

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 July 4, 2018.

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

Members Absent: Councillor Mike ROUTLY.

Staff Present: CAO Ruth Coursey, Clerk Will Jaques, CBO John Scherer, Fire Chief Scott Alexander and Public Works Manager Tom Lightfoot.

Councillor SMITH brought forward positive remarks regarding the Innerkip Lions Club Canada Day Weekend festivities. As well, Councillor SMITH provided a reminder of the upcoming Gord Marshall Memorial Tournament.

Mayor McKay brought forward positive remarks regarding the recent Fiddle and Step competition in Tavistock.

Approve Agenda

1. Moved by: Maureen RALPH  
 Seconded by: Mike CAMPBELL  
 Resolved that Council approve the agenda for the July 4, 2018 meeting as printed and circulated.

**CARRIED.**

**PECUNIARY INTERESTS:**

- Don MCKAY – Item #6(h) Staff Report - #CSM2018 – 08 re: Corporate Services Reporting (Status of Land Use Planning Matters)
- Don MCKAY – Item #9(d) (Strathallan Road Stub Sale)
- Mike CAMPBELL – Item #5(b) – MVA Application A-6-2018 (Tavistock Bible Chapel).

Confirm Minutes

2. Moved by: Jeremy SMITH  
 Seconded by: Shirley MCCALL HANLON  
 Resolved that Council confirm the Minutes of the June 20, 2018 Council Meeting, as printed and circulated.

**CARRIED.**

**Correspondence & Reports – No Resolutions**

- UTRCA – June 2018 FYI
- OGRA – Introduction to Asset Management Seminar (June 20, 2018)
- May 28, 2018 TDRFB Minutes
- Staff Report - #CBO2018 – 09 re: Building, Development & Drainage Reporting
- Staff Report - #FC2018 – 08 re: Fire Department Reporting
- Staff Report - #PW2018 – 11 re: Public Works Reporting
- Staff Report - #BCO2018 – 06 re: By-law Compliance Reporting
- Staff Report - #CSM2018 – 12 re: Corporate Services Reporting

**Correspondence & Reports – Resolutions Following**

Councillor MCCALL HANLON reported on the UTRCA June 2018 FYI. Staff to arrange for UTRCA staff to attend an upcoming Council meeting to review the Watershed Report Cards.

Councillor MCCALL HANLON reported on her recent attendance at the OGRA Introduction to Asset Management Seminar, held June 20, 2018.

Public Meeting -  
Open

3. Moved by: Linda FULTON  
Seconded by: Mike CAMPBELL  
Resolved that Council does now adjourn to a Public Meeting in accordance with the provisions of the Planning Act at 9:15 a.m.

***CARRIED***

Public Meeting for  
 OP18-02-2;  
 SB18-03-2 &  
 ZN2-18-03 –  
 Gateman Homes

**PUBLIC MEETING – GATEMAN HOMES OFFICIAL PLAN  
 APPLICATION OP18-02-2, SUBDIVISION APPLICATION  
 SB18-03-2 & ZONE CHANGE APPLICATION ZN2-18-03,  
 PART OF LOT 23 AND PART OF LOT 28, REGISTERED  
 PLAN 307, TOWNSHIP OF EAST ZORRA-TAVISTOCK.**

Megan House from the County of Oxford Planning Department was present to comment on her report #CP2018-184, regarding Official Plan, Subdivision and Zone Change applications, respectively, on lands owned by Gateman Homes.

The agent for the applicant was present and provided an overview of the proposed development. Members of the public present asked questions and provided comments related to the proposed development. Items brought forward from members of the public were generally related to the use of the proposed emergency access route through the neighbouring Renaissance property; drainage concerns, especially in the north and east areas of the proposed development and how drainage might affect neighbouring properties; as well as concerns with the size and scope of the proposed development. Council asked questions of the agent, the planner and Township Staff. Council considered the comments received in making its decision on this application.

Council Reconvene

4. Moved by: Jeremy SMITH  
 Seconded by: Linda FULTON  
 Resolved that the Public Meeting does now adjourn and Council reconvenes at 10:12 a.m.

