



**MEETING MINUTES**  
**THE CORPORATION OF THE**  
**TOWNSHIP OF ZORRA**  
**P.O. BOX 306**  
**INGERSOLL, ONTARIO**  
**MAY 2, 2017**

The regular meeting of the Township Council was held at 9:30 a.m. on May 2, 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
Director of Finance:	Maureen Simmons

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

**01-05-17** 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 April 18, 2017.

**02-05-17** Moved by: Marcus Ryan                      Seconded by: Ron Forbes

**“THAT the minutes from the April 18, 2017 Council meeting be adopted as printed and circulated.”**  
**Disposition: Carried**

**5. PUBLIC MEETINGS & DRAINAGE MEETINGS**

No items.

**6. DELEGATIONS**

No items.

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

- (a) Memorandum 2017-073 from the Fire Chief regarding monthly departmental activities.

**03-05-17** Moved by: Doug Matheson                      Seconded by: Marcus Ryan

**“THAT Memorandum 2017-073 from the Fire Chief be received and filed for information purposes only.”**

**Disposition: Carried**

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**7.2 Recreation Department**

- (a) Memorandum 2017-075 from the Recreation Facilities Supervisor and Program Coordinator regarding monthly departmental activities.

**04-05-17** Moved by: Ron Forbes                      Seconded by: Marie Keasey

**“THAT Memorandum 2017-075 from the Recreation Facilities Supervisor and Program Coordinator be received and filed for information purposes only.”**

**Disposition: Carried**

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**7.3 Building & Drainage Department**

- (a) Memorandum 2017-070 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

**05-05-17** Moved by: Marcus Ryan                      Seconded by: Doug Matheson

**“THAT Memorandum 2017-070 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”**

**Disposition: Carried**

- (b) Memorandum 2017-071 from the Chief Building Official/Drainage Superintendent regarding Nissouri Creek Drain – Selection of Engineer.

**06-05-17** Moved by: Doug Matheson                      Seconded by: Marcus Ryan

**“THAT Council pass a resolution to receive and adopt the drainage petition submitted by Ross Townsend under Section 4(1) of the Drainage Act, R.S.O. 1990, relating to property located in the former Township of West Zorra, Township of Zorra for drainage improvement in relation to Nissouri Creek Drain;**

**AND THAT Council pass a resolution to appoint John Kuntze, P. Eng., K Smart Engineering as engineer to review and prepare a report for lands within the Nissouri Drain watershed.”**

**Disposition: Carried**

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**7.4 Public Works Department**

- (a) Memorandum 2017-072 from the Director of Public Works regarding monthly departmental activities.

**07-05-17** Moved by: Marie Keasey                      Seconded by: Ron Forbes

**“THAT Memorandum 2017-072 from the Director of Public Works be received and filed for information purposes only.”**

**Disposition: Carried**

- (b) Memorandum 2017-074 from the Director of Public Works regarding North Town Line Tender Results.

**08-05-17** Moved by: Marcus Ryan                      Seconded by: Doug Matheson

**“THAT Council award the Township of Zorra portion of Town of Ingersoll Contract 3-017 to Viewcon Construction Limited for a tendered price of \$319,314.76 including HST.”**

**Disposition: Carried**

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## **7.5 Finance Department**

- (a) Memorandum 2017-068 from the Director of Finance regarding 2017 Operating & Capital Budgets.

**09-05-17** Moved by: Ron Forbes                      Seconded by: Marie Keasey

**“THAT Council enact a by-law to adopt the 2017 budget estimates and establish the 2017 tax rates.”**

**Disposition: Carried**

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## **7.6 Clerks Department**

- (a) Memorandum 2017-051 from the Clerk regarding Land Purchase for Road 78 Reconstruction.

**10-05-17** Moved by: Doug Matheson                      Seconded by: Marcus Ryan

**“THAT Council enact a by-law to authorize the purchase of land from D.R. Minler Farms Ltd and J.H. Minler Farms Ltd. at a total price of \$31,142.80 to accommodate reconstruction of Road 78 between 25th Line and 27th Line.”**

**Disposition: Carried**

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## **7.7 Administration Department**

- (a) Memorandum 2017-064 from the Chief Administrative Officer regarding Township Phone System.

