

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, APRIL 28, 2010 AT 9:00 A.M.

---

PRESENT:	Chair	Ian Crichton
	Members	Douglas Beach Judith Cox Frank Coyle Karen Marriott Phil Sled Mark Taylor
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 Crichton 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 March 2010.

Fire Report No. F10-029, 04/12/10, with respect to 2010 G8 Summit.

April 28, 2010

MOTION CSC042810-02: *Moved by Member Marriott and seconded by Member Cox that the following Reports from Officials be received as information:*  
*(a) Fire Report for the month of March 2010; and*  
*(b) Fire Report No. F10-029, 04/12/10 with respect to 2010 G8 Summit – Township of Severn Operational Plan.*

CARRIED

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

### **Planning and Development**

- “NIL”

### **Recreation and Facilities**

Recreation Report No. R10-002, 03/19/10, with respect to Arena Operations and Non-Resident Fees.

MOTION CSC042810-03: *Moved by Member Sled and seconded by Member Beach that Recreation Report No. R10-002, dated March 19, 2010, with respect to Arena Operations – Non-Resident Fees be received; AND FURTHER THAT correspondence be forwarded to Oro-Medonte, Tay and Georgian Bay requesting agreements for contributions towards capital improvements to the arena in lieu of user fees which have now been discontinued.*

CARRIED

MOTION CSC042810-04: *Moved by Member Marriott and seconded by Member Coyle that Recreation Report No. R10-02, dated March 19, 2010, with respect to Arena Operations – Non-Resident Fees be received;*

April 28, 2010

*AND FURTHER THAT the non-resident fee be deleted and that the hourly rates for ice be increased by \$5.00/hour for minor skaters and by \$10.00/hour for other users in each of 2010/2011 and 2011/2012 and that the rates and usage be reassessed for 2012/2013.*

*CARRIED*

## **Public Works**

Public Works Report No. W10-008, 03/30/10, with respect to Sidewalks in Westshore.

*MOTION CSC042810-05:* *Moved by Member Sled and seconded by Member Beach that Public Works Report No. W10-008, dated March 30, 2010, with respect to Sidewalks in Westshore be received;*  
*AND FURTHER THAT staff be authorized to proceed with the installation of sidewalks and streetlights on existing poles on Cumberland Road in the vicinity of the school with the funds to be allocated from the Westshore Reserve Fund in 2010.*

*CARRIED*

*MOTION CSC042810-06:* *Moved by Member Marriott and seconded by Member Cox that Public Works Report No. W10-008, dated March 30, 2010, with respect to Sidewalks in Westshore be received;*  
*AND FURTHER THAT staff be directed to report on a five year plan for the installation of sidewalks and streetlights in Westshore with funds to be allocated from the Westshore Reserve Funds;*  
*AND FURTHER THAT the report be considered during 2011 budget deliberations.*

*CARRIED*

## **Fire and Emergency Services**

- "NIL"

April 28, 2010

## Corporate Services

Corporate Services Report No. C10-022, 04/06/10, with respect to Records Management – 2010 Municipal Election.

MOTION CSC042810-07:

*Moved by Councillor Coyle and seconded by Councillor Marriott that Corporate Services Report No. C10-022, dated April 6, 2010, with respect to Records Management – 2010 Municipal Election be received;  
AND FURTHER THAT By-law No. 2009-64 be amended to increase the retention period of ballots and any other documents and materials related to the election from 90 days to 120 days, as required under the Municipal Elections Act.*

**CARRIED**

Corporate Services Report No. C10-023, 04/08/10, with respect to Public Meeting – Recreation Advisory Committee.

MOTION CSC042810-08:

*Moved by Member Marriott and seconded by Member Coyle that Corporate Services Report No. C10-023, dated April 8, 2010, with respect to Public Meeting – Recreation Advisory Committee be received;  
AND FURTHER THAT a public meeting to discuss a proposed Recreation Advisory Committee to assist in promotion of all recreational facilities be scheduled for June 16, 2010, at 7:00 p.m.*

**CARRIED**

Corporate Services Report No. C10-024, 04/08/10, with respect to County Waste Management By-law Clarification.

MOTION CSC042810-09:

*Moved by Member Cox and seconded by Member Coyle that Corporate Services Report No. C10-024, dated April 8, 2010, with respect to County Waste Management By-law Clarification be received;*

April 22, 2010

*AND FURTHER THAT no further action be taken on this matter until additional information is received from the County of Simcoe.*

*CARRIED*

Corporate Services Report No. C10-025, 04/15/10, with respect to Treasury Staffing.

*MOTION CSC042810-10:*

*Moved by Member Sled and seconded by Member Taylor that Corporate Services Report No. C10-025, dated April 15, 2010, with respect to Corporate Services Treasury Staffing be received;  
AND FURTHER THAT staff be permitted to approve the hiring of additional help for the implementation of the new financial computer system to the end of December 2010;  
AND FURTHER THAT the funds be drawn from the Computer Reserve Fund.*

*CARRIED*

## **Administration**

Administration Report No. A10-024, 04/15/10, with respect to Corporate Health and Safety Policy Statement.

