

The Council of the Township of East Zorra-Tavistock met in the Council Chambers at the Oxford County Administration Building, Woodstock, Ontario at 9:00 a.m. on Wednesday September 6, 2017.

Members Present: Mayor Don MCKAY, Deputy Mayor Maureen RALPH (left at 1:04 p.m.) and Councillors Mike CAMPBELL, Linda FULTON, Shirley MCCALL HANLON, Jeremy SMITH (left at 1:06 p.m.) and Mike ROUTLY.

Members Absent: N/A.

Staff Present: CAO Jeff Carswell, Clerk Will Jaques, Treasurer Sean Hilderley, Public Works Manager Tom Lightfoot, Chief Building Official John Scherer, Fire Chief Scott Alexander and Building Inspector/ Drainage Superintendent Connor Occleston

Approve Agenda

1. Moved by: Maureen RALPH
Seconded by: Jeremy SMITH
Resolved that Council approve the agenda for the September 6, 2017 meeting as printed and circulated and further that the following be added:
 - Fibre Optics Today for Tomorrow in EZT

CARRIED.

PECUNIARY INTERESTS:

- Don MCKAY – item #5.b (ZBA – H. Loewith Inc.)
- Don MCKAY – item #7.a, #9.f (Strathallan Road Allowances Closure and Sale)
- Don MCKAY – item #6.d (Hickson Trail Committee Minutes)
- Mike ROUTLY – item #4.c (Local Court Security Advisory Committee)

Confirm Minutes

2. Moved by: Mike CAMPBELL
Seconded by: Linda FULTON
Resolved that Council confirm the Minutes of the August 2, 2017 Council Meeting, as printed and circulated.

CARRIED.

Correspondence & Reports – No Resolutions

- Oxford County – Local Court Security Advisory Committee
- GRCA – July 2017 Grand Actions
- GRCA – August 2017 Current
- Oxford County – Planning Act & OMB Reform Report
- UTRCA – August 2017 FYI
- August 2, 2017 HTC Minutes
- Staff Report - #CBO2017 – 12 re: Building, Development & Drainage Reporting
- Staff Report - #FC2017 – 11 re: Fire Department Reporting
- Staff Report - #PW2017 - 16 re: Public Works Reporting
- Staff Report - #TR2017 – 16 re: Treasury Reporting
- Staff Report - #BCO2017 – 09 re: By-law Compliance Reporting
- Staff Report - #CSM2017 – 15 re: Corporate Services Reporting
- Staff Report - #CAO2017 - 28 re: Office Consultation Results

Correspondence & Reports – Resolutions Following

July 2017 Account Summary

3. Moved by: Maureen RALPH
 Seconded by: Shirley MCCALL HANLON
 Resolved that Council confirm the July 2017 Account Summary in the amount of \$406,212.50.
- CARRIED.**

4. Moved by: Linda FULTON
 Seconded by: Shirley MCCALL HANLON
 Resolved that Council appoint Maureen Ralph to the Local Court Security Advisory Committee.
- CARRIED.**

Consent Application B17-45-2 (Bohner)

5. Moved by: Mike CAMPBELL
 Seconded by: Linda FULTON
 Resolved that Council voice no objection to Consent Application B17-45-2 (Bohner).
- CARRIED.**

Consent Application B17-51-2 (Northlea Farms - Vandendool)

6. Moved by: Maureen RALPH
 Seconded by: Mike ROUTLY
 Resolved that Council voice no objection to consent application B17-51-2 (Northlea Farms – Vandendool).
- CARRIED.**

At 9:15 a.m., Bryan Smith provided Council with information regarding the Oxford County Sustainability International Student Exchange (ISE) program.

Mayor MCKAY left the meeting at 9:29 a.m.

Public Meeting -
Open

- 7. Moved by: Mike CAMPBELL
 Seconded by: Jeremy SMITH
 Resolved that Council does now adjourn to a Public Meeting in accordance with the provisions of the Planning Act at 9:30 a.m.

