

MINUTES OF A REGULAR MEETING OF SEVERN TOWNSHIP COUNCIL HELD  
IN THE COUNCIL CHAMBERS AT THE ADMINISTRATION BUILDING, 1024  
HURLWOOD LANE, THURSDAY, AUGUST 7, 2008, AT 7:30 P.M.

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PRESENT:	Mayor	Phil Sled
	Deputy Mayor	Judith Cox
	Councillors	Doug Beach Frank Coyle Mark Taylor
ABSENT:	Councillor	Karen Marriott
STAFF:	Director of Public Works	Clayton Cameron (part of meeting)
	Deputy Clerk	Sharon Goerke
	Chief Administrative Officer	Eric Peterson
	Director of Corporate Services	Henry Sander

**CALL TO ORDER**

Mayor Sled called the meeting to order.

**PRAYER**

Mayor Sled opened the meeting with prayer.

**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE  
THEREOF**

Mayor Sled with respect to Agenda Item No. G.1 with respect to C.C. Tatham & Associates as an immediate relative is an employee.

Councillor Coyle with respect to Agenda Item No. F-3 with respect to Washago Retirement Lodge as an immediate relative is an employee.

**ADOPTION OF MINUTES**

Regular Council Meeting – 07/03/08.

August 7, 2008

MOTION C080708-01: *Moved by Councillor Taylor and seconded by Councillor Beach that the Minutes of the Regular Council Meeting held July 3, 2008 be adopted.*

CARRIED

## **PUBLIC MEETINGS/HEARINGS**

Applications for Cancellation, Reduction or Refund of Taxes.

MOTION C080708-02: *Moved by Councillor Beach and seconded by Councillor Taylor that Various Applications for Cancellation, Reduction or Refund of Taxes with respect to Sections 357 and 358 of the Municipal Act in the total amount of \$11,956.60 be approved.*

CARRIED

## **PRESENTATIONS/DEPUTATIONS**

Alex Turpin and Murray Wilson, Hydro One Networks Inc. re Presentation of HONI Grant – Dehumidifier at Coldwater Community Centre. (Information)

Otto Csekey, with respect to Parking at Henrys Landing.

MOTION C080708-03: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a presentation of Otto Csekey with respect to parking on Henrys Landing be referred to staff for a report.*

CARRIED

Washago Retirement Lodge, with respect to Extension of Sidewalks – Muskoka Street.

MOTION C080708-04: *Moved by Deputy Mayor Cox and seconded by Councillor Beach that a petition from area residents with respect to the extension of the sidewalk adjacent to the Washago Retirement Lodge be referred to staff for a report.*

CARRIED

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Gabriella and Leonard Morreale with respect to Dock Location – South Sparrow Lake Road.

MOTION C080708-05: *Moved by Councillor Beach and seconded by Councillor Taylor that a presentation of Gabriella and Leonard Morreale with respect to a dock located on South Sparrow Lake Road be referred to staff for a report.*

*CARRIED*

## **ACCOUNTS**

Accounts for the Month of July 2008.

MOTION C080708-06: *Moved by Councillor Taylor and seconded by Councillor Beach that Accounts Payable Cheque Registers in the amount of \$534,377.70 and Journal Entry No. 220/08 in the amount of \$34,367.99 for a total of \$568,745.69 for the month of July 2008 be approved for payment.*

*CARRIED*

MOTION C080708-07: *Moved by Councillor Coyle and seconded by Councillor Taylor that Accounts Payable Cheque Nos. 31043 and 31182 in the amount of \$18,782.68 with respect to C.C. Tatham and Associates be approved for payment.*

*CARRIED*

## **REPORTS FROM OFFICIALS (for information)**

- “NIL”

## **REPORTS FROM OFFICIALS (for direction)**

### **Planning and Development**

- “NIL”

### **Recreation and Facilities**

- “NIL”

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**Public Works**

Public Works Report No. W08-041, 07/10/08, with respect to Request for a Four Way Stop Sign at Warminster Road and Town Line.

