



MEETING MINUTES
THE CORPORATION OF THE
TOWNSHIP OF ZORRA
P.O. BOX 306
INGERSOLL, ONTARIO
JANUARY 22, 2020

The Special meeting of the Township Council was held at 9:00 a.m. on January 22, 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
 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

27-01-20 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“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. REPORTS FROM STAFF & CORRESPONDENCE REQUIRING DIRECTION

(a) Memorandum 2020-017 from the Director of Corporate Services regarding Zorra Maintenance Facility.

28-01-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

“THAT Council request the following questions be forwarded to Chamberlain Architect Services for response at the March 4, 2020 Council Meeting:

Garage Area

- **Why are the 8 foot walls concrete block instead of poured concrete?**
- **What is the R value of only 1” of insulation under the 8” slab?**
- **Is that sufficient for in floor heat?**
- **What is the BTU output and cost of each heater above the over head doors?**
- **Why is there water at each central post?**
- **What is the ventilation system in the wash bays to reduce humidity damage?**
- **What type and capacity of crane is recommended?**

Office Area

- what is the cost difference between brick/stone cladding and steel siding?
- What would the cost comparison be for life cycle costs with epoxy finish or concrete on all floors (other than the change rooms) rather than vinyl?
- Why do the locker room benches cost \$1500 each?
- Explore flexibility in locker rooms to allow more room for female employees

Salt & Sand Building

- Is the steel frame galvanized or otherwise coated to prevent corrosion?
- Why are the walls concrete block instead of poured concrete?
- Do the walls have any type of coating to prevent corrosion?
- How high are the concrete walls?
- What is the expected life time of the fabric roof?
- What warranty is on the fabric roof?
- Will there be a secure door or doors on it?

Site Work & Specialties

- How many litres of rainwater is expected to be harvested from the roof of a 35,000 ft² building?
- What is the capacity of the cisterns for the wash bays & sprinkler system?
- Would a single cistern with two compartments meet the building code?
- is the cistern for the wash bay plumbed for usage by the Fire Department?
- What is the water demand of the new facility and can it be met by the existing well and what is the cost comparison between using the existing well and new well?
- What size generator would be sufficient for minimal operation and full operation? If the building is geothermal is the generator required?
- Do we require line painting and accessibility painting in the parking lot if the general public do not visit the facility?
- Who is the site representative for \$180,000.00 and why are they hired for 60 weeks?
- Removal of brick façade cost estimate
- Orientation of building for improved solar capture
- Changing orientation of office layout, if orientation is altered."

Disposition: Carried

- (b) Memorandum 2020-013 from the Director of Finance regarding 2019 Budget to Actual Year End.

29-01-20 Moved by: Katie Davies Seconded by: Ron Forbes

"THAT Council authorize the transfer of the projected 2019 Operating surplus of \$302,237.46 into the Surplus/Deficit Reserve."

Disposition: Carried

- (c) Memorandum 2020-014 from the Director of Public Works regarding Gravel and Dust Suppressant Application Practice.

30-01-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

"THAT Memorandum 2020-014 from the Director of Public Works be received and filed for information purposes only."

Disposition: Carried

- (d) Memorandum 2020-015 from the Director of Recreation & Facilities Manager regarding propose changing to staffing levels for Recreation Department.

31-01-20 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT Memorandum 2020-015 from the Recreation & Facilities Manager be received and filed for information purposes only.”

Disposition: Carried

(e) Letter from Dr. Peter Diavolitsis update on the operation of the Medical office.

32-01-20 Moved by: Steve MacDonald Seconded by: Paul Mitchell

“THAT Correspondence from Dr. Diavolitsis dated January 14, 2020 be received and filed for information purposes only.”

Disposition: Carried

(f) 2020 Beachville Museum Budget.

33-01-20 Moved by: Ron Forbes Seconded by: Katie Davies

“THAT the 2020 Beachville District Museum Budget be received and filed for information purposes only.”

Disposition: Carried

(g) 2020 1st Draft Municipal Budget and Business Plan.

Deputy Mayor Davies takes the Chair while Mayor Ryan speaks to agenda item 4(g).

34-01-20 Moved by: Paul Mitchell Seconded by: Ron Forbes

“THAT \$250,000 in the Surplus/Deficit Reserve be used as a source of revenue for the 2020 Operating Budget;

AND THAT the Township Tax Levy Requirement for 2020 be adjusted accordingly.”

Disposition: Defeated

Mayor Ryan resumes the Chair.

35-01-20 Moved by: Paul Mitchell Seconded by: Ron Forbes

“THAT Staff provides a report to Council on February 5, 2020 that details the impact of using the options a) and b) on the Tax Levy:

a) \$100,000 in the Surplus/Deficit Reserve to fund the 2020 Operating Budget;

b) \$150,000 in the Surplus/Deficit Reserve to fund the 2020 Operating Budget;

AND THAT Staff also include one-time operating costs that are in the 2020 Operating Budget as possible targets for using reserve funds to finance.”

Disposition: Carried

(h) Memorandum 2020-016 from the Director of Finance regarding Community Grant Program – 2020 Applications.

36-01-20 Moved by: Katie Davies Seconded by: Ron Forbes

“THAT the following grants be approved as part of the 2020 budget:

Organization’s Name Amount of Financial Assistance

Embros & Zorra Agricultural Society \$2,000.00

Embros Pond Association \$600.00

Oxford County Plowmen’s Association \$200.00

Thamesford Business Association \$3,000.00

Thamesford Calithumpian Weekend Inc. \$2,000.00

Thamesford Lawn Bowling Club \$1,600.00

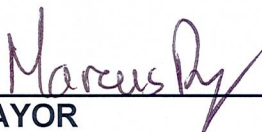
Zorra Caledonian Society \$1,700.00

St. Mary's and Area Mobility Service \$1,000.00
Thamesford Friendship Club \$500.00."
Disposition: Carried

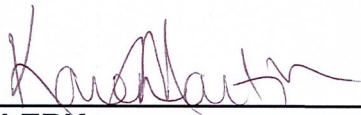
5. ADJOURNMENT

37-01-20 Moved by: Paul Mitchell Seconded by: Steve MacDonald

"THAT this session of Council be now adjourned and herewith closed at 2:51 p.m. and the next meeting of Council be called for the 5th day of February, 2020 at 9:00 a.m. in the Council Chambers at the Township Municipal Office."
Disposition: Carried



MAYOR



CLERK