



## MUNICIPALITY OF MORRIS-TURNBERRY

### COUNCIL MINUTES

Tuesday, March 17<sup>th</sup>, 2020, 7:30 pm

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The Council of the Municipality of Morris-Turnberry met in regular session on the 17<sup>th</sup> day of March, 2020, at 7:30 pm in the Council Chambers of the Municipality of Morris-Turnberry.

#### **Council in Attendance**

Mayor Jamie Heffer  
Deputy Mayor Sharen Zinn  
Jamie McCallum  
Kevin Freiburger

#### **Staff in Attendance**

Trevor Hallam	CAO/Clerk
Sean Brophy	Treasurer
Mike Alcock	Director of Public Works
Kirk Livingston	Chief Building Official

#### **Others in Attendance**

Denny Scott	The Citizen
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#### **1.0 CALL TO ORDER**

Mayor Jamie Heffer called the meeting to order at 7:30 pm.

#### **2.0 ADOPTION OF AGENDA**

Moved by Jamie McCallum  
Seconded by Kevin Freiburger

MOTION 58-2020	THAT the Council of the Municipality of Morris-Turnberry hereby adopts the agenda for the meeting of March 17 <sup>th</sup> 2020 as amended.	Carried.
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#### **3.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST**

None declared.

#### **4.0 MINUTES**

Moved by Sharen Zinn  
Seconded by Kevin Freiburger

MOTION 59-2020	THAT the Council of the Municipality of Morris-Turnberry hereby adopts the March 3 <sup>rd</sup> , 2020 Council Meeting Minutes as written.	Carried.
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**5.0 ACCOUNTS**

5.1 ACCOUNTS

Moved by Jamie McCallum  
Seconded by Kevin Freiburger

MOTION 60-2020 THAT the Council of the Municipality of Morris-Turnberry hereby approves for payment March 3<sup>rd</sup> accounts in the amount of \$1,003,919.48. Carried.

5.2 PAY REPORTS

Copies of the March 4<sup>th</sup> Pay Reports were provided for information purposes.

**6.0 PUBLIC MEETINGS AND DEPUTATIONS**

6.1 None.

**7.0 STAFF REPORTS**

7.1 BUILDING

CBO Kirk Livingston presented the building activity report for the months of January and February 2020.

7.2 PUBLIC WORKS

7.2.1 Operations Report

A report was presented by by Director of Public Works Mike Alcock in this regard.

Regarding the request to purchase a roller/packer, Deputy Mayor Zinn asked about the effectiveness of the roller/packer, the need for it, and why one was needed on each machine. She drew attention to the fact that one was purchased just last year. Mr. Alcock explained that packing following grading reduces the gravel displaced from the road and results in an improved surface.

Moved by Jamie McCallum  
Seconded by Kevin Freiburger

MOTION 61-2020 THAT the Council of the Municipality of Morris-Turnberry hereby grants to the Public Works Department relief from the relevant sections of the procurement policy to allow for the purchase a discounted roller/packer from BJ Industries Inc. in Kenilworth in the amount of \$11,500 plus HST. Carried.

7.2.2 Maintenance Gravel Quotations

A report has been prepared by Director of Public Works Mike Alcock in this regard. Mr. Alcock will be in attendance.

Deputy Mayor Zinn questioned whether less gravel has been used since rolling and packing has been done in tandem with maintenance gravel and grading activities. Mr. Alcock explained that the rolling/packing hasn't been done for enough years in a row to provide accurate data on any savings, but staff will be monitoring this and provide information in the future.

Moved by Kevin Freiburger  
Seconded by Jamie McCallum

MOTION 62-2020 THAT the Council of the Municipality of Morris-Turnberry hereby accepts the quotation of Joe Kerr Ltd. for RFQ MT 20-111 – Granular “M” Supply and Place, in the amount of \$400,500.00 (excluding HST), and authorizes the Mayor and CAO/Clerk to execute the tender and all other required documents. Carried.

### 7.3 CLERK

#### 7.3.1 Site Plan Control Policy and By-Law Update

CAO/Clerk Hallam presented a report has prepared by County Planner Jennifer Burns in this regard.

