



## MEETING MINUTES

### THE CORPORATION OF THE TOWNSHIP OF ZORRA P.O. BOX 306 INGERSOLL, ONTARIO OCTOBER 16, 2018

The regular meeting of the Township Council was held at 9:30 a.m. on October 16, 2018 at A.J. Baker Public School.

Present were:

Mayor: Margaret Lupton  
Councillors: Ron Forbes, Marie Keasey, Marcus Ryan and  
Doug Matheson

Chief Administrative Officer: Donald W. MacLeod  
Clerk: Karen Martin

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#### 1. CALL TO ORDER

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

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#### 2. ADOPTION OF AGENDA

20-10-18 Moved by: Marie Keasey                      Seconded by: Ron Forbes

**“THAT the agenda be adopted as printed and circulated.”**

**Disposition: Carried**

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#### 3. DECLARATION OF PECUNIARY INTEREST OR THE GENERAL NATURE THEREOF

Councillor Ron Forbes made a disclosure of pecuniary interest with respect to agenda item 5 (a). No other member of Council made a declaration of pecuniary interest or the general nature thereof.

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#### 4. MINUTES & BUSINESS ARISING OUT OF THE MINUTES

(a) Minutes from the Council meeting held on October 2, 2018.

21-10-18 Moved by: Doug Matheson                      Seconded by: Marcus Ryan

**“THAT the minutes from the October 2, 2018 Council meeting be adopted as printed and circulated.”**

**Disposition: Carried**

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#### 5. PUBLIC MEETINGS & DRAINAGE MEETINGS

22-10-18 Moved by: Doug Matheson                      Seconded by: Marie Keasey

**“THAT the Council meeting be adjourned at 10:54 a.m. for the purposes of holding a public meeting pursuant to the provisions of the *Planning Act*.”**

**Disposition: Carried**

(a) **10:35 am** – Zone Change ZN5-18-11 submitted by Ronald and Heather Forbes pertaining to lands described Part Lot 23, Concession 3 (North

Dorchester), Township of Zorra. The lands are located on the southwest corner of Road 64 and 17th Line (Oxford Road 45) and are municipally known as 642960 Road 64.

The applicants Ron & Heather Forbes 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 located on the southwest corner of Road 64 and 17th Line (Oxford Road 45) and are municipally known as 642960 Road 64.

The purpose of the application is to permit a second residential dwelling as a temporary use for a period of up to three years. A previous temporary use by-law was approved by Township Council on July 14, 2015 (By-law No. 39-15) and permitted a second accessory dwelling on the property for three years (until July 14, 2018) and the applicant has applied to extend the time period for this permission.

Ms. House notes that there were no concerns or objections received from public agencies or neighbours prior to the meeting.

Council Question Period

None.

Public Question Period

None.

Public in Attendance

None.

23-10-18 Moved by: Marcus Ryan    Seconded by: Doug Matheson

**“THAT pursuant to the *Planning Act* the public meeting be adjourned at 10:51 a.m. and the regular meeting of Council be called back to order.”**  
**Disposition: Carried**

24-10-18 Moved by: Marcus Ryan    Seconded by: Doug Matheson

**“THAT the Township of Zorra Council approve Application ZN 5-18-11 submitted by Ron and Heather Forbes whereby lands described as Part Lot 23, Concession 3 (North Dorchester) to amend the provisions of the ‘Special Agricultural Zone (A2-32)’ to permit a second dwelling on the property as a temporary use for a period of up to three (3) years.”**  
**Disposition: Carried**

**6. DELEGATIONS**

(a) **10:00 a.m. – Student Delegations (30 minutes)**

Grade 4/5 & 5/6 students present to Council regarding the Water Walkers program which strives to clean up local water ways. Each student presents a portion of the presentation requesting Council’s support of the project, including signage. Aden Corcoran, Director of Public Works notes that he will assist them in ordering the required signage with the approval of Upper Thames River Conservation Authority.

Council Question Period

Council notes that they support the project and request a report back from Township Staff on the logistics of the project in consultation with the Teachers involved.

Public Question Period

None.

Public in Attendance

None.

