



MEETING MINUTES

**THE CORPORATION OF THE
TOWNSHIP OF ZORRA
P.O. BOX 306
INGERSOLL, ONTARIO
JUNE 5, 2018**

The regular meeting of the Township Council was held at 9:30 a.m. on June 5, 2018 at the Township Municipal Office.

Present were:

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| 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

01-06-18 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 May 15, 2018.

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

“THAT the minutes from the May 15, 2018 Council meeting be adopted as printed and circulated.”
Disposition: Carried

5. PUBLIC MEETINGS & DRAINAGE MEETINGS

No items.

6. DELEGATIONS**(a) 10:30 a.m. – Christene Scrimgeour – 2017 Financial Statements**

Ms. Scrimgeour presents Council with the 2017 Financial Statements. Ms. Scrimgeour declared independence and the Township received an independence letter.

Council Question Period

Councillor Keasey requested clarification on the ERTH Corporation dividends. Don MacLeod, Chief Administrative Officer notes that those figures have been confirmed as complete by ERTH Corporation.

Public Question Period

None.

Public in attendance

None.

03-06-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Council approve the Draft 2017 Audited Financial Statements as presented by Christene Scrimgeour, contingent on confirmation on ERTH Corporation dividends.”

Disposition: Carried

(b) 11:30 a.m. – Derek Richmond, Save Canada Post Campaign

Derek Richmond, Ontario Region Coordinator for the Canadian Union of Postal Workers presents to Council regarding the expansion of services and protecting public Post Offices. Mr. Richmond recommends Council endorsing a letter to the Minister of Public Services and Procurement which outlines various recommendations.

Council Question Period

Councillor Keasey suggests amending the proposed letter to make it more Zorra specific to include, not limited to, postal banking services, broadband services, electric vehicle charging stations and to not include door-to-door delivery recommendations.

Public Question Period

None.

Public in attendance

None.

04-06-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Council send a letter of support to Minister Carla Qualtrough on expanding postal services including, but not limited to, support of banks and electric vehicle charging stations.”

Disposition: Carried

(c) 11:45 a.m. – Stephanie Radu – Beachville Museum Curator Introduction

Stephanie Radu, Beachville Museum Curator introduces herself to Council and provides ideas for the future of the museum.

Council Question Period

Mayor Lupton presents Ms. Radu with a copy of the North Oxford History Book for the Beachville Museum.

Public Question Period

None.

Public in attendance

None.

7. REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION

7.1 Fire Department

- (a) Memorandum 2018-079 from the Fire Chief regarding monthly departmental activities.

05-06-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-079 from the Fire Chief be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2018-080 from the Fire Chief regarding Medical Tiered Response Agreement.

06-06-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council enact a by-law approving the Medical Tiered Response Agreement, pending final approval from the County of Oxford.”

Disposition: Carried

7.2 Recreation Department

- (a) Memorandum 2018-078 from the Recreation Facilities Supervisor and Program Coordinator regarding monthly departmental activities.

07-06-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Memorandum 2018-078 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 2018-077 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

08-06-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Memorandum 2018-077 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2018-082 from the By-law Enforcement Officer regarding Tenders 2018-09 – Spray Pad and 2018-10 – Skate Park (**10:00 a.m.**)

09-06-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Township staff be authorized to deviate from the Purchasing Policy to sole source general contracting services for the Skate Park in Thamesford.”

Disposition: Carried

7.4 Public Works Department

- (a) Memorandum 2018-081 from the Acting Director of Public Works regarding monthly departmental activities.

10-06-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-081 from the Acting Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

7.5 Finance Department

No items.

7.6 Clerks Department

- (a) Memorandum 2018-075 from the Director of Corporate Services regarding Road 62 (North Town Line W) Speed Reduction.

11-06-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Council enact a by-law to enforce a 50 km/hr speed limit on Road 62 for a distance of 500 metres east of 19th Line and ending at the Township Limit.”

Disposition: Carried

- (b) Memorandum 2018-074 from the Director of Corporate Services regarding Joint Compliance Audit Committee.

12-06-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council approve the formation of a Joint Compliance Audit Committee with other Oxford County municipalities and that a by-law be brought forward to appoint the members of the Committee.”

Disposition: Carried

- (c) Memorandum 2018-076 from the Director of Corporate Services regarding Concession 11 & 12 (East Nissouri) Unopened Road Allowance Closure.