*MOTION CSC042810-11:*

*Moved by Member Cox and seconded by Member Marriott that Administration Report No. A10-024, dated April 15, 2010, with respect to Corporate Health and Safety Policy Statement be received;  
AND FURTHER THAT this policy be incorporated into the Occupational Health and Safety Policy for the Township of Severn;  
AND FURTHER THAT the Deputy Clerk be directed to prepare a Draft By-law to amend By-law No. 2009-85 for consideration of Council.*

*CARRIED*

Administration Report No. A10-025, 04/20/10, with respect to Bill 168 Compliance – Workplace Violence and Harassment Policy.

April 28, 2010

*MOTION CSC042810-12:*

*Moved by Member Coyle and seconded by Member*

*Marriott that Administration Report No. A10-025, dated April 20, 2010, with respect to Bill 168 Compliance – Workplace Violence and Harassment Policy be received;  
AND FURTHER THAT this policy be adopted in accordance with the requirements of Bill 168.*

*CARRIED*

**CORRESPONDENCE (for information)**

AECOM, 03/30/10, with respect to Westshore Water and Sewer Project – Final MOE Approval.

Ministry of Municipal Affairs, 01/01/10, with respect to Township of Severn Annual Repayment Limit.

Ministry of Municipal Affairs, 04/15/10, with respect to Township of Severn Financial Indicator Review.

Russell, Christie, LLP, 04/15/10, with respect to Trans Canada Trail.

*MOTION CSC042810-13:*

*Moved by Councillor Coyle and seconded by Councillor Sled that the following correspondence be received as information:*

- (a) AECOM, 03/30/10, with respect to Westshore Water and Wastewater Project – Final MOE Approval;*
- (b) Ministry of Municipal Affairs, 01/01/10, with respect to Annual Repayment Limit;*
- (c) Ministry of Municipal Affairs, 10/20/09, with respect to Financial Indicator Review; and*
- (d) Russell, Christie, LLP, 04/15/10, with respect to Trans Canada Trail.*

*CARRIED*

April 22, 2010

*MOTION CSC042810-14:*

*Moved by Member Cox and seconded by Member Marriott that a letter be forwarded to Bruce Stanton,*

*MP and Doug Lewis requesting assistance for closing the acquisition of the CN Rail and Tramway.*

*CARRIED*

**CORRESPONDENCE (for direction)**

Multiple Sclerosis Society of Canada – Simcoe County Chapter, 03/31/10, with respect to Proclamation of MS Month.

*MOTION CSC042810-15:* *Moved by Member Marriott and seconded by Member Cox that as requested in a letter from the Multiple Sclerosis Society of Canada, dated March 31, 2010, the month of May 2010, be proclaimed “MS Awareness Month” in the Township of Severn.*

*CARRIED*

Scott Sears, 03/28/10, with respect to Snaring of Coyotes.

*MOTION CSC042810-01:* *Moved by Member Cox and seconded by Member Marriott that a letter from Scott Sears, dated March 28, 2010, with respect to coyote snaring be received; AND FURTHER THAT Mr. Sears be advised that Council supports coyote snaring within the municipality in accordance with the guidelines outlined in said correspondence on a one year trial basis; AND FURTHER THAT a letter be forwarded to the Ministry of Natural Resources in support of coyote snaring.*

*CARRIED*

Coldwater Co-operative Nursery School, with respect to Waiver of Fees – Coldwater Community Centre.

April 28, 2010

*MOTION CSC042810-16:* *Moved by Member Cox and seconded by Member Coyle that a request of the Coldwater Co-operative Nursery School, dated March 29, 2010, for waiver of*

*fees for use of the Coldwater Community Centre in support of a fundraising event be approved.*

**CARRIED**

Coldwater Centennial Committee, 04/15/10, with respect to Time Capsule.

MOTION CSC042810-17:

*Moved by Member Cox and seconded Member Marriott that a request of the Coldwater Centennial Committee, dated April 15, 2010, for relocation of the Centennial Committee, dated April 15, 2010, for relocation of the Centennial Time Capsule to the Township of Severn Administration Office be approved at this time.*

**CARRIED**

Kinark Child and Family Services, 04/09/10, with respect to Proclamation of Mental Health Week.

MOTION CSC042810-18:

*Moved by Member Taylor and seconded by Member Beach that as requested in a letter from Kinark Child and Family Services, dated April 9, 2010, the week of May 3 -7, 2010 be proclaimed "Children's Mental Health Week" in the Township of Severn.*

**CARRIED**

The Sharing Place, Orillia and District Food Bank, 04/07/10, with respect to 1<sup>st</sup> Annual Macaroni and Cheese Luncheon.

