



MEETING MINUTES
THE CORPORATION OF THE
TOWNSHIP OF ZORRA
P.O. BOX 306
INGERSOLL, ONTARIO
NOVEMBER 6, 2018

The regular meeting of the Township Council was held at 9:30 a.m. on November 6, 2018 at Thamesford 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
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

01-11-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“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 October 18, 2018.

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

“THAT the minutes from the October 16, 2018 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 2018-147 from the Fire Chief regarding monthly departmental activities.

03-11-18 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT Memorandum 2018-147 from the Fire Chief be received and filed for information purposes only.”

Disposition: Carried

7.2 Recreation Department

- (a) Memorandum 2018-149 from the Recreation and Facilities Manager regarding monthly departmental activities.

04-11-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Memorandum 2018-149 from the Recreation and Facilities Manager be received and filed for information purposes only.”

Disposition: Carried

7.3 Building & Drainage Department

- (a) Memorandum 2018-141 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

05-11-18 Moved by: Councillor Marie Keasey
Seconded by: Councillor Ron Forbes and Junior Councillor Ethan Butt

“THAT Memorandum 2018-141 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”

Disposition: Carried

7.4 Public Works Department

- (a) Memorandum 2018-145 from the Director of Public Works regarding monthly departmental activities.

06-11-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Memorandum 2018-145 from the Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2018-139 from the Director of Public Works regarding Significant Weather Event Policy.

07-11-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Memorandum 2018-145 from the Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

- (c) Memorandum 2018-144 from the Director of Public Works regarding Oxford County Draft Transportation Master Plan.

08-11-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council direct Township Staff to advise the County of Oxford that they are not in favour of County Road 25 being downloaded to the

Township of Zorra due to the poor condition of the road and the additional costs that would be incurred by the Township.”

Disposition: Carried

7.5 Finance Department

No items.

7.6 Clerks Department

- (a) Memorandum 2018-148 from the By-law Enforcement Officer regarding monthly departmental activities.

09-11-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Memorandum 2018-148 from the By-law Enforcement Officer be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2018-143 from the Legislation & Policy Analyst (Co-op) regarding Township Committee Terms for Reference.

10-11-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT Council adopt the revised Terms of Reference for the Zorra Recreation Advisory Committee:

AND THAT Council adopt the revised Terms of Reference for the Zorra Community Policing Committee:

AND THAT Council adopt the revised Terms of Reference for the Zorra Local School Committee.”

Disposition: Carried

- (c) Memorandum 2018-140 from the Director of Corporate Services regarding 2018 Municipal & School Board Election Debrief.

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

“THAT Memorandum 2018-140 from the Director of Corporate Services be received and filed for information purposes only.”

Disposition: Carried

- (d) Memorandum 2018-142 from the Director of Corporate Services regarding Dissolution of the Zorra Water & Wheels Committee.

12-11-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT dissolution of the Zorra Water & Wheels Committee be approved and letters of thanks be sent to Committee members.”

Disposition: Carried

- (e) Memorandum 2018-146 from the Director of Corporate Services regarding DZ Licence Policy.

13-11-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT Council adopt Personnel Policy 300-32 – DZ Drivers Licence Policy.”

Disposition: Carried

7.7 Administration Department

No items.

7.8 CORRESPONDENCE REQUIRING DIRECTION

14-11-08 Moved by: Ron Forbes Seconded by: Marie Keasey

“THAT the Council meeting be adjourned at 11:05 a.m. for the purposes of sitting as Committee of Adjustment pursuant to the provisions of the *Planning Act*.”

Disposition: Carried

(a) Oxford County Supplemental Report from Community Planning regarding Minor Variance Application A12-18 Dan Heather (**11:00 a.m.**).

15-11-18 Moved by: Marcus Ryan Seconded by: Doug Matheson

“THAT the Township of Zorra Committee of Adjustment approve Application File A12-18, submitted by Dan Heather for lands described as Lot 3, Plan 346, and municipally known as 54 Commissioner Street, Village of Embro, to facilitate the construction of a detached accessory structure as described in CP 2018-282 as it relates to relief from the provisions of Table 5.1.1.3, Regulations for Accessory Uses in the ‘Residential Type 1 Zone (R1)’ to increase the maximum permitted gross floor area for an accessory structure from 10% of lot area or 100 m² (1,076.4 ft²) of gross floor area, whichever is the lesser, to 139.4 m² (1,500 ft²) of gross floor area; and,

To increase the maximum permitted building height for an accessory structure from 4.0 m(13.2 ft) to 5.2 m (17.0 ft).”

Disposition: Carried

16-11-18 Moved by: Doug Matheson Seconded by: Marcus Ryan

“THAT pursuant to the *Planning Act*, the Committee of Adjustment adjourn at 11:10 a.m. and the regular meeting of Council be called back to order.”

Disposition: Carried

(b) Resolution from Zorra Recreation Advisory Committee regarding the Creation of a Publication to Document the Water and Wheels Projects.

17-11-18 Moved by: Marie Keasey Seconded by: Ron Forbes

“THAT Council direct Township Staff to create a historical publication of the Zorra Water & Wheels Committee Skate Park and Spray Pad projects.”

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 Meeting Minutes 2018-09-24.

(d) Beachville Museum 2018 Camp Report.

Margaret Lupton
MAYOR

Karen Martin
CLERK