CARRIED

Public Meeting for
ZN2-17-06 –
H. Loewith Inc.

PUBLIC MEETING – H. LOEWITH INC. ZONE CHANGE APPLICATION #ZN2-17-06, PART LOT 18, CONCESSION 12 (STRATHALLAN RD.), LOTS 5-11, PLAN 74 (EAST ZORRA) TOWNSHIP OF EAST ZORRA-TAVISTOCK.

Adam Ager from the County of Oxford Planning Department was present to comment on his report, CP Report #2017-253, regarding a Zone Change application on lands owned by H. Loewith Inc.

Council asked questions of the planner and Township Staff. Scott Rudy was present and brought forward concerns regarding additional demands on the existing drinking water aquifer, drainage concerns, as well as concerns with the requirements for septic systems, given the proposed smaller lots. Jennifer Gaudet, agent for the applicant, was present and spoke to the letter received at the meeting from McLeod Water Wells regarding the volume availability for potable water. She also confirmed that drainage plans for the proposed lots would be a requirement of the new development.

Council Reconvene

- 8. Moved by: Mike ROUTLY
 Seconded by: Linda FULTON
 Resolved that the Public Meeting does now adjourn and Council reconvenes at 9:43 a.m.

CARRIED.

Adjourn to
Committee of the
Whole (in camera)

- 9. Moved by: Mike CAMPBELL
Seconded by: Shirley MCCALL HANLON
Resolved that Council does now adjourn to Committee of the Whole, in camera, at 9:44 a.m. to consider a matter pertaining to:
 - A proposed or pending acquisition or disposition of land by the municipality or local board.

CARRIED.

Rise from Committee
of the Whole

- 10. Moved by: Linda FULTON
Seconded by: Shirley MCCALL HANLON
Resolved that the Committee of the Whole does now rise and Council reconvenes at 10:07 a.m.

CARRIED.

- 11. Moved by: Linda FULTON
Seconded by: Mike CAMPBELL
Resolved that Council approve, in principle, Zone Change Application ZN2-17-06.

CARRIED.

Mayor MCKAY returned to the meeting at 10:10 a.m.

Public Meeting -
Open

- 12. Moved by: Maureen RALPH
Seconded by: Jeremy SMITH
Resolved that Council does now adjourn to a Public Meeting in accordance with the provisions of the Planning Act at 10:11 a.m.

CARRIED

Public Meeting for
ZN2-17-08 –
Kamarah Farms Ltd.

PUBLIC MEETING – KAMARAH FARMS LTD. ZONE CHANGE APPLICATION #ZN2-17-08, PART LOT 20, CONCESSION 11 (EAST ZORRA), TOWNSHIP OF EAST ZORRA-TAVISTOCK.

Adam Ager from the County of Oxford Planning Department was present to comment on his report, CP Report #2017-252, regarding a Zone Change application on lands owned by Kamarah Farms Ltd.

Council asked questions of the planner and Township Staff.

Council Reconvene

- 13. Moved by: Maureen RALPH
Seconded by: Shirley MCCALL HANLON
Resolved that the Public Meeting does now adjourn and Council reconvenes at 10:15 a.m.

CARRIED.

14. Moved by: Mike CAMPBELL
 Seconded by: Jeremy SMITH
 Resolved that Council approve, in principle, Zone Change Application ZN2-17-08.

CARRIED.

Council Appoints members to Court of Revision

15. Moved by: Linda FULTON
 Seconded by: Mike CAMPBELL
 Resolved that the following members be appointed to the Court of Revision for the Timms Creek Drain (McIntosh Culvert) project:
- Don McKay
 - Maureen Ralph
 - Jeremy Smith

CARRIED.

Court of Revision Opens

16. Moved by: Maureen RALPH
 Seconded by: Jeremy SMITH
 Resolved that the Court of Revision for the Timms Creek Drain (McIntosh Culvert) project does now open at 10:17 a.m.

