



MINUTES

Regular Council
Township of Zorra
274620 27th Line
October 7, 2020 at 9:00 AM

A regular meeting of Council was held at 9:00 AM on October 7, 2020 at the Council Chambers, Township Municipal Office.

Council Present: Marcus Ryan, Ron Forbes, Katie Davies, Paul Mitchell, and Steve MacDonald

Staff Present: Don MacLeod, Chief Administrative Officer, Donna Wilson, Director of Corporate Services/Clerk, Maureen Simmons, Director of Finance, and Alycia Wettlaufer, Legislative Coordinator/Deputy Clerk

1 ADOPTION OF AGENDA

01-10-2020

Moved by Steve MacDonald
Seconded by Paul Mitchell

THAT the agenda be adopted as printed and circulated

Carried

2 CALL TO ORDER

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

3 DECLARATION OF PECUNIARY INTEREST

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 September 16, 2020.

02-10-2020

Moved by Paul Mitchell
Seconded by Steve MacDonald

THAT the minutes from the September 16, 2020 Council meeting be adopted as

printed and circulated.

Carried

5 PUBLIC COMMENT PERIOD

6 PUBLIC MEETINGS & DRAINAGE MEETINGS

No items.

7 DELEGATIONS

Council called a recess at 10:27 a.m.

Council resumed session at 12:30 p.m.

- (a) **12:30 p.m.** Intercommunity Bus Transit RFP Results
- Presented by: David Simpson, Director of Public Works, Oxford County and;
Ronda Stewart, Rural Oxford Economic Development

Council were given the opportunity to ask questions.
Discussion took place regarding deferring the matter until the next council meeting.
The presenters requested that Council review the matter for consideration prior to October 21, 2020 as it would not allow time to provide a report to County Council for their next meeting.

Council asked what the criteria would be to terminate the system. Currently the model allows for a County subsidy and Gas Tax Funding and if those funding sources no longer existed and ridership was down, then participating Council's may have to consider reviewing the current model.

Council questioned the \$10.00 fare in terms of affordability of its riders.
The delegate assured Council that the financial model can be revisited on a yearly basis.

This model will allow for free interconnection transfers with current intercommunity systems.

03-10-2020

Moved by Katie Davies

Seconded by Ron Forbes

THAT the information provided by the Director of Public Works for Oxford County regarding the proposed North Intercommunity Bus Transit system be received;

AND THAT the matter be deferred until the October 21, 2020 Council meeting for

consideration.

Carried

8 REPORTS FROM STAFF

8.1 Fire Department

- (a) Memorandum 2020-119 from the Fire Chief regarding monthly departmental activities.

04-10-2020

Moved by Paul Mitchell

Seconded by Steve MacDonald

THAT Memorandum 2020-119 from the Fire Chief be received and filed for information purposes only.

Carried

8.2 Recreation Department

- (a) Memorandum 2020-122 from the Director of Recreation and Facilities regarding monthly departmental activities.

05-10-2020

Moved by Katie Davies

Seconded by Ron Forbes

THAT Memorandum 2020-122 from the Director of Recreation and Facilities be received and filed for information purposes only.

Carried

- (b) Memorandum 2020-121 from the Recreation and Facilities Program Coordinator regarding season reports for the Thamesford Swimming Pool and Zorra Summer Day Camp.

06-10-2020

Moved by Katie Davies

Seconded by Ron Forbes

THAT Memorandum 2020-121 from the Recreation and Facilities Program Coordinator be received and filed for information purposes only.

Carried

8.3 Building & Drainage Department

- (a) Memorandum 2020-117 from the Chief Building Official/Drainage Superintendent regarding monthly departmental activities.

07-10-2020

Moved by Katie Davies
Seconded by Ron Forbes

THAT Memorandum 2020-117 from the Chief Building Official/Drainage Superintendent be received and filed for information purposes only.

Carried

8.4 Public Works Department

- (a) Memorandum 2020-118 from the Director of Public Works regarding monthly departmental activities.

08-10-2020

Moved by Ron Forbes
Seconded by Katie Davies

THAT Memorandum 2020-118 from the Director of Public Works be received and filed for information purposes only.

Carried

8.5 Finance Department

- (a) Memorandum 2020-120 from the Director of Finance regarding the 3rd Quarter Budget Update for 2020.

09-10-2020

Moved by Ron Forbes
Seconded by Katie Davies

THAT Memorandum 2020-120 from the Director of Finance be received and filed for information purposes only.

Carried

- (b) Memorandum 2020-116 from the Tax Collector/Deputy Treasurer regarding Third Quarter Tax Report for 2020.

10-10-2020

Moved by Ron Forbes
Seconded by Katie Davies

THAT Memorandum 2020-116 from the Tax Collector/Deputy Treasurer be received and filed;

AND THAT Council authorize tax write offs in the amount of \$4,539.95 for Section 357 applications for 2019 and 2020 year processed in the third quarter of 2020, with the appropriate amounts being attributed to the County and respective Boards of Education.

