

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE
HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE,
WEDNESDAY, JUNE 25, 2008 AT 9:00 A.M.

PRESENT:	Chair	Frank Coyle
	Members	Doug Beach Karen Marriott Phil Sled Mark Taylor
ABSENT:	Member	Shirley McDougall
	Member	Judith Cox
STAFF:	Director of Public Works	Clayton Cameron (part of meeting)
	Director of Fire & Emergency Services	Eric Dowell (part of meeting)
	Deputy Clerk	Sharon Goerke
	Director of Planning & Development	David Parks (part of meeting)
	Chief Administrative Officer	Eric Peterson
	Director of Corporate Services	Henry Sander

CALL TO ORDER

Chair Coyle called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

- "NIL"

DELEGATIONS

- "NIL"

June 25, 2008

REPORTS FROM OFFICIALS (*for information*)

Fire Report for the Month of May 2008.

MOTION CSC062508-01: *Moved by Member Marriott and seconded by Member Sled that the Fire Report for the month of May 2008 be received as information.*

CARRIED

REPORTS FROM OFFICIALS (*for direction*)

Planning and Development

- “NIL”

Recreation and Facilities

- “NIL”

Public Works

Public Works Report No. W08-037, 06/05/08, with respect to Standard Operating Guidelines – Confined Spaces.

MOTION CSC062508-03: *Moved by Member Beach and seconded by Member Taylor that Public Works Report No. W08-037, dated June 5, 2008, with respect to Standard Operating Guidelines – Confined Spaces be received;
AND FURTHER THAT the existing Confined Space Guideline be deleted and replaced with the “Public Works and Utilities Department Confined Space Program”.*

CARRIED

Fire and Emergency Services

Fire Report No. F08-079, 06/17/08, with respect to Multi-Disciplinary CBRN Emergency Response Team.

June 25, 2008

MOTION CSC062508-02:

Moved by Member Taylor and seconded by Member Marriott that Fire Report No. F08-079, dated June 17, 2008, with respect to Multi-Disciplinary CBRN Emergency Response Team be received;

AND FURTHER THAT Council reconsider Motion No. CSC052808-18 which stated that the Township of Severn is not supportive of the complexity of this program beyond the training of paramedics;

AND FURTHER THAT consideration be given to providing funding for the training of firefighters for this program in the 2009 budget.

CARRIED

Corporate Services

Corporate Services Report No. C08-033, with respect to Tax Sale – Extension Agreement.

MOTION CSC062508-04:

Moved by Member Sled and seconded by Member Marriott that Corporate Services Report No. C08-033, dated June 9, 2008, with respect to a Tax Sale Extension Agreement be received;

AND FURTHER THAT an Agreement be prepared for the owners of Part Lot 22, Concession 12, Registered 51R-1546, Part 1;

AND FURTHER THAT the appropriate By-law to enter into the Agreement be forwarded to Council for consideration.

CARRIED

Corporate Services Report No. C08-034, 06/09/08, with respect to Couchiching Conservancy Grant Request.

June 25, 2008

MOTION CSC062508-05:

Moved by Member Taylor and seconded by Member Sled that Corporate Services Report No. C08-024, dated June 9, 2008, with respect to a Couchiching Conservancy Grant Request be received;

AND FURTHER THAT an up to \$15,000.00 grant be drawn from the Parkland Reserve Fund upon proof being supplied of the completed sale transaction, subject to a review of successful fundraising for the purchase of the property; AND FURTHER THAT the Township receive confirmation of trail development on this property.

CARRIED

Corporate Services Report No. C08-035, 06/10/08, with respect to Developer's Deposits.

MOTION CSC062508-06:

Moved by Member Marriott and seconded by Member Sled that Corporate Services Report No. C08-035, dated June 10, 2008, with respect to Developer's Deposits be received;

AND FURTHER THAT the refundable deposits within the Township's Fee and Charges By-law be reviewed to ensure their appropriateness;

AND FURTHER THAT staff ensure that there are no external costs incurred until the appropriate applications are submitted;

AND FURTHER THAT the Township consultants/lawyers be advised that their accounts will be paid upon the planning applicant's account being current.

CARRIED

Corporate Services Report No. C08-036, 06/17/08, with respect to Financial Computer Review.

June 25, 2008

MOTION CSC062508-07:

Moved by Member Sled and seconded by Member Marriott that Corporate Services Report No. C08-036, dated June 17, 2008, with respect to a Financial Computer Review be received; AND FURTHER THAT the 2009 municipal budget include provisions for a new financial computer system.

CARRIED

Corporate Services Report No. C08-037, 06/17/08, with respect to Council Member Vacancy.

MOTION CSC062508-08:

Moved by Member Sled and seconded by Member Marriott that Corporate Services Report No. C08-037, dated June 17, 2008, with respect to a Council Member Vacancy under the Municipal Act be received; AND FURTHER THAT in accordance with Section 259.(1) of the Municipal Act, Councillor McDougall be authorized to be absent from the office of Councillor for Ward 3 for a period of three successive months or more unless otherwise advised by Council.

CARRIED

Corporate Services Report No. C08-039, 06/18/08, with respect to By-law to Regulate Nuisance Signs.

MOTION CSC062508-09:

Moved by Member Beach and seconded by Member Taylor that Corporate Services Report No. C08-039, dated June 18, 2008, with respect to a Draft By-law to Regulate Nuisance Signs be received; AND FURTHER THAT the Draft By-law be forwarded to Council for its consideration.

