



MEETING MINUTES
THE CORPORATION OF THE
TOWNSHIP OF ZORRA
P.O. BOX 306
INGERSOLL, ONTARIO
FEBRUARY 14, 2017

The regular meeting of the Township Council was held at 9:30 a.m. on February 14, 2017 at the Township Municipal Office.

Present were:

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

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

01-02-17 Moved by: Marcus Ryan Seconded by: Doug Matheson

“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 January 17, 2017.

02-02-17 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT the minutes from the January 17, 2017 Council meeting be adopted as printed and circulated.”
Disposition: Carried

(b) Minutes from the Special Council meeting held on February 6, 2017.

03-02-17 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT the minutes from the February 6, 2017, Special Council meeting be adopted as printed and circulated.”
Disposition: Carried

5. PUBLIC MEETINGS & DRAINAGE MEETINGS

04-02-17 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT the Council meeting be adjourned at 10:49 a.m. for the purposes of holding a public meeting pursuant to the provisions of the *Planning Act*.”

Disposition: Carried

- (a) **10:45 a.m.** - Minor Variance Application A-11/16 submitted by Kim Schrijver pertaining to lands described as Part Lot 21, Concession 5, (North Dorchester), Township of Zorra. The lands are located on the south side of Road 60, west of 17th Line, and are municipally known as 602840 Road 60.

Presentation of Report

Eric Gilbert of the County of Oxford Community and Strategic Planning Office reviews the planning report for the Committee pertaining to property described as as Part Lot 21, Concession 5, (North Dorchester), Township of Zorra. The lands are located on the south side of Road 60, west of 17th Line, and are municipally known as 602840 Road 60.

The application is requesting relief from 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 602834 Road 60) from 197 m (646 ft) to 143 m (469 ft) in order to facilitate the construction of a new dairy barn; and

Relief from the Provisions of Section 7.2.2 – Minimum Distance Separation Requirements For Manure Storage Facilities (MDS II), to reduce the minimum distance separation requirement to the nearest Type A land use (residential dwelling located at 602834 Road 60) from 277m (909 ft) to 200 m (656 ft) in order to facilitate the construction of a new manure facility associated with the proposed dairy barn.

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 602820 Road 60) from 197 m (646 ft) to 179.9 m (590 ft) in order to facilitate the construction of a new dairy barn; and

Relief from the Provisions of Section 7.2.2 – Minimum Distance Separation Requirements For Manure Storage Facilities (MDS II), to reduce the minimum distance separation requirement to the nearest Type A land use (residential dwelling located at 602820 Road 60) from 277m (909 ft) to 264 m (866 ft) in order to facilitate the construction of a new manure facility associated with the proposed dairy barn.

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 lot line (side or rear) from 20 m (65 ft) to 14 m (46 ft) in order to facilitate the construction of a new dairy barn.

Mr. Gilbert also notes that there were no concerns from any of the public agencies that the application was circulated to and no formal complaints from neighbours.

Council Question Period

Councillor Ryan questions if there are special considerations given by the planning department for multiple variances. Mr. Gilbert notes that a minor variance determination is made based on the number of variances and staff determined for it to be minor in this application.

Ms. Marshall reviews the daily camp schedule and notes that there will be open worship sessions included. Ms. Marshall further notes that they will be hiring 4 staff for the summer to help with the program.

Ms. Marshall notes that they have applied for grants to help cover the staff positions and are still looking for other ways to receive funding. Ms. Marshall requests that fees for the usage of Zorra facilities be waived ie. Thamesford Parks, Pickle Ball at the arena, reduced fees/availability of the Thamesford Pool for use once a week for Camp Connect.

Council Question Period

Mayor Lupton questions if it would be a daily private rental of the pool. Ms. Marshall notes that it would be possibly once a week. Stephanie Starchuck, Recreation and Facility Program Coordinator notes that there is not a lot of time that the pool could be rented out privately during the week since it is scheduled heavily and public swim is scheduled daily from 1:00pm-4:00pm. The pool capacity is 290, therefore there would not be an issue with the camp attending during public swimming. Ms. Starchuck notes that extra staff would need to be added so they would need to know ahead of time when the camp would be attending. Furthermore, Township staff would like to train the camp counsellors for swim safety and the counsellors would have to go into the pool with the children. Ms. Starchuck notes that the parks are open for anyone to use and the baseball diamonds get dragged each day so Township staff would do that after the camp used them. Township Staff would like to know ahead of time when sports fields and parks will be used.

