

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE  
HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE,  
WEDNESDAY, MARCH 26, 2008 AT 9:00 A.M.

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PRESENT:	Chair	Frank Coyle
	Members	Doug Beach (part of meeting) Karen Marriott Shirley McDougall Phil Sled Mark Taylor
ABSENT:	Member	Judith Cox
STAFF:	Director of Public Works	Clayton Cameron
	Director of Fire & Emergency Services	Eric Dowell (part of meeting)
	Deputy Clerk	Sharon Goerke
	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"

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

Fire Report for the Month of February 2008.

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Public Works Report No. W08-14, 02/14/08, with respect to OCWA Contract – Hydro Fees.

MOTION CSC032608-01:            *Moved by Member Taylor and seconded by Member McDougall that the following Reports from Officials be received as information:*  
*(a) Fire Report for the month of February 2008;*  
*and*  
*(b) Public Works Report No. W08-014, 02/14/08, with respect to OCWA Contract – Hydro Fees.*

*CARRIED*

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

### **Planning and Development**

- “NIL”

### **Recreation and Facilities**

Recreation Report No. R08-003, 02/14/08, with respect to Skate Sharpener.

MOTION CSC032608-02:            *Moved by Member Taylor and seconded by Member McDougall that Recreation Report No. R08-003, dated February 14, 2008, with respect to a skate sharpener at the Coldwater Community Centre be received and this item be removed from the abeyance list.*

*CARRIED*

Recreation Report No. R08-004, 02/15/08, with respect to Zamboni Roof.

MOTION CSC032608-03:            *Moved by Member McDougall and seconded by Member Taylor that Recreation Report No. R08-004, dated February 15, 2008, with respect to the Zamboni Roof be received;*

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*AND FURTHER THAT no further action be taken with respect to this matter.*

*CARRIED*

**Public Works**

Public Works Report No. W08-012, 02/13/08, with respect to 3200 Carlyon Line.

MOTION CSC032608-04: *Moved by Member Sled and seconded by Member Marriott that Public Works Report No. W08-012, dated February 13, 2008, with respect to drainage adjacent to 3200 Carlyon Line be received;  
AND FURTHER THAT Report No. W08-012 be forwarded to Mr. Oliner for his information.*

*CARRIED*

Public Works Report No. W08-013, 02/14/08, with respect to Speed Limits on Bridges.

MOTION CSC032608-05: *Moved by Member Taylor and seconded by Member McDougall that Public Works Report No. W08-013, dated February 14, 2008, with respect to a speed limit on bridges be received and this item be removed from the abeyance list.*

*CARRIED*

Public Works Report No. W08-015, 02/14/08, with respect to Status of Jermey Road – Mr. Maloney.

MOTION CSC032608-06: *Moved by Member Marriott and seconded by Member Sled that Public Works Report No. W08-015, dated February 14, 2008, with respect to Jermey Road be received;*

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*AND FURTHER THAT Report No. W08-015 be forwarded to Mr. Maloney for his information.*

*CARRIED*

Public Works Report No. W08-016, 02/14/08, with respect to Tower Line Road Assumption.

*MOTION CSC032608-07:* *Moved by Member Taylor and seconded by Member McDougall that Public Works Report No. W08-016, dated February 14, 2008, with respect to a request for assumption of Tower Line Road be received;*  
*AND FURTHER THAT no further action be taken on this matter as there is insufficient support from the Tower Line Road Committee at this time.*

*CARRIED*

Public Works Report No. W08-017, 02/15/08, with respect to Property for Parking in Washago.

*MOTION CSC032608-08:* *Moved by Member Marriott and seconded by Member Sled that Public Works Report No. W08-017, dated February 15, 2008, with respect to parking property in Washago be received;*  
*AND FURTHER THAT this item be removed from the abeyance list as staff will report on the future should property become available within the Washago area.*

*CARRIED*

Public Works Report No. W08-018, 02/19/08, with respect to Fibre Optic Line – Abandoned Rail line.

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MOTION CSC032608-09: *Moved by Member McDougall and seconded by Member Taylor that Public Works Report No. W08-018, dated February 19, 2008, with respect to a request for Fibre Optic Lines on abandoned rail lines be received;  
AND FURTHER THAT as the applicant company has now been dissolved, this matter be removed from the abeyance list.*

*CARRIED*

Public Works Report No. W08-022, with respect to Trees – Coldwater River.

MOTION CSC032608-10: *Moved by Member Marriott and seconded by Member McDougall that Public Works Report No. W08-022, dated March 10, 2008, with respect to trees along the Coldwater River be received;  
AND FURTHER THAT the Ministry of Natural Resources be requested to deal with problems of fallen trees in the Coldwater River.*

*CARRIED*

Public Works Report No. W08-025, 03/20/08, with respect to Tender Results – Lease of Mini Van – Severn Sound Environmental Association.

