

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, MAY 26, 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

Councillor Beach with respect to Agenda Item No. G-2 – Water Bill – 22 Gill Street as owner is a family member.

DELEGATIONS

- “NIL”

REPORTS FROM OFFICIALS (*for information*)

Fire Report for the month of April 2010.

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MOTION CSC052610-01:

2010

Moved by Member Marriott and seconded by Member Cox that the Fire Report for the month of April be received as information.

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning and Development

- "NIL"

Recreation and Facilities

Recreation Report No. R10-003, 05/13/10, with respect to proposed Soccer City.

MOTION CSC052610-03:

Moved by Member Cox and seconded by Member Sled that Recreation Report No. R10-003, dated May 13, 2010, with respect to Soccer City be received as information.

CARRIED

Public Works

Public Works Report No. W10-010, 05/07/10, with respect to Waterline Replacement – Coldwater.

MOTION CSC052610-04:

*Moved by Member Sled and seconded by Member Beach that Public Works Report No. W10-010, dated May 7, 2010, with respect to Waterline Replacement in Coldwater be received;
AND FURTHER THAT the Director of Public Works be authorized to proceed with additional items to the contract.*

CARRIED

Public Works Report No. W10-011, 05/12/10, with respect to 3170 Goldstein Road - Water and Sewer Fees.

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MOTION CSC052610-05:

Moved by Member Sled and seconded by Member Beach that Public Works Report No. W10-011, dated May 12, 2010, with respect to 3170 Goldstein Road – Water/Sewer User Fees be received; AND FURTHER THAT the applicant be requested to clarify in writing that the capital fee for the lateral hook-up will not be an issue in the future prior to consideration of a write-off for the annual water and sewer charges.

WITHDRAWN

MOTION CSC052610-06:

Moved by Member Cox and seconded by Member Marriott that Public Works Report No. W10-011, dated May 12, 2010, with respect to 3170 Goldstein Road – Water/Sewer User Fees be received; AND FURTHER THAT the applicant be requested to clarify in writing the comments received from Penman Vona, dated March 20, 2008, as to the fees being requested to be waived by the Township.

CARRIED

Public Works Report No. W10-012, 5678 Upper Big Chute Road – Washroom Locations.

MOTION CSC052610-07:

Moved by Member Sled and seconded by Member Taylor that Public Works Report No. W10-012, dated May 12, 2010, with respect to 5678 Upper Big Chute Road – Washroom Location be received as information.

CARRIED

Fire and Emergency Services

Fire Report No. F10-052, 05/18/10, with respect to Power Savings Blitz Grant.

MOTION CSC052610-08:

Moved by Member Cox and seconded by Member Marriott that Fire Report No. F10-052, dated May 18, 2010, with respect to Power Savings Blitz Grant be received;

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AND FURTHER THAT staff be authorized to make application to this Grant Program for Fire Stations No. 1 and 2.

CARRIED

Corporate Services

Corporate Services Report No. C10-027, 05/04/10, with respect to Draft Recreation Agreements – Parkland.

MOTION CSC052610-09:

Moved by Member Cox and seconded by Member Sled that Corporate Services Report No. C10-027, dated May 4, 2010, with respect to Draft Recreation Agreements – Parkland be received; AND FURTHER THAT the Draft Recreation Agreement with respect to operation and maintenance of municipal parkland be approved; AND FURTHER THAT the Draft Recreation Agreements be forwarded to the Bass Lake Woodlands Ratepayers Association and Marchmont Ratepayers Association for their review and approval.

CARRIED

Corporate Services Report No. C10-028, 05/04/10, with respect to Corporate Policy Manual Amendments – Volunteers and Insurance Coverage.

MOTION CSC052610-10:

Moved by Member Beach and seconded by Member Cox that Corporate Services Report No. C10-028, dated May 4, 2020 with respect to Corporate Policy Manual Amendments – Volunteers and Insurance Coverage be received; AND FURTHER THAT Sections 13-5, 27-1 and 28-1(d) of the Corporate Policy Manual be amended as contained in this Report; AND FURTHER THAT the hourly rate for volunteer labour be increased from \$10.00 per hour to \$10.25 per hour to reflect the current minimum wage rate of pay.

CARRIED

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Corporate Services Report No. C10-029, 05/04/10, with respect to Disposal of Municipal Land.