CARRIED.

At 10:17 a.m., the Court of Revision for the Timms Creek Drain (McIntosh Culvert) project was held. The Court consisted of Chairperson Don McKay, as well as Maureen Ralph and Jeremy Smith.

Engineer Kenn Smart was present to respond to any appeals.

No appeals were submitted in advance to the Court, nor were any late verbal appeals requested by anyone present, for the Court to consider.

Assessments Sustained

17. Moved by: Jeremy SMITH
 Seconded by: Maureen RALPH
 Resolved that the assessments contained in the Provisional By-law for the Timms Creek Drain (McIntosh Culvert) project, be sustained.

CARRIED.

Court of Revision Closes – Council Reconvenes

18. Moved by: Maureen RALPH
 Seconded by: Jeremy SMITH
 Resolved that the Court of Revision for the Timms Creek Drain (McIntosh Culvert) project does now close and Council reconvene at 10:19 a.m.

CARRIED.

At 10:20 a.m., Jim Muxworthy made a presentation on behalf of several landowners in the Township and Oxford County in regards to concerns with the preliminary information being made available for the potential High Speed Rail line.

Council observed a recess between 10:43 a.m. and 10:53 a.m.

Councillor MCCALL HANLON provided an update regarding the recent AMO Conference and EARTH Special Shareholders Meeting. Deputy Mayor RALPH and Councillor FULTON provided an update regarding the recent AMO Conference.

Council reviewed the Hickson Trail Committee Minutes. Mayor MCKAY removed himself from the discussion.

Staff Report -
#BIDC2017 – 05 re:
Hart Drain –
Appointment of
Engineer

Building Inspector/ Drainage Superintendent Connor Occleston presented his report to Council regarding the appointment of an Engineer for the Hart Drain

19. Moved by: Mike CAMPBELL
Seconded by: Maureen RALPH
Resolved that Council appoint Kenn Smart of K. Smart and Associates Ltd. as engineer to prepare a survey, plan and report under Sections 4 & 78 of the Drainage Act to improve the Hart Drain, in the areas of Lot 4 Concession 9, in the Township of East Zorra - Tavistock and Concession 8, Lot 4, in the Township of Zorra.

CARRIED

Staff Report
#CBO2017 - 12 re:
Building Department
Reporting

Chief Building Official John Scherer reviewed his Monthly Report with Council.

Staff Report
#FC2017 - 11 re: Fire
Department
Reporting

Council reviewed the Monthly Report from Fire Chief Scott Alexander.

Staff Report
#PW2017 - 16 re:
Public Works
Reporting

Public Works Manager Tom Lightfoot presented his Monthly Report to Council.

20. Moved by: Mike ROUTLY
Seconded by: Mike CAMPBELL
Resolved that Council authorize staff to submit the Woodstock Street South/ Jane Street Reconstruction Project as the OCIF Top Up Application, and further authorize Staff to spend up to a maximum of \$2,500.00 on assistance from Public Sector Digest/ City Wide with the application.

CARRIED.

Staff Report
#PW2017 - 17 re:
Bridge #23 Repairs
Tender

Public Works Manager Tom Lightfoot presented his report with Council regarding the tender process for repairs to Bridge #23.

21. Moved by: Maureen RALPH
Seconded by: Mike CAMPBELL
Resolved that Council accept the bid from Engineered Concrete Limited of \$69,745.30, including taxes, to complete the work specified in Bridge 23 Repair tender #16-218.

CARRIED.

Staff Report
#TR2017 – 15 re:
2016 Financial
Statements

Treasurer Sean Hilderley presented his report to Council regarding the 2016 Township Financial Statements.

22. Moved by: Shirley MCCALL HANLON
Seconded by: Linda FULTON
Resolved that Council receive and approve the audited 2016 Consolidated Financial Statements.

CARRIED.