MOTION CSC032608-11: *Moved by Member Taylor and seconded by Member McDougall that Public Works Report No. W08-025, dated March 20, 2008, with respect to a leased vehicle for the Severn Sound Environmental Association be received;  
AND FURTHER THAT the tender from Tom Smith Chevrolet Ltd. be accepted in the amount of \$383.67 per month, tax included for a 36 month lease.*

*CARRIED*

Public Works Report No. W08-026, 03/20/08, with respect to Landfill Permits – No Pickup Areas.

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MOTION CSC032608-12:

*Moved by Member Taylor and seconded by Member McDougall that Public Works Report No. W08-026, dated March 20, 2008, with respect to Landfill Permits for No Pickup Areas be deferred pending receipt of additional information from staff.*

*CARRIED*

**Fire and Emergency Services**

- “NIL”

**Corporate Services**

Corporate Services Report No. C08-009, 03/03/08, with respect to Annual Review of Fees and Charges.

MOTION CSC032608-13:

*Moved by Member Marriott and seconded by Member Sled that Corporate Services Report No. C08-009, dated March 3, 2008, with respect to the annual review of fees and charges be deferred pending receipt of additional information from staff on the planning and building fees.*

*CARRIED*

Corporate Services Report No. C08-011, 03/04/08, with respect to Sale of Part Lot 22, Plan 51M-204 – Point Bush Court.

MOTION CSC032608-14:

*Moved by Member Marriott and seconded by Member McDougall that Corporate Services Report No. C08-011, dated March 4, 2008, with respect to the proposed sale of Part Lot 33, Plan 51M-204 – Point Bush Court be received;*

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*AND FURTHER THAT the Deputy Clerk be directed to commence the process to dispose of the property adjacent to 3308 Point Bush Court, subject to the applicant supplying septic information for approval by the Building Department.*

*CARRIED*

Corporate Services Report No. C08-012, 03/12/08, with respect to Commemorative Awards Policies.

*MOTION CSC032608-15:* *Moved by Member McDougall and seconded by Member Marriott that Corporate Services Report No. C08-012, dated March 12, 2008, with respect to commemorative awards be received; AND FURTHER THAT the commemorative awards contained in the Corporate Policy Manual be increased as contained in this report; AND FURTHER THAT Sections 5-3, 5-4 and 5-7 be included in the annual review during budget deliberations for consideration of an increase.*

*CARRIED*

Corporate Services Report No. C08-013, 03/12/08, with respect to Vesting of Tax Sale Property.

*MOTION CSC032608-16:* *Moved by Member Marriott and seconded by Member Sled that Corporate Services Report No. C08-013, dated March 12, 2008, with respect to the vesting of tax sale property be received; AND FURTHER THAT Part Lot 3, Concession 6, South Orillia, designated as Parts 1-4, 51R-28754, be vested in the Township's name following the subsearch of title to the property to ensure that there are no Federal Crown Liens.*

*CARRIED*

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## **Administration**

Administration Report No. A08-019, 02/29/08, with respect to Employment Positions.

MOTION CSC032608-17:            *Moved by Member Beach and seconded by Member Taylor that Administration Report No. A08-019, dated February 29, 2008, with respect to employment positions be received; AND FURTHER THAT the positions of Labourer – Public Works/Recreation and Utilities Sub-Foreman be adopted; AND FURTHER THAT staff prepare the necessary By-law for consideration of Council.*

*CARRIED*

Administration Report No. A08-023, 03/18/08, with respect to Administration Building Options.

MOTION CSC032608-18:            *Moved by Member Taylor and seconded by Member Beach that Administration Report No. A08-023, dated March 18, 2008, with respect to renovations/addition to the Administration Office be received; AND FURTHER THAT the original addition as reviewed by this Committee be approved; AND FURTHER THAT staff be authorized to apply for the grants available to assist with the costs of this project, and that engineering costs for the green grants application are included in the original construction costs.*

*CARRIED*

## **CORRESPONDENCE (for information)**

MMM Group Limited, 03/06/08, with respect to Widening of Nichols Line – North of Highway No. 11.

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MOTION CSC032608-19: *Moved by Member Beach and seconded by Member Taylor that a letter from MMM Group Limited, dated March 6, 2008, with respect to the widening of Nichols Line north of Highway No. 11 be received as information.*

*CARRIED*

**CORRESPONDENCE (for direction)**

Ontario SPCA, 02/28/08, with respect to 2008 Animal Control Contract.

