



MEETING MINUTES

THE CORPORATION OF THE TOWNSHIP OF ZORRA P.O. BOX 306 INGERSOLL, ONTARIO MAY 1, 2019

The regular meeting of the Township Council was held at 9:00 a.m. on May 1, 2019 at the Township Municipal Office.

Present were:

Mayor: Marcus Ryan
Councillors: Ron Forbes, Katie Davies, Paul Mitchell and Steve MacDonald

Chief Administrative Officer: Donald W. MacLeod
Clerk: Karen Martin
Director of Finance: Maureen Simmons

1. CALL TO ORDER

Mayor Ryan calls the meeting to order at 9:00 a.m.

2. ADOPTION OF AGENDA

01-05-19 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT the agenda be adopted as printed and circulated.”

Disposition: Carried

3. DECLARATION OF PECUNIARY INTEREST OR THE GENERAL NATURE THEREOF

No member of Council makes a declaration of pecuniary interest or the general nature thereof.

4. MINUTES & BUSINESS ARISING OUT OF THE MINUTES

(a) Minutes from the Council meeting held on April 17, 2019.

02-05-19 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT the minutes from the April 17, 2019 Council meeting be adopted as printed and circulated.”

Disposition: Carried

5. PUBLIC MEETINGS & DRAINAGE MEETINGS

03-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT the Council meeting be adjourned at 10:59 a.m. for the purposes of holding a public meeting pursuant to the provisions of the *Planning Act*.”

Disposition: Carried

- (a) **11:00 a.m.** – Minor Variance Application A03-19 submitted by Steve and Teresa MacKay pertaining to lands described as Part Lots 14 and 15, Concession 8 (West Zorra), and municipally known as 475847 Zorra/East Zorra-Tavistock Line.

The applicants Steve and Teresa MacKay are in attendance.

Presentation of Report

Meghan House of the County of Oxford Community Planning Office reviews the planning report for the Committee pertaining to property described Part of Lots 14 & 15, Concession 8 (West Zorra), in the Township of Zorra. The subject property is located on the west side of the Zorra/East Zorra-Tavistock Line, between Road 84 and Road 78, and municipally known as 475847 Zorra/East Zorra-Tavistock Line.

The purpose of the minor variance application is seeking relief from Section 7.2.2 of the Township of Zorra Zoning By-law to facilitate the construction of a dairy barn and a circular, straight-walled concrete storage tank with no cover for the storage of liquid manure associated with a proposed new dairy barn. The proposed locations for the barn and manure storage do not meet the required Minimum Distance Separation II (MDS II) setback from the nearest Type A Land Use (residential dwelling located at 475834 Zorra/East Zorra-Tavistock Line).

Ms. House notes that at the time of writing the report there were no concerns or objections received from public agencies or neighbours prior to the meeting.

Council Question Period

None.

Public Question Period

None.

Public in Attendance

There are no members of the public in attendance.

04-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT the Township of Zorra Committee of Adjustment approve Application A03-19, submitted by Steve and Teresa MacKay, for lands described as Part of Lots 14 & 15, Concession 8 (West Zorra) to facilitate the construction of a new dairy barn and manure storage structure as described in CP2019-131 as it relates to:

- 1. Relief from the provisions of Section 7.2.1 – Minimum Distance Separation Requirements for Livestock Barns and Structures (MDS II), to reduce the minimum distance separation requirement to the nearest Type A land use (residential dwelling located at 475834 Zorra/East Zorra-Tavistock Line) from 314 m (1,029 ft) to 250 m (821 ft); and,**
- 2. Relief from the provisions of Section 7.2.2 – Minimum Distance Separation Requirements for Manure Storage Structures (MDS II), to reduce the minimum distance separation requirement to the nearest Type A land use (residential dwelling located at 475834 Zorra/East Zorra-Tavistock Line) from 382 m (1,254 ft) to 297 m (978 ft);**

AND THAT the approval by subject to a survey verification of the requested variance shall be received from an Ontario Land Surveyor at the time that the foundations are poured, to the satisfaction of the Township of Zorra.”

