



MEETING MINUTES

**THE CORPORATION OF THE
TOWNSHIP OF ZORRA
P.O. BOX 306
INGERSOLL, ONTARIO
SEPTEMBER 4, 2018**

The regular meeting of the Township Council was held at 9:30 a.m. on September 4, 2018 at the Township Municipal Office.

Present were:

Mayor:	Margaret Lupton
Councillors:	Ron Forbes, Marie Keasey and Marcus Ryan
Absent:	Doug Matheson
Chief Administrative Officer:	Donald W. MacLeod
Clerk:	Karen Martin
Director of Finance:	Maureen Simmons

1. CALL TO ORDER

Mayor Lupton calls the meeting to order at 9:30 a.m.

2. ADOPTION OF AGENDA

01-09-18 Moved by: Marcus Ryan Seconded by: Ron Forbes

“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 August 14, 2018.

02-09-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT the minutes from the August 14, 2018 Council meeting be adopted as printed and circulated.”
Disposition: Carried

5. PUBLIC MEETINGS & DRAINAGE MEETINGS

03-09-18 Moved by: Ron Forbes Seconded by: Marcus Ryan

“THAT the Council meeting be adjourned at 10:36 a.m. for the purposes of holding a public meeting pursuant to the provisions of the *Planning Act*.”
Disposition: Carried

(a) **10:35 a.m.** – Zone Change Application ZN5-18-12 submitted by Greiden Farms Ltd. pertaining to lands described Part Lot 33, Concession 12 (East

Nissouri), Township of Zorra. The lands are located on the east side of 23rd Line, between Road 96 and Perth-Oxford Road, and are municipally known as 237032 23rd Line.

The applicant Cees Haanstra is in attendance.

Meghan House of the County of Oxford Community and Strategic Planning Office reviews the planning report for Council pertaining to property described as Part Lot 33, Concession 12 (East Nissouri), Township of Zorra. The lands are located on the east side of 23rd Line, between Road 96 and Perth-Oxford Road, and are municipally known as 237032 23rd Line.

The purpose of the zone change application is to permit a mobile home as the only dwelling on the property as a temporary use for a period of three years. A previous temporary use by-law was approved by Township Council on June 2, 2015 and permitted a mobile home on the property for three years (until June 2, 2018) and the applicant wishes to 'renew' this permission.

Ms. House notes that there were no concerns or objections received from public agencies or neighbours.

Mr. Haanstra notes questions if the home could become a permanent residence. Council requests that Township Staff look into how this request could be made possible.

Council Question Period

Councillor Keasey questions how Happy Hills is able to have permanent homes. Don MacLeod, Chief Administrative Officer notes that Happy Hill is zoned for this type of use.

Public Question Period

None.

Public in attendance

No members of the public are in attendance.

04-09-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT pursuant to the *Planning Act* the public meeting be adjourned at 10:45 a.m. and the regular meeting of Council be called back to order.”
Disposition: Carried

05-09-18 Moved by: Marcus Ryan Seconded by: Marie Keasey

“THAT the Council of the Township of Zorra approve the Zone Change application submitted Greiden Farms Ltd whereby lands consisting of Part Lot 33, Concession 12 (East Nissouri) and municipally known as 237032 23rd Line to re-zone the subject lands from ‘Special Agricultural Zone (A2-31)’ to ‘Special General Agricultural Zone (A2-31)’ to a mobile home as the only dwelling on the property as a temporary use for a period of three (3) years.”
Disposition: Carried

6. DELEGATIONS

No items.

7. REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION

7.1 Fire Department

- (a) Memorandum 2018-117 from the Fire Chief regarding monthly departmental activities.

06-09-18 Moved by: Marcus Ryan Seconded by: Marie Keasey

“THAT Memorandum 2018-117 from the Fire Chief be received and filed for information purposes only.”

Disposition: Carried

7.2 Recreation Department

(a) Memorandum 2018-122 from the Recreation & Facilities Manager regarding monthly departmental activities.

07-09-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-122 from the Recreation & Facilities Manager be received and filed for information purposes only.”

Disposition: Carried

7.3 Building & Drainage Department

(a) Memorandum 2018-119 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

08-09-18 Moved by: Ron Forbes Seconded by: Marcus Ryan

“THAT Memorandum 2018-119 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”

Disposition: Carried

(b) Memorandum 2018-120 from the Chief Building Official/Drainage Superintendent regarding Thompson Drain - Petition & Selection of Engineer.

09-09-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Council receive and adopt the drainage petition submitted by Jonathan Howe under Section 4(1) of the Drainage Act, R.S.O. 1990, relating to property located at Lot 24, Concession 8 in the former Township of West Zorra for drainage improvement in relation to Thompson Drain;

AND THAT Council appoint Mike Devos, P Eng, of Spriet Engineering as engineer to review and prepare a report for lands within the Thompson Drain.”

