



MEETING MINUTES

THE CORPORATION OF THE TOWNSHIP OF ZORRA P.O. BOX 306 INGERSOLL, ONTARIO FEBRUARY 13, 2018

The regular meeting of the Township Council was held at 11:00 a.m. on February 13, 2018 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
Director of Finance: Maureen Simmons

1. CALL TO ORDER

Mayor Lupton calls the meeting to order at 11:00 a.m.

2. ADOPTION OF AGENDA

01-02-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT the agenda be adopted as amended.”

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 16, 2018.

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

“THAT the minutes from the January 16, 2018 Council meeting be adopted as printed and circulated.”

Disposition: Carried

5. PUBLIC MEETINGS & DRAINAGE MEETINGS

03-02-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT the Council meeting be adjourned at 1:41 p.m. for the purposes of holding a public meeting pursuant to the provisions of the *Planning Act*.”

Disposition: Carried

- (a) **1:30 p.m.** – Minor Variance Application A-07/17 submitted by Watt & Tomlinson pertaining to lands described as Part of Lots 5 and 6, Concession 5 (North Oxford). The lands are located on the south side of Road 60 and are municipally known as 603340 Road 60.

The applicants Graham Watt and Christine Tomlinson are in attendance.

Presentation of Report

Meghan House of the County of Oxford Community and Strategic Planning Office reviews the planning report for the Committee pertaining to property described as Part Lots 5 and 6, Concession 5 (North Oxford). The lands are located on the south side of Road 60 and are municipally known as 603340 Road 60.

The purpose of the application is to obtain relief from the provisions of Section 5.14.7 – Bed and Breakfast Establishment to permit a bed and breakfast establishment as a home occupation located in an accessory structure (horse barn). Section 5.14.7 permits a bed and breakfast establishment, limited to three guest rooms, as a home occupation located within a single detached dwelling.

Ms. House notes that the report recommends approval of the application, subject to the condition that the applicant provide adequate private sewage disposal and water supply for the bed and breakfast establishment, to the satisfaction of Oxford County Public Health and Emergency Services and/or the Ministry of Environmental and Climate Change, as applicable.

Council Question Period

The question of separation due to fire was dealt with during the application for building permit process. It is noted that this building may not be converted to a permanent residence.

Public in attendance

Donna Peat of 603341 Road 60 is in attendance. Ms. Peat lives across the road from the applicants and expresses concerns over her own farm and potential future concerns if manure is spread. Mr. Watt notes that any visitors to the property will be horse owners and will be used to those practices.

- 04-02-18** Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT the Township of Zorra Committee of Adjustment approve Application File A07-17, submitted by Graham Watt and Christine Tomlinson for lands described as Part Lots 5 and 6, Concession 5 (North Oxford) to provide relief from the provisions of Section 5.14.7 – Bed and Breakfast Establishment to permit a bed and breakfast establishment as a home occupation located in an accessory structure (horse barn).”

Disposition: Carried

- 05-02-18** Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT pursuant to the *Planning Act* the public meeting be adjourned at 1:49 p.m. and the regular meeting of Council be called back to order.”

Disposition: Carried

6. DELEGATIONS

- (a) **1:00 p.m.** – Chris Martin, Carmeuse Lime – Alternate Fuels

Chris Martin from Carmeuse Lime appears before Council to advise that Carmeuse is seeking approval to burn an alternate fuel source in their lime kiln. This will lessen their carbon foot print and reduce the amount of coal that is burned in the production process. The Ministry of Environment and Climate Change has granted temporary approval to burn an engineered fuel

source containing a mixture of plastics, wood waste, tire fluff (not rubber), glycerin, glycerin pitch and off spec non-recyclable rubber.

Council Question Period

Councillor Forbes notes that the project may attempt to reduce CO2 emissions however it could potentially increase tonnage.

Councillor Keasey questions where the material is coming from. Mr. Martin notes that the majority of the material would come from New York.

