

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, NOVEMBER 26, 2009 AT 9:00 A.M.

PRESENT: Chair Karen Marriott

 Members Doug Beach
 Judith Cox
 Frank Coyle
 Ian Crichton
 Phil Sled
 Mark Taylor

STAFF:

 Director of Fire &
 Emergency Services Eric Dowell (part of meeting)

 Deputy Clerk Sharon Goerke (part of meeting)

 Director of Planning
 & Development David Parks (part of meeting)

 Chief Administrative
 Officer Eric Peterson

 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

William Koughan, Russell Christie LLP, with respect to Bass Lake Estates (see Resolution No. CSC112609-03)

REPORTS FROM OFFICIALS (*for information*)

Fire Report for the month of October 2009.

November 26, 2009

Fire Report No. F09-111, 11/28/09, with respect to Fire Department Activities.

MOTION CSC112609-01: *Moved by Member Cox and seconded by Member Sled that the following Reports from Officials be received as information:*
(a) Fire Report for the month of October 2009; and
(b) Fire Report No. F09-111, 11/18/09, with respect to Fire Department Activities.

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning and Development

- "NIL"

Recreation and Facilities

Recreation Report No. R09-008, 11/16/09, with respect to Washago Community Centre Repairs.

MOTION CSC112609-04: *Moved by Member Crichton and seconded by Member Taylor that Recreation Report No. R09-008, dated November 16, 2009, with respect to Washago Community Centre Repairs be received;*
AND FURTHER THAT the door repairs and the electrical upgrades for the kitchen be completed;
AND FURTHER THAT the siding repairs and rink lights be referred to 2010 budget deliberations.

CARRIED

Public Works

Public Works Report No. C09-051, 10/16/09, with respect to Winter Night Patrol Policy.

MOTION CSC112609-05: *Moved by Member Sled and seconded by Member Coyle that Public Works Report No. W09-051, dated October 16, 2009, with respect to Winter Night Patrol Policy be received;*

November 26, 2009

*AND FURTHER THAT the Winter Maintenance – Level of Service Policy be amended to include a Winter Night Patrol Component;
AND FURTHER THAT staff be requested to report on the option of shared services for the patrol of County and Municipal highways.*

CARRIED

Fire and Emergency Services

Fire Report No. F09-107, 11/04/09, with respect to CERB Services and Dispatch Services.

MOTION CSC112609-02:

*Moved by Member Cox and seconded by Member Sled that Fire Report No. F09-051, dated November 4, 2009, with respect to CERB and Dispatch Services be received;
AND FURTHER THAT the Township enter into Agreements for a three (3) year term with the City of Orillia Fire Department for Dispatching and CERB Services.*

CARRIED

Corporate Services

Corporate Services Report No. C09-059, 11/05/09, with respect to Draft ATV By-law.

MOTION CSC112609-06:

*Moved by Member Cox and seconded by Member Sled that Corporate Services Report No. C09-059, dated November 5, 2009, with respect to a Draft ATV By-law be received;
AND FURTHER THAT the Deputy Clerk be directed to forward the Draft By-law to Council for its consideration.*

CARRIED

November 26, 2009

Corporate Services Report No. C09-060, 11/09/09, with respect to Proposed Sale of Land – Adjacent to 6045 Upper Big Chute Road.

MOTION CSC112609-07:

Moved by Member Beach and seconded by Member Taylor that Corporate Services Report No. C09-060, dated November 9, 2009, with respect to Proposed Sale of Land – Adjacent to 6045 Upper Big Chute Road be received;

AND FURTHER THAT the Deputy Clerk be directed to commence the land disposal process and report further to this Committee;

AND FURTHER THAT the applicant be required to provide proof of ownership for the unopened shore road allowances prior to further consideration of this request, and septic information for the Township's review;

AND FURTHER THAT the applicant be advised that the request to purchase the unopened road allowance portion is denied as the Township of Severn has a policy that the Municipality will not sell road allowances leading to water that the general public have direct access to;

AND FURTHER THAT the applicant be advised that an Encroachment Agreement will be required for the docks and bridge located on municipal property.

CARRIED

Corporate Services Report No. C09-061, 11/09/09, with respect to Proposed Sale of Land – 3326 Point Bush Court.

