

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, APRIL 27, 2016 AT 9:00 A.M.

PRESENT:	Chair	Jane Dunlop
	Members	Mike Burkett Judith Cox Ron Stevens Mark Taylor Donald Westcott
STAFF:	Director of Planning & Development	Andrew Fyfe
	Clerk	Sharon Goerke
	Manager of Recreation and Facilities	Patricia Harwood (part of meeting)
	Planner	Katie Mandeville (part of meeting)
	Director of Corporate Services/Treasurer	Andrew Plunkett
	Chief Administrative Officer	W. Henry Sander

CALL TO ORDER

Chair Dunlop called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Chair Dunlop with respect to Agenda Item No. G-10 as this matter is her personal Insurance Coverage – Dunlop Drive License Agreement.

DELEGATIONS

Steven Bisson of Nelson Aggregate re Deposits on Burnside Line.

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MOTION CSC042716-01: *Moved by Member Cox and seconded by Member Stevens that a presentation of Nelson Aggregate with respect to maintenance of Burnside Line at the location of the Uhthoff Quarry be received as information.*

CARRIED

REPORTS FROM OFFICIALS (for information)

Planning Report No. P16-014, 10/19/16, with respect to Affordable Housing – Simcoe County Call for Proposals.

Administration Report No. A16-008, 04/14/16, with respect to Village Green – Military Guns.

MOTION CSC042716-02: *Moved by Member Stevens and seconded by Member Westcott that the following Reports from Officials be received as information:*

- (a) *Planning Report No. P16-014, 10/19/16, with respect to Affordable Housing – Simcoe County Call for Proposals; and*
- (b) *Administration Report No. A16-008, 04/14/16, with respect to Village Green – Military Gunds.*

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning and Development

Planning Report NO. P16-015, 04/19/16, with respect to Riverwalk Estates – Reduction of Securities.

MOTION CSC042716-03: *Moved by Member Cox and seconded by Member Westcott that Planning Report No. P16-015, dated April 19, 2016, with respect to Riverwalk Estates – Reduction of Securities be received;
AND FURTHER THAT the securities being held in regard to servicing be reduced to \$1,500.00;*

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AND FURTHER THAT staff be authorized to release the remaining \$1,500.00 in securities once full compliance has been achieved, provided that the developer continues to submit proof of a Certificate of Liability Insurance for one year following release of securities in accordance with the Site Plan Agreement.

CARRIED

Planning Report No. P16-016, 04/20/16, with respect to 8803 Highway 11 North.

MOTION CSC042716-04: *Moved by Member Taylor and seconded by Member Burkett that Planning Report No. P16-016, dated April 20, 2016, with respect to 8803 Highway 11 North be received; AND FURTHER THAT the related implementing Official Plan and Zoning By-laws be forwarded to Severn Township Council for consideration.*

CARRIED

Recreation and Facilities

Recreation Report No. R16-016, 04/15//16, with respect to Wildlife Academy.

MOTION CSC042716-05: *Moved by Member Cox and seconded by Member Burkett that Recreation Report No. R16-024, dated April 15, 2016, with respect to Wildlife Academy be received; AND FURTHER THAT the effective date for Council Resolution No. C040316-15 be retroactive to January 1, 2016; AND FURTHER THAT no rentals take place on Statutory Holidays.*

CARRIED

Public Works

- "NIL"

Fire & Emergency Services

- "NIL"

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Corporate Services

Corporate Services Report No. C16-019, dated April 5, 2016, with respect to Municipal Signs.

MOTION CSC042716-06: *Moved by Member Taylor and seconded by Member Burkett that Corporate Services Report No. C16-019, dated April 5, 2016, with respect to Municipal Signs be received; AND FURTHER THAT staff be authorize to repair or purchase additional municipal signage within the 2016 sig budget; AND FURTHER THAT staff be directed to report further for 2017 budget considerations.*

CARRIED

Corporate Services Report No. C16-020, 04/11/16, with respect to a Digital Message Sign Policy.

MOTION CSC042716-07: *Moved by Member Burkett and seconded by Member Taylor that Corporate Services Report No. C16-020, dated April 11, 2016, with respect to a Digital Message Sign Policy be deferred pending receipt of an amended policy as discussed at this meeting for further consideration.*

CARRIED

Corporate Services Report No. C16-021, 04/19/16, with respect to Coldwater Falcons – Agreement Amendments.

