



**5. PUBLIC MEETINGS & DRAINAGE MEETINGS**

**28-12-18** Moved by: Steve MacDonald                      Seconded by: Paul Mitchell

**“THAT the Council meeting be adjourned at 7:00 p.m. for the purposes of holding a public meeting pursuant to the provisions of the *Planning Act*.”**

**Disposition: Carried**

- (a) **7:00 p.m.** – Minor Variance Application A16/18 submitted by Grenook Farms & Adam Green pertaining to lands described as Part of Lot 25, Concession 3 (West Zorra), Township of Zorra, and known as 923814 Road 92.

The applicant is in attendance.

Presentation of Report

Meghan House of the County of Oxford Community and Strategic Planning Office reviews the planning report for Council pertaining to property described as Part of Lot 25, Concession 3 (West Zorra), Township of Zorra. The property is located on the south side of Road 92, between 33rd Line and 35th Line, known as 923814 Road 92..

The applicant is seeking relief from the provisions of **Section 7.2.2 – Minimum Distance Separation Requirements For Manure Storage Structures (MDS II)**, to reduce the minimum distance required to the nearest lot line from 29 m (94 ft) to 6 m (20 ft) to facilitate the construction of a new manure storage structure associated with a new dairy barn.

Ms. House notes that there were no concerns or objections received from public agencies or adjacent property owners.

Council Question Period

None.

Public Question Period

None.

Public in attendance

William Matheson  
Matthew Matheson

**29-12-18** Moved by: Paul Mitchell                      Seconded by: Steve MacDonald

**“THAT the Township of Zorra Committee of Adjustment approve Application File A16-18, submitted by Brett Green for lands described as Part Lot 25, Concession 3 (West Zorra) and municipally known as 923814 Road 92, to facilitate the construction of a new manure storage structure as described in CP 2018-358 as it relates to relief from the provisions of Section 7.2.2 – Minimum Distance Separation Requirements For Manure Storage Structures (MDS II), to reduce the minimum distance required to the nearest lot line from 29 m (94 ft) to 6 m (20 ft) to facilitate the construction of a new manure storage structure associated with a new dairy barn.”**

**Disposition: Carried**

- (b) **7:10 p.m.** – Minor Variance Application A17/18 submitted by Jeffery & Mary-Catherine Sparling pertaining to lands described as Part of Lot 32, Concession 8 (East Nissouri) and known as 6976 Cobble Hills Road.

The applicants are in attendance.

Presentation of Report

Meghan House of the County of Oxford Community and Strategic Planning Office reviews the planning report for Council pertaining to property described as Part of Lot 32, Concession 8 (East Nissouri), Township of

Zorra. The property is located on the east side of Cobble Hills Road, between Oxford Road 7 and Road 96, and municipally known as 6976 Cobble Hills Road.

The applicant is seeking relief from the provisions of **Section 7.2.6 – Location of New Farm Residences**, to reduce the minimum distance separation (MDS I) from a Type A Land Use (replacement farm dwelling) to an existing livestock barn (swine barns at 7014 Cobble Hills Road) from the required 517 m (1,698 ft) to 220 m (722 ft). The applicant is proposing to remove the existing dwelling and construct a new dwelling that further reduces an existing insufficient setback.

Ms. House notes that there were no concerns or objections received from public agencies or adjacent property owners.

Council Question Period

None.

Public Question Period

None.

Public in attendance

None.

**30-12-18** Moved by: Paul Mitchell                      Seconded by: Steve MacDonald

**“THAT the Township of Zorra Committee of Adjustment approve Application File A17-18, submitted by Jeffery and Cathy Sparling for lands described as Part of Lot 32, Concession 8 (East Nissouri) and municipally known as 6976 Cobble Hills Road, to facilitate the construction of a new accessory dwelling as described in CP 2018-359 as it relates to relief from the provisions of Section 7.2.6 – Location of New Farm Residences, to reduce the minimum distance separation (MDS I) from a Type A Land Use (replacement farm dwelling) to an existing livestock barn (swine barns at 7014 Cobble Hills Road) from the required 517 m (1,698 ft) to 220 m (722 ft).”**

**Disposition: Carried**

**31-12-18** Moved by: Paul Mitchell                      Seconded by: Steve MacDonald

**“THAT pursuant to the Planning Act the public meeting be adjourned at 7:19 pm and the regular meeting of Council be called back to order.”**

**Disposition: Carried**

**6. DELEGATIONS**

No items.

**7. REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION**

**7.1 Fire Department**

No items.

**7.2 Recreation Department**

No items.

**7.3 Building & Drainage Department**

No items.

**7.4 Public Works Department**

No items.

