



EAST ZORRA-TAVISTOCK

Regular Meeting of Council

Minutes

January 15, 2025, 7:00 p.m.

Council Chambers

89 Loveys Street East

Hickson, Ontario, N0J 1L0

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

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

1. Call to Order and Opening Remarks

Mayor Schaefer welcomed everyone to the meeting.

Councillor Smith provided a welcome back to all, and formally wished Council colleagues, staff, volunteers, residents and ratepayers good wishes for the New Year.

Councillor Smith acknowledged that this is the first meeting in 2025, and just past the halfway mark in the Council term. Councillor Smith provided a summary of the things that Council has achieved since 2022, including the new Administration Building. Councillor Smith noted that the new Administration Building was designed and built without any new taxation levied on ratepayers, debt or debentures. He credited Council's from the past and present, and the Treasury Department's work towards low levels of financial risk as reflected and measured in the annual FIR to the Province. Also noted is that this is the Township's 5th consecutive year running a surplus and running in the black. Councillor Smith noted that the Township is on track to be debt free by 2028.

Councillor Smith also recognized the Township's first ever Strategic Plan, Recreation Master Plan – RAC Committee formation, Tavistock Spray Pad, Commemorative Tree and Bench Program, Flag Pole Program, EZTransit, and the Secondary Plan development.

Mayor Schaefer recognized that January 1st, 2025 marked the 50th anniversary of the merger of East Zorra, and Tavistock. This year also marks the 150th anniversary of County of Oxford.

2. Approval of Agenda

Moved by: Brad Smith
Seconded by: Matthew Gillespie

THAT Council approve the agenda *as amended* for the January 15, 2025 meeting as printed and circulated.

CARRIED

3. Disclosure

- a. Scott Rudy - Councillor Scott Rudy - Procedural By-law Hybrid Meeting Allowance

4. Minutes

- a. December 18, 2024 Council Meeting Minutes

Moved by: Jeremy Smith
Seconded by: Scott Rudy

THAT Council confirm the Minutes of the December 18, 2024, Council Meeting, as printed and circulated.

CARRIED

5. Public Meetings

6. Delegations and Appointments

7. Correspondence for Information

Moved by: Brad Smith
Seconded by: Matthew Gillespie

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

CARRIED

- a. Letter from Minister Paul Calandra - Code of Conduct
- b. Oxford County - Council Report: PW 2025-01 Amendments to Bill 212, Reducing Gridlock, Saving You Time Act, 2024
- c. Oxford County - Council Report: PW 2025-02 Tavistock New Well Class Environmental Assessment Study - Notice of Completion
- d. Oxford County - Council Report: PW 2025-03 William Street SPS Class Environmental Assessment - Notice of Completion
- e. Oxford County - Council Report: PW 2024-44 Curbside Collection Contract Award

8. Correspondence for Action

- a. AMO Conference

THAT the following members of Council and staff be appointed to represent the Township at the 2025 AMO Conference:

Moved by: Scott Zehr

Seconded by: Brad Smith

THAT the following members of Council and staff be appointed to represent the Township at the 2025 AMO Conference:

- Councillor Smith
- Councillor Gillespie
- Councillor Van Wyk
- Mayor Schaefer

CARRIED

b. OGRA Conference

THAT the following members of Council and staff be appointed to represent the Township at the 2025 OGRA Conference:

- Councillor Smith

Moved by: Matthew Gillespie

Seconded by: Scott Zehr

THAT the following members of Council and staff be appointed to represent the Township at the 2025 OGRA Conference:

- Councillor Smith
- Tom Lightfoot
- Rod Ramseyer

CARRIED

c. OSUM Conference

THAT the following members of Council and staff be appointed to represent the Township at the 2025 OSUM Conference:

Moved by: Scott Zehr

Seconded by: Jeremy Smith

THAT the following members of Council and staff be appointed to represent the Township at the 2025 OSUM Conference:

- Councillor Rudy

CARRIED

d. Safe and Well Oxford - Shared Spaces

Moved by: Jeremy Smith

Seconded by: Scott Zehr

THAT Council accept the correspondence from Safe and Well Oxford as information;

AND THAT Council direct staff to work with Safe and Well Oxford in accordance with the Booking Requirements of Township Facilities Policy.

CARRIED

- e. Councillor Scott Rudy - Procedural By-law Hybrid Meeting Allowance

Scott Rudy declared a conflict on this item.

SR left the meeting at 7:27pm

SR rejoined the meeting at 7:31pm.

Moved by: Scott Zehr

Seconded by: Matthew Gillespie

THAT the correspondence from Councillor Scott Rudy be received as information.

AND THAT Council allow Councillor Scott Rudy to participate electronically for a period longer than 30 days, and for more than 5 meetings in a 12 month period.

CARRIED

9. Reports

- a. CRSM-2025-01 - Community and Recreation Services Quarterly Council Update

Community and Recreation Services Manager Will Jaques presented his quarterly report.

Moved by: Matthew Gillespie

Seconded by: Scott Zehr

THAT Report CRSM-2025-01 be accepted as information.

AND THAT Council authorizes staff to proceed with the decommissioning of the Queen's Park dumping station for 2025.

CARRIED

- b. CIM-2025-01 - Diversity, Equity, and Inclusion Charter Follow Up

Corporate Initiatives Manager/Clerk Meaghan Vader presented her report regarding the Diversity, Equity, and Inclusion Charter Follow Up.

Moved by: Jeremy Smith

Seconded by: Scott Zehr

THAT Report CIM-2025-01 be received as information;

AND THAT the Council of East Zorra-Tavistock endorse the Inclusion Charter for Oxford as a guiding framework only, for

promoting diversity, equity and inclusion within our organization and community.

AND FURTHER THAT the proposed actions in Attachment 'A' - Implementation Plan be brought forward for Council for review and approval prior to implementation.

CARRIED

- c. CAO-2025-01 - Tavistock Chamber of Commerce

Moved by: Matthew Gillespie

Seconded by: Brad Smith

THAT Report CAO-2025-01 be received as information.

AND THAT Council authorize staff to distribute the Tavistock Chamber of Commerce Welcome Voucher in the Township's new ownership mailer as amended to read "Welcome to the Township of East Zorra-Tavistock".

CARRIED

- d. CAO-2025-02 - Operating and Capital Budget Timelines

Moved by: Jeremy Smith

Seconded by: Scott Zehr

THAT Report CAO-2025-02 be received as information.

AND THAT Notice for a Special Meeting of Council, to be held Tuesday, March 11th, 2025, beginning at 9:00 a.m. for consideration of the 2025 Operating and Capital budgets, be given.

CARRIED

- e. CAO-2025-03 - CAO Report

Moved by: Steven Van Vyck

Seconded by: Matthew Gillespie

THAT Report CAO-2025-03 be received as information.

CARRIED

10. By-laws
11. Notice of Motion and New Business
12. Unfinished Business
 - a. Secondary Plan
13. Adjourn to Closed to the Public Session
14. Reconvene to Open to the Public Session
15. Confirming and Adjournment

Moved by: Scott Zehr

Seconded by: Matthew Gillespie

THAT By-law #2025-01 being a by-law to confirm the proceedings of Council held January 15, 2025, be read a first, second and third time this 15 day of January, 2025;

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

AND FURTHER THAT the Meeting does now adjourn at 8:41pm.

CARRIED

Meaghan Vader, Clerk

Phil Schaefer, Mayor