MOTION C080708-08: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that Public Works Report No. W08-041, dated July 10, 2008, with respect to a 4-Way Stop Sign at Warminster Road and Town Line be received; AND FURTHER THAT the request for the 4-Way Stop Sign be denied.*

CARRIED

**Fire and Emergency Services**

- “NIL”

**Corporate Services**

Corporate Services Report No. C08-046, 06/24/08, with respect to Annual Records Retention Review.

MOTION C080708-09: *Moved by Councillor Coyle and seconded by Deputy Mayor Cox that Corporate Services Report No. C08-046, dated June 24, 2008, with respect to an Annual Records Retention Review be received; AND FURTHER THAT the recommended amendments to the Records Management System be adopted.*

CARRIED

Corporate Services Report No. C08-047, 06/24/08, with respect to Council Vacancy.

MOTION C080708-10: *Moved by Councillor Coyle and seconded by Councillor Beach that Corporate Services Report No. C08-047, dated June 24, 2008, with respect to the Council Vacancy be received; AND FURTHER THAT the Office of Councillor Ward 3 be declared vacant; AND FURTHER THAT Resolution No. CSC062508-08 be and it is hereby rescinded;*

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*AND FURTHER THAT staff be authorized to commence the process of recruiting a member of Council for Ward 3;*

*AND FURTHER THAT Mayor Sled and Deputy Mayor Cox be appointed as the Recruiting Committee in order to conduct the interview process and report back to Council with a recommendation.*

*CARRIED*

Corporate Services Report No. C08-048, 06/28/08, with respect to By-law Amendment 2003-15.

*MOTION C080708-11:* *Moved by Councillor Beach and seconded by Councillor Taylor that Corporate Services Report No. C08-048, dated June 28, 2008, with respect to an amendment to By-law No. 2003-15 be received;*  
*AND FURTHER THAT By-law No. 2003-15 be repealed and replaced with By-law No. 2008-60 contained on the Council Agenda.*

*CARRIED*

### **Administration**

Administration Report No. C08-032, 07/21/08, with respect to Recreation Master Plan – dmA Planning and Management Services Contract.

*MOTION C080708-12:* *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that Administration Report No. A08-032, dated July 21, 2008, with respect to a Recreation Master Plan be received;*  
*AND FURTHER THAT an Agreement be entered into with dmA Planning and Management Services for the provision for a Recreation Master Plan.*

*CARRIED*

Administration Report No. A08-033, dated July 28, 2008, with respect to an Annual Update to the Human Resources Policy Manual.

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MOTION C080708-13: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that Administration Report No. A08-033, dated July 28, 2008, with respect to an Annual Update to the Human Resources Policy Manual be received;  
AND FURTHER THAT the amended Human Resources Policy Manual be adopted.*

*CARRIED*

**CORRESPONDENCE (for information)**

Kerry and Greg Ovens, 07/03/08, with respect to Request for Streetlight – Brady Drive and Severn Street.

MOTION C080708-14: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a letter from Kerry and Greg Ovens, dated July 3, 2008, with respect to the proposed streetlight at the intersection of Severn Street and Brady Drive be received as information.*

*CARRIED*

Graham, Wilson and Green, Barristers and Solicitors, 08/06/08, with respect to Haul Route Agreements – MAQ Aggregates.

MOTION C080708-15: *Moved by Councillor Beach and seconded by Councillor Taylor that a letter from Graham, Wilson and Green, dated August 6, 2008, with respect to Haul Route Agreements for MAQ Aggregates and Walker Aggregates be received as information.*

*CARRIED*

**CORRESPONDENCE (for direction)**

George G. Page, 07/20/08, with respect to Storm Water Management – Bass Lake Woodlands.