CARRIED

June 25, 2008

Corporate Services Report No. C08-040, 06/19/08, with respect to Proposed Boyd Road Closing.

MOTION CSC062508-12: *Moved by Member Marriott and seconded by Member Sled that Corporate Services Report No. C08-040, dated June 19, 2008, with respect to the Proposed Boyd Road Closing be deferred pending receipt of responses from Transport Canada and CN Rail.*

CARRIED

MOTION CSC062508-13: *Moved by Member Sled and Member Marriott that Corporate Services Report No. C08-040, dated June 19, 2008, with respect to the Proposed Boyd Road Closing be received; AND FURTHER THAT staff be requested to report back on options for a public meeting when closing open road allowances.*

CARRIED

Administration

Administration Report No. A08-029, 06/16/08, with respect to Architectural Contract – Administration Office Expansion.

MOTION CSC062508-10: *Moved by Member Taylor and seconded by Member Beach that Administration Report No. A08-029, dated June 16, 2008, with respect to an Architectural Contract for renovations to the Administration Office be received; AND FURTHER THAT the Architectural Contract be accepted from Roderick H. Young, Architect, as presented in the report; AND FURTHER THAT the Deputy Clerk prepare a Draft By-law for consideration of Council.*

CARRIED

June 25, 2008

CORRESPONDENCE (for information)

Pat and Bob Durrant, 06/06/08, with respect to Proposed Boyd Road Closing.

MOTION CSC062508-14: *Moved by Member Beach and seconded by Member Taylor that a letter from Pat and Bob Durrant, dated June 8, 2008, with respect to the Proposed Boyd Road Closing be received as information.*

CARRIED

CORRESPONDENCE (for direction)

George Page, 06/09/08, with respect to Bass Lake Estates Storm Drainage.

Michael Read, 06/23/08, with respect to Bass Lake Estates Storm Drainage.

Dearden and Stanton, 06/16/08, with respect to High ground Water Table Concerns – Bass Lake Estates.

MOTION CSC062508-11: *Moved by Member Sled and seconded by Member Marriott that correspondence from George G. Page, dated June 9, 2008, and Michael Read, dated June 23, 2008, with respect to storm drainage at the Bass Lake Estates Subdivision be received; AND FURTHER THAT a letter from Dearden and Stanton, dated June 16, 2008, with respect to high groundwater table concerns – Bass Lake Woodlands Subdivision be received; AND FURTHER THAT the correspondence from Dearden & Stanton be forwarded to the petitioners, Mr. Page, and Mr. Read for their information.*

CARRIED

Association of Municipalities of Ontario, 05/28/08, with respect to Discussion Paper – Alternative Approach to Ontario’s Blue Box Funding Model.

June 25, 2008

MOTION CSC062508-15:

Moved by Member Sled and seconded by Member Beach that a notice from the Association of Municipalities of Ontario, dated May 28, 2008, with respect to an Alternative Approach to Ontario's Blue Box Funding Model be received; AND FURTHER THAT although municipalities have historically played a role in collecting and managing residential waste, it is not sustainable to expect municipalities to pay the ever increasing amounts of non-recyclable packaging and printed paper that industry produces; AND FURTHER THAT the Township of Severn support the Discussion Paper prepare by AMO with respect to this matter.

CARRIED

Nancy Robinson, 04/29/08, with respect to Speed Limits – Silk Line.

MOTION CSC062508-16:

Moved by Member Taylor and seconded by Member Beach that a request of Nancy Robinson, dated April 29, 2008, for a reduction in speed limit on Silk Line be referred to staff for a report.

CARRIED

The Couchiching Conservancy, 06/18/08, with respect to Letter of Support for Grant Funding Application.

MOTION CSC062508-17:

Moved by Member Beach and seconded by Member Taylor that a request of Couchiching Conservancy, dated June 18, 2008, for a letter of support for the RBC's Bluewater Project be approved.

CARRIED

June 25, 2008

COMMITTEE UPDATES

Member Taylor updated the Committee on the following matters:

- Source Water Protection Authority Committee
- Simcoe County District School Board Review Committee

Member Coyle updated the Committee on the following matters:

- Orillia Public Library Board
- Washago Community Centre
- Ontario's Lake Country
- Art in the Park

Member Sled updated the Committee on the following matters:

- Common Interest Committee
- County of Simcoe
- Orillia Hospital Board

Member Beach updated the Committee on the following matters:

- Coldwater Centennial Committee
- Decoration Day – Coldwater Cemetery

UNLISTED ADDITIONS

- "NIL"

CONFIDENTIAL AGENDA

Motion to close the meeting to the public.

MOTION CSC062508-18:

Moved by Member Marriott and seconded by Member Sled 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 litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED

- CONFIDENTIAL -

June 25, 2008

Motion to reopen the meeting to the public.

MOTION CSC062508-19: *Moved by Member Sled and seconded by Member Marriott that this meeting be and it is hereby reopened to the public.*

CARRIED

Corporate Services Report No. C08-038, 06/17/08, with respect to Insurance Claims.

MOTION CSC062508-20: *Moved by Member Marriott and seconded by Member Sled that Confidential Corporate Services Report No. C08-038, dated June 17, 2008, with respect to Insurance Claims be received as information.*

CARRIED

Motion to adjourn.

MOTION CSC052808-23 *Moved by Member Sled and seconded by Member Marriott that this meeting be and it is hereby now adjourned.*

CARRIED

Adjournment 12:32 p.m.

Frank Coyle
Chair

Sharon R. Goerke
Deputy Clerk