***CARRIED.***

Support Subdivision  
 Application  
 SB17-01-2

5. Moved by: Shirley MCCALL HANLON  
 Seconded by: Linda FULTON  
 Resolved that the Council of the Township of East Zorra Tavistock the Township of East Zorra-Tavistock defer the zone change application File No. ZN 2-18-03, submitted by GSP Group on behalf of the owner Gateman Homes, for lands described as Part of Lot 23 (east of Elizabeth Street and North of Hope Street) and Part of Lot 28 (east of Woodstock Street and north of Hope Street), Registered Plan 307, Township of East Zorra-Tavistock, to rezone the subject lands from 'Residential Type 1 Zone (R1)', 'Residential Type 3 Zone (R3)', and 'Restricted Industrial (MR)' to 'Special Residential Type 2 Zone (R2-sp)' and 'Special Residential Type 2 Zone (R2-sp (H))' until such time as the outstanding items regarding the draft plan of subdivision application SB 18-03-2 are addressed.

And further, that the Council of the Township of East Zorra-Tavistock defer consideration of the application for Official Plan Amendment, File No. OP 18-02-2, submitted by GSP Group on behalf of the owner Gateman Homes, for lands described as Part of Lot 23 (east of Elizabeth Street and North of Hope Street) and Part of Lot 28 (east of Woodstock Street and north of Hope Street), Registered Plan 307, Township of East Zorra-Tavistock, to redesignate a portion of the subject lands from 'Medium Density Residential' to 'Low Density Residential' until such time as the outstanding items regarding the draft plan of subdivision application SB 18-03-2 are addressed.

And further, that the Council of the Township of East Zorra-Tavistock defer consideration of the application for draft plan of subdivision, File No. SB 18-03-2, as submitted by GSP Group on behalf of the owner Gateman Homes (dated March 23, 2018), as amended, for lands described as Part of Lot 23 (east of Elizabeth Street and North of Hope Street) and Part of Lot 28 (east of Woodstock Street and north of Hope Street), Registered Plan 307, Township of East Zorra-Tavistock, consisting of 13 lots for single-detached dwellings, five lots for semi-detached dwellings (totalling 10 units), one block for temporary emergency access (future lot for a single detached dwelling), a 0.3 m reserve block and two new local streets, until such time as the owner provides documentation to indicate that the owner of the property at 199 Hope Street East (Renaissance Apartments) has agreed to permit emergency access over their lands and that provision has been made for a temporary turning circle at the end of 'Street B'.

**CARRIED.**

Public Hearing -  
Minor Variance  
Application  
A-6-2018 (Tavistock  
Bible Chapel)

**PUBLIC HEARING - MINOR VARIANCE APPLICATION  
#A-6-2018 OF TAVISTOCK BIBLE CHAPEL, DESCRIBED AS  
PART OF LOTS 3 & 4, PLAN 307, TOWNSHIP OF EAST  
ZORRA-TAVISTOCK.**

At 10:20 a.m., Council, constituted as the Committee of Adjustment, considered Minor Variance Application #A-6-2018 of Tavistock Bible Chapel. Planner Meghan House presented her Planning Report, #2018-191.

Committee of Adjustment members had questions of the planner and Township Staff in regard to the application. The applicant was present and spoke favourably of the application. The Committee considered the comments received in making its decision on this application.

- 6. Moved by: Shirley MCCALL HANLON  
 Seconded by: Linda FULTON  
 Resolved that Council, constituted as the Committee of Adjustment, approve Minor Variance Application #A-6-2018 of Tavistock Bible Chapel, described as Lots 3 & 4, Plan 307, Township of East Zorra-Tavistock, subject to the following condition:

- 1. That the applicant shall confirm the final location of the sign to the satisfaction of the Township of East Zorra-Tavistock prior to installation.

as the requests are:

- 1. Minor variances from the provisions of the Township of East Zorra -Tavistock Zoning By-Law No. 2003-18;
- 2. Desirable for the appropriate development or use of the land, building or structure;
- 3. In keeping with the general intent and purpose of the Township of East Zorra –Tavistock Zoning By-Law No. 2003-18; and,
- 4. In keeping with the general intent and purpose of the Official Plan of the County of Oxford.

**CARRIED.**

At 10:26 a.m., Bryan Smith and Rick Cox provided an update to Council regarding the work of Future Oxford.

Council observed a short recess between 10:40 a.m. and 10:50 a.m.

Staff Report  
#CBO2018 – 09 re:  
Building,  
Development &  
Drainage Reporting

CBO John Scherer presented his Monthly Report to Council.

Staff Report  
#FC2018 – 08 re:  
Fire Department  
Reporting

Fire Chief Scott Alexander presented his Monthly Report to Council.