**25-10-18** Moved by: Marcus Ryan                      Seconded by: Doug Matheson

**“THAT Staff be directed to develop a plan and coordinate logistics with the A.J. Baker 4/5 and 5/6 classes and report back to Council and A.J. Baker with the plan.”**

**Disposition: Carried**

(b) **11:15 a.m.** – Inspector Anthony Hymers, Ontario Provincial Police (OPP) Update

Inspector Hymers presents the OPP 2018 First and Second Quarter Reports. Inspector Hymers reviews specific statistics outlined within the report. Inspector Hymers also notes a 2 day safety blitz that took place in the Township by CN Rail with the CP/CN police, Ministry of Transportation (MTO) and OPP combined and ended with a positive outcome.

Council Question Period

Councillor Ryan questions if it would be possible to get a 5-10 year trend on statistics to compare the figures. Inspector Hymers notes that every year they submit the billing and it shows the last 5 years and is submitted to the municipality.

Councillor Keasey questions if the OPP does anything to encourage MTO to spend more time in the Township enforcing commercial vehicles. Inspector Hymers notes that he is aware of MTO spending time enforcing in Zorra.

Councillor Matheson questions the time spent by Police Officers on speeding versus stop sign running. Councillor Matheson notes that he sees stop sign running as a larger issue than speeding in the Township. Inspector Hymers notes that he is unable to tell the specifics on what Officers are enforcing when they are enforcing the Highway Traffic Act, however notes that he will reflect on what could be done regarding this.

Councillor Keasey notes that there are 2 new recreation facilities in Thamesford, Splash Pad and Skate Park, and questions if Officers have been doing any patrols in the areas and requests that they stop when children are there and do some community policing and outreach. Inspector Hymers notes that he is a huge proponent of foot patrol and will pass on the information to the staff sergeants.

Councillor Forbes notes that he believes the Police presence in Beachville is limited and questions if Auxiliary Officers could be beneficial. Inspector Hymers notes that Auxiliary Officers cannot do patrol however they are beneficial to our force in other areas.

Public Question Period

None.

Public in Attendance

None.

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**7.                      REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION**

(a) Resolution from Zorra Water & Wheels Committee regarding Skate Park.

**26-10-18** Moved by: Marie Keasey                      Seconded by: Ron Forbes

**“THAT Council direct Recreation Staff to investigate a safety feature similar to those located outside the arena doors and other options to be installed along the east side of the Middleton Street sidewalk at the end of the north path of the skate park.”**

**Disposition: Carried**

- (b) Report No. CP 2018-297 from Community Planning regarding Application for Amendment to Draft Plan Approval SB12-07-5 TOIL Development Inc. (Thames Springs Phase 5D). (10:45 a.m.)

27-10-18 Moved by: Ron Forbes Seconded by: Marie Keasey

**“THAT the Council of the Township of Zorra advise the County of Oxford that they support the requested amendment to draft plan approval, submitted by Development Engineering (London) Ltd. on behalf of TOIL Development Inc. (File No.: SB12-07-5), for a subdivision on lands described as Part Lot 21, Concession 1 (North Oxford) and Part 1 on Plan 41R-6677, in the Village of Thamesford.”**

**Disposition: Carried**

- (c) Report No. CP 2018-277 from Community Planning regarding Application for Extension to Draft Plan Approval SB 15-02-5 – 2374437 Ontario Inc. (Wayne & Carol Fraser). (10:55 a.m.)

28-10-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

**“THAT the Council of the Township of Zorra advise the County of Oxford that they support the requested extension to draft of subdivision plan approval to November 25, 2020, submitted by 2374437 Ontario Inc. (Wayne and Carol Fraser) for a subdivision (File No.: SB15-02-5) on lands described as Part Lot 12, Concession 4 (West Zorra); Part Lots 34 & 47-51, Lots 52-56, part of Maria Street (Closed by By-Law R510476), and Part of Elizabeth Street (Closed by By-Law R5104760), Plan 69; Lots 2 & 3 (north and south of James Street) and Part Lot 4 (north of James Street), Plan 134, in the Village of Embro.”**

**Disposition: Carried**

- (d) Memorandum 2018-135 from the Director of Public Works regarding pedestrian crossing at George Street and McCarty Street in Thamesford.