Disposition: Carried

- (b) **11:10 a.m.** – Zone Change Application ZN5-19-04 submitted by 1336568 Ontario Inc. pertaining to lands described as Part Lot 21, Concession 1 (North Dorchester) and are municipally known as 249 Dundas Street West.

The owner Matt Scott and the applicant Dave Hannam are in attendance.

Presentation of Report

Meghan House of the County of Oxford Community Planning Office reviews the planning report for the Committee pertaining to property described Part Lot 21, Concession 1 (North Dorchester); Parts 1 & 2, Plan 41R-2740, Township of Zorra. The property is located on the southeast corner of Dundas Street West (Oxford Road 2) and Stanley Street South, and is municipally known as 249 Dundas Street West, in the Village of Thamesford.

The purpose of the zoning application proposes to rezone the subject lands from ‘Highway Commercial Zone (HC)’ to ‘Special Highway Commercial Zone (HC-sp)’ to permit a business or professional office on the subject property. The applicant is also requesting that the interior side yard of 0.75 m (2.5 ft) of the existing building be recognized, whereas the provisions of the HC require a minimum width of 5.0 m (16.4 ft).

Ms. House notes that at the time of writing the report there were no concerns or objections received from public agencies or neighbours prior to the meeting.

Ms. House further notes that a by-law to give effect to the proposed Zone Change would be brought back to Township Council after County Council makes a decision regarding the Official Plan Amendment.

Mr. Hannam notes that this application will revitalize the site and there have not been any objections from neighbours, they have received support from neighbours.

Council Question Period

Councillor Mitchell questions if the application will allow medical and dental offices on the site. Ms. House notes that the lease that has been signed is just for a dental office but the zoning allows for professional uses to a medical office would be allowed.

Public Question Period

None.

Public in Attendance

There are no members of the public in attendance.

05-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT pursuant to the Planning Act the public meeting be adjourned at 11:11 a.m. and the regular meeting of Council be called back to order.”

Disposition: Carried

06-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT the Council of the Township of Zorra approve-in-principle, the zone change application File No. ZN 5-19-04, submitted by Zelinka Priamo Ltd., on behalf of the property owner 1336568 Ontario Inc., for lands described as Part Lot 21, Concession 1 (North Dorchester); Parts 1 & 2, Plan 41R-2740, Township of Zorra, and municipally known as 249 Dundas Street West, in the Village of Thamesford, to rezone the subject lands from ‘Highway Commercial Zone (HC)’ to ‘Special Highway Commercial Zone (HC-sp)’ to permit a ‘business or professional office’ on the subject property and recognize the existing side yard width;

AND FURTHER, that the Council of the Township of Zorra advise Oxford County Council that the Township supports the application for Official

Plan Amendment, File No. OP 19-05-5, submitted by submitted by Zelinka Priamo Ltd., on behalf of the property owner 1336568 Ontario Inc., for lands described as Part Lot 21, Concession 1 (North Dorchester); Parts 1 & 2, Plan 41R-2740, Township of Zorra, and municipally known as 249 Dundas Street West, in the Village of Thamesford, to permit a business or professional office on the subject lands.”

Disposition: Carried

6. DELEGATIONS

- (a) **10:30 a.m.** – Darren Fry, Project Director, Walker Environmental – Southwestern Landfill Update.

Darren Fry, Becky Oehler, and Emily Sykes from Walker Environmental Group are in attendance.

Darren Fry provides a presentation regarding what Walker Environmental does and an update to Council on the proposed Walker Environmental Landfill. Mr. Fry notes the status of the Environmental Assessment (EA) and the future steps that will be taken.

Council Question Period

Councillor Forbes questions if Walker supplies organics (fats, oils and grease from grease traps) to any anaerobic digesters in Oxford County. Mr. Fry notes that Walker does supply organics to one digester within the County (Embros) and two digesters just outside County (Stratford & Tavistock).

Councillor Mitchell questions what Walker is doing about ongoing concerns around recycling. Mr. Fry notes that there are growing concerns about the viability of the blue box program and Walker is doing a number of things about this and looks at making waste into a resource.