MOTION CSC042716-08: *Moved by Member Cox and seconded by Member Stevens that Corporate Services Report No. C16-021, dated April 19, 2016, with respect to the Coldwater Falcons – Agreement Amendments be received; AND FURTHER THAT the applicable By-law to amend the Agreement be forwarded to Severn Township Council for consideration.*

CARRIED

Administration

Administration Report No. A16-009, 04/15/16, with respect to Recruiter – Director of Public Works.

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MOTION CSC042716-09: *Moved by Member Burkett and seconded by Member Taylor that Administration Report No. A16-009, dated April 15, 2016, with respect to Recruiter – Director of Public Works be received;
AND FURTHER THAT the proposal from Sullivan Search in the base amount of \$13,125, plus HST, be approved;
AND FURTHER THAT should the Hiring Committee deem it appropriate that Sullivan Search group be utilized to complete the detailed Background Check/Candidate Reporting option contained within their proposal, the costs be part of the 2016 Year End position for the municipality.*

CARRIED

CORRESPONDENCE (for information)

Lake St. George Community Centre – Financial Statement to March 31, 2016.

County of Simcoe, 03/31/16, with respect to 2016 Road Construction Program.

John Beeston, 04/04/16, with respect to Sink Hole Repairs – Fesserton Sideroad.

MOTION CSC042716-10: *Moved by Member Westcott and seconded by Member Stevens that the following correspondence be received as information:*

- (a) Lake St. George Community Centre – Financial Statement to March 31, 2016;*
- (b) County of Simcoe, 03/31/16, with respect to 2016 Road Construction Program; and*
- (c) John Beeston, 04/04/16, with respect to Sink Hole Repairs – Fesserton Sideroad.*

CARRIED

CORRESPONDENCE (for direction)

Ian & Jan Hyndman, 04/02/16, with respect to purchase of Unopened Road Allowance – 3425 Russell Drive.

MOTION CSC042716-11: *Moved by Member Burkett and seconded by Member Taylor that a letter from Ian & Jan Hyndman, dated April 2, 2016, with respect to purchase of an unopened road allowance adjacent to 3425 Russell Drive be received;*

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AND FURTHER THAT this matter be deferred pending final adoption of the proposed plan for 3600 Narrows Road.

CARRIED

Correspondence with respect to improvements to the MacLean Lake Boat Launch / Parking Lot.

MOTION CSC042716-12: *Moved by Member Taylor and seconded by Member Burkett that correspondence with respect to improvements to the MacLean Lake Boat Docking area be referred to staff for a report.*

CARRIED

Correspondence with respect to the Coldwater Entrance Signs.

MOTION CSC042716-13: *Moved by Member Burkett and seconded by Member Taylor that correspondence received with respect to Coldwater Entrance Signs be received as information.*

CARRIED

Ontario's Lake Country with respect to Invitation to 15th Annual General Meeting – June 9, 2016.

MOTION CSC042716-14: *Moved by Member Burkett and seconded by Member Taylor that members of Council be authorized to attend the 15th Annual General Meeting for Ontario's Lake Country to be held June 9, 2015.*

CARRIED

Township of Georgian Bay, 03/14/16, with respect to endorsement of a resolution – “No Wake” Zones.

MOTION CSC042716-15: *Moved by Member Cox and seconded by Member Burkett that a resolution of the Township of Georgian Bay, dated March 14, 2016, with respect to the enforcement of “no wake” zones be endorsed.*

CARRIED

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Chippewas of Rama, 01/27/16, with respect to endorsement of a resolution – Niagara Falls Entertainment.

MOTION CSC042716-16: *Moved by Member Cox and seconded by Member Stevens that a resolution of the Chippewas of Rama, dated January 27, 2016, with respect to Niagara Falls Entertainment be endorsed.*

CARRIED

Lloyd & Loreen Austin, 04/12/16, with respect to a Waiver of Interest on a Water Account.

MOTION CSC042716-17: *Moved by Member Stevens and seconded by Member Westcott that a request of Lloyd & Loreen Austin, dated April 12, 2016, for waiver of interest on an overdue water account be denied.*

CARRIED

Source Protection Committee, 04/13/16, with respect to Appointment of a Member.

MOTION CSC042716-18: *Moved by Member Cox and seconded by Member Westcott that a request of the Source Protection Committee, dated April 13, 2016, for appointment of a member on behalf of the Township of Severn be received as information.*

CARRIED

Valerie Kent, 04/12/16, with respect to fundraising at the Coldwater Community Centre.

MOTION CSC042716-19: *Moved by Member Cox and seconded by Member Stevens that a request of Valerie Kent, dated April 12, 2016, for permission to canvas for donations on behalf of the Canadian Disability Resources Society at the Coldwater Community Centre be received;
AND FURTHER THAT no outside fundraising be allowed at the Coldwater Community Centre.*

CARRIED

Chair Dunlop vacated the Chair.