MOTION CSC052810-11: *Moved by Member Beach and seconded by Member Sled that no action be taken on Corporate Services Report No. C10-029, dated May 4, 2010, with respect to Disposal of Land;
AND FURTHER THAT staff be directed to report on severing 2099 Burrows Island.*

CARRIED

Recessed 10:10 a.m.
Reassembled 10:14 a.m.

Corporate Services Report No. C10-030, 05/10/10, with respect to Harmonized Sales Tax.

MOTION CSC05261-12: *Moved by Member Sled and seconded by Member Beach that Corporate Services Report No. C10-030, dated May 10, 2010, with respect to Harmonized Sales Tax be received;
AND FURTHER THAT the various fees as outlined in the attached Fees and Charges By-law be forwarded to Council for its consideration;
AND FURTHER THAT the ice rental rates for the 2010-2011 season be sent out to the user groups;
AND FURTHER THAT the Fees and Charges By-law take effect July 1, 2010.*

CARRIED

Corporate Services Report No. C10-031, 05/17/10, with respect to Financial Plan Water Ontario Regulation 453/07.

MOTION CSC052610-13: *Moved by Member Coyle and seconded by Member Marriott that Corporate Services Report No. C10-031, dated May 17, 2010, with respect to Financial Plan Water Ontario Regulation 453/07 be received;
AND FURTHER THAT the Township of Severn Water Financial Plan prepared by Watson and Associates, dated May 20, 2010, be approved;*

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*AND FURTHER THAT notice of availability of the Financial Plan be advertised;
AND FURTHER THAT a copy of the resolution for both the Township of Severn Water Financial Plan, dated May 20, 2010, and the Township of Severn Water and Wastewater Rate Study, dated March 4, 2010, be submitted to the Ministry of Environment as part of the municipal drinking water license application;*

AND FURTHER THAT a copy of both the Township of Severn Water Financial Plan, dated May 20, 2010, and the Township of Severn Water and Wastewater Rate Study, dated March 4, 2010, be submitted to the Director of Policy Branch, Ministry of Municipal Affairs and Housing as part of the Township's Municipal Drinking Water license application.

CARRIED

Corporate Services Report No. C10-032, 05/19/10, with respect to Draft Procedural By-law – Committee of Adjustment.

MOTION CSC052610-14:

Moved by Member Taylor and seconded by Member Sled that Corporate Services Report No. C10-032, dated May 19, 2010, with respect to Draft Procedural By-law – Committee of Adjustment be received; AND FURTHER THAT the Draft By-law be adopted and forwarded to Severn Township Council for its consideration.

CARRIED

Administration

Administration Report No. A10-033, 05/11/10, with respect to Corporate Purchasing Policy Updates.

MOTION CSC052610-15:

Moved by Member Beach and seconded by Member Taylor that Administration Report No. A10-033, dated May 11, 2010, with respect to Corporate Purchasing Policy Updates be received;

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AND FURTHER THAT this policy be adopted as outlined in this report.

CARRIED

Administration Report No. A10-034, 05/12/10, with respect to Early and Safe Return to Work Policy.

MOTION CSC052610-26:

*Moved by Member Coyle and seconded by Member Cox that Administration Report No. A10-034, dated May 12, 2010, with respect Early and Safe Return to Work Revisions be received;
AND FURTHER THAT this policy be adopted and included in the Human Resources Policy Manual.*

CARRIED

CORRESPONDENCE (for information)

Frank Cowan Company, 05/06/10, with respect to Bill 16 – Creating the Foundation for Jobs and Growth Act, OHIP Subrogation.

Coldwater Shuffleboard Club, 05/169/10, with respect to 2010 Grant Funding.

MOTION CSC052610-17:

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

- (a) Frank Cowan Company, 05/06/10, with respect to Bill 16 – Creating the Foundation for Jobs and Growth Act, OHIP Subrogation; and*
- (b) Coldwater Shuffleboard Club, 05/169/10, with respect to 2010 Grant Funding.*

CARRIED

CORRESPONDENCE (for direction)

Orillia Canada Day Inc. 04/30/2010, with respect to the City of Orillia Canada Day Celebrations.

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MOTION CSC052610-18: *Moved by Member Marriott and seconded by Member Cox that a letter from Orillia Canada Day Inc., dated April 30, 2010, with respect to the City of Orillia Canada Day Celebrations be received; AND FURTHER THAT a Councillor be authorized to attend the festivities on behalf of the Township of Severn, with expenses.*

CARRIED

Iris Beach, 04/23/10, with respect to Waiver of Water and Sewer Charges – 22 Gill Street.