MOTION CSC112609-08:

Moved by Member Beach and seconded by Member Crichton that Corporate Services Report No. C09-061, dated November 9, 2009, with respect to Proposed Sale of Land – 3326 Point Bush Court be received;

AND FURTHER THAT the Deputy Clerk be directed to commence the land disposal process and report further to this Committee.

CARRIED

November 26, 2009

Corporate Services Report No. C09-083, 11/10/2009, with respect to Corporate Policy Manual 2009 Updates.

MOTION CSC112609-09: *Moved by Member Sled and seconded by Member Cox that Corporate Services Report No. C09-063, dated November 10, 2009, with respect to Corporate Policy Manual – 2009 Updates be received; AND FURTHER THAT the consolidated amendments to the Corporate Policy Manual be adopted for the Township of Severn; AND FURTHER THAT the Deputy Clerk be directed to prepare a Draft By-law for consideration of Council with respect to this matter.*

CARRIED

Corporate Services Report No. C09-065, 11/16/096, with respect to Draft By-law for Procedures of Council/Committee.

MOTION CSC112609-10: *Moved by Member Cox and seconded by Member Sled that Corporate Services Report No. C09-065, dated November 16, 2009, with respect to Draft By-law for Procedures of Council/Committees be received; AND FURTHER THAT the Draft By-law to Govern the Proceedings of Council and Committees be forwarded to Council for consideration with the following amendments:*

- *15 minute delegations*
- *Section 12.14 removal of “shouting”*

CARRIED

Corporate Services Report No. C09-067, 11/16/09, with respect to Corporate Services Committee Meeting – February 2010.

MOTION CSC112609-11: *Moved by Member Sled and seconded by Member Coyle that Corporate Services Report No. C09-067, dated November 16, 2009, with respect to February 2010 Corporate Services Committee Meeting be received;*

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AND FURTHER THAT the February 2010 Corporate Services Committee Meeting be rescheduled to February 17, 2010 at 9:00 a.m.

CARRIED

Corporate Services Report No. C09-068, 11/11/09, with respect to Tile Drainage Collection.

MOTION CSC112609-12:

Moved by Member Taylor and seconded by Member Beach that Corporate Services Report No. C09-068, dated November 11, 2009, with respect to Tile Drainage Collection be received; AND FURTHER THAT any existing and future Tile Drainage Loans be placed on the individuals property taxes for collection purposes starting in 2010; AND FURTHER THAT notice be sent to the affected ratepayers advising them of the change starting in the 2010 year.

CARRIED

Recess 1:04 a.m.
Reassembled 10:09 a.m.

Administration

Administration Report No. A09-046, 11/12/09, with respect to Benefit Analysis.

MOTION CSC112609-13:

Moved by Member Crichton and seconded by Member Beach that Administration Report No. A09-046, dated November 12, 2009, with respect to Benefit Analysis be received; AND FURTHER THAT the following changes to the Benefit Program be adopted:

- (a) 1 extra day of bereavement*
- (b) mileage increased to .45 cents per kilometre;*

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AND FURTHER THAT staff report further on dental coverage 1 year behind current coverage with financial implications and clothing allowance currently provided with a recommendation for potential increases.

CARRIED

CORRESPONDENCE (for information)

James Whittier, 11/11/09, with respect to Coldwater Curling Club – Financial Statements.

MOTION CSC112609-14:

Moved by Member Sled and seconded by Member Coyle that a letter from James Whittier, dated November 11, 2009, with respect to Financial Statements and Confirmation Letters for the years ending June 30, 2003 to 2009 for the Coldwater Curling Club be received as information.

CARRIED

CORRESPONDENCE (for direction)

2010 ROMA/OGRA Conference.

MOTION CSC112609-15:

Moved by Member Taylor and seconded by Member Beach that the following be authorized to attend the 2010 ROMA/OGRA Conference to be held in Toronto on February 21 -24, 2010, with expenses:

*Councillor Frank Coyle
Clayton Cameron, Director of Public Works*

CARRIED

Kids for Turtles, 11/12/09, with respect to Placement of Turtle Crossing Signs.

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MOTION CSC112609-16:

Moved by Member Cox and seconded by Member Sled that a request of Kids for Turtles, dated November 12, 2009, for the placement of "Turtle Crossing" signs at locations within the Township of Severn be approved, provided that it is at no cost to the municipality and in consultation with the Director of Public Works.