---

**7.5 Finance Department**

(a) 2018 Township of Zorra Budget Survey Results.

**32-12-18** Moved by: Katie Davies                      Seconded by: Ron Forbes

**“THAT the 2018 Budget Survey results be received and filed for information purposes only.”**

**Disposition: Carried**

---

**7.6 Corporate Services Department**

(a) Memorandum 2018-172 from the Legislative and Policy Analyst Co-op regarding Accessibility Policies.

**33-12-18** Moved by: Steve MacDonald                      Seconded by: Paul Mitchell

**“THAT Council adopt the following policies in accordance with the Accessibility for Ontarians with Disabilities Act, 2005:**

- **Accessibility Standards for Customer Service Policy #200-09, as amended;**
- **Recruitment and Hiring Policy #300-03, as amended;**
- **Performance Management, Career Advancement and Redeployment Policy #300-34;**
- **Workplace Accommodation and Safe Return to Work Policy #300-35;**
- **Accessibility Training Policy #300-36.”**

**Disposition: Carried**

(b) Memorandum 2018-167 from the Legislative and Policy Analyst Co-op regarding Zorra Township Board & Committee Appointments.

**34-12-18** Moved by: Ron Forbes                      Seconded by: Katie Davies

**“THAT Council enact a by-law to appoint Betty Bartram, Derek Collins, Greg Schuurman, Sheila Weir and Michael Kukhta to serve on the Zorra Community Policing Committee;**

**AND THAT Council enact a by-law to appoint Joanne Fleming, Heather Forbes, Matthew Young, Derek Collins, Sam Coghlan, Ann Slater, Katherine Grieve and Brenda Krantz to serve on the Zorra Recreation Advisory Committee;**

**AND THAT Council enact a by-law to appoint Kim Brekelmans, Leeanne Hopkins, Sheila Weir, Justin Green and Daniel West to serve on the Zorra Community School Committee;**

**AND THAT Council enact a by-law to appoint Rollie Rutherford, Al Matheson, and Gordon MacKay, Kris Chute and Darwin Cooper to serve on the Embro Cemetery Board;**

**AND THAT Council direct staff to advertise for the vacancy on the Embro Cemetery Board;**

**AND THAT Council enact a by-law to appoint John Knox, Allen Innes, Terry Whetstone and Mathew Paul to serve as Fence Viewers under the Line Fences Act.”**

**Disposition: Carried**

- (c) Memorandum 2018-171 from the Director of Corporate Services and By-law Enforcement Officer regarding Cannabis Retail Options.

35-12-18 Moved by: Ron Forbes                      Seconded by: Paul Mitchell

**“THAT Council direct Township Staff to notify the AGCO that the Township of Zorra will allow cannabis retail stores within the Township;**

**AND THAT Council direct Township Staff to prepare a Municipal Cannabis Retail Policy and identify Mathew Paul, By-law Enforcement Officer as the key staff member to coordinate municipal input.”**

**Disposition: Carried**

- (d) Memorandum 2018-173 from the Director of Corporate Services regarding Animal Control Agreement.

36-12-18 Moved by: Paul Mitchell                      Seconded by: Steve MacDonald

**“THAT Council enact a by-law to enter into an agreement with Kismutt for the provision of Animal Control Services for 2019-2021, expiring December 31, 2021.”**

**Disposition: Carried**

- (e) Memorandum 2018-173 from the Director of Corporate Services regarding appointments to Rural Oxford Economic Development Corporation Board of Directors.

37-12-18 Moved by: Katie Davies                      Seconded by: Ron Forbes

**“THAT Council accept Margaret Lupton’s letter of resignation from the Rural Oxford Economic Development Corporation, effective immediately and that a letter of thanks be sent;**

**AND THAT Council appoint Doug Turvey as the Township’s representative on the Rural Oxford Economic Development Corporation for a 4-year term ending November 2022;**

**AND THAT Council direct staff to advertise for a member of the Rural Oxford Economic Development Corporation.”**

**Disposition: Carried**

---

## 7.7 Administration Department

- (a) Memorandum 2018-170 from the Chief Administrative Officer regarding 2018 Employee Absenteeism.

38-12-18 Moved by: Steve MacDonald                      Seconded by: Paul Mitchell

**“THAT Memorandum 2018-170 from the Chief Administrative Officer be received and filed for information purposes only.”**

**Disposition: Carried**

- (b) Memorandum 2018-169 from the Chief Administrative Officer regarding 2019 Wage and Salary Adjustments.

