

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 February 7, 2018.

Members Present: Mayor Don MCKAY (left at 10:44 a.m.), Deputy Mayor Maureen RALPH and Councillors Linda FULTON (left at 11:31 a.m.), Shirley MCCALL HANLON, Mike ROUTLY and Jeremy SMITH.

Members Absent: Councillor Mike CAMPBELL.

Staff Present: CAO Jeff Carswell, Clerk Will Jaques, Treasurer Sean Hilderley, CBO John Scherer, Fire Chief Scott Alexander and Public Works Manager Tom Lightfoot.

Councillor SMITH brought forward positive remarks regarding the Fentanyl presentation held on February 6, 2018, in Tavistock.

Councillor SMITH brought forward remarks regarding the upcoming Family Literacy Day event being held at the Innerkip Public Library.

Approve Agenda

1. Moved by: Linda FULTON
Seconded by: Jeremy SMITH
Resolved that Council approve the agenda for the February 7, 2018 meeting as printed and circulated, and further that the following be added to the agenda for this meeting:
 - Deputy Mayor Ralph – Closed Session (Personnel) – s. 239 (2) (b)
 - Councillor Routly – Closed Session (Update to Council re: HR Investigation) – s.239 (2) (b)
 - Councillor McCall Hanlon – High Speed Rail Resolution

CARRIED.

PECUNIARY INTERESTS:

- Mayor MCKAY (item #7.d) – January 10, 2018 HTC Minutes
- Mayor MCKAY (item #7.o) - Staff Report - #CSM2018 – 01 re: Corporate Services Reporting (Status of Land Use Planning Matters)

Adjourn to Closed to
the Public Session

2. Moved by: Maureen RALPH
Seconded by: Mike ROUTLY
Resolved that Council does now adjourn to a Closed to the Public Session, at 9:05 a.m., to consider the following matters:
- Staff Report - #CAO2018 – 02 re: Property and Facilities Additional Information - (s. 239 (2) (c))
 - January 17, 2018 Closed Session Minutes
 - (s. 239 (2) (b), (c))
 - December 2017 Payroll (s. 239 (2) (b))
 - Staff Report - #BCO2018 – 01 re: By-law Compliance Reporting (Closed Session) (s. 239 (2) (b), (e))
 - Innerkip Parks/ Ball Program – Update (s. 239 (2) (b))
 - Staff Report - #CAO2018 – 04 (s. 239 (2) (b))
 - Staff Report - #CAO2018 – 05 (s. 239 (2) (b))
 - Deputy Mayor Ralph – Closed Session (Personnel) – s. 239 (2) (b)
 - Councillor Routly – Closed Session (Update to Council re: HR Investigation) – s.239 (2) (b)

CARRIED.

Mayor MCKAY left the meeting at 10:44 a.m. Deputy Mayor RALPH assumed the chair.

Council observed a short recess between 10:51 a.m. and 11:02 a.m.

Councillor FULTON left the meeting at 11:31 a.m.

Rise from Closed to
the Public Session

3. Moved by: Jeremy SMITH
Seconded by: Shirley MCCALL HANLON
Resolved that Council does now rise from its Closed to the Public Session at 1:02 p.m.

CARRIED.

Council observed a lunch break between 1:02 p.m. and 1:21 p.m.

4. Moved by: Shirley MCCALL HANLON
Seconded by: Jeremy SMITH
Resolved that Council adopt Recommendation #2 in Staff Report #CAO2018-05 – Quarterly HR Update/ Upcoming Needs.

CARRIED.

Confirm Minutes

5. Moved by: Shirley MCCALL HANLON
 Seconded by: Jeremy SMITH
 Resolved that Council confirm the Minutes of the January 17, 2017 Council Meeting, as printed and circulated.

CARRIED.