Moved by Kevin Freiburger  
Seconded by Jamie McCallum

MOTION 63-2020 THAT the Council of the Municipality of Morris-Turnberry hereby directs staff to return the draft Site Plan Control by-law as presented to a future meeting of Council for consideration.

Carried.

#### 7.3.2 Fees and Charges By-Law

A report was presented by CAO/Clerk Hallam in this regard.

Deputy Mayor Zinn asked whether the fees associated with site plan application cost recovery are new. CAO/Clerk Hallam explained that the practice is to recover costs for third party review or legal expenses incurred by the municipality in the course of site plan approval, but that is usually addressed in a site plan agreement. This provides further transparency for applicants and provides the municipality with the ability to recover those costs when a full agreement isn't needed.

Councillor McCallum requested that the fee for construction without a permit be increased to five times the cost of the original permit to provide a stronger disincentive.

Moved by Jamie McCallum  
Seconded by Kevin Freiburger

MOTION 64-2020 THAT the Council of the Municipality of Morris-Turnberry directs staff to return an updated fees and charges by-law to a Public Meeting under the Building Code Act to be held on April 7th, 2020 at 7:30 pm.

Carried.

#### 7.3.3 Community Safety and Well Being Plan

CAO/Clerk Hallam presented a report prepared by Deputy Clerk Kim Johnston in this regard for the information of Council.

#### 7.3.4 Website Redesign and Update RFP Results

A report was presented by CAO/Clerk Trevor Hallam in this regard.

Mr. Hallam requested that while the proposal came in well under the budget amount, the budgeted funds not be reallocated yet to provide some ability to make changes and cover any unforeseen costs as staff work with the vendor. Council agreed.

Moved by Sharen Zinn  
Seconded by Kevin Freiburger

MOTION 65-2020 THAT the Council of the Municipality of Morris-Turnberry accepts the proposal of OSiM Interactive for the redesign and development of the Municipal Website in the amount of \$9,500.00 and \$100.00 monthly thereafter for hosting and maintenance services, excluding HST.

Carried.

#### 7.3.5 COVID-19 Response Update

CAO/Clerk Trevor Hallam provided an update on the Municipality's response to the developing situation regarding COVID-19

## 8.0 **BUSINESS**

### 8.1 BUDGET 2020 UDATE

A draft of the 2020 Municipal Budget was provided to Council. Treasurer Sean Brophy presented changes that have been made since Council last reviewed the full budget in December.

Councillor McCallum asked for clarification regarding the amount allocated for manual adjustments, expressed a preference for reducing the amount allocated for tax write offs, and asked whether any of the municipality's investments are due to mature in the coming year that might change the amount of received interest anticipated.

Deputy Mayor Zinn stressed the importance of respecting and following the budget once it is passed, something she feels has been an issue in past years.

Deputy Mayor Zinn asked how the budgeted amounts would affect the proposed tax rate. Mr. Brophy explained that in this budget an increase of 4% is proposed to the municipal rate, which when combined with the County and Education rates would result in approximately a 1% increase in the over all tax rate for ratepayers.

Councillor McCallum expressed a preference to reduce the tax increase as much as possible. Deputy Mayor Zinn pointed out that there had been a reduction in the tax rate over the last two years, and that if increases are needed it would be better to do it incrementally rather than imposing a large increase in the future. Mayor Heffer agreed with Deputy Mayor Zinn's comments.

Moved by Sharen Zinn  
Seconded by Kevin Freiburger

MOTION 66-2020 THAT the Council of the Municipality of Morris-Turnberry directs the Treasurer to return a draft of the 2020 budget for the Municipality for consideration at a public meeting to be held at 7:30pm on April 7<sup>th</sup>, and that notice of the same be given.

Carried.

## 9.0 COUNCIL REPORTS

Sharen Zinn

March 6<sup>th</sup> attended a meeting of the Huron County Federation of Agriculture.

Jamie McCallum

March 9<sup>th</sup> attended a meeting of the Brussels Morris Grey Recreation Board.  
Attended a meeting of the Coalition for Huron Injury Prevention

Kevin Freiburger

March 11<sup>th</sup> attended a meeting of the Bluvale Community Committee.