Councillor Keasey questions why additional staff would be needed for the pool. Ms. Starchuck notes that it is staffed based on seasonal averages which is usually 4 lifeguards and an extra may be required depending on the number of camp children attending.

Mayor Lupton asks if there is a group rate for swimming at the pool. Ms. Starchuck notes the pool rate is \$2 and there is not a group rate at this time. The Township also charges \$2 for pickle ball for the use of equipment. Rev. Marshall notes that they did not come to Council requesting funding previously for the Camp so they are requesting waiving of rental fees instead.

Councillor Ryan questions if we have waived fees for a group prior to this for something similar. Doug Mills, Recreation Supervisor notes they have never waived the fees totally but they have lowered them.

Mayor Lupton notes concern about the Township running a summer camp as well. Ms. Starchuck notes that the Township Camp would host 10 children every week and would be the same ages for every week being grades 1-5 whereas Camp Connect has split the ages every week.

Councillor Forbes notes that he would like to see both of the new summer camps be full and successful and questions if the Township camp could be moved to Embro. Ms. Starchuck notes that Thamesford has the pool which is a benefit however there could be room for Embro to host in the future.

Councillor Forbes notes support of waiving fees for one year to assist the camp getting off the ground.

Mayor Lupton questions if there are concerns from families in regards to the Camp being faith-based. Ms. Marshall notes that if there is a child who is not interested in being part of the faith based learning they can find something else for the child to do.

Councillor Ryan notes that he does not agree with tax payer money going towards anything faith based and the Westminster Church does not pay property tax to the Township or income tax and therefore he does not support the request.

Public Question Period

None.

7. REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION**7.1 Fire Department**

- (a) Memorandum 2017-029 from the Fire Chief regarding monthly departmental activities.

10-02-17 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Memorandum 2017-029 from the Fire Chief be received and filed for information purposes only.”

Disposition: Carried

7.2 Recreation Department

- (a) Memorandum 2017-035 from the Recreation Facilities Supervisor and Program Coordinator regarding monthly departmental activities.

11-02-17 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Memorandum 2017-035 from the Recreation Facilities Supervisor and Program Coordinator be received and filed for information purposes only.”

Disposition: Carried

7.3 Building & Drainage Department

- (a) Memorandum 2017-027 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

12-02-17 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Memorandum 2017-027 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”

Disposition: Carried

7.4 Public Works Department

- (a) Memorandum 2017-033 from the Director of Public Works regarding monthly departmental activities.

13-02-17 Moved by: Marie Keasey Seconded by: Doug Matheson

“THAT Memorandum 2017-033 from the Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2017-030 from the Director of Public Works regarding Tender 2017-04 Grader Results.

14-02-17 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council award Tender 2017-04 for a 2017 Motor Grader to Toromont Cat for a net price of \$375,494.40.”

Disposition: Carried

- (c) Memorandum 2017-028 from the Director of Public Works regarding 2017 Gravel Tender Results.

15-02-17 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Council award Tender 2017-03 for Maintenance Gravel Distribution to E & W Blane for the tendered price of \$4.60 per tonne for a trucking total of \$253,000.00 including HST.”

Disposition: Carried

7.5 Finance Department

No items.

7.6 Clerks Department

(a) Memorandum 2017-026 from the Clerk regarding Animal Control Agreement.

16-02-17 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Council enact a by-law to enter into an agreement with Kismutt for the provision of Animal Control Services for 2017-2018, expiring December 31, 2018.”

Disposition: Carried

(b) Memorandum 2017-032 from the By-law Enforcement Officer regarding monthly departmental activities.

17-02-17 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Memorandum 2017-032 from the By-law Enforcement Officer be received and filed for information purposes only.”

Disposition: Carried

7.7 Administration Department

(a) Memorandum 2017-034 from the Chief Administrative Officer regarding 2017/2018 Insurance Renewal.

18-02-17 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council accept the 2017/2018 Insurance Program at the price of \$169,473 (plus applicable taxes) submitted by Frank Cowan Company Limited and McFarlan Rowlands Insurance Brokers Ltd.”

Disposition: Deferred

(b) Memorandum 2017-036 from the Chief Administrative Officer regarding Thamesford District Recreation Centre – Spriet Associates

19-02-17 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Council authorize payment of \$2,500.00 for an outstanding invoice from Spriet Associates for conceptual drawings and architectural review of Thamesford District Recreation Centre;

AND THAT funds be withdrawn from the Park Reserve Fund.”