Mayor Lupton notes that questions should be directed to the company and anyone is welcome to email Chris Martin directly.

- (b) **1:15 p.m.** – Jay Heaman, Oxford County – Infrastructure Canada’s Smart Cities Challenge

Jay Heaman, Manager of Strategic Initiatives from the County of Oxford, presents to Council on the County’s proposal to submit an application under Infrastructure Canada’s Smart City Challenge. The County’s sustainability initiatives include; commitment to achieving 100% renewable energy, working towards zero waste and the overall sustainability plan.

Council Question Period

Councillor Keasey questions what the actual proposal is that they are looking for support on. Mr. Heaman notes that the proposal at this point is the framework and an idea to move forward with making the application.

- 06-02-18** Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT the Council of the Township of Zorra supports an Oxford Municipal Partners submission to the Smart Cities Challenge;

AND FURTHER, that Council appoints Councillor Marcus Ryan to the Smart Cities Challenge Ad Hoc Committee.”

Disposition: Carried

- (c) **2:30 p.m.** – Jessica Jaremchuk, Frank Cowan Company Limited and Doug Bell, McFarlan Rowlands Insurance Brokers Ltd. – Insurance Program (**30 minutes**). (See 7.7c)

Jessica Jaremchuk, Frank Cowan Company Limited and Doug Bell, McFarlan Rowlands Insurance Brokers Ltd. present Council the 2018 Municipal Insurance Program Renewal Report.

Council Question Period

Councillor Keasey questions if there is coverage for drones or damage done by drones in the Township. Ms. Jaremchuk notes that there would be coverage if it was the Township’s drone.

Councillor Matheson questions what is considered a population increase. Ms. Jaremchuk notes that the population increase for Zorra is 138 residents.

7. REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION

7.1 Fire Department

- (a) Memorandum 2018-027 from the Fire Chief regarding monthly departmental activities.

- 07-02-18** Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Memorandum 2018-027 from the Fire Chief be received and filed for information purposes only.”

Disposition: Carried

7.2 Recreation Department

- (a) Memorandum 2018-029 from the Recreation Facilities Supervisor and Program Coordinator regarding monthly departmental activities.

08-02-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Memorandum 2018-029 from the Recreation Facilities Supervisor and Program Coordinator be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2018-023 from the Recreation & Facility Program Coordinator and Director of Corporate Services regarding Response to School Presentations.

09-02-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Memorandum 2018-023 from the Recreation & Facility Supervisor and Director of Corporate Services be received and filed for information purposes only.”

Disposition: Carried

7.3 Building & Drainage Department

- (a) Memorandum 2018-024 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

10-02-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-024 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”

Disposition: Carried

7.4 Public Works Department

- (a) Memorandum 2018-026 from the Director of Public Works regarding monthly departmental activities.

11-02-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Memorandum 2018-026 from the Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2018-030 from the Director of Public Works regarding Maintenance Gravelling Recommendation.

12-02-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT RFP 2018-02 for Maintenance Gravel Application be awarded to E & W Blane for the tendered price of \$3.90 per tonne for a total of \$214,500.00 including HST.”

Disposition: Carried

7.5 Finance Department

- (a) Memorandum 2018-025 from the Director of Finance regarding 2017 Budget to Actual Year End (revised).

13-02-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT the Transfer of the projected 2017 operating surplus into the Surplus/Deficit Reserve be approved;

AND THAT the Transfer of the projected 2017 capital levy surplus into the Road Infrastructure Reserve be approved.”

Disposition: Carried

(b) Memorandum 2018-028 from the Director of Finance regarding 2018 Draft Municipal Budget and Business Plan.

14-02-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-002 from the Director of Finance be received and filed for information purposes only.”

Disposition: Carried

(c) Public Budget Information Session (4:00 p.m.).

7.6 Clerks Department

No items.