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MOTION C080708-16: *Moved by Deputy Mayor Cox and seconded by Councillor Beach that a letter from George G. Page, dated July 20, 2008, with respect to storm water management at Bass Lake Estates be referred to the Township's Engineer for comments.*

*CARRIED*

Marvin and Stephanie Moreau, 06/30/08, with respect to Port Severn Parkette.

MOTION C080708-17: *Moved by Deputy Mayor Cox and seconded by Councillor Beach that a letter from Marvin and Stephanie Moreau, dated June 30, 2008, with respect to the development of 3046 St. Amant Road be referred to dmA Planning for review during the process for the Recreation Master Plan.*

*CARRIED*

Stephanie Moreau, 06/29/08, with respect to Port Severn Parking.

MOTION C080708-18: *Moved by Councillor Taylor and seconded by Councillor Beach that a letter from Stephanie Moreau, dated June 29, 2008, with respect to Parking in Port Severn be referred to staff for a report.*

*CARRIED*

Couchiching Shores Ratepayers Association, 07/28/08, with respect to Grant Funding Request.

MOTION C080708-19: *Moved by Councillor Coyle and seconded by Deputy Mayor Cox that a request from the Couchiching Shores Ratepayers Association for grant funding to assist with maintenance of 3183 Shoreview Drive be approved in the amount of \$325.00.*

*CARRIED*

Couchiching Shores Ratepayers Association, 07/28/08, with respect to Dredging of Canal.

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MOTION C080708-20: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a request from the Couchiching Shores Ratepayers Association, dated July 28, 2008, for assistance in dredging the private canal located within this Subdivision be referred to staff for a report.*

*CARRIED*

Janice Bowers, 07/03/08, with respect to Cancellation of Heavy Item Pickup.

MOTION C080708-21: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a letter from Janice Bowers, dated July 3, 2008, with respect to the cancellation of heavy item pickups within the County of Simcoe be received as information.*

*CARRIED*

Stewart Lee, 06/30/08, with respect to Road Improvements – Big Chief Road and Thomson Crescent.

MOTION C080708-22: *Moved by Councillor Beach and seconded by Councillor Taylor that a letter from Stewart Lee, dated June 30, 2008, with respect to road conditions on Big Chief Road be received;  
AND FURTHER THAT Mr. Lee be advised that road improvements on Big Chief Road are included in the 2009 road projects for repairs.*

*CARRIED*

Ministry of Natural Resources, 07/04/08, with respect to Nuisance Bears.

MOTION C080708-23: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a letter from the Ministry of Natural Resources, dated July 4, 2008, with respect to nuisance bears be forwarded to Mr. Hedges for information.*

*CARRIED*

Gord Seth and Lynn Beaver, 07/11/08, with respect to Request for Maintenance – MacLean Lake North Shore Road.

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MOTION C080708-24: *Moved by Councillor Taylor and seconded by Councillor Beach that a request of Gord Seth and Lynn Beaver, dated July 11, 2008, for the assumption of MacLean Lake North Shore Road from Ellis Road to Pioneer Road be referred to staff for a report.*

*CARRIED*

Mr. Beese, 07/24/08, with respect to Proposed Purchase of Unopened Road Allowance – 5677 Severn River.

MOTION C080708-25: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a letter from Mr. Beese, dated July 24, 2008, with respect to the proposed purchase of an unopened road allowance adjacent to 5677 Severn River be received; AND FURTHER THAT staff be instructed to close the file on this matter and refund the appropriate deposit fee to Mr. Beese.*

*CARRIED*

Bruce Nelles, 07/28/08, with respect to 2008 Pony Express – Uthhoff Trail.

MOTION C080708-26: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a request of Bruce Nelles, Ride Coordinator, dated July 28, 2008, with respect to the use of the Uthhoff Trail for the 2008 Canadian Pony Express Ride be approved, subject to the cleaning up of droppings and grading of the trail upon completion of the ride; AND FURTHER THAT the Pony Express be required to provide a minimum of \$2 million liability insurance naming the Township of Severn as an additional insured; AND FURTHER THAT the event be advertised and all crossings have safety personnel.*

*CARRIED*

Kelly Ledebink, 07/22/08, with respect to Waiver of Utility Fees.