Jamie Heffer

March 6<sup>th</sup> attended a meeting of the Huron County Federation of Agriculture.

## 10.0 CORRESPONDENCE, MINUTES, ITEMS FOR INFORMATION

- 10.1 Correspondence from Minister Steve Clark – Provincial Policy Statement Notice
- 10.2 Correspondence from AMDSB to Minister Steven Lecce
- 10.3 Correspondence from John Schwartzentruber regarding surplus farmhouse severances
- 10.4 Correspondence from MVCA regarding flood mapping on Turnberry Shop property
- 10.5 Invitation from ACW Councillor Jennifer Miltenburg - Taking Action for Places of Faith In Rural Ontario workshop
- 10.6 Belgrave Water Monthly Report - February
- 10.7 Outstanding Action Items

Moved by Jamie McCallum  
Seconded by Kevin Freiburger

MOTION 67-2020 THAT the Council of the Municipality of Morris-Turnberry directs staff to return a report regarding the approach of the new Provincial Policy Statement to the severances, particularly in regards to the severance of farmland to create developable land.

Carried.

**11.0 NEW BUSINESS**

11.1 Items to be placed on the agenda of the next regular Council meeting.

**12.0 BY-LAWS AND AGREEMENTS**

12.1 DELEGATION OF AUTHORITY – PLANNING

Senior Planning Staff from the County recommended that Councils consider a by-law to delegate the authority to comment on undisputed consents and approve draft plans of subdivision to staff temporarily. This measure would ensure continuity of services and avoid delays in certain applications if future council meetings do not proceed as planned due to mitigation or emergency measures.

Moved by Jamie McCallum  
Seconded by Kevin Freiburger

MOTION 68-2020 THAT leave be given to introduce By-Law # 11-2020, being a by-law to delegate to the Chief Administrative Officer the authority to comment on undisputed consents and approve extensions of draft plan of subdivision, and that it now be read severally a first, second, and third time, and finally passed this 17<sup>th</sup> day of March 2020.

Carried.

**\*\*\*Mayor Heffer called a brief recess at 8:55 pm\*\*\***

**13.0 CLOSED SESSION**

13.1 ENTER CLOSED SESSION

Moved by Jamie McCallum  
Seconded by Sharen Zinn

MOTION 69-2020 THAT the Council of the Municipality of Morris-Turnberry enter a closed session, with the CAO/Clerk, director of public works and Chief Building Official remaining in attendance at 9:03 p.m. for the purpose of discussing confidential matters pursuant to the following sections of the Municipal Act:

- 1) Section 239 (2) (b) regarding an identifiable individual;
- 2) Section 239 (2) (c) regarding the disposition of land;
- 3) Section 239 (2) (k) regarding negotiations to be carried on by the municipality.

Carried.

13.2 RETURN TO OPEN SESSION

Moved by Jamie McCallum  
Seconded by Sharen Zinn

MOTION 70-2020 THAT the Council of the Municipality of Morris-Turnberry rise from a closed session at 11:00 p.m.

Carried.

13.3 REPORT AND ACTION FROM CLOSED SESSION

**14.0 CONFIRMING BY-LAW**

Moved by Sharen Zinn  
Seconded by Jamie McCallum

MOTION 71-2020 THAT leave be given to introduce By-Law # 12-2020, being a by-law to confirm the proceedings of the Municipality of Morris-Turnberry meeting of Council held on March 18<sup>th</sup>, 2020, and that it now be read severally a first, second, and third time, and finally passed this 17<sup>th</sup> day of March 2020.

Carried.

**15.0 ADJOURNMENT**

Moved by Jamie McCallum  
Seconded by Kevin Freiburger

MOTION 72-2020 THAT the Council of the Municipality of Morris-Turnberry does now adjourn at 11:00 pm.

Carried.

**NEXT MEETINGS:**

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|-------------------------------|----------------|------------------|---------------|
| 1. Regular Meeting of Council | Tuesday, April | 7 <sup>th</sup>  | 2019, 7:30 pm |
| 2. Regular Meeting of Council | Tuesday, April | 21 <sup>st</sup> | 2019, 7:30 pm |

Original Signed By  
Mayor, Jamie Heffer

Original Signed By  
Clerk, Trevor Hallam