Mayor Ryan requests clarification on the EA process and confirms that the EA is not final until it is approved by the Ministry of Environment, the EA released from Walker is their submission that will require comments. Mr. Fry notes that the draft EA allows the public to review and comment prior to final submission and at that time any comments go to Walker and Walker will consider them and then file a final submission to the Ministry. Once the Ministry receives the EA, all comments will be directed to the Ministry.

Councillor Mitchell questions if the landfill will service the GTA as a portion of Southern Ontario. Mr. Fry notes that yes Toronto waste would be brought to the landfill but at this point they do not know what percentage would come from the Toronto area. Mr. Fry notes that this facility would serve London to the West, Toronto to the East and as far north as Huntsville.

Public Question Period

None.

Public in attendance

Gavin Houston

07-05-19 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT the Council of the Township of Zorra receive and file item 6(a) Presentation from Darren Fry, Walker Environmental, regarding Southwestern Landfill Update.”

Disposition: Carried

- (b) **12:30 p.m.** – Online Demonstration for Voyent Alert! The Smart Notification Service Engineered for Communities, Towns and Municipalities.

<https://www.youtube.com/watch?v=35dfkTyKjIU>
<https://voyent-alert.com/ca/>

08-05-19 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Council receive and file item 6(b) for information purposes only.”
Disposition: Carried

(c) 12:50 p.m. – Cher Sprague – Oxford Trails Festival (see item 7.7(b)).

Cher Sprague and Brenda Krantz provide an update to Council on the Take a Hike Oxford – Trails Festival being held in Harrington on June 1-2, 2019. Ms. Sprague requests funding from Zorra Council and notes that they are \$1,500.00 away from their target fundraising goal to operate the event.

Council Question Period

Councillor Davies questions if the money would be used for the festival or the ongoing maintenance of the trails. Ms. Sprague notes that it would be for the festival. Councillor Davies notes that the Township’s Recreation, Arts and Culture Master plans shows support for trails and suggests that the Township support this event as it will support trails in the future.

Public Question Period

Public in attendance

Cher Sprague, Brenda Krantz, Nancy Skillings, and Sam Coghlan are in attendance.

09-05-19 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT item 6(c) be received as information for consideration during discussion of agenda item 7.7(b).”
Disposition: Carried

7. REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION

7.1 Fire Department

(a) Memorandum 2019-087 from the Fire Chief regarding monthly departmental activities.

10-05-19 Moved by: Steve MacDonald Seconded by: Steve MacDonald

“THAT Memorandum 2019-087 from the Fire Chief be received and filed for information purposes only.”
Disposition: Carried

7.2 Recreation Department

(a) Memorandum 2019-092 from the Recreation and Facilities Manager regarding monthly departmental activities.

11-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Memorandum 2019-092 from the Recreation and Facilities Manager be received and filed for information purposes only.”
Disposition: Carried

7.3 Building & Drainage Department

(a) Memorandum 2019-089 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

12-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT Memorandum 2019-089 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”

Disposition: Carried

7.4 Public Works Department

(a) Memorandum 2019-090 from the Acting Director of Public Works regarding monthly departmental activities.

13-05-19 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Memorandum 2019-090 from the Acting Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

(b) Memorandum 2019-081 from the Acting Director of Public Works regarding Rural and Northern Communities Funding Stream.

14-05-19 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Council authorize Staff to submit an application for funding under Rural and Northern Communities Funding Stream for 31st Line Reconstruction Project between Road 78 and Road 88.”

Disposition: Carried

(c) Memorandum 2019-086 from the Acting Director of Public Works regarding Road Needs Study Request for Proposal.

15-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Memorandum 2019-086 from the Acting Director of Public Works and the Director of Finance be received and filed for information purposes only.”

Disposition: Defeated

16-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Memorandum 2019-086 from the Acting Director of Public Works and the Director of Finance be received;

AND THAT the RFP be issued.”

Disposition: Carried

7.5 Finance Department

(a) Memorandum 2019-080 from the Director of Finance regarding 2019 Operating and Capital Budgets.

17-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT Council enact a by-law to adopt the 2019 budget estimates and establish the 2019 tax rates.”

Disposition: Carried

(b) Memorandum 2019-084 from the Director of Finance regarding 2019 First Quarter Budget Update.