Staff Report
#TR2017 – 16 re:
Treasury Reporting

Treasurer Sean Hilderley presented his Monthly Report to Council.

23. Moved by: Mike ROUTLY
Seconded by: Jeremy SMITH
Resolved that Council authorize the Finance Manager/ Treasurer to proceed with a Request for Proposal for Audit Services.

CARRIED.

Staff Report
#BCO2017 - 09 re:
By-law Compliance
Reporting

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

Staff Report
 #CSM2017 - 15 re:
 Corporate Services
 Reporting

Corporate Services Manager Will Jaques presented his Monthly Report to Council.

24. Moved by: Mike CAMPBELL
 Seconded by: Linda FULTON
 Resolved that Council authorize payment to the County of Oxford in the amount of \$60.00 per Council meeting, commencing January 1, 2018, for the use of the County Council Chambers on a temporary basis, and further that the Mayor and Clerk be authorized to enter into an agreement with the County of Oxford for the continued use of the County Council Chambers.

CARRIED.

Staff Report -
 #CAO2017 - 28 re:
 Office Consultation
 Results

CAO Jeff Carswell presented his report regarding the results received from the recent Office survey. Council spent time discussing this matter, and will review and discuss the matter again at their September 20, 2017 meeting.

Mayor MCKAY left the meeting at 12:32 p.m.

By-laws:

 1st & 2nd Reading

25. Moved by: Mike CAMPBELL
 Seconded by: Linda FULTON
 Resolved that the following by-laws be read a first and second time:
- 2017-27 – Closing and Selling Road Allowances (Strathallan)
 - 2017-032 – Clean Water and Wastewater Fund (CWWF) Agreement
 - 2017-033 – Amend By-law #1996-32 (Fire Route By-law)
 - 2017-034 – Employee Appointment By-law

CARRIED.

By-laws:

 3rd & Final Reading

26. Moved by: Mike ROUTLY
 Seconded by: Mike CAMPBELL
 Resolved that the following by-law be read a third and final time:
- 2017-27 – Closing and Selling Road Allowances (Strathallan)
 - 2017-032 – Clean Water and Wastewater Fund (CWWF) Agreement
 - 2017-033 – Amend By-law #1996-32 (Fire Route By-law)
 - 2017-034 – Employee Appointment By-law
 - 2017-030 – Timms Creek Drain (McIntosh Culvert)

CARRIED.

Mayor MCKAY returned to the meeting at 12:37 p.m.

Other Business

Councillor MCCALL HANLON brought forward discussion on “fibre optics today, for tomorrow, for EZT”.

Adjourn to
Committee of the
Whole (in camera)

27. Moved by: Mike CAMPBELL
Seconded by: Jeremy SMITH
Resolved that Council does now adjourn to Committee of the Whole, in camera, at 12:55 p.m. to consider a matter pertaining to:
- The security of the property of the municipality or local board;
 - Personal matters about an identifiable individual, including municipal or local board employees;
 - A proposed or pending acquisition or disposition of land by the municipality or local board.
 - Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board.

CARRIED.

Deputy Mayor RALPH left the meeting at 1:04 p.m.
Councillor SMITH left the meeting at 1:06 p.m.

Rise from Committee
of the Whole

28. Moved by: Mike ROUTLY
Seconded by: Mike CAMPBELL
Resolved that the Committee of the Whole does now rise and Council reconvenes at 1:15 p.m.

CARRIED.

Confirming By-law

29. Moved by: Linda FULTON
Seconded by: Shirley MCCALL HANLON
Resolved that by-law #2017-35 being a by-law to confirm the proceedings of Council held Wednesday September 6th, 2017 be read a first, second and third time this 6th day of September, 2017; And further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.

CARRIED.

Adjourn

30. Moved by: Mike CAMPBELL
Seconded by: Shirley MCCALL HANLON
Resolved that Council does now adjourn at 1:16 p.m.

CARRIED.

Will Jaques, Clerk

Don McKay, Mayor