13-06-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Council enact a by-law to permanently close the unopened road allowance lying between Concession 11 & 12 (East Nissouri):

AND THAT Council enact a by-law to authorize the Mayor and Clerk to sign a quit claim deed in favour of the Applicant.”

Disposition: Carried

7.7 Administration Department

- (a) Memorandum 2018-083 from the Chief Administrative Officer regarding Road 64 Rehabilitation.

14-06-18 Moved by: Doug Matheson Seconded by: Marie Keasey

“THAT Council approve a road project on Road 64 between 19th Line and 17th Line in the amount of \$198,037.17;

AND THAT the project be funded from the Federal Gas Tax Reserve.”

Disposition: Carried

- (b) Memorandum 2018-084 from the Chief Administrative Officer regarding Capital Project Update.

15-06-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Memorandum 2018-084 from the Chief Administrative Officer be received and filed for information purposes only.”

Disposition: Carried

7.8 CORRESPONDENCE REQUIRING DIRECTION

- (a) Correspondence from Ontario Good Roads Association regarding Preferred Autonomous Vehicles Test Corridor.

16-06-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT the Township of Zorra participate in OGRA’s Autonomous Vehicle initiative:

AND THAT this matter be referred to staff to develop a list of preferred routes within the municipality.

Disposition: Carried

- (b) Oxford County Report CP2018-141 from the Development Planner regarding Application for Extension to Draft Plan Approval SB12-07-5 – TOIL Development Thames Spring Phase 5D (11:00 a.m.)

17-06-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Council of the Township of Zorra advise the County of Oxford that they support the requested extension to draft plan approval to June 12, 2020, submitted by Development Engineering (London) Ltd. On behalf of Toil Development Inc. (File No.: SB 12-07-5), for a subdivision on lands described as Part Lot 21, Concession 1 (North Oxford) and Part 1 of 41R-6677, in the Village of Thamesford.”

Disposition: Carried

8. INFORMATION ITEMS

- (a) Landfill Proposal Update
No items.
- (b) High Speed Rail Proposal Update
No items.
- (c) Committees and Boards Updates
i. Zorra Recreation Advisory Committee Minutes 2018-04-23.

18-06-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

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

Disposition: Carried

9. UNFINISHED BUSINESS

No items.

10. COUNCIL QUESTION PERIOD & NEW BUSINESS

- (a) Mayor Lupton Update
i. County Council Update
ii. Chief Administrative Officer Performance Review Scheduling

iii. High Speed Rail Sign Request

11. BY-LAWS

30-18 A by-law to amend Zoning By-law 35-99 (Chambers).

31-18 A by-law to prescribe and regulate the speed of motor vehicles on a portion of Road 62 at the 19th Line.

32-18 A by-law to permanently close an unopened road allowance described as part of the original road allowance lying between Concessions 11 and 12, (formerly East Nissouri) North of the road allowance used in lieu of the original road allowance between Concessions 11 and 12 (formerly East Nissouri) and included in pin 00199-0471 and as shown on instrument #B5096 formerly in the Township of East Nissouri, now in the Township of Zorra.

33-18 A by-law to authorize the Mayor and Clerk to sign a deed to quit claim a portion of property situated in the Township of Zorra, in the County of Oxford, and described as part of the original road allowance lying between Concessions 11 and 12, (formerly East Nissouri) north of the road allowance used in lieu of the original road allowance between Concessions 11 and 12 (formerly East Nissouri) and included in pin 00199-0471 and as shown on instrument #B5096 closed by
by-law 2018-32 Township of Zorra (formerly East Nissouri), County of Oxford.

34-18 A by-law to authorize the execution of an agreement between the Township of Zorra and the County of Oxford – Oxford County Paramedic Services for the Medical Tiered Response Agreement.

19-06-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT by-laws 30-18, 31-18, 32-18, 33-18 and 34-18 be taken as read a first and second time.”

Disposition: Carried

20-06-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT by-laws 30-18, 31-18, 32-18, 33-18 and 34-18 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

35-18 Confirmatory by-law.

21-06-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT By-law 35-18, being a by-law to confirm the proceedings of Council held Tuesday, June 5, 2018, be read a first, second and third time this 5th day June, 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


22-06-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT this session of Council be now adjourned and herewith closed at 2:16 p.m. and the next meeting of Council be called for the 19th day of June, 2018, at 6:30 p.m. in the Council Chambers at the Township Municipal Office.”

Disposition: Carried



MAYOR



CLERK