Correspondence & Reports – No Resolutions

- Arntjen NA Solar Inc. – Electric Vehicle Charger Program
- Oxford County – Smart Cities Canada Challenge
- UTRCA – January 2018 FYI
- Perth South – UTRCA 2018 Budget Resolution
- Oxford County – Proposed Food and Organic Waste Framework
- January 10, 2018 HTC Minutes
- January 17, 2018 PSB Minutes
- Staff Report - #CBO2018 – 01 re: Building Department Reporting
- Staff Report - #FC2018 – 03 re: Fire Department Reporting
- Staff Report - #PW2018 – 01 re: Public Works Reporting
- Staff Report - #BCO2018 – 01 re: By-law Compliance Reporting
- Staff Report - #CSM2018 – 01 re: Corporate Services Reporting

Correspondence & Reports – Resolutions Following

December 2017
 Account Summary

6. Moved by: Mike ROUTLY
 Seconded by: Jeremy SMITH
 Resolved that Council confirm the December 2017 Account Summary in the amount of \$3,103,403.45.

CARRIED.

Staff Report -
 #FC2018 – 01 re:
 Tiered-Response
 Agreement

Fire Chief Scott Alexander presented his report to Council regarding the proposed Tiered-Response Agreement with the County of Oxford.

By-laws:

7. Moved by: Jeremy SMITH
 Seconded by: Shirley MCCALL HANLON
 Resolved that the following by-law be read a first and second time:

1st & 2nd Reading

- 2018-04 – Tiered Response Agreement

CARRIED.

- By-laws: 8. Moved by: Shirley MCCALL HANLON
3rd & Final Reading Secinded by: Jeremy SMITH
Resolved that the following by-law be read a third and final time:
- 2018-04 – Tiered Response Agreement
- CARRIED.**
- Staff Report - Fire Chief Scott Alexander presented his report to Council
#FC2018 – 02 re: regarding the results of the Request for Proposal (RFP) process
Tavistock Station for the Tavistock Station pumper truck.
Pumper RFP Results
9. Moved by: Shirley MCCALL HANLON
Secinded by: Jeremy SMITH
Resolved that Council accept the RFP from Fort Garry Fire
Trucks in the amount of \$420,640.00 plus HST for the new
pumper for Tavistock Station.
- CARRIED.**
- Staff Report - Fire Chief Scott Alexander reviewed his Monthly Report with
#FC2018 – 03 re: Council. Discussion regarding Oxford County Paramedic
Fire Department Services (OCPS) recommendation regarding the use of
Reporting Naloxone by fire departments. Chief Alexander will follow up
with OCPS.
- Staff Report - Public Works Manager Tom Lightfoot presented his report to
#PW2018 – 02 re: Council regarding the results from the Tender process for gravel
Gravel Resurfacing resurfacing.
Tender Results
10. Moved by: Mike ROUTLY
Secinded by: Shirley MCCALL HANLON
Resolved that Council accept the bid from Blythe Dale Sand
and Gravel for the supply and application of approximately
18,000 tonnes of “A” gravel on the Township’s roads at the cost
submitted of \$8.85 per tonne (excluding taxes), as proposed in
contract 2018-02.
- CARRIED.**
- Staff Report - Public Works Manager Tom Lightfoot presented his report to
#PW2018 – 03 re: Council regarding replacement of the Public Works water pump.
Water Pump
Replacement

11. Moved by: Shirley MCCALL HANLON
Seconded by: Jeremy SMITH
Resolved that Council authorize the Public Works Manager to proceed with purchasing a pre-owned water pump to replace our existing pump and further, to investigate using our current pump as a trade-in to minimize our capital investment.
CARRIED.

Staff Report -
#PW2018 – 04 re:
Grass Cutting/ Snow
Removal Review

Public Works Manager Tom Lightfoot presented his report to Council regarding options for grass cutting and snow removal on Township properties.

12. Moved by: Jeremy SMITH
Seconded by: Mike ROULTY
Resolved that Council direct Staff to proceed with Option #2 for Grass Cutting & Snow Removal as set out in Staff Report #PW2018-04.
CARRIED.

Other Business

Council discussed the proposed High-Speed Rail project. Proposed resolution reviewed and will be considered at the February 21, 2018 Council meeting.

Confirming By-law

13. Moved by: Mike ROULTY
Seconded by: Jeremy SMITH
Resolved that by-law #2018-05 being a by-law to confirm the proceedings of Council held Wednesday February 7th, 2018 be read a first, second and third time this 7th day of February, 2018;

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: Shirley MCCALL HANLON
Seconded by: Mike ROULTY
Resolved that Council does now adjourn at 2:04 p.m.

CARRIED.