



**The Corporation of the Township of Norwich
Council Meeting Minutes
Tuesday June 3, 2025
Special Council Meeting
Asset Management**

In Attendance:

Council:

Mayor Jim Palmer
Councillor Toews
Councillor DePlancke
Councillor Gear
Councillor Couwenberg

Staff:

Matt Smith, Chief Administrative Officer
James Johnson, Treasurer/Deputy CAO
Kimberley Armstrong, Director of Corporate Services/Clerk
Ken Farkas, Director of Public Works
Sean McCoy, Deputy Clerk/Planning Coordinator

1. Call to Order

The special session of the 2022-2026 Council of the Township of Norwich was held in the Council Chambers, Norwich, commencing at 1:30 p.m. with Mayor Palmer presiding.

2. Approval of Agenda

Resolution #1

Moved by Karl Toews, seconded by Adrian Couwenberg:

That the Agenda be accepted as presented.

Carried

3. Disclosure of Pecuniary Interest

None.

4. Asset Management Workshop

Ms. Jennifer Lavalee, Manager of Capital Planning for Oxford County, and Mr. Smith presented the workshop. There was Council discussion regarding asset management

basics, life cycle maintenance for roads, funding requirements, service level benchmarks for roads, and topics to be covered at future asset management workshops.

Councillor Couwenberg left the meeting at 3:40 p.m.

5. Adjournment – 3:44 p.m.

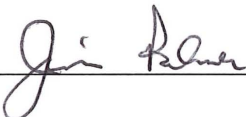
Resolution #2

Moved by Lynne DePlancke, seconded by Karl Toews:

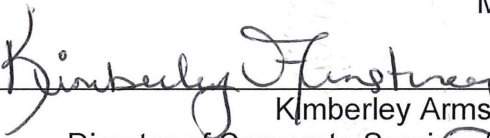
That this Council do now adjourn.

Carried

These minutes adopted by way of Resolution No. 2 as approved by Council at its meeting on the 24th day of June, 2025.



Jim Palmer
Mayor



Kimberley Armstrong
Director of Corporate Services/Clerk