MOTION CSC032608-20: *Moved by Member Marriott and seconded by Member Sled that a letter from the Ontario SPCA, dated February 28, 2008, with respect to the Animal Control Contract be received;  
AND FURTHER THAT the Contract be approved for a three year term with the following increases:  
2008 – 5%  
2009 – 4%  
2010 – 4%*

*CARRIED*

Bill Darker, 02/21/08, with respect to 2008 Pitch-In Week.

MOTION CSC032608-21: *Moved by Member Marriott and seconded by Member Sled that a letter from Bill Darker, dated February 21, 2008, with respect to 2008 Pitch-In Week be received;  
AND FURTHER THAT the following arrangements be approved to assist with this initiative:  
(a) Pitch-In Week be extended into May 2008 with the dates to be provided by Mr. Darker;  
(b) Mr. Darker to order 400 logo bags or the total amount required from Pitch-In Ontario;  
(c) Mr. Darker to contact groups and co-ordinate the roads and trails to be cleaned up;*

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- (d) *Township to announce the Pitch-In Program at the Administration Office and on the Township Website;*
- (e) *Township to request the County of Simcoe to supply a full Pitch-In pickup with the normal weekly garbage;*
- (f) *Distribution of the Pitch-In bags from the Township Office; and*
- (g) *Township Public Works Department to remove unsuitable items for normal garbage pickup from selected locations as arranged by the Director of Public Works, provided that the participants ensure that the materials are sorted by metal, wood and waste in order to maintain landfill capacity and divert eligible materials;*

*AND FURTHER THAT in lieu of the request for Amnesty Week at the County of Simcoe Waste Management Sites, the County be requested to provide additional amnesty vouchers to the Public Works Department to dispose of the materials; AND FURTHER THAT the notice for Pitch-In Week include a phrase stating that this week is not the usual heavy item pickup week for residents; AND FURTHER THAT the Township provide gloves and cold pop/water for the participants.*

*CARRIED*

Coldwater Music Festival, 02/20/08, with respect to 2008 Grant Funding.

MOTION CSC032608-22:

*Moved by Member Taylor and seconded by Member Beach that a request of the Coldwater Music Festival, dated February 20, 2008, for 2008 grant funding in support of the Annual Music Festival be approved in the amount of \$200.00.*

*CARRIED*

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Lake Simcoe Tourism Assessment Project Seminar.

MOTION CSC032608-23: *Moved by Member Marriott and seconded by Member Sled that the following be authorized to attend the presentation on the Lake Simcoe Tourism Assessment Project to held at Georgian Downs on April 9, 2008, with mileage: Mayor Sled, Councillor Beach, Councillor Coyle, Councillor Marriott and Councillor Taylor.*

*CARRIED*

Coldwater and Area Conservation Club, 03/17/08, with respect to Sidewalk Upgrading – River Street.

MOTION CSC032608-24: *Moved by Member Beach and seconded by Member Taylor that a request of the Coldwater and Area Conservation Club, dated March 17, 2008, for upgrades to the sidewalk on River Street be received; AND FURTHER THAT the Club be advised that the extension of the sidewalks to the dock area will not be able to be accommodated in the 2009 budget as there are priorities identified for the future.*

*CARRIED*

### **COMMITTEE UPDATES**

Member Taylor updated the Committee on the following issue:

- Black River Source Protection Committee

Member Beach updated the Committee on the following issue:

- Centennial Committee
- Southeast Georgian Bay Chamber of Commerce

Member Sled updated the Committee on the following issues:

- County of Simcoe
- Orillia Hospital Board

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Member Coyle updated the Committee on the following issues:

- Washago Community Centre
- Washago Art Festival
- Ontario's Lake Country
- Orillia Public Library

Member McDougall updated the Committee on the following issues:

- Orillia Chamber of Commerce

**UNLISTED ADDITIONS**

- "NIL"

**CONFIDENTIAL AGENDA**

Administration Report No. A08-022, 02/29/08, with respect to Utilities Technician Position.

MOTION CSC032608-25:

*Moved by Member Marriott and seconded Member Sled that Confidential Administration Report No. A08-022, dated March 14, 2008, with respect to a Utilities Technician be received; AND FURTHER THAT the selected individual be hired in accordance with the terms and conditions outlined in said report.*

*CARRIED*

Motion to adjourn.

MOTION CSC032608-26:

*Moved by Member Taylor and seconded by Member Beach that this meeting be and it is hereby now adjourned.*

*CARRIED*

Adjournment      11:50 a.m.

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Frank Coyle  
Chair

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Sharon R. Goerke  
Deputy Clerk