39-12-18 Moved by: Paul Mitchell                      Seconded by: Steve MacDonald

**“THAT a 2.4% cost of living increase be applied to the Township’s Salary Grid effective January 1, 2019;**

**AND THAT Township Staff be directed to prepare the necessary Wage & Salary By-law.”**

**Disposition: Carried**

---



**AND THAT staff present this plan to Council no later than the first Council meeting in March 2019.”**

**Disposition: Carried**

- (d) Correspondence from the Thamesford Lions Club regarding Social Gaming Event.

43-12-18 Moved by: Katie Davies                      Seconded by: Ron Forbes

**“THAT the Thamesford Lions Club be advised the Council of the Township of Zorra has no objection to the holding of the Thamesford Lions Club Ham Hassle on April 12, 2019 at the Thamesford District Recreation Centre.”**

**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 Water and Wheels Committee final Meeting Minutes 2018-10-02.

44-12-18 Moved by: Paul Mitchell                      Seconded by: Steve MacDonald

**“THAT the minutes from the October 2, 2018 Zorra Water and Wheels Committee meeting be adopted as printed and circulated;**

**AND THAT the Mayor and Clerk be authorized to sign the minutes.”**

**Disposition: Carried**

- (d) Ontario Energy Board Notice – Stratford Reinforcement

45-12-18 Moved by: Ron Forbes                      Seconded by: Katie Davies

**“THAT Notice from Union Gas regarding Stratford Reinforcement be received and filed for information purposes only.”**

**Disposition: Carried**

---

**9. UNFINISHED BUSINESS**

No items.

---

**10. COUNCIL QUESTION PERIOD & NEW BUSINESS**

46-12-18 Moved by: Paul Mitchell                      Seconded by: Steve MacDonald

**“THAT Council deviate from the Procedural By-law to move the January 22, 2019 Council meeting to January 23, 2019 at 9:00 a.m.”**

**Disposition: Carried**

---

**11. BY-LAWS**

72-18 A by-law to appoint fence viewers.

73-18 A by-law to appoint 2018-2022 Board and Committee members.

74-18 A by-law to amend Procedural By-law No. 05-04.

**75-18** A by-law to authorize the execution of an agreement with Kismutt for the provision of Animal Control Services.

**76-18** Zoning By-law (Langlois).

**47-12-18** Moved by: Paul Mitchell                                      Seconded by: Steve MacDonald

**“THAT by-laws 72-18, 73-18, 74-18, 75-18 and 76-18 be taken as read a first and second time.”**

**Disposition: Carried**

**48-12-18** Moved by: Katie Davies                                      Seconded by: Ron Forbes

**“THAT by-laws 72-18, 73-18, 74-18, 75-18 and 76-18 be taken as read a third time and finally passed.”**

**Disposition: Carried**

---

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

---

**13. CLOSED MEETING SESSION**

(a) A proposed or pending acquisition or disposition of land by the municipality or local board regarding Maple Leaf property.

(b) Minutes from Closed Meeting session of Council held December 4, 2018.

**49-12-18** Moved by: Steve MacDonald                                      Seconded by: Paul Mitchell

**“THAT Council move into closed meeting session at 8:28 p.m. pursuant to Section 239.2(b) of *The Municipal Act, 2001*, as amended, to discuss:**

- (a) A proposed or pending acquisition or disposition of land by the municipality or local board regarding Maple Leaf property;**
- (b) Minutes from Closed Meeting session of Council held December 4, 2018.”**

**Disposition: Carried**

**50-12-18** Moved by: Paul Mitchell                                      Seconded by: Steve MacDonald

**“THAT the closed meeting session be adjourned at 9:16 p.m. and the regular meeting of Council be called back to order.”**

**Disposition: Carried**

---

**14. CONFIRMATORY BY-LAW**

**77-18** Confirmatory by-law.

**51-12-18** Moved by: Katie Davies                                      Seconded by: Ron Forbes

**“THAT By-law 77-18, being a by-law to confirm the proceedings of Council held Tuesday, December 18, 2018, be read a first, second and third time this 18<sup>th</sup> day December, 2018, and further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.”**

**Disposition: Carried**

---

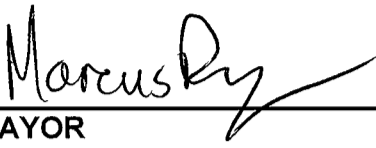
**15. ADJOURNMENT**

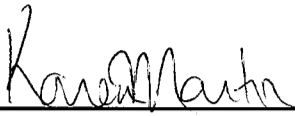
**52-12-18** Moved by: Steve MacDonald                                      Seconded by: Paul Mitchell

**“THAT this session of Council be now adjourned and herewith closed at 9:17 p.m. and the next meeting of Council be called for the 8<sup>th</sup> day of**



January, 2019, at 9:00 a.m. in the Council Chambers at the Township  
Municipal Office.”  
Disposition: Carried

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK