



MEETING MINUTES
THE CORPORATION OF THE
TOWNSHIP OF ZORRA
P.O. BOX 306
INGERSOLL, ONTARIO
MARCH 4, 2020

The regular meeting of the Township Council was held at 9:00 a.m. on March 4, 2020 at the Township Municipal Office.

Present were:

Mayor: Marcus Ryan
 Councillors: Ron Forbes, Katie Davies, Paul Mitchell and Steve MacDonald

Chief Administrative Officer: Donald W. MacLeod
 Clerk: Karen Martin (left meeting at 12:00 p.m.)
 Director of Finance: Maureen Simmons

1. CALL TO ORDER

Mayor Ryan calls the meeting to order at 9:00 a.m.

2. ADOPTION OF AGENDA

01-03-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“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 February 19, 2020.

02-03-20 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT the minutes from the February 19, 2020 Council meeting be adopted as printed and circulated.”
Disposition: Carried

5. PUBLIC MEETINGS & DRAINAGE MEETINGS

No items.

6. DELEGATIONS

(a) **10:30 a.m.** – Glenn Ross, Thamesford Lions Club – Pedestrian Bridge Update.

7.1 Fire Department

- (a) Memorandum 2020-035 from the Fire Chief regarding monthly departmental activities.

05-03-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Memorandum 2020-035 from the Fire Chief be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2020-039 from the Fire Chief regarding mid-year update on Shared Training Officer Activities.

06-03-20 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Memorandum 2020-039 from the Fire Chief regarding Shared Training Officer Activities be received and filed for information purposes only.”

Disposition: Carried

7.2 Recreation Department

- (a) Memorandum 2020-036 from the Recreation and Facilities Manager regarding monthly departmental activities.

07-03-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Memorandum 2020-036 from the Recreation and Facilities Manager be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2020-037 from the Recreation and Facilities Manager regarding Recreation & Facilities Supervisor Position.”

08-03-20 Moved by: Katie Davies Seconded by: Steve MacDonald

“THAT Council authorize the Manager of Recreation & Facilities to advertise for and hire a Supervisor of Recreation & Facilities.”

Disposition: Carried

7.3 Building & Drainage Department

- (a) Memorandum 2020-034 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

09-03-20 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT Memorandum 2020-034 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2020-040 from the Chief Building Official/Drainage Superintendent regarding Garages and Carports Attached to Residential Structures.”

10-03-20 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Council direct the CBO and Community Planner to provide further options regarding accessory structures both attached and detached.”

Disposition: Carried

7.4 Public Works Department

- (a) Memorandum 2020-032 from the Director of Public Works regarding monthly departmental activities.

11-03-20 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Memorandum 2020-032 from the Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

- (b) Memorandum 2020-031 from the Director of Public Works regarding Zorra Maintenance Facility.

12-03-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Memorandum 2020-031 from the Director of Public Works be received and filed for information purposes only.”

Disposition: Carried

7.5 Finance Department

No items.

7.6 Corporate Services Department

- (a) Memorandum 2020-038 from the Legislation Coordinator regarding Fees By-law Amendments.

13-03-20 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT Council approve By-law No. 16-20, to amend the Township of Zorra’s Fees By-law No. 11-09, as amended.”

Disposition: Carried

- (b) Memorandum 2020-030 from the Director of Corporate Services regarding Maternity Leave – Director of Corporate Services/Clerk Position.

14-03-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Council approve By-law 15-20 to appoint Donna Wilson as Director of Corporate Services/Clerk effective April 1, 2020 for a 12-month maternity leave position.”

Disposition: Carried

7.7 CORRESPONDENCE REQUIRING DIRECTION

- (a) Correspondence from Oxford County regarding Leading Oxford to 100% Housed Future.

15-03-20 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Township Staff be requested to prepare a report regarding Oxford County’s 100% Housed Future proposals.”

Disposition: Carried

- (b) Correspondence from Enbridge regarding Natural Gas Expansion Program Update.

16-03-20 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Enbridge Gas Inc. be advised the Township of Zorra hereby formally expresses interest to have Kintore Area Gas Expansion Project

included in the list of projects being proposed to the Ontario Energy Board for consideration for financial support through the Natural Gas Expansion Program.”

Disposition: Carried

(c) Food Truck Request from Calithumpian Weekend Inc.

17-03-20 Moved by: Paul Mitchell

Seconded by: Steve MacDonald

“THAT Council approve the request to allow food trucks for Calithumpian to be held on May 15-18, 2020 in Thamesford.”

Disposition: Carried

8. INFORMATION ITEMS

(a) Landfill Proposal Update
No items.

(b) Committees and Boards Updates
i. Verbal Update from Councillor Mitchell regarding 20-02-14 Stakeholder Engagement Session on Conservation Authorities.
ii. Verbal Update from Councillor Mitchell regarding 20-02-20 Annual General Meeting of the UTRCA Board of Directors.

(c) Correspondence from Ministry of Natural Resources and Forestry regarding Proposed regulatory changes under the Aggregate Resources Act.

(d) Correspondence from the Town of Collingwood regarding Conservation Authorities.

(e) Correspondence from the Town of Deep River regarding the Premiers of Ontario, Saskatchewan and New Brunswick to develop nuclear reactor technology.

(f) Correspondence from the Village of Merrickville-Wolford regarding Provincially Significant Wetlands (PSWs) designation.

(g) Correspondence from the County of Prince Edward regarding support for lobbying Federal Government to review the regulations related to consumer packaging on single-use wipes.

(h) Correspondence from the Town of Springwater regarding joint and several liability consultation.

(i) Correspondence from the Township of Perth South regarding the proposed 2020 UTRCA budget.

(j) Correspondence from Doug Turvey regarding Township Crier

18-03-20 Moved by: Katie Davies

Seconded by: Ron Forbes

“THAT items 8(b)-(j) be received and filed for information purposes only.”

Disposition: Carried

9. UNFINISHED BUSINESS

No items.

10. COUNCIL QUESTION PERIOD & NEW BUSINESS

11. BY-LAWS

15-20 A by-law to appoint Donna Wilson as Acting Clerk for the Township of Zorra.

16-20 A by-law to establish fees or charges for services or activities provided or done by or on behalf of the Corporation of the Township of Zorra and to amend by-law 11-09.

19-03-20 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT by-laws 15-20 and 16-20 be taken as read a first and second time.”

Disposition: Carried

20-03-20 Moved by: Ron Forbes Seconded by: Steve MacDonald

“THAT by-laws 15-20 and 16-20 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**

(a) A personal matter about an identifiable individual, including municipal or local board members regarding a 2019 Performance Review (**11:00 a.m.**).

(b) Minutes from Closed Meeting session of Council held February 5, 2020.

21-03-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Council move into closed meeting session at 11:00 a.m. pursuant to Section 239.2(c) of *The Municipal Act, 2001*, as amended, to discuss:

(a) **A personal matter about an identifiable individual, including municipal or local board members regarding a 2019 Performance Review (11:00 a.m.);**

(b) **Minutes from Closed meeting session of Council held February 5, 2020.”**

Disposition: Carried

22-03-20 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT the closed meeting session be adjourned at 11:39 a.m. and the regular meeting of Council be called back to order.”

Disposition: Carried

14. **CONFIRMATORY BY-LAW**

17-20 Confirmatory by-law.

23-03-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT By-law 17-20, being a by-law to confirm the proceedings of Council held Wednesday, March 4, 2020, be read a first, second and third time this 4th day March, 2020 and further that the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.”

Disposition: Carried

15. **ADJOURNMENT**

24-03-20 Moved by: Paul Mitchell

Seconded by: Ron Forbes

“THAT this session of Council be now adjourned and herewith closed at 2:22 p.m. and the next meeting of Council be called for the 1st day of April, 2020, at 9:00 a.m. in the Council Chambers at the Township Municipal Office.”

Disposition: Carried


MAYOR


DEPUTY CLERK