Carried

8.6 Corporate Services Department

- (a) Memorandum 2020-124 from Chief Administrative Officer regarding AMO Board Application.

Council is supportive and will provide a letter of support with the application.

11-10-2020

Moved by Steve MacDonald
Seconded by Paul Mitchell

THAT Memorandum 2020-124 AMO Board Application be received;

AND THAT Council supports the Board Application of Don Macleod, CAO to the Board of Directors for the Association of Municipalities of Ontario.

Carried

- (b) Memorandum 2020-123 from the Chief Administrative Officer regarding Microsoft 365/SharePoint Consulting Services.

12-10-2020

Moved by Steve MacDonald
Seconded by Paul Mitchell

THAT Council authorize the purchase of consulting services to assist in Microsoft 365/SharePoint implementation and training;

AND THAT the consulting services be funded by the Municipal Modernization Grant

from the Province of Ontario, which is currently in the Capital Reserve Fund of the Township of Zorra.

Carried

9 CORRESPONDENCE REQUIRING DIRECTION

- (a) Federal-Provincial Safe Restart Agreement Phase 2 Municipal Operating Funding Stream.

13-10-2020

Moved by Katie Davies

Seconded by Ron Forbes

THAT Council receive and file the correspondence from the Honorable Steve Clark regarding the Phase 2 Municipal Operating Funding Stream;
AND THAT no further action from the Township of Zorra is required at this time.

Carried

10 BOARDS AND COMMITTEES

- (a) Upper Thames River Conservation Area board meeting dated September 29, 2020.
Presented By: Board Member Mitchell.
- (b) Zorra Recreation Advisory Committee Agenda 2020-09-29 and Minutes 2020-01-27.
- (c) Zorra Splash Committee Agenda 2020-09-24 and Minutes 2020-07-23.

Council is concerned that committees currently are struggling with their roles. Council to put some thought into the committee structure to determine if there are ways that they can function better and determine if the committees have a role and a mandate.

A suggestion was to engage the public to bring items before the committees for consideration.

14-10-2020

Moved by Steve MacDonald

Seconded by Paul Mitchell

THAT items 10(a)-(c) be received for information purposes.

Carried

- (d) Ingersoll Rural Cemetery Board Correspondence
Presented By: Ron Forbes

The purpose of the Ad Hoc committee would be to review the structure and operations of the Cemetery Board. This committee would meet with the Ingersoll Ad Hoc Committee to determine the future operations of the cemetery, following that a report will be brought back to Council for consideration.

15-10-2020

Moved by Ron Forbes

Seconded by Katie Davies

THAT Council receive the resolution from the Ingersoll Rural Cemetery Board;
AND THAT the Council of the Township of Zorra form an Ad Hoc Committee to review the future of the Ingersoll Rural Cemetery regarding day to day operations and governance;

AND THAT Ron Forbes, Katie Davies and Maureen Simmons be appointed as members to the Ingersoll Rural Cemetery Ad Hoc Committee.

Carried

11 INFORMATION ITEMS

- (a) Southwestern Landfill re Draft Environmental Assessment comments from external stakeholders.
- (b) Community Schools Alliance Letter Sept. 2020.
- (c) MMAH Correspondence - HOC Letter - Sept 18, 2020
- (d) AMO's annual report on the federal Gas Tax Fund

16-10-2020

Moved by Katie Davies

Seconded by Ron Forbes

THAT items 11(a) - (d) be received and filed for information purposes only.

Carried

12 UNFINISHED BUSINESS

13 NOTICES OF MOTION

14 BY-LAWS

15 ITEMS OF COMMUNITY INTEREST

16 CLOSED MEETING SESSION

17 CONFIRMATORY BY-LAW

61-20 Confirmatory By-law

17-10-2020

Moved by Ron Forbes

Seconded by Katie Davies

THAT By-law 61-20, being a by-law to confirm the proceedings of Council held October 7, 2020, be read a first, second and third time this October 7, 2020

AND FURTHER THAT the Mayor and Clerk are hereby authorized to sign the same and affix the corporate seal thereto.

Carried

18 ADJOURNMENT

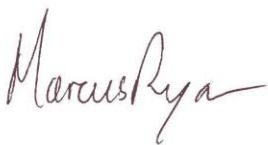
18-10-2020

Moved by Paul Mitchell

Seconded by Steve MacDonald

THAT this session of Council be now adjourned and herewith closed at 1:35 p.m. and the next meeting of Council be called for October 21, 2020, at 9:00 a.m. in the Council Chambers at the Township Municipal Office.

Carried



**MAYOR
MARCUS RYAN**



**CLERK
DONNA WILSON**