Disposition: Carried

7.8 CORRESPONDENCE REQUIRING DIRECTION

(a) Resolution from Zorra Recreation Advisory Committee regarding a potential fitness room at the Embro Zorra Community Centre.

20-02-17 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council direct Township staff to investigate the option of establishing a fitness room at the Embro Zorra Community Centre in the room currently being used to store the Harvey Waud collection.”
Disposition: Carried

(b) Correspondence from the County of Oxford regarding Bill 29 – Aggregate Resources and Mining Modernization Act, 2016.

21-02-17 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Council endorses the County of Oxford Comments regarding Bill 29 – Aggregate Resources and Mining Modernization Act, 2016 from a letter dated December 5, 2016;

AND THAT endorsement be sent to the Ministry of Natural Resources and Forestry.”
Disposition: Carried

(c) Correspondence from the Embro & Zorra Agricultural Society regarding a request for grant.

22-02-17 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT the following grant be approved as part of the 2017 budget:

Organization	Amount (\$)
Embro & Zorra Agricultural Society	\$1,500.00

pending the submission of the financial statements.”
Disposition: Carried

(d) Correspondence from the Ministry of Agriculture, Food and Rural Affairs regarding the Rural Economic Development (RED) Program.

23-02-17 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Correspondence from the Ministry of Agriculture, Food and Rural Affairs be received and filed for information purposes only.”
Disposition: Carried

(e) Correspondence from Kintore Optimist Club regarding a request for a grant.

24-02-17 Moved by: Marie Keasey Seconded by: Marcus Ryan

“THAT Council defers item 7.8(e) pending further information being brought back to Council in writing.”
Disposition: Carried

(f) Notice of Motion from Township of Zorra Councillor Marcus Ryan regarding Automated External Defibrillators in Thames Valley District School Board schools.

25-02-17 Moved by: Marcus Ryan Seconded by: Doug Matheson

“WHEREAS, Automated External Defibrillators are used to treat sudden cardiac arrest and have been proven to be life-saving during the waiting time period for emergency services;

AND WHEREAS, for every minute a person in cardiac arrest goes without being successfully treated by defibrillation, the chance of survival decreases by 7 percent in the first, and decreases by 10 percent per minute as time advances past 3 minutes;

AND WHEREAS, Andrew Stoddart, a 15 year old boy, passed away while playing soccer in Kintore, Ontario, an AED on site may have increased

11-17 A by-law to authorize the execution of an agreement with Kismutt for the provision of Animal Control Services.

28-02-17 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT by-laws 09-17, 10-17 and 11-17 be taken as read a first and second time.”

Disposition: Carried

29-02-17 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT by-laws 09-17, 10-17 and 11-17 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**

(a) A proposed or pending acquisition or disposition of land by the municipality or local board regarding a potential land purchase.

(b) A personal matter about an identifiable individual, including municipal or local board members regarding a 2017 Performance Review.

(c) Minutes from Closed Meeting session of Council held June 21, 2016.

(d) Minutes from Closed Meeting session of Council held on December 6, 2016.

30-02-17 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Council move into closed meeting session at 2:34 p.m. pursuant to Section 239.2(b)&(c) 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 a potential land purchase;**

(b) **A personal matter about an identifiable individual, including municipal or local board members regarding a 2016 Performance Review;**

(c) **Minutes from Closed Meeting session of Council held June 21, 2016;**

(d) **Minutes from Closed Meeting session of Council held on December 6, 2016.”**

Disposition: Carried

31-02-17 Moved by: Marie Keasey Seconded by: Marcus Ryan

“THAT the closed meeting session be adjourned at 4:10 p.m. and the regular meeting of Council be called back to order.

Disposition: Carried

14. **CONFIRMATORY BY-LAW**

12-17 Confirmatory by-law.

32-02-17 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT By-law 12-17, being a by-law to confirm the proceedings of Council held Tuesday, February 14, 2017, be read a first, second and third time this 14th day February, 2016, and further that the Mayor and

Clerk are hereby authorized to sign the same and affix the corporate seal thereto.”

Disposition: Carried

15. ADJOURNMENT

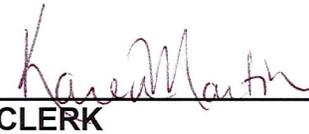
33-02-17 Moved by: Marcus Ryan

Seconded by: Marie Keasey

“THAT this session of Council be now adjourned and herewith closed at 4:11 p.m. and the next meeting of Council be called for the 7th day of March, 2017, at 9:30 a.m. in the Council Chambers at the Township Municipal Office.”

Disposition: Carried


MAYOR


CLERK