



EAST ZORRA-TAVISTOCK

Regular Meeting of Council

Minutes

March 5, 2025, 9:00 a.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
Public Works Manager Tom Lightfoot
Fire Chief Scott Alexander
CBO John Scherer
Corporate and Building Services Clerk Ashley Gerencser
Deputy Treasurer Andrea Rice

1. Call to Order and Opening Remarks

Mayor Schaefer welcomed everyone to the meeting, and called the meeting to order at 9:21am. The meeting start was temporarily delayed due to technical difficulties.

Mayor Schaefer shared that last night he had the pleasure of attending the King Charles III Coronation Medal Presentation Ceremony. There were 30 recipients of the medal, including two from East Zorra-Tavistock. Mert McMahon from Innerkip and Chee Peng Tan of Tavistock, both received well deserved medals for their community service.

Councillor Zehr highlighted that the Local Junior C – Tavistock Braves finished off their season last night. They were defeated in game 7 against the New Hamburg Firebirds. Congratulations to them on their season.

Councillor Smith also congratulated the 2024-2025 Tavistock Braves on their season.

Councillor Smith acknowledged that this week marks International Women's Day. International Women's Day first took place in 1911 with events in Austria, Denmark, Germany and Switzerland. In 1975, the

United Nations recognized International Women's Year and began celebrating March 8 as International Women's Day. It is celebrated locally primarily by two groups, Oxford Women in Networking, and the Zonta Club of Woodstock. Councillor Smith acknowledged and thanked the female staff of East Zorra-Tavistock, and shared past female East Zorra-Tavistock Council Members.

Councillor Smith congratulated long term Innerkip resident Mert McMahon, honoured yesterday with the King Charles III Coronation Medal, alongside other Oxford County recipients.

2. Approval of Agenda

Moved by: Jeremy Smith
Seconded by: Scott Rudy

THAT Council approve the agenda for the March 5, 2025 meeting as printed and circulated.

CARRIED

3. Disclosure

4. Minutes

a. February 19, 2025 Council Meeting Minutes

Moved by: Matthew Gillespie
Seconded by: Scott Zehr

THAT Council confirm the Minutes of the February 19th, 2025, Council Meeting, as printed and circulated.

CARRIED

b. February 25, 2025 Council Special Meeting Minutes

Moved by: Jeremy Smith
Seconded by: Matthew Gillespie

THAT Council confirm the Minutes of the February 25th, 2025, Special Council Meeting, as printed and circulated.

CARRIED

5. Public Meetings

a. 2025 Operating Budget and 5-Year Capital Forecast Public Meeting

Moved by: Steven Van Vyk
Seconded by: Scott Zehr

THAT Council does now adjourn to a Public Meeting for consideration of the 2025 Budget, at 9:32am

CARRIED

Moved by: Matthew Gillespie
Seconded by: Scott Zehr

THAT the Public Meeting does now adjourn and Council reconvenes at 9:34am

CARRIED

6. Delegations and Appointments

- a. Frank Meconi - Tavistock Community Health Inc. Donation Request

At 9:35am, Frank Meconi, representing Tavistock Community Health Inc. attended the meeting to present a request for a donation to Tavistock Community Health Inc. Members of Council asked questions of the delegate and staff.

Moved by: Brad Smith

Seconded by: Matthew Gillespie

THAT Council accept the presentation from Tavistock Community Health Inc. as information.

CARRIED

7. Correspondence for Information

8. Correspondence for Action

9. Reports

- a. CBO-2025-02 - Streetside Patio Policy

CBO John Scherer presented his report regarding the Streetside Patio Policy.

Moved by: Steven Van Vyck

Seconded by: Scott Zehr

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

AND THAT Council directs staff to finalize and implement the Patio Policy contained in report CBO-2025-02.

CARRIED

- b. CIM-2025-02 - EZT-RFT-25-02 William Street Reconstruction Tender Award

Corporate Initiatives Manager/Clerk Meaghan Vader presented her report regarding the William Street Reconstruction Tender Award.

Moved by: Scott Zehr

Seconded by: Steven Van Vyck

THAT Report CIM-2025-02 be received as information,

AND THAT Council accept the bid from BKT Excavating Ltd. in the amount of \$1,020,782.96. exclusive of taxes, as well as the provisional pricing should it be necessary;

AND FURTHER THAT Council authorizes the CAO/Treasurer to sign the contractual agreement with BKT Excavating Ltd., as provided in the bid document package EZT-RFT-25-02.

CARRIED

- c. CIM-2025-03 - EZT-RFT-25-01 Innerkip Community Centre Facility Upgrades Tender Award

Corporate Initiatives Manager/Clerk Meaghan Vader presented her report regarding the Innerkip Community Centre Facility Upgrades Tender Award.

Moved by: Jeremy Smith
Seconded by: Matthew Gillespie

THAT Report CIM-2025-03 be received as information;

AND THAT Council accept the bid from in the amount of \$143,010, inclusive of the provisional bid items;

AND FURTHER THAT Council authorizes the CAO/Treasurer to sign the contractual agreement with Gordner Construction, as provided in the bid document package EZT-RFT-25-01.

CARRIED

- d. CAO-2025-07 Proposed 2025 Operating Budget and 5-Year Capital Forecast

CAO/Treasurer Karen DePrest presented her report regarding the Proposed 2025 Operating Budget and 5-Year Capital Forecast.

Moved by: Steven Van Vyk
Seconded by: Scott Zehr

THAT Report CAO-2025-07 be received as information.

AND THAT Staff be directed to prepare the 2025 Operating Budget and 5-Year Capital Forecast Tax Rate By-law for the March 19th, 2025, meeting of Council with a 6.95% tax rate increase and overall, 8.25% levy increase.

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:

- 2025-05 ZN2-23-05
- 2025-06 ZN2-24-03
- 2025-07 ZN2-24-04

CARRIED

Moved by: Brad Smith
Seconded by: Scott Rudy

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

- 2025-05 ZN2-23-05
- 2025-06 ZN2-24-03
- 2025-07 ZN2-24-04

CARRIED

11. Notice of Motion and New Business

12. Unfinished Business

- a. Secondary Plan
- b. Conferences and Seminars

CAO DePrest provided an update on registration. Councillor Van Wyk noted that he would be unable to attend AMO.

13. Adjourn to Closed to the Public Session

14. Reconvene to Open to the Public Session

15. Confirming and Adjournment

Moved by: Jeremy Smith

Seconded by: Matthew Gillespie

THAT By-law #2025-08 being a by-law to confirm the proceedings of Council held March 5, 2025, be read a first, second and third time this 5th day of March, 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 10:41am.

CARRIED

Meaghan Vader, Clerk

Phil Schaefer, Mayor