Disposition: Carried

7.4 Public Works Department

(a) Memorandum 2018-118 from the Director of Public Works regarding monthly departmental activities.

10-09-18 Moved by: Marcus Ryan Seconded by: Ron Forbes

“THAT Memorandum 2018-118 from the Director of Public Works be received and filed for information purposes only;

AND THAT representatives from Union Gas be requested to attend the September 18, 2018 Council meeting to provide additional details concerning natural gas servicing along 41st Line.”

Disposition: Carried

7.5 Finance Department

No items.

7.6 Clerks Department

- (a) Memorandum 2018-121 from the By-law Enforcement Officer regarding monthly departmental activities.

11-09-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-121 be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2018-121 from the By-law Enforcement Officer regarding Property Standards By-law & Appointment.

12-09-18 Moved by: Marie Keasey Seconded by: Marcus Ryan

“THAT Council adopt by-law 54-18 to repeal by-laws 26-04, 29-06 & 23-07 and enact a by-law to regulate the Municipal Property Standards By-law and by-law 55-18 to appoint Mathew Paul as a Property Standards Officer for the Township of Zorra.”

Disposition: Carried

7.7 Administration Department

- (a) Memorandum 2018-123 from the Chief Administrative Officer regarding Capital Project Update.

13-09-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-123 from the Chief Administrative Officer be received and filed for information purposes only.”

Disposition: Carried

7.8 CORRESPONDENCE REQUIRING DIRECTION

- (a) Correspondence from East Zorra-Tavistock regarding request for Court of Revision Representative – Hart Drain 2018, Road 74.

14-09-18 Moved by: Marcus Ryan Seconded by: Marie Keasey

“THAT Council appoint Councillor Forbes as a representative from the Township of Zorra Council to sit on the Court of Revision for the Hart Drain 2018.”

Disposition: Carried

8. INFORMATION ITEMS

- (a) Landfill Proposal Update
No items.

- (b) High Speed Rail Proposal Update
i. Correspondence from Oxford County regarding SouthwestLynx Proposal.

15-09-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Zorra Township Council supports Oxford County’s Southwest Lynx proposal for the development of an integrated High Performance Public Transportation Solution for Southwestern Ontario.”

Disposition: Carried

- (c) Committees and Boards Updates
i. Zorra Health & Safety Committee Minutes from 2018-08-09

16-09-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT item 8(c) be received and filed for information purposes only.”
Disposition: Carried

9. UNFINISHED BUSINESS

- (a) Memorandum 2018-116 from the Chief Administrative Officer regarding Public Engagement Policy.

17-09-18 Moved by: Marie Keasey Seconded by: Marcus Ryan

“THAT Council adopt policy 200-16 – Public Engagement Policy.”
Disposition: Carried

10. COUNCIL QUESTION PERIOD & NEW BUSINESS

11. BY-LAWS

43-18 A by-law to provide drainage works known as Henderson Creek Drain – Van Nes Branch 2018 in the Township of Zorra in the restructured County of Oxford. (Third and Final Reading)

53-18 A by-law to amend Zoning By-law 35-99 (Greiden Farms).

54-18 A by-law to provide for standards under which properties are maintained and repeal by-laws 26-04, 29-06 & 23-07.

55-18 A by-law to appoint Mathew Paul as Property Standards Officer for the Township of Zorra.

18-09-18 Moved by: Marie Keasey Seconded by: Marcus Ryan

“THAT by-laws 53-18, 54-18, and 55-18 be taken as read a first and second time.”
Disposition: Carried

19-09-18 Moved by: Marcus Ryan Seconded by: Marie Keasey

“THAT by-laws 43-18, 53-18, 54-18, and 55-18 be taken as read a third time and finally passed.”
Disposition: Carried

12. PUBLIC QUESTION PERIOD (11:45 a.m. – 12:00 p.m.)

No items.

13. CLOSED MEETING SESSION

No items.

14. CONFIRMATORY BY-LAW

56-18 Confirmatory by-law.

20-09-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT By-law 56-18, being a by-law to confirm the proceedings of Council held Tuesday, September 4, 2018, be read a first, second and third time this 4th day September, 2018, and further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.”

Disposition: Carried

15. ADJOURNMENT

21-09-18 Moved by: Marie Keasey Seconded by: Marcus Ryan

“THAT this session of Council be now adjourned and herewith closed at 11:22 a.m. and the next meeting of Council be called for the 18th day of September, 2018, at 6:30 p.m. in the Council Chambers at the Township Municipal Office.”

Disposition: Carried



MAYOR



CLERK