7.7 Administration Department

(a) Memorandum 2018-021 from the Chief Administrative Officer regarding 2017 Closed Meeting Summary.

15-02-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Memorandum 2018-021 from the Chief Administrative Officer be received and filed for information purposes only.”

Disposition: Carried

(b) Memorandum 2018-022 from the Chief Administrative Officer regarding 2017 Compliance Assessment Report Review – Aggregate.

16-02-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Council direct Staff to request the Ministry of Natural Resources and Forestry to suspend Aggregate Resouces Act Licences 2322, 2323 and 625388 until such time as Compliance Assessment Reports are filed and verified as accurate by MNRF staff;

AND THAT Council direct Staff to request the Ministry of Natural Resources and Forestry to revoke Aggregate Resouces Act Licence 2280 as the operator has failed to submit a Compliance Assessment Report since 1998;

AND THAT Council direct Staff to request the Ministry of Natural Resources and Forestry to carry out inspections on Aggregate Resouces Act Licences 2129, 2130, 2136 and 601803 to validate whether repeat remedial actions have been carried out in accordance with action deadlines in the Compliance Assessment Reports.”

Disposition: Carried

(c) Memorandum 2018-031 from the Chief Administrative Officer regarding 2017/2018 Insurance Renewal.

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

“THAT Council accept the 2018/2019 Insurance Program at the price of \$178,895 (plus applicable taxes) submitted by Frank Cowan Company Limited and McFarlan Rowlands Insurance Brokers Ltd.”

Disposition: Carried

(d) Memorandum 2018-032 from the Chief Administrative Officer regarding 2018 Capital Projects & Strategic Plan Tracking.

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

“THAT Memorandum 2018-032 from the Chief Administrative Officer be received and filed for information purposes only.”

Disposition: Carried

7.8 CORRESPONDENCE REQUIRING DIRECTION

(a) Resolution from the Zorra Local School Committee regarding Local School Funding.

19-02-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council support the Zorra Community School Committee resolution;

AND THAT Council direct Township staff to add \$750.00 to the 2018 budget to assist Zorra schools with busing costs for field trips within the Township.”

Disposition: Carried

(b) Correspondence from Oxford County Report PW 2018-01 from the Director of Public Works regarding Proposed Food and Organic Waste Framework.

20-02-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Oxford County Report #PW 2018-01 from the Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

(c) Resolution from AMO regarding Fire Medic Protection for Municipal Governments.

21-02-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT item 7.8c be received and filed for information purposes only.”

Disposition: Carried

(d) Notice of Motion from Councillor Matheson regarding the Proposed Location of the New Public Works Building.

22-02-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“WHEREAS the proposed new shop represents the largest expense ever to the taxpayers of Zorra Township;

AND WHEREAS the equipment housed in the proposed shop, has more wintertime use in the north side of the township due to the fact that there is more snow in the north end of the township, and a higher prevalence of hills in the north end of the township requiring more work scraping ice;

AND WHEREAS more time and fuel would be spent, for the equipment to get to those areas, thereby creating a larger carbon footprint by the Township, and whereas there is a more readily available access to a source of natural gas, and whereas, the Township equipment could

continue to be used to clean snow from the Embro Community Centre, at a much lower cost than what would have to be spent, if the equipment was not housed nearby;

THEREFORE BE IT RESOLVED THAT Council request that the Public Works building committee revisit the proposed location of the public Works building, with consideration of using the vicinity of the existing Public Works building on the outskirts of Embro.”

Disposition: Defeated

(e) Notice of Motion from Councillor Ryan regarding High Speed Rail.

