November, 2024;

AND FURTHER THAT the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.

CARRIED

16. Adjournment

Moved by: Scott Zehr

Seconded by: Scott Rudy

Resolved that Council does now adjourn at 10:50am.

CARRIED

Meaghan Vader, Clerk

Phil Schaefer, Mayor