29-10-18 Moved by: Marie Keasey Seconded by: Ron Forbes

**“THAT Memorandum 2018-135 from the Director of Public Works be received and filed for information purposes only.”**

**Disposition: Carried**

30-10-18 Moved by: Marie Keasey Seconded by: Marcus Ryan

**“THAT Staff investigate the feasibility of establishing a crossing guard program at the offset intersection of George and McCarty Streets in Thamesford.”**

**Disposition: Carried**

- (e) Resolution from Zorra Local Schools Committee regarding Zorra Highland Park Public School.

31-10-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

**“THAT Council direct Township staff to write a letter to the Thames Valley District School Board expressing concern regarding the lack of continuity with administration of Zorra Highland Park Public School;**

**AND THAT the lack of consistent Principal Staffing has led to inconsistent application of policy and an inability of parents to address issues in the school.”**

**Disposition: Carried**

- (f) Memorandum 2018-137 from the Recreation Program Coordinator regarding Zorra Summer Day Camp Year End Report.

**32-10-18** Moved by: Ron Forbes Seconded by: Marie Keasey

**“THAT Memorandum 2018-137 from the Recreation Program Coordinator be received and filed for information purposes only.”**

**Disposition: Carried**

(g) Memorandum 2018-136 from the Recreation Program Coordinator regarding Thamesford Area Swimming Pool Year End Report.

**33-10-18** Moved by: Doug Matheson Seconded by: Marcus Ryan

**“THAT Memorandum 2018-136 from the Recreation Program Coordinator be received and filed for information purposes only.”**

**Disposition: Carried**

(h) Memorandum 2018-138 from the Fire Chief regarding Embro Fire Station Addition.

**34-10-18** Moved by: Marcus Ryan Seconded by: Doug Matheson

**“THAT Council authorize the hiring of an Architectural Engineer to prepare the necessary drawings and tender documents to re-tender the Embro Fire Station project in the Spring of 2019;**

**AND THAT the cost of these architectural services be funded from the 2018 budget.”**

**Disposition: Carried**

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## **8. INFORMATION ITEMS**

(a) Landfill Proposal Update  
No items.

(b) High Speed Rail Proposal Update  
  
No items.

(c) Committees and Boards Updates  
i. Minutes from Zorra Water & Wheels Committee meeting 2018-09-05.

(d) Ontario Provincial Police 2019 Annual Billing Statement.

(e) Correspondence from the Minister of Community Safety and Correctional Services regarding Information on Fire Regulations.

**35-10-18** Moved by: Marie Keasey Seconded by: Ron Forbes

**“THAT items 8(c) - 8(e) 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**

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## **11. BY-LAWS**

**60-18** A By-law to Establish, Declare and Dedicate Block 11 on Registered Plan 41M-320 in the Township of Zorra, as a public road/highway.

61-18 A by-law to amend Zoning By-law 35-99 (Fraser).

62-18 A by-law to amend Zoning By-law 35-99 (Forbes).

36-10-18 Moved by: Doug Matheson                      Seconded by: Marcus Ryan

**“THAT by-laws 60-18, 61-18 and 62-18 be taken as read a first and second time.”**

**Disposition: Carried**

37-10-18 Moved by: Marcus Ryan                      Seconded by: Marie Keasey

**“THAT by-laws 60-18, 61-18 and 62-18 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**

63-18        Confirmatory by-law.

38-10-18    Moved by: Marcus Ryan                      Seconded by: Doug Matheson

**“THAT By-law 63-18, being a by-law to confirm the proceedings of Council held Tuesday, October 16, 2018, be read a first, second and third time this 16<sup>th</sup> day October, 2018, 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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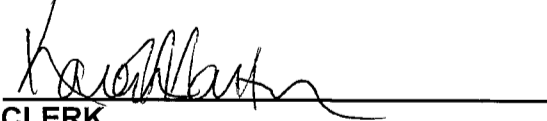
15.            **ADJOURNMENT**

39-10-18    Moved by: Marie Keasey                      Seconded by: Ron Forbes

**“THAT this session of Council be now adjourned and herewith closed at 12:10 p.m. and the next meeting of Council be called for the 6<sup>th</sup> day of November, 2018, at 9:30 a.m. at Thamesford Public School.”**

**Disposition: Carried**

  
MARGARET LEPTON  
MAYOR

  
CLERK