**11-05-17** Moved by: Marie Keasey                      Seconded by: Ron Forbes

**“THAT Memorandum 2017-064 from the Chief Administrative Officer be received and filed for information purposes only.”**

**Disposition: Carried**

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## **7.8 CORRESPONDENCE REQUIRING DIRECTION**

- (a) Resolution from Zorra Recreation Advisory Committee regarding a Request for Proposal for a Consultant for the Recreation, Arts and Culture Master Plan.

**12-05-17** Moved by: Ron Forbes                      Seconded by: Marie Keasey

**“THAT Council direct Township staff to advertise the Request for Proposal for Consulting Services for the Development of a Recreation, Arts & Culture Master Plan, as prepared by the Recreation Program Coordinator.”**

**Disposition: Carried**

- (b) Resolution from the Township of North Dumfries regarding Proposed Fees and Royalty changes in Regulation 244/97.

13-05-17 Moved by: Marie Keasey                      Seconded by: Ron Forbes

**“THAT Council supports the resolution from the Township of North Dumfries regarding Proposed Fees and Royalty Changes in Regulation 244/97.”**

**Disposition: Carried**

- (c) Resolution from the Town of LaSalle regarding Funding for the Great Lakes.

14-05-17 Moved by: Marcus Ryan                      Seconded by: Doug Matheson

**“THAT the resolution from the Town of LaSalle Bluewater regarding Funding for the Great Lakes be received and filed for information purposes only.”**

**Disposition: Carried**

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## 7.9            LANDFILL PROPOSAL CORRESPONDENCE

No items.

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## 8.            INFORMATION ITEMS

- (a) Minutes from the 2017-03-27 Zorra Recreation Advisory Committee meeting.

15-05-17 Moved by: Ron Forbes                      Seconded by: Marie Keasey

**“THAT item 8(a) be received and filed for information purposes only.”**

**Disposition: Carried**

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## 9.            UNFINISHED BUSINESS

No items.

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## 10.          COUNCIL QUESTION PERIOD & NEW BUSINESS

- (a) County Council Update – Mayor Lupton
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## 11.          BY-LAWS

23-17        A by-law to provide for the levying and collecting the amount of taxes required in the Township of Zorra for the Year 2017.

24-17        A by-law to amend Zoning By-law Number 35-99, as amended.

25-17        A by-law to authorize the acquisition of certain lands and to authorize the Mayor and Clerk to execute an Agreement of Purchase and Sale with D.R. Minler Farms Ltd J.H. Minler Farms Ltd.

16-05-17 Moved by: Doug Matheson                      Seconded by: Marcus Ryan

**“THAT by-laws 23-17, 24-17 and 25-17 be taken as read a first and second time.”**

**Disposition: Carried**

17-05-17 Moved by: Marie Keasey                      Seconded by: Ron Forbes

**“THAT by-laws 23-17, 24-17 and 25-17 be taken as read a third time and finally passed.”**

**Disposition: Carried**

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

No items.

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**13. CLOSED MEETING SESSION**

No items.

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**14. CONFIRMATORY BY-LAW**

26-17 Confirmatory by-law.

18-05-17 Moved by: Marcus Ryan                      Seconded by: Doug Matheson

**“THAT By-law 26-17, being a by-law to confirm the proceedings of Council held Tuesday, May 2, 2017, be read a first, second and third time this 2<sup>nd</sup> day May, 2017, and further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.”**

**Disposition: Carried**

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**15. ADJOURNMENT**

19-05-17 Moved by: Ron Forbes                      Seconded by: Marie Keasey

**“THAT this session of Council be now adjourned and herewith closed at 12:11 p.m. and the next meeting of Council be called for the 16<sup>th</sup> day of May, 2017, at 6:30 p.m. in the Council Chambers at the Township Municipal Office.”**

**Disposition: Carried**

  
MAYOR

  
CLERK