

The regular meeting of Council was held on February 6, 2019, with all members of Council present.

### **Delegations**

Gavin Houston appeared before Council to provide details on the comprehensive rehabilitation of the gravel pits in the Putnam area of Zorra and the amalgamation of all or parts of 5 pits for the creation of a public park designed specifically for those with mobility issues.

### **Public Meetings**

#### **Hitoshi Chaki and 2530387 Ontario Inc., Minor Variance Application, 149 Dundas Street**

The applicant has requested relief from the provisions of **Section 5 - General Provisions** and **Section 15.2 – Zone Provisions of the Central Commercial Zone (CC)** as follows:

1. Reduce the minimum required lot area from 2,025 m<sup>2</sup> (21,797.6 ft<sup>2</sup>) to 1,148 m<sup>2</sup> (12,357 ft<sup>2</sup>);
2. Reduce the minimum required lot frontage from 45 m (147.6 ft) to 29.6 m (97.1 ft);
3. Reduce the minimum required lot depth from 45 m (147.6 ft) to 34 m (111.5 ft);
4. Reduce the minimum required setback from the centreline of County road from 26 m (85.3ft) to 19.8 m (65 ft)
5. Reduce the required sight triangle for a corner lot from the minimum required 9 m (29.5 ft) to 7.5 m (24.6 ft);
6. Reduce the minimum required distance between any portion of a pump island and any lot line from 7.5 m (24.6 ft) to 5.7 m (18.7 ft);
7. Reduce the minimum required distance between a pump island and a straight line between a point in the front lot line and a point in the exterior side lot line, each such point being distant 15 m (49.2 ft) from the intersection of such lines, from 3 m (9.8 ft) to 0 m (0 ft);
8. Reduce the minimum required width for a planting strip consisting of a privacy fence or wall along the rear lot line and interior side lot line from 1 m (3.3 ft) to 0.67 m (2.2 ft).
9. Reduce the minimum required front yard depth and exterior side yard depth from 15 m (49.2 ft) to 0.0 m (0 ft) for new pylon signs on Dundas Street and George Street.

The variances are requested to facilitate the development of a gas bar with convenience store and take-out restaurant on two existing parcels of land (to be merged). The existing building at 153 Dundas Street West is proposed to be removed and the existing building at 149 Dundas Street West is proposed to remain and be repurposed for the proposed convenience store/restaurant use. Council sitting as the Committee of Adjustment approved the application.

#### **2487045 Ontario Inc., Zone Change Application, 682810 Road 68, Thamesford**

The zone change application proposes to change the zoning of the subject property from 'Special Development Zone (D-2)' to 'Highway Commercial Zone (HC)' to permit a range of commercial uses. The subject lands comprise approximately 2.39 ha (5.9 ac) of vacant

land on the southeast corner of Banner Road and Road 68 (Oxford Road 2), within the boundary of the Village of Thamesford.

A commercial plaza (with gross floor area of 3,160 m<sup>2</sup>/34,014 ft<sup>2</sup>) and a gas bar with an accessory car wash and convenience store/drive-through restaurant, are proposed on the northerly portion of the subject lands (1.6 ha/3.9 ac), while the southerly portion (0.8 ha/2.0 ac) is proposed to remain vacant until a suitable use is determined.

The subject lands are currently used as a farm (crop land) and the adjacent land uses are institutional (place of worship and fire hall), commercial, and residential (Minler Road). There are agricultural uses on the opposite side of Road 68 to the north and the opposite side of Banner Road to the west. Council passed a resolution to approve the application in principle.

**Ross Smith, Zone Change Application, 417056 41<sup>st</sup> Line**

The zone change application proposes to rezone the subject lands from ‘General Agricultural Zone (A2)’ to ‘Special General Agricultural Zone (A2-sp)’ to permit the indoor cultivation of cannabis on an existing undersized agricultural parcel. The applicant intends to obtain a ‘micro-cultivation’ class licence from Health Canada, which would permit a total plant canopy of up to 200 m<sup>2</sup> (2,152.8 ft<sup>2</sup>) for the production of dried and fresh cannabis plants and seeds. A new farm building, with a gross floor area of 255.5 m<sup>2</sup> (2,750 ft<sup>2</sup>), is proposed along with associated private water and wastewater services, a driveway, and parking/loading areas. No accessory residential dwelling is proposed.

The property is currently vacant and has a lot area of 2,601.3 m<sup>2</sup> (28,000 ft<sup>2</sup>/0.64 ac) and lot frontage of 42.7 m (140 ft), whereas the Township of Zorra Zoning By-law requires a minimum lot area of 30 ha (74.1 ac) and a minimum lot frontage of 100 m (328.1 ft) in the A2 zone. Accordingly, recognition of the existing lot area and frontage is also required in order to permit development. Surrounding uses are predominately agricultural. The property fronts on and has direct access to 41st Line. Council passed a resolution to approve the application in principle and also made the property subject to site plan control.

