

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE
HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE,
WEDNESDAY, MARCH 25, 2009 AT 9:00 A.M.

PRESENT:	Chair	Karen Marriott
	Members	Doug Beach Frank Coyle Ian Crichton Judith Cox Phil Sled Mark Taylor
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 Corporate Services	Henry Sander

CALL TO ORDER

Chair Marriott called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

- "NIL"

DELEGATIONS

Doug Christie, Township Solicitor, with respect to Proposed Acquisition CN Rail/Tramway (*see attached notes*).

MOTION CSC032509-17: *Moved by Member Cox and seconded by Member Crichton that Member Sled be appointed as Chair for the discussions on the proposed acquisition of the CN Rail/Tramway.*

CARRIED

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MOTION CSC032509-18:

Moved by Member Cox and seconded by Member Marriott that discussions held with respect to the proposed acquisition of the CN Line/Tramway be received;

AND FURTHER THAT the Township Solicitor be directed to proceed with acquisition of the rail line and tramway from Coldwater to Waubaushene;

AND FURTHER THAT staff and the Township Solicitor report further on the outstanding issues and flooding concerns on the southern portion including the easement options at the Uhthoff Quarry for further consideration at the May Corporate Services Committee.

CARRIED

REPORTS FROM OFFICIALS (for information)

Fire Report for the month of February 2009.

Public Works Report No. W09-008, 03/10/09, with respect to Phasing of Water Line Replacement – Coldwater.

Public Works Report No. W09-009, 03/11/09, with respect to Grass Cutting – Fire Halls.

Public Works Report No. W09-010, 03/13/09, with respect to Fuel Supply – Fire Department.

Corporate Services Report No. C09-006, 02/03/09, with respect to Acquisition of CN/Rail Tramway.

MOTION CSC032509-01:

Moved by Member Crichton and seconded by Member Beach that the following Reports from Officials be received as information:

- (a) Fire Report for the month of February 2009;*
- (b) Public Works Report No. P09-008, 3/10/09, with respect to phasing of Water Line Replacement – Coldwater;*

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- (c) *Public Works Report No. W09-009, 03/11/09, with respect to grass cutting of Fire Halls;*
- (d) *Public Works Report No. W09-010, 03/13/09, with respect to fuel supply for Fire Department; and*
- (e) *Corporate Services Report No. C09-066, 02/03/09, with respect to Acquisition of CN Rail/Tramway.*

CARRIED

Fire Report No. F09-041, 03/09/09, with respect to Hydro Calls.

MOTION CSC032509-02:

Moved by Member Cox and seconded by Member Sled that Fire Report No. F09-041, dated March 9, 2009, with respect to hydro calls be received; AND FURTHER THAT staff report further on budget implications for charging Hydro One per call for further consideration; AND FURTHER THAT this Committee consider inviting a Hydro One representative to discuss this matter further pending receipt of the required report.

CARRIED

Recessed 10:21 a.m.

Reassembled 10:30 a.m.

REPORTS FROM OFFICIALS (for direction)

Planning and Development

- "NIL"

Recreation and Facilities

- "NIL"

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Public Works

Public Works Report No. W09-012, 03/18/09, with respect to Cost for Installation of Heritage Signs – Centennial Committee.

MOTION CSC032509-03: *Moved by Member Cox and seconded by Member Sled that Public Works Report No. W09-012, dated March 23, 2009, with respect to sign posts in Coldwater for the heritage street signs be received;
AND FURTHER THAT the installation of the heritage signs be approved as outlined in Resolution No. CSC021809-08 under the direction of the Director of Public Works.*

CARRIED

Fire and Emergency Services

- “NIL”

Corporate Services

Corporate Services Report No. C09-011, 03/02/09, with respect to Outdoor Notice Boards.

MOTION CSC032509-04: *Moved by Member Cox and seconded by Member Sled that Corporate Services Report No. C09-011, dated March 2, 2009, with respect to quotations for outdoor notice boards be received;
AND FURTHER THAT the quotation of Marchmont Sandcrafted Signs in the amount of \$650.00 plus taxes, be accepted;
AND FURTHER THAT the notice boards be installed at the following locations:
Coldwater – Location D
Washago – Location B
Westshore – Location A*

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AND FURTHER THAT the Deputy Clerk report on agreements for the private property locations.