Vice-Chair Taylor assumed the Chair.

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Co-operators Insurance, 03/29/16, with respect to Certificate of Liability Insurance – Dunlop Drive License Agreement.

MOTION CSC042716-20: *Moved by Member Cox and seconded by Member Burkett that a letter from the Co-Operators, dated March 29, 2016, with respect to a Certificate of Liability Insurance for a License Agreement for Dunlop Drive be received; AND FURTHER THAT the insurance company be advised that a clause “naming the Township of Severn as an additional insured” will meet the cross-liability requirement; AND FURTHER THAT the License Agreements be amended to include a requirement for notice of cancellation of insurance from the applicants as their responsibility under the Agreement.*

CARRIED

Vice-Chair Taylor vacated the Chair.

Chair Dunlop assumed the Chair.

C.C. Tatham & Associates, 04/18/16, with respect to Structural Assessment – Washago Water Tower.

MOTION CSC042716-21: *Moved by Member Westcott and seconded by Member Stevens that a letter from C.C. Tatham & Associates Ltd., dated April 18, 2016, with respect to Structural Assessment – Washago Water Tower be received; AND FURTHER THAT the blasting and painting of the structure be referred to staff for a report on timing and costs for 2017.*

CARRIED

Washago Lions Club, 04/20/16, with respect to Installation of Banner – Washago Centennial Park.

MOTION CSC042716-22: *Moved by Member Westcott and seconded by Member Stevens that a letter from the Washago Lions Club, dated April 20, 2016, with respect to temporary installation of a banner at Washago Centennial Park be approved, provided that the Club submits a Certificate of Liability Insurance in the amount of \$2 million naming the Township of Severn as an additional insured.*

CARRIED

COMMITTEE UPDATES

Member Burkett provided an update on the following item:

- County of Simcoe
- Oro-Medonte African Church
- Development Charges
- Annual Public Safety Award
- 2nd North Simcoe Volunteer Awards
- Vimy Ridge Celebrations
- Electric Car Outlets
- Bicycle Friendly Workshops
- Town of Innisfil Water & Sewer Proposal
- Oro-Medonte Airport

Member Westcott provide updates on the following items:

- Washago Community Centre
- Friends of the Water Tower
- Landowners Rights Workshop
- Washago Canada Day Parade Committee
- Washago Garden Club

Member Stevens provided updates on the following items:

- Severn Sound Environmental Association
- Physicians Recruitment Committee
- Pizza Pizza Grand Opening

Member Cox provided updates on the following items:

- County of Simcoe

Member Taylor provided updates on the following items:

- Source Water Protection Committee
- Matchedash Community Centre
- Southeast Georgian Bay Chamber of Commerce

Member Dunlop provided updates on the following items:

- Coldwater BIA
- Orillia Chamber of Commerce
- Coldwater Annual Garage Sale
- Orillia Perch Festival
- Coldwater Library Board
- Vimy Ridge Fundraiser

Motion to close the meeting to the public.

MOTION CSC042716-23:

Moved by Member Taylor and seconded by Member Burkett 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 an identifiable individual, including municipal or local board employees.

CARRIED

CONFIDENTIAL

Motion to reopen the meeting to the public.

MOTION CSC042716-24:

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

CARRIED

Reports from Officials

- "NIL"

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Correspondence

Dana Moore, 04/07/16, with respect to a Communications Tower on Wainman Line.

MOTION CSC042716-25: *Moved by Member Cox and seconded by Member Stevens that correspondence received from Dana Moore, dated April 7, 2016, with respect to a Communications Tower on Wainman Line be received;
AND FURTHER THAT staff be directed to proceed as discussed at this meeting.*

CARRIED

Resignation from the Culture & Recreation Advisory Committee.

MOTION CSC042716-26: *Moved by Member Burkett and seconded by Member Taylor that the resignation of Richard Weese, dated April 19, 2016, from the Culture & Recreation Advisory Committee be accepted with regret;
AND FURTHER THAT this Council extend its sincere appreciation to Mr. Weese for his service to the residents of the Township of Severn.*

CARRIED

MOTION CSC042716-27: *Moved by Member Taylor and seconded by Member Burkett that the Clerk be directed to advertise for the vacant position on the Culture & Recreation Advisory Committee with a report back to Council on letters of interest received for consideration.*

CARRIED

ADJOURNMENT – 11:53 a.m.

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Motion to adjourn.

MOTION CSC032316-28:

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

CARRIED

Jane Dunlop
Chair

Sharon R. Goerke
Clerk