18-05-19 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Memorandum 2019-084 from the Director of Finance be received and filed for information purposes only.”

Disposition: Carried

- (c) Memorandum 2019-088 from the Director of Finance regarding 2019 Capital Projects Tracking Sheets.

19-05-19 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Memorandum 2019-088 from the Director of Finance be received and filed for information purposes only.”

Disposition: Carried

7.6 Corporate Services Department

- (a) Memorandum 2019-093 from the Chief Administrative Officer regarding Strategic Plan.

20-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT Council direct Staff to make the necessary changes to the Strategic Plan and bring a final version back to Council on May 15, 2019.”

Disposition: Carried

- (b) Memorandum 2019-091 from the By-law Enforcement Officer regarding monthly departmental activities.

21-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Memorandum 2019-091 from the By-law Enforcement Officer be received and filed for information purposes only.”

Disposition: Carried

7.7 CORRESPONDENCE REQUIRING DIRECTION

- (a) Oxford County Report No. CP2019-102 from the Oxford County Development Planner regarding ZN5-14-01 Happy Hills (11:30 a.m.).

22-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT the Council of the Township of Zorra approve the Zoning By-law Amendment to implement the approval in-principle of Zone Change Application ZN 5-14-01, as outlined in Supplementary Information Report CP 2019-102.”

Disposition: Carried

- (b) Donation Request from Oxford County Trails Council.

23-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Council supports the Take a Hike Oxford Trails Festival;

AND THAT Council authorizes a Gold level donation of \$1000.00.”

Disposition: Carried

- (c) Resolution from Municipality of Mattice-Val Côté regarding Declaration of Office Wording.

24-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Council supports the resolution from the Town of Kingsville regarding the declaration of office.”

Disposition: Defeated

- (d) Correspondence from Ken Seiling and Michael Fenn regarding Input on the Regional Government Review.

25-05-19 Moved by:Paul Mitchell Seconded by: Steve MacDonald

“THAT item 7.7(d) be received and filed for information purposes only.”

Disposition: Carried

(e) Correspondence from the County of Oxford regarding County-wide Cycling Master Plan.

26-05-19 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Council direct Staff to request that the County address the cycling safety concern on County Road 2 at George Street and Dundas Street;

AND THAT Dundas Street be identified on the County’s Cycling Master Plan or that cycling be identified and safely planned for as a usage of County Road 2 before resurfacing is undertaken.”

Disposition: Carried

(f) Correspondence from the Ingersoll Safe Cycling Committee.

27-05-19 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Council approve the use of Township roads on June 1, 2019 for the Ingersoll Safe Cycling ride;

AND THAT Council allow the use of paint on the roads for directional purposes.”

Disposition: Carried

8. INFORMATION ITEMS

(a) Landfill Proposal Update
No items.

(b) High Speed Rail Proposal Update
No items.

(c) Committees and Boards Updates
i. Zorra Local School Committee Minutes 2019-02-25.
ii. Zorra Recreation Advisory Committee Minutes 2019-03-25.
iii. Health and Safety Committee Minutes 2019-04-12.

(d) Correspondence from the Town of Ingersoll regarding Regional Review.

28-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT items 8(c).i - (d) be received and filed for information purposes only.”

Disposition: Carried

9. UNFINISHED BUSINESS

No items.

10. COUNCIL QUESTION PERIOD & NEW BUSINESS

(a) County Council Update – Mayor Ryan

11. BY-LAWS

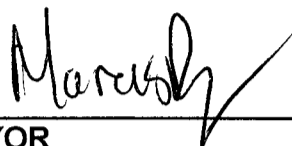
22-19 A by-law to amend Zoning By-law 35-99 (Baker/Happy Hills ZN 5-14-01).

15. ADJOURNMENT

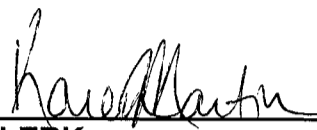
35-05-19 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT this session of Council be now adjourned and herewith closed at 3:32 p.m. and the next meeting of Council be called for the 15th day of May, 2019, at 6:00 p.m. in the Council Chambers at the Township Municipal Office.”

Disposition: Carried



MAYOR



CLERK