CARRIED

Corporate Services Report No. C09-013, 03/09/09, with respect to Investing in Ontario Act 2008.

MOTION CSC032509-05: *Moved by Member Taylor and seconded by Member Beach that Corporate Services Report No. C09-013, dated March 9, 2009, with respect to Investing in Ontario Act 2008 be received; AND FURTHER THAT the \$350,000.00 from the Capital Reserve Account for the construction or the addition for the Administration Centre be considered as part of the Investing in Ontario Act 2008 Grant.*

CARRIED

Corporate Services Report No. C09-014, 03/11/09, with respect to 2009 Municipal Road Projects.

MOTION CSC032509-06: *Moved by Member Cox and seconded by Member Crichton that Corporate Services Report No. C09-014, dated March 11, 2009, with respect to 2009 Municipal Road Projects be received; AND FURTHER THAT the Road 2009 Budget include the money from the DCA Reserve Fund; AND FURTHER THAT the High Float and Slurry Seal project for Brennan Line be included in the Road Capital projects; AND FURTHER THAT the \$75,406 from the Kinnear Sideroad project be carried forward to the 2010 Road Capital projects.*

CARRIED

Corporate Services Report No. C09-015, 03/16/09, with respect to South Sparrow Lake Road Project.

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MOTION CSC032509-07:

Moved by Member Beach and seconded by Member Cox that Corporate Services Report No. C09-015, dated March 16, 2009, with respect to South Sparrow Lake Project be received; AND FURTHER THAT the Development Charge portion of South Sparrow Lake Road Project in the amount of \$167,455.00 be drawn from the DCA Reserve Fund; AND FURTHER THAT the \$167,455.00 be carried forward to the 2010 roads budget.

CARRIED

Corporate Services Report No. C09-017, 03/16/09, with respect to 2009 Municipal Budget.

MOTION CSC032509-08:

Moved by Member Sled and seconded by Member Coyle that Corporate Services Report No. C09-17, dated March 16, 2009, with respect to 2009 Municipal Budget be received; AND FURTHER THAT the additional \$80,513.00 be placed into the Contingency Account to allow for further discussion following the receipt of the information on the Recreation Master Plan.

CARRIED

Administration

- "NIL"

CORRESPONDENCE (for information)

Coldwater Music Festival, 03/16/09, with respect to 2009 Grant Allocation.

Ministry of Energy and Infrastructure, 03/16/09, with respect to OSWAP-2 Funding.

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MOTION CSC032509-09:

Moved by Member Cox and seconded by Member Sled that the following correspondence be received as information:

(a) Coldwater Music Festival, 03/16/09, with respect to cancellation of the festival for 2009; and

(b) Ministry of Energy & Infrastructure, 03/16/09, with respect to approval for OSWAP-2 Funding.

CARRIED

CORRESPONDENCE (for direction)

Ian and Kathleen Taggart, 02/27/09, with respect to Snow Removal Concerns – Wilson Point Road North.

MOTION CSC032509-10:

Moved by Member Beach and seconded by Member Crichton that a letter from Ian and Kathleen Taggart, dated February 27, 2009, with respect to snow removal on Wilson Point Road North be referred to staff for a response.

CARRIED

Polaris Institute, 03/02/09, with respect to Alternatives to Bottled Water.

MOTION CSC032509-11:

Moved by Member Sled and seconded by Member Coyle that a letter from the Polaris Institute, dated March 2, 2009, with respect to alternatives to bottled water be received as information.

CARRIED

Marchmont Sandcrafted Signs, 02/27/09, with respect to Installation of Business Signage – Coldwater Entrances.

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MOTION CSC032509-12:

Moved by Member Cox and seconded by Member Coyle that a proposal from Marchmont Sandcrafted Signs, dated February 27, 2009, for the installation of business signage at the Coldwater entrances be approved and forwarded to the Southeastern Georgian Bay Chamber of Commerce for their information; AND FURTHER THAT installation of the signs be in conjunction with the Director of Public Works.

CARRIED

Mark Powell, 02/24/09, with respect to 2009 Pitch-In Ontario Earth Week.