MOTION CSC052610-19: *Moved by Member Sled and seconded by Member Marriott that a request of Iris Beach, dated April 23, 2010, for waiver of water and sewer charges at 22 Gill Street, be denied.*

CARRIED

Huronian Woodland Owners Association, 04/30/10, with respect to a Maple Tree Replacement Program.

MOTION CSC052610-20: *Moved by Member Sled and seconded by Member Taylor that no action be taken on a letter from Huronia Woodland Owners Association, dated April 30, 2010, with respect to a Maple Tree Replacement Program.*

CARRIED

Scanlon and Associates, dated 05/12/2010, with respect to habitat for Humanity.

MOTION CSC052610-21: *Moved by Member Sled and seconded by Member Coyle that a letter from Scanlon and Associates, dated May 12, 2010, with respect to Habitat for Humanity be received; AND FURTHER THAT this municipality offer the lot located at 4615 Trent Trail for this initiative.*

LOST

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MOTION CSC052610-22: *Moved by Member Marriott and seconded by Member Coyle that a letter from Scanlon and Associates, dated May 12, 2010, with respect to Habitat for Humanity be referred to staff for a report.*

CARRIED

Coldwater Lions Club, 05/10/10, with respect to the Coldwater Fairgrounds.

MOTION CSC052610-23: *Moved by Member Coyle and seconded by Member Marriott that a letter from the Coldwater Lions Club, dated May 10, 2010, with respect to the Coldwater Fairgrounds be referred to staff for a report.*

CARRIED

Ontario Family Fishing Weekend, 05/07/10, with respect to Proclamation of Ontario Family Fishing Week.

MOTION CSC052610-24: *Moved by Member Beach and seconded by Member Taylor that as requested in a letter from the Ontario Family Fishing Weekend, dated May 7, 2010, the week of July 3 -11, 2010 be declared "Ontario Family Fishing Week" within the Township of Severn.*

CARRIED

Kids for Turtles, 05/10/10, with respect to Turtle Crossing Signs – Westshore Crescent.

MOTION CSC052610-25: *Moved by Member Coyle and seconded by Member Cox that a request of Kids for Turtles, dated May 10, 2010, for placement of a "Turtle Crossing" sign on Westshore Crescent be approved under the direction of the Director of Public Works.*

CARRIED

Alice Stamper, with respect to Township Lapel Pins – Girl Guides of Canada 100th Anniversary.

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MOTION CSC052610-26: *Moved by Member Taylor and seconded by Member Sled that a request of the Girl Guides for 60 Township of Severn Lapel Pins for distribution at the 100th Anniversary of Girl Guides of Canada be approved.*

CARRIED

Edward and Mary Chmiel, 05/19/10, with respect to Outdoor Patio – Riverhouse Restaurant.

MOTION CSC052610-02: *Moved by Member Cox and seconded by Member Marriott that a request of the Riverhouse Restaurant, dated May 19, 2010, for an amendment to the Encroachment Agreement for 1726 Earl Haid Avenue be approved to a total of 14 feet in width; AND FURTHER THAT the Deputy Clerk be directed to prepare an Amending Encroachment Agreement for execution by the applicants and for consideration of Council.*

CARRIED

Verna Ferguson, 05/12/10, with respect to Reduction in Speed Limit – Cambrian Road.

MOTION CSC052610-27: *Moved by Member Cox and seconded by Member Marriott that a letter from Verna Ferguson, dated May 12, 2010, with respect to Haul Route Construction on Cambrian Road be referred to staff for a response.*

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

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Member Sled updated the Committee on the following items

- County of Simcoe
- Orillia Hospital Board
- SRAPO Association Meeting

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
- County of Simcoe

CONFIDENTIAL AGENDA

- CONFIDENTIAL -
**** NO DISCUSSION ****

Reports from Officials

- "NIL"

Correspondence

Mutual Release with respect to Finlay/Driscoll.

MOTION CSC052610-28:

Moved by Member Coyle and seconded by Member Marriott that the Mayor and Clerk-Treasurer be authorized to execute a Mutual Release with respect to Finlay/Driscoll.

CARRIED

ADJOURNMENT

Motion to adjourn.

MOTION CSC052610-29:

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

CARRIED

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Adjournment 11:45 p.m.

Ian Crichton
Chair

Sharon R. Goerke
Deputy Clerk