CARRIED

Steve Zeidler, 11/10/09, with respect to Walking Trail – Coldwater to Waubaushene.

MOTION CSC112609-17:

Moved by Member Crichton and seconded by Member Taylor that a letter from Steven Zeidler, dated November 10, 2009, with respect to a walking trail between Waubaushene and Coldwater be referred to staff for a response.

CARRIED

Simcoe Muskoka District Health Unit, 11/02/09, with respect to H1N1 Immunization.

MOTION CSC112609-18:

Moved by Member Sled and seconded by Member Coyle that a letter from the Simcoe Muskoka District Health Unit, dated November 2, 2009, with respect to assistance at the area clinics be received as information.

CARRIED

Severn Sound Environmental Association, 11/02/09, with respect to Southern Georgian Bay Coastal Initiative – Short Term Information Needs.

MOTION CSC112609-19:

Moved by Member Sled and seconded by Member Cox that a letter from the Severn Sound Environmental Association, dated November 2, 2009, with respect to Southern Georgian Bay Coastal Initiative – Short Term Information Needs be received as information.

CARRIED

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Trish Lashbrook, 10/20/09, with respect to Request for Waiver of Water and Sewer Fees.

MOTION CSC112609-20: *Moved by Member Cox and seconded by Member Crichton that a request of Trish Lashbrook, dated October 20, 2009, for a waiver of penalty for water and sewer billing be denied.*

CARRIED

Rawley Resort and Marina, 11/05/09, with respect to Port Severn Area.

MOTION CSC112609-21: *Moved by Member Sled and seconded by Member Coyle that a letter from Liz Honeyman, dated November 5, 2009, with respect to development in the Port Severn area be received; AND FURTHER THAT staff be requested to circulate a survey to property owners in this area requesting their interest in pursuing services for Port Severn and report further.*

CARRIED

Russell, Christie LLP, 11/18/09, with respect to Estates of Bass Lake.

MOTION CSC112609-03: *Moved by Member Cox and seconded by Member Coyle that a letter from Russell, Christie, LLP, dated November 18, 2009, with respect to Bass Lake Estates be received; AND FURTHER THAT the Minutes of Settlement be approved to be held in escrow by the Township's Solicitor until outstanding items are received from the applicants; AND FURTHER THAT the applicant be advised by the Solicitor that Item Nos. 1-5 in correspondence, dated November 18, 2009, be approved.*

CARRIED

COMMITTEE UPDATES

Member Beach updated the Committee on the following items:

- South Georgian Bay Chamber of Commerce
- Severn Sound Environmental Association
- Coldwater Business Improvement Area

Member Coyle updated the Committee on the following items:

- Washago Community Centre
- Ontario's Lake Country

Member Sled updated the Committee on the following items:

- County of Simcoe
- Doctor Recruitment

Member Crichton updated the Committee on the following items:

- ODAS Park
- Chamber of Commerce

Member Cox updated the Committee on the following item:

- County of Simcoe

CONFIDENTIAL AGENDA

Motion to close the meeting to the public.

MOTION CSC112609-22:

Moved by Member Cox and seconded by Member Crichton 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 personal matters about identifiable individual, including municipal or local board employees.

CARRIED

- CONFIDENTIAL -

Motion to reopen the meeting to the public.

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MOTION CSC112609-23:

Moved by Member Beach and seconded by Member Taylor that this meeting be and it is hereby now reopened to the public.

CARRIED

Meeting Reopened

Correspondence

- "NIL"

Reports

Administration Report No. A09-045, with respect to Salary Study.

MOTION CSC112609-24:

Moved by Member Taylor and seconded by Member Cox that Confidential Administration Report No. A09-045, dated November 12, 2009, with respect to Salary Study be referred to budget.

CARRIED

Administration Report No. A09-050, with respect to Performance Assessment.

MOTION CSC112609-25:

Moved by Member Sled and seconded by Member Coyle that Confidential Administration Report No. A09-050, dated November 16, 2009, with respect to Performance Assessment be received; AND FURTHER THAT the employee outlined in this report advance to Step 6 of their respective band, effective September 5, 2009, in accordance with the Township of Severn Salary By-law.

CARRIED

Motion to adjourn.

MOTION CSC112609-26:

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

CARRIED

November 26, 2009

Adjournment 1:00 p.m.

Karen Marriott
Chair

Sharon R. Goerke
Deputy Clerk