MOTION CSC032509-13:

Moved by Member Taylor and seconded by Member Beach that a letter from Mark Powell, dated February 24, 2009, with respect to 2009 Pitch-In Week be received; AND FURTHER THAT the following arrangements be approved to assist with the initiative:

- (a) Pitch In Week be extended into May 2009 with the dates to be provided by Mr. Powell;*
- (b) Mr. Powell to order 400 logo bags or the total amount required from Pitch In Ontario, with the Township providing any extra bags required;*
- (c) Mr. Powell to contact groups and co-ordinate the roads and trails to be cleaned up;*
- (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*

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- (g) *Township Public Works Department to remove unsuitable items for normal garbage 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 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

David Buchanan, 03/02/09, with respect to Maintenance of Warminster Road.

MOTION CSC032509-14: *Moved by Member Coyle and seconded by Member Sled that a letter from David Buchanan, dated March 2, 2009, with respect to maintenance of Warminster Road be referred to staff for a report.*

CARRIED

AECOM, 03/18/09, with respect to Westshore Sewer and Water Project.

MOTION CSC032509-15: *Moved by Member Cox and seconded by Member Taylor that a letter from AECOM, dated March 16, 2009, with respect to the Westshore Water and Sewer System be received;*

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AND FURTHER THAT the request for payment of outstanding invoices be denied until further reports from staff.

CARRIED

Councillor Taylor, with respect to ATV Trails.

MOTION CSC032509-16: *Moved by Member Taylor and seconded by Member Beach that discussion with respect to ATV Trails in the Township of Severn be referred to staff for a report.*

CARRIED

COMMITTEE UPDATES

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:

- Orillia Hospital Board
- County of Simcoe

Member Cox updated the Committee on the following item:

- Ontario Provincial Police
- BIA meeting

Member Taylor updated the Committee on the following item:

- ARC – Simcoe County District School Board
- Source Water Protection Committee

Member Beach updated the Committee on the following item:

- Coldwater Centennial Committee
- Severn Sound – Joint Signing Service Board Agreement

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Member Crichton updated the Committee on the following items:

- Chamber of Commerce
- ODAS Park

Member Marriott updated the Committee on the following items:

- Westshore Community Policing

Recessed 12:37 p.m.

Reassembled 1:00 p.m.

UNLISTED ADDITIONS

- “NIL”

CONFIDENTIAL AGENDA

- “NIL”

Motion to adjourn.

MOTION CSC032509-19:

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

CARRIED

Adjournment 2:36 p.m.

Karen Marriott
Chair

Sharon R. Goerke
Deputy Clerk

NOTES OF A CORPORATE SERVICES COMMITTEE MEETING HELD AT THE TOWNSHIP OF SEVERN ADMINISTRATION OFFICE, WEDNESDAY, MARCH 25, 2009 AT 1:00 P.M.

PRESENT:	Chair	Phil Sled
	Members	Douglas Beach Judith Cox Frank Coyle Ian Crichton Karen Marriott Mark Taylor
STAFF:	Director of Public Works	Clayton Cameron
	Deputy Clerk	Sharon Goerke
	Director of Corporate Services	Henry Sander
GUESTS:	Township Solicitor	Douglas S. Christie
	Trans Canada Trail Foundation	David Wood
	General Manager, Trans Canada Trail Ontario	Dan Andrews
	Huronian Trails & Greenways	Frieda Baldwin

Chair Sled welcomed the invited guests to the meeting which was scheduled to discuss outstanding matters with respect to the proposed acquisition of the abandoned CN Rail from the City of Orillia to Waubauskene and the Tramway in Coldwater. Mr. Christie, Township Solicitor, initiated the discussions on behalf of the Committee as follows:

- Discussions on the proposed acquisition of these rail lines have been ongoing for a number of years.

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- Mr. Christie met with the Mayor and Township staff prior to this meeting in order to focus on the priority issues for these discussions.
- The meeting will focus on discussing the priority issues to reach some conclusions that the Committee and Trans Canada Trail can support.
- The Committee and representatives from the Trans Canada Trail will be given an opportunity to outline what is required to conclude these transactions.
- The details and documents required for the transactions can be dealt within detail in the future.

Legal Representation

- Mr. Christie advised that in order to facilitate legal matters and documents in the future, a legal representative from Trans Canada Trail and/or CN will be required for negotiations.