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MOTION C080708-27: *Moved by Councillor Taylor and seconded by Councillor Beach that a request of Kelly Ledebink, dated July 22, 2008, for a waiver of municipal utility charges for 6 River Street be denied.*

*CARRIED*

Coldwater Mill Foundation, 047/28/08, with respect to the Installation of Fire Escapes.

MOTION C080708-28: *Moved by Deputy Mayor Cox and seconded by Councillor Taylor that a request of the Coldwater Mill Foundation, dated July 28, 2008, for permission to erect a fire escape on the back wall of the Mill be approved, subject to the Foundation receiving all necessary permits for this construction.*

*CARRIED*

William Quint, 07/24/08, with respect to Acquisition of Crown Land adjacent to 1861 Gloucester Pool.

MOTION C080708-29: *Moved by Councillor Taylor and seconded by Councillor Beach that a letter from William Quint, dated July 24, 2008, with respect to the acquisition of crown land be received;  
AND FURTHER THAT Mr. Qunit be advised that this Council has no objection to the acquisition of crown land adjacent to 1861 Gloucester Pool, provided Mr. Quint provides septic system information for approval by the Township.*

*CARRIED*

Ron and Lisa Martin, 07/31/08, with respect to Cat Control By-law.

MOTION C080708-30: *Moved by Councillor Beach and seconded by Councillor Taylor that a letter from Ron and Lisa Martin, dated July 31, 2008, with respect to a Cat Control By-law be referred to staff for a report.*

*CARRIED*

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ODAS Park, 07/30/08, with respect to Orillia Fall Fair – Demolition Derby.

MOTIO C080708-31: *Moved by Councillor Beach and seconded by Councillor Taylor that a letter from the Orillia and District Agricultural Society, dated July 30, 2008, with respect to the Orillia Fall Fair – Demolition Derby be received; AND FURTHER THAT the request for Fire Department attendance at the Demolition Derby on September 6, 2008 be approved; AND FURTHER THAT the cost to provide this service be and it is hereby waived; AND FURTHER THAT the Society be requested to contact the Fire Chief, in writing, prior to the event to make arrangements for fire equipment and personnel and to ensure procedures for fire safety are adhered to during the event.*

*CARRIED*

ODAS Park, 07/30/08, with respect to Commemorative Flag.

MOTION C080708-32: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that a letter from Orillia and District Agricultural Society, dated July 30, 2008, with respect to a commemorative flag in memory of Councillor Shirley McDougall be received; AND FURTHER THAT a donation of \$250.00 be approved to assist with the purchase of the flag.*

*CARRIED*

#### **ADOPTION OF COMMITTEE REPORTS**

- “NIL”

#### **MOTIONS**

Motion with respect to CP Rail Crossing – County Road 17.

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MOTION C080708-33: *Moved by Councillor Taylor and seconded by Councillor Beach that due to safety concerns, CP Rail be requested to complete improvements to the first two crossings north of Coldwater on County Road 17 immediately.*

*CARRIED*

Motion with respect to Rescheduling of September Council Meeting.

MOTION C080708-34: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that the September 4, 2008 Council Meeting be rescheduled to 4:00 p.m.*

*CARRIED*

**UNLISTED ADDITIONS**

- "NIL"

**CONFIDENTIAL AGENDA**

Motion to close the meeting to the public.

MOTION C080708-38: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that this meeting be and it is hereby closed to the public pursuant to the Municipal Act, S.O. 2001, Chapter 25, Section 239.(2), for the purpose of considering a proposed or pending acquisition or disposition of land by the municipality or local board.*

*CARRIED*

**- CONFIDENTIAL -**

Motion to reopen the meeting to the public.