MOTION CSC042810-19:

*Moved by Member Cox and seconded by Member Marriott that no action be taken on a letter from the Sharing Place, dated April 7, 2010, with respect to the 1<sup>st</sup> Annual Macaroni and Cheese Luncheon.*

**CARRIED**

April 28, 2010

Association of Municipalities of Ontario, 04/12/10, with respect to Joint and Several Liability Paper.

MOTION CSC042810-20:

*Moved by Member Sled and seconded by Member*

*Beach that a paper from the Association of Municipalities of Ontario entitled "The Case for Joint and Several Liability Reform in Ontario" be endorsed.*

**CARRIED**

Simcoe Shores Ultra Distance Relay with respect to 1<sup>st</sup> Annual Simcoe Shores Relay.

**MOTION CSC042810-21:**

*Moved by Member Marriott and seconded by Member Cox that a letter from Simcoe Shores Ultra Distance Relay with respect to the 1<sup>st</sup> Annual Simcoe Shores Relay be received;*

*AND FURTHER THAT this Council has no objection, in principle, to the staging of the relay as outlined in said correspondence provided that traffic flow within the Township of Severn will not be unreasonably impeded during the event and the residents and businesses will be accommodated with a minimum of inconvenience;*

*AND FURTHER THAT the organizers be encouraged to place volunteer's at all major intersections in order to ensure that safety of all participants;*

*AND FURTHER THAT the organizers be encouraged to advertise in the local newspaper prior to the event ensuring that area residents and businesses are aware of the times and locations of the routes to alleviate traffic and safety concerns;*

*AND FURTHER THAT the organizers be requested to notify all retailers and residents on the proposed route by mail of the time and location of the relay at least one month prior to the event;*

April 28, 2010

*AND FURTHER THAT the organizers be requested to forward a copy of a Certificate of Liability Insurance in the amount of \$5 million naming the Township as an additional insured prior to the August 21 – 22, 2010 event.*

*CARRIED*

**COMMITTEE UPDATES**

Member Crichton updated the Committee on the following items:

- Orillia Chamber of Commerce
- ODAS Park

Member Coyle updated the Committee on the following items:

- Orillia Library Board
- Washago Community Centre
- Ontario's Lake Country

Member Sled updated the Committee on the following items

- County of Simcoe
- Orillia Hospital Board
- Common Interest Committee
- Georgian College Tourism Action Plan - Coldwater

Member Beach updated the Committee on the following items

- Coldwater Business Improvement Area
- Severn Sound Environmental Association/Sustainability Committee

Member Cox updated the Committee on the following items:

- Coldwater Library Board

**CONFIDENTIAL AGENDA**

Motion to close the meeting to the public.

*MOTION CSC042810-22 :*

*Moved by Member Marriott and seconded by Member Coyle that this meeting be and it is hereby now closed to the public pursuant to the Municipal Act, S.O. 2001, Chapter 25, Section 239.(2), for the purpose of considering:*

April 28, 2010

- (a) *a proposed or pending acquisition or disposition of land by the municipality or local board;*
- (b) *litigation or potential litigation, including matters before administrative tribunals, affecting the*

- (c) *municipality or local board; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

*CARRIED*

**- CONFIDENTIAL -**

Motion to reopen the meeting to the public.

*MOTION CSC042810-23:*

*Moved by Member Cox and seconded by Member Marriott that this meeting be and it is hereby now reopened to the public.*

*CARRIED*

**Meeting Reopened**

**Reports from Officials**

- "NIL"

**Correspondence**

Russell, Christie, LLP, 03/03/10, with respect to Township of Severn ats. Teofilo.

*MOTION CSC042810-24:*

*Moved by Member Coyle and seconded by Member Cox that a letter from Russell, Christie, LLP, dated March 3, 2010, with respect to Township of Severn ats. Teofilo – Full and Final Release be received;*

April 28, 2010

*AND FURTHER THAT the Mayor and Clerk be authorized to execute the Full and Final Release on behalf of the municipality and all other documents to fully complete this matter.*

*CARRIED*

Russell, Christie, LLP, 03/03/10, with respect to Township of Severn ats. Finlay et al.

MOTION CSC042810-25:

*Moved by Member Marriott and seconded by Member Cox that a letter from Russell, Christie, LLP, dated March 31, 2010, with respect to Township of Severn ats. Finlay et al be received;  
AND FURTHER THAT staff be authorized to counter offer the negotiated price of \$20,000.00 to resolve this matter.*

**CARRIED**

Ministry of Transportation, 04/15/10, with respect to 2639 Hodgins Road.

MOTION CSC042810-26:

*Moved by Member Marriott and seconded by Member Coyle that a letter from the Ministry of Transportation, dated April 15, 2010, with respect to 2639 Hodgins Road be received;  
AND FURTHER THAT MTO be advised of the current zoning on this property to support the purchase price of \$55,000.00.*

**CARRIED**

**ADJOURNMENT**

Motion to adjourn.

MOTION CSC042810-27:

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

**CARRIED**

Adjournment 12:45 p.m.

---

Ian Crichton  
Chair

---

Sharon R. Goerke  
Deputy Clerk