23-02-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“WHEREAS the Township of Zorra understands that the proposed Ontario Government High Speed Rail plan is in the early stages and many details are to be determined through Environmental Assessments yet to be completed;

AND WHEREAS some urban Ontario Municipalities feel that they may benefit from High Speed Rail;

AND WHEREAS, there is great concern in rural Ontario, and the Township of Zorra in particular, with respect to the significant loss of Prime Agricultural Land, the potential for dead-ended roads creating increased emergency response time, creating increased school transportation time, the severing of farm businesses, disruption to community cohesion, reducing local resident access to Municipal services, and the health, safety and well being of our local residents;

THEREFORE BE IT RESOLVED THAT the Township of Zorra does not oppose improved rail service in South Western Ontario;

AND THAT the Township of Zorra does take the following position on the proposed High Speed Rail Plan going forward:

THAT High Speed Rail is only one viable option to improve transportation in Southwestern Ontario;

THAT the Environmental Assessment must also include other viable options to improve transportation in Southwestern Ontario;

THAT all committees created for the purpose of HSR also have representation from the Councils and community members/organizations directly affected by this proposed HSR plan;

AND THAT the resolution of this motion be forwarded to the Premier of Ontario, Minister of Transportation, Minister of Agriculture, Food and Rural Affairs, as well as the Association of Municipalities of Ontario, Concerned Citizens of HSR, and the Ministry of Community Safety and Correctional Services.”

Disposition: Carried

(f) Oxford County Report CASPO 2018-16 from Meghan House, Development Planner regarding Application for Site Plan Approval SP5-17-03 – RMC Realty Investments Limited (Turf Care).

24-02-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT the Council of the Township of Zorra direct staff to approve Site Plan Application SP 5-17-03, submitted by RMC Realty Investments Limited on lands legally described as Part Lot 25, Concession 11 (East Nissouri), known municipally as 196522 19th Line at such time as they are satisfied that the plan complies with all relevant requirements of the Township;

AND THAT Council enact a by-law to enter into a Site Plan Control Agreement with RMC Realty Investments Limited.

Disposition: Carried

8. INFORMATION ITEMS

(a) Landfill Proposal Update

i) No items.

(b) High Speed Rail Proposal Update

i) No items.

(c) Committees and Boards Updates

i) Minutes from the 17-09-18 Zorra Local School Committee Meeting

ii) Minutes from the 2017-12-12 Zorra Water & Wheels Committee Meeting

iii) Minutes from the 2018-01-18 Zorra Water & Wheels Committee Meeting

25-02-18 Moved by: Marie Keasey

Seconded by: Ron Forbes

“THAT items 8(a)-(c) 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 Lupton

11. BY-LAWS

07-18 A by-law to authorize the execution of a Site Plan Control Agreement between the Corporation of the Township of Zorra and RMC Realty Investments Limited (Turf Care).

08-18 A by-law to authorize an agreement with 2374437 Ontario Inc. (Wayne Fraser) and the Corporation of the Township of Zorra to provide an easement over Part 1, 2 & 3 on Plan 41R-9602.

26-02-18 Moved by: Marcus Ryan

Seconded by: Doug Matheson

“THAT by-laws 07-18 and 08-18 be taken as read a first and second time.”

Disposition: Carried

27-02-18 Moved by: Ron Forbes

Seconded by: Marie Keasey

“THAT by-laws 07-18 and 08-18 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

09-18 Confirmatory by-law.

28-02-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT By-law 09-18, being a by-law to confirm the proceedings of Council held Tuesday, February 13, 2018, be read a first, second and third time this 13th day February, 2018, and further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.”

Disposition: Carried

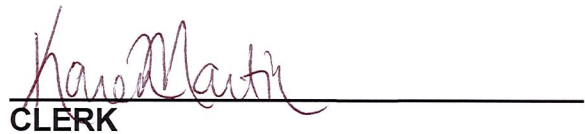
15. ADJOURNMENT

29-02-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT this session of Council be now adjourned and herewith closed at 4:16 p.m. and the next meeting of Council be called for the 6th day of March, 2018, at 9:30 a.m. in the Council Chambers at the Township Municipal Office.”

Disposition: Carried


MAYOR


CLERK