Ownership of the Trail

- The rail line and the tramway are still under the ownership of CN Rail with a Gifting Agreement with the Trans Canada Trail.
- The transfer of ownership will come directly from CN.

Continuity of Ownership

- There are three areas of the CN Rail that are not under ownership of the rail as follows:
 1. Uthoff Quarry Area – original 20 foot easement around the quarry property was discussed which needs to be investigated further. The Trans Canada Trail would need to take the lead on this matter. Rerouting of the trail in this area would provide continuity. The costs for surveying to provide an easement would need to be negotiated with consideration by the Trans Canada Trail for funding of 20% of the cost for trail development.
 2. Crossing at Dunns Line and Southorn Road where it intersects with the CP Rail. The Uthoff Trail crosses the Township road in this location now which could be modified to provide access for the new trail system.
 3. Private Bridge in Coldwater providing access to the Lovering property – there are easement documents available for access to the bridge which appears to end at the river's edge. This matter needs to be clarified.

Trans Canada Trail Funding

- Contributions are available from the Trans Canada Trail for matters related directly to trail development.
- The funding criteria has become more flexible in that capital costs are not the only matters considered for funding.
- In order to move along the development of a trail, other funding alternatives can be considered.
- Improvements to the crossing at Dunns Line and Southorn Road could be considered by the Trans Canada Trail in order to address continuity and safety concerns (eg. barriers, signage, fencing)
- The Trans Canada Trail can provide up to 20% of the overall costs for construction, project costs and engineering.
- Maintenance of the trail will be the Township's responsibility, but user groups may be invited to assist due to the activities on the trail.
- The funding would not apply to the CN portion adjacent to the Uthoff Trail as the Uthoff Trail has already been designated as the Trans Canada Trail.
- The Trans Canada Trail can supply a letter of support for funding applications from other sources.

Occupation of Proposed Trail

- There has been discussions between Mr. Christie and staff as to any occupation of the proposed trail in the Fesserton area.
- The parties will need to physically walk the trail in this area to address any of these issues.
- In the past, farmers have crossed the rail line with cattle for access to abutting properties.
- Farmers have always had the right to cross an active rail line with their cattle with certain provisions for safety.

Tramway

- The tramway in Coldwater is owned by CN Rail and can be transferred to the Township.
- Further information is required in order to ensure that access will be provided over the privately owned CP Rail in this area.
- The tramway can provide a variety of uses and be beneficial to local businesses in Coldwater.
- The tramway can also be used in combination with the trail and provide access to abutting landowners in lieu of the private bridges.

Restrictions on Use

- There are no restrictions on use of the rail line or the tramway once it is transferred to the Township.
- The proposed uses of the Trans Canada Trail will be encouraged, but once the land is transferred it is a local decision for proposed uses.
- Local decisions would be accepted by the Trans Canada Trail as the municipality owns, operates and manages the trail system.
- Sometimes, due to physical constraints, the use of the trail is prohibitive but it is always a local decision based on the infrastructure.

Transfer of CN Rail/Tramway

- The parties discussed the possibility of obtaining ownership of the trail in two sections with the portion from Coldwater to Waubaushene and the tramway in phase one.
- This would provide a continuous trail from the City of Orillia to Waubaushene while other issues in the southern portion are investigated further.
- Concern was expressed that the flooding in the Foxmead area and access around the Uthoff Quarry could prolong the transfer of ownership.
- Transfer of the southern portion could be considered by Council at a later date once the outstanding issues have been addressed.
- The flooding issues in the Foxmead area need to be revisited and Mr. Andrews will be attending on site with the Director of Public Works in order to report back to the Committee on the action required, if any.
- The appraisal/evaluation of the property needs to be completed which would be difficult in two sections as they cannot be evaluated separately.
- The Trans Canada Trail will consider transferring the rail in two portions in order to expedite this matter.
- If the entire rail is transferred, there is a viable option with this trail to provide a loop back and forth from the City of Orillia which would be a unique recreational trail.

Members of the Committee supported the continued negotiations for acquisition of the trail in two separate portions and directed Township staff and the Solicitor to report back to the May Corporate Services Committee meeting on outstanding matters, including the easement issue at the Uthoff Quarry and flooding in the Foxmead area.