**Department Reports**

**Fire**

Zorra Fire & Emergency Services have responded to 15 calls in January compared with 26 calls in 2018.

**Recreation**

Below is a brief summary of Zorra’s holiday recreation skating program which finished in January and saw a total 964 skaters:

<b>Holiday Skating Summary</b>				
	<b>Holiday Free Skating (Dec 23 - Jan 6)</b>		<b>Public Skating (Oct-Dec)</b>	
	<b>EZCC</b>	<b>TDRC</b>	<b>EZCC</b>	<b>TDRC</b>
Skating Sessions	8	8	16	16
Total Skaters	559	405	723	436
Avg Attendance	70	51	45	27

**Building and Drainage**

The Building Department issued a total of six permits in January. During the same period in 2018, there were six permits issued. A total of three new housing permits were issued in January and during the same period in 2018, there was three new housing starts. To date, the Township has collected \$6,971 in building permit fees compared to \$4,436 for the same period in 2018.

Listed below are statistics from the annual Building Department report.

In 2018, the Building Department collected **\$248,488.00** in permit fees and other revenues. The total amount of permits issued was 225 with an estimated cost of construction of \$38,710,235.00.

**Permits issued by class:**

Residential (additions, pools, sheds etc.)	94
Residential (new homes)	42
Agricultural	72
Commercial/industrial	7
Demolition	8
Voided	2
<b>Total</b>	<b>225</b>

**Revenue**

Permit Fees	\$ 243,988.00
Unclaimed Outstanding Buildings Deposits from 2004	\$ 4,500.00

**Expenditures**

Wages/Benefits	\$ 146,434.27
Operating expenses	\$ 33,788.96
<b>Total Expenditures</b>	<b>\$ 180,223.23</b>

**Net surplus** **\$ 68,264.77**

**Public Works**

Council awarded the following tenders:

2019-2021 Dust Suppressant Tender to Pollard Highway Products for the tendered price of \$276,132.45 in 2019, \$281,153.04 in 2020 and \$291,194.22 in 2021 applied to roads.

2019 Maintenance Gravelling Tender to E & W Blane for the tendered price of \$5.22/tonne applied to roads for a total cost of \$276,000.

**Finance**

The Director of Finance advised Council an application for funding for accessibility improvements at Harrington Hall was approved. This will see installation of a push button for the doors to enter and exit the building as well as the washroom and the installation of an access ramp from the street level to the building. The estimated cost of the project is \$22,800.00. Harrington and Area Community Association will fund the balance of project not covered by the grant.

**Corporate Services**

*Bill 68, Modernizing Ontario’s Municipal Legislation Act* requires that, prior to March 1, 2019, municipalities establish a policy on the relationship between members of Council and the officers and employees of the municipality. In order to meet this requirement, Council adopted Policy 100-12 entitled Council-Staff Relations. The policy will:

- detail individual roles;
- support the spirit of a positive working relationship between Council and Staff;
- identify that both staff and Council are professionals who govern and direct the Township in different ways but are interdependent;
- clearly identify that the Township functions best when Council and Staff are respectful of each other’s roles; and
- if issues arise informal discussions will be our starting point to resolve conflict.

In 2017, Bill 68 was passed regarding amendments to the *Municipal Act, 2001*. As part of the amendments, the Township is now required to adopt new policies, one being a policy to permit pregnancy and parental leave of members of Council.

Staff recommended that the Council member’s pay be continued throughout their pregnancy and parental leave because Council members do not pay Employment Insurance (EI) premiums and are therefore not eligible to collect these benefits. Additionally, the policy included a clause in case any members of Council do not wish to receive remuneration. Council members may choose not to receive remuneration if receiving said remuneration will impact their EI from another employer.

Some municipalities have chosen to not provide payment or are providing alternative payment methods to Council member’s taking pregnancy leaves and parental leaves. However, Zorra Township staff believe that continuing regular remuneration for Council members on pregnancy leaves and parental leaves is in line with the Township of Zorra’s values and goals. Namely, that the Township of Zorra is “an engaged community that values all members and actively encourages involvement, engagement, openness and transparency” and is inclusive and accessible to all. Zorra strives to be an employer of choice. Council adopted the policy as drafted by staff.

Council considered a report from the CAO concerning the process for adopting a new or revised Strategic Plan. Council selected the option to revise the existing plan as well as the following timeline:

Data collection from Council and staff	February 7 – March 1
Public data collection (social media campaign)	February 7 – March 30
Public data collection (Village Voice, Town Crier)	March 1 – March 30
Present complete list to Council	April 3
Council to rank importance and urgency	April 3 – April 11
Council to consider prioritized list	April 17
Prioritized list to be built into revised Strat Plan	April 17 – May 24
Draft Strategic Plan for Council consideration	June 5



Strategic Plan open houses  
Final Strategic Plan consideration

June 11 & 13  
June 19

**Next Meeting**

The next Council meeting will be held on Wednesday, February 20, 2019, at 9:00 am.