Staff Report -  
#PW2018 – 11 re:  
Public Works  
Reporting

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

Staff Report -  
#PW2018 – 12 re:  
Maplewood Sideroad  
Gravel Tender

Public Works Manager Tom Lightfoot presented his report to Council regarding the results from the recent Maplewood Sideroad Gravel Tender.

7. Moved by: Mike CAMPBELL  
Seconded by: Maureen RALPH  
Resolved that Council accept the bid from Blythe Dale Sand and Gravel in the amount of \$116,010.00 (including taxes), as proposed in contract 2018-04, for the supply and application of granular for the Maplewood Sideroad base reconstruction project.

**CARRIED.**

Staff Report -  
#PW2018 – 13 re:  
Stop Sign  
Realignment  
(Maplewood  
Sideroad)

Public Works Manager Tom Lightfoot presented his report to Council regarding the realignment of certain stop signs on Maplewood Sideroad, as part of the gravel to hardtop reconstruction process.

8. Moved by: Linda FULTON  
Seconded by: Shirley MCCALL HANLON  
Resolved that Council authorize the reassignment of the stop signs on the Maplewood Sideroad where it intersects with the 17th and 18th Lines, to the 17th and 18th Lines where they intersect with the Maplewood Sideroad and further, that the Comprehensive Road By-Law be amended to reflect the change.

**CARRIED.**

Staff Report -  
#BCO2018 – 06 re:  
By-law Compliance  
Reporting

Council reviewed By-law Compliance Officer Melanie Shiell's Monthly Report.

Staff Report -  
#CSM2018 – 12 re:  
Corporate Services  
Reporting

Clerk Will Jaques presented his Monthly Report to Council.

Staff Report  
 #ICAO2018 – 05 re:  
 W-S Feed and  
 Supplies Ltd.  
 (Environmental  
 Characterization  
 Work Agreement)

Interim CAO Ruth Coursey presented her report to Council regarding entering into an agreement with W-S Feeds Ltd. for Environmental Characterization Work.

9. Moved by: Shirley MCCALL HANLON  
 Seconded by: Mike CAMPBELL  
 Resolved that Council enter into an agreement with W-S Feed & Supplies Ltd., as described in report #ICAO2018-05.

**CARRIED.**

By-laws:  
 1st & 2nd Reading

10. Moved by: Maureen RALPH  
 Seconded by: Jeremy SMITH  
 Resolved that the following by-laws be read a first and second time:
- 2018-34 – Lame Duck Period (Delegation of Authority)
  - 2018-35 – W-S Feed and Supplies Ltd. (Environmental Characterization Work Agreement)

**CARRIED.**

By-laws:  
 3rd & Final Reading

11. Moved by: Shirley MCCALL HANLON  
 Seconded by: Linda FULTON  
 Resolved that the following by-laws be read a third and final time:
- 2018-34 – Lame Duck Period (Delegation of Authority)
  - 2018-35 – W-S Feed and Supplies Ltd. (Environmental Characterization Work Agreement)

**CARRIED.**

Council discussed the proposed High-Speed Rail project.

Deputy Mayor RALPH discussed with Council inviting the Chair of the Police Services Board to an upcoming meeting of Council. Staff will arrange attendance.

Adjourn to Closed to the Public Session

12. Moved by: Jeremy SMITH  
Seconded by: Linda FULTON  
Resolved that Council does now adjourn to a Closed to the Public Session, at 11:32 a.m., to consider the following matters:

- June 6, 2018 Closed Session Minutes (s. 239 (2) (b), (e), (f))
- Staff Report - #BCO2018 – 06 re: By-law Compliance Reporting (Closed Session) (s. 239 (2) (b))
- Strathallan Road Stub Sale – Update (s. 239 (2) (b), (c), (f))

**CARRIED.**

Rise from Closed to the Public Session

13. Moved by: Shirley MCCALL HANLON  
Seconded by: Mike CAMPBELL  
Resolved that Council does now rise from its Closed to the Public Session at 11:35 a.m.

**CARRIED.**

Confirming By-law

14. Moved by: Linda FULTON  
Seconded by: Jeremy SMITH  
Resolved that by-law #2018-36 being a by-law to confirm the proceedings of Council held Wednesday July 4<sup>th</sup>, 2018 be read a first, second and third time this 4<sup>th</sup> day of July, 2018;

And further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.

**CARRIED.**

Adjourn

15. Moved by: Mike CAMPBELL  
Seconded by: Linda FULTON  
Resolved that Council does now adjourn at 11:36 a.m.

**CARRIED.**

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Will Jaques, Clerk

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Don McKay, Mayor