MOTION C080708-39: *Moved by Councillor Taylor and seconded by Councillor Beach that this meeting be and it is hereby reopened to the public.*

*CARRIED*

**Reports from Officials**

- “NIL”

**Correspondence**

Re/Max Realty (1996) Ltd. with respect to Letter of Opinion – Road Allowance Adjacent to 2799 Brady Drive.

MOTION C080708-40: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that an Opinion of Value from Re/Max Orillia (1996) Ltd., dated July 9, 2008, with respect to an unopened road allowance adjacent to 2799 Brady Drive be received; AND FURTHER THAT the purchase price be set at \$2,000.00 for this parcel of land.*

*CARRIED*

**BY-LAWS**

Motion with respect to first and second reading of By-law Nos. 2008-58 to 2008-66, inclusive.

MOTION C080708-35: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that By-law Nos. 2008-58 to 2008-66, inclusive, be and they are hereby read a first and second time.*

*CARRIED*

By-law No. 2008-58, Being a By-law to Amend By-law No. 2004-140, as amended (Regulate Traffic on Highways).

By-law No. 2008-59, Being a By-law to Establish the Retention Periods for Certain Records Required to be Kept for the Corporation of the Township of Severn.

By-law No. 2008-60, Being a By-law to Establish Public Highways within the Township of Severn (Part Lot 2, Concession 1, former Township of Orillia, North Division, now the Township of Severn, County of Simcoe, designated as Block 36 on Registered Plan 51M-558 and Part 7, Plan 51R-29985) – Lloyd Circle.

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By-law No. 2008-61, Being a By-law to Enter into an Agreement with dmA Planning & Management Services Inc. with respect to the Preparation of a Recreation Master Plan for the Township of Severn.

By-law No. 2008-62, Being a By-law to Enter into Minutes of Settlement between the Corporation of the Township of Severn, the Corporation of the County of Simcoe and 1439635 Ontario Ltd. (Woodlee Meadows)

By-law No. 2008-63, Being a By-law to Adopt a Human Resources Policy Manual for the Corporation of the Township of Severn.

By-law No. 2008-64, Being a By-law to Authorize the Execution of a Haul Route Agreement between the Corporation of the Township of Severn and M.A.Q. Aggregates Inc. (Brennan Line/Cambrian Road).

By-law No. 2008-65, Being a By-law to Authorize the Execution of a Haul Route Agreement between the Corporation of the Township of Severn, M.A.Q. Aggregates Inc. and Walker Aggregates Inc. (Nichols Line).

By-law No. 2008-66, Being a By-law to Adopt the Proceedings of a Council Meeting held on the 7<sup>th</sup> day of August, 2008 and to Authorize Their Execution.

Motion with respect to third reading and finally passing of By-law Nos. 2008-59 to 2008-63, inclusive.

MOTION C080708-36: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that By-law Nos. 2008-59 to 2008-63, inclusive, be and they are hereby read a third time and finally passed.*

*CARRIED*

Motion with respect to a Special Corporate Services Meeting.

MOTION C080708-37: *Moved by Councillor Beach and seconded by Councillor Taylor that a Corporate Services Committee be held on Friday, August 15, 2008, at 9:00 a.m. to review the Haul Route Agreements.*

*CARRIED*

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Motion with respect to third reading and finally passing of By-law No. 2008-66.

MOTION C080708-41: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that By-law No. 2008-66 be and it is hereby read a third time and finally passed.*

*CARRIED*

Motion to adjourn.

MOTION C080708-42: *Moved by Deputy Mayor Cox and seconded by Councillor Coyle that this meeting be and it is hereby now adjourned.*

*CARRIED*

**ADJOURNMENT** – 9:40 p.m.

CORPORATION OF THE TOWNSHIP OF SEVERN

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MAYOR

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DEPUTY CLERK