

The Council of the Township of East Zorra-Tavistock met in the Council Chambers at the Oxford County Administration Building, Woodstock, Ontario at 7:00 p.m. on Wednesday December 20, 2017.

Members Present: Mayor Don MCKAY, Deputy Mayor Maureen RALPH and Councillors Linda FULTON, Shirley MCCALL HANLON, Mike ROUTLY and Jeremy SMITH.

Members Absent: Councillor Mike CAMPBELL

Staff Present: CAO Jeff Carswell, Clerk Will Jaques, Treasurer Sean Hilderley and Public Works Manager Tom Lightfoot.

Approve Agenda

1. Moved by: Maureen RALPH  
 Seconded by: Linda FULTON  
 Resolved that Council approve the agenda for the December 20, 2017 meeting as printed and circulated, and further that the following be added:
  - Tavistock/ EZT Welcome Bags

**CARRIED.**

**PECUNIARY INTERESTS:**

- Councillor MCCALL HANLON (item #5.a) - SB 12-04-2 (BLZ Subdivision) Application for extension to Draft Plan Approval

Confirm Minutes

2. Moved by: Jeremy SMITH  
 Seconded by: Shirley MCCALL HANLON  
 Resolved that Council confirm the Minutes of the December 6, 2017 Council Meeting, as printed and circulated.
 

**CARRIED.**

**Correspondence & Reports – No Resolutions**

- GRCA – December 2017 Current
- Andrew Payne – Train Whistle (Innerkip)
- November 27, 2017 TDRFB Minutes
- Staff Report - #TR2017 – 25 re: Budget Report #2 – 2018 Capital Budget and 10-Year Capital Plan

**Correspondence & Reports – Resolutions Following**

AMO – 2018 AGM  
and Annual  
Conference

3. Moved by: Shirley MCCALL HANLON  
Seconded by: Jeremy SMITH  
Resolved that Council authorize attendance of the following persons at the 2018 Association of Municipalities of Ontario (AMO) AGM and Annual Conference to be held in Ottawa from August 19-22, 2018:
- Maureen Ralph
  - Linda Fulton

**CARRIED.**

Council received the correspondence from Andrew Payne regarding the train whistle in Innerkip. Staff will forward information prepared from previous inquiries.

Staff Report  
#CSM2017 - 21 re:  
Procedural By-law  
Amendments

Corporate Services Manager Will Jaques presented his report to Council regarding proposed amendments to the Procedural By-law.

4. Moved by: Jeremy SMITH  
Seconded by: Linda FULTON  
Resolved that Council amend its Procedural By-law to incorporate the proposed amendments included in Staff Report #CSM2017-21, and further that the amended Procedural By-law be considered by Council at the January 17, 2018, Council Meeting.

**CARRIED.**

Council reviewed the November 27, 2017 TDRFB Minutes.

By-laws:  
  
1st & 2nd Reading

5. Moved by: Maureen RALPH  
Seconded by: Linda FULTON  
Resolved that the following by-law be read a first and second time:
- 2017-46 – Zoning By-law Amendment (Kamarah Farms)
  - 2017-47 – Borrowing By-law
  - 2017-48 – Interim Tax Levy By-law

**CARRIED.**

- By-laws: 6. Moved by: Jeremy SMITH  
3rd & Final Reading Seconded by: Mike ROUTLY  
Resolved that the following by-law be read a third and final time:
- 2017-46 – Zoning By-law Amendment (Kamarah Farms)
  - 2017-47 – Borrowing By-law
  - 2017-48 – Interim Tax Levy By-law

**CARRIED.**

Councillor MCCALL HANLON removed herself from the discussion at 7:14 p.m.

SB 12-04-2 (BLZ Subdivision)  
Application for extension to Draft Plan Approval

At 7:15 p.m., Development Planner Meghan House presented her report to Council regarding the application for extension to draft plan of subdivision SB 12-04-2 (BLZ Subdivision). Ms. House advised that:

- Phase 1 of the development has been registered (Plan 41M-321) and is under construction.
- The draft plan was approved in February 2013 (under the ownership of BLZ Developments Ltd.) and was previously extended for a two-year period - currently scheduled to lapse on February 3, 2018.
- Agency circulation did not indicate any concerns with the proposed extension;
- Planning staff recommend support of a two-year extension to grant additional time to satisfy the conditions of draft plan approval and allow for the registration of the plan of subdivision.

7. Moved by: Maureen RALPH  
Seconded by: Mike ROUTLY  
Resolved that Council advise Oxford County that the Township supports an extension of draft approval for a plan of subdivision submitted by 2274581 Ontario Inc., for lands described as Part Lot 35, Concession 13 (East Zorra), Village of Tavistock, to February 3, 2020, to grant additional time to satisfy the conditions of draft plan approval and register the final plan of subdivision.

**CARRIED.**

Councillor MCCALL HANLON rejoined the discussion at 7:16 p.m.

Staff Report  
#TR2017 – 25 re:  
Budget Report #2 –  
2018 Capital Budget  
and 10-year Capital  
Plan

Treasurer Sean Hilderley presented his report to Council regarding the 2018 Capital Budget and 10-year Capital Plan.

Staff Report -  
#TR2017 – 26 re:  
Financial Policy  
(Investment)

Treasurer Sean Hilderley presented his report to Council regarding a proposed new Investment Policy

8. Moved by: Mike ROUTLY  
Seconded by: Shirley MCCALL HANLON  
Resolved that Council approve the Investment Policy attached to Staff Report #TR2017-26.

**CARRIED.**

Other Business

Council discussed the 2018 Community Appreciation Event. More discussion to occur at the next meeting.

Council discussed the proposed High-Speed Rail project, including the recent meeting that CAO Jeff Carswell attended with neighbouring CAOs, and staff from the MTO.

9. Moved by: Shirley MCCALL HANLON  
Seconded by: Maureen RALPH  
Resolved that Council authorize the Mayor to sign the letter being sent to the Minister of Transportation regarding High-Speed Rail Peer Review Funding.

**CARRIED.**

Councillor MCCALL HANLON brought forward discussion regarding Tavistock/ EZT Welcome Bags. Staff provided background on some things currently being done when advised of new residents and indicated the ability to provide newsletters for inclusion in the welcome bags.

- Adjourn to  
Committee of the  
Whole (in camera)
10. Moved by: Jeremy SMITH  
Seconded by: Linda FULTON  
Resolved that Council does now adjourn to Committee of the Whole, in camera, at 8:32 p.m. to consider a matter pertaining to:
- 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.
- CARRIED.**
- Rise from Committee  
of the Whole
11. Moved by: Maureen RALPH  
Seconded by: Jeremy SMITH  
Resolved that the Committee of the Whole does now rise and Council reconvenes at 10:23 p.m.
- CARRIED.**
12. Moved by: Linda FULTON  
Seconded by: Jeremy SMITH  
Resolved that Council adopt the recommendations in Staff Report #CAO2017-39.
- CARRIED.**
- Confirming By-law
13. Moved by: Shirley MCCALL HANLON  
Seconded by: Mike ROUTLY  
Resolved that by-law #2017-49 being a by-law to confirm the proceedings of Council held Wednesday December 20<sup>th</sup>, 2017 be read a first, second and third time this 20<sup>th</sup> day of December, 2017;
- And further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.
- CARRIED.**
- Adjourn
14. Moved by: Jeremy SMITH  
Seconded by: Linda FULTON  
Resolved that Council does now adjourn at 10:24 p.m.
- CARRIED.**

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Will Jaques, Clerk

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Don McKay, Mayor