

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, MARCH 23, 2016 AT 9:00 A.M.

PRESENT:	Vice-Chair	Mark Taylor
	Members	Mike Burkett Judith Cox Ron Stevens Donald Westcott
ABSENT:	Chair	Jane Dunlop
STAFF:	Fire Chief	Tim Cranney (part of meeting)
	Clerk	Sharon Goerke
	Manager of Recreation and Facilities	Patricia Harwood (part of meeting)
	Deputy Fire Chief	Mark Hatch (part of meeting)
	Acting Director of Public Works	Eric Marshall (part of meeting)
	Director of Corporate Services/Treasurer	Andrew Plunkett
	Chief Administrative Officer	W. Henry Sander (part of meeting)
	Utilities Supervisor	Laura Smit (part of meeting)

CALL TO ORDER

Vice-Chair Taylor called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

- "NIL"

DELEGATIONS

- "NIL"

REPORTS FROM OFFICIALS (*for information*)

Fire Reports for the Months of January and February 2016.

Public Works Report No. W16-005, 03/09/16, with respect to Ditching – Cambrian Road.

Public Works Report No. W16-007, 03/08/16, with respect to 2015 Annual & Summary Water Reports.

Public Works Report No. W16-009, 03/11/16, with respect to Drainage – Coldwater Mill.

Public Works Report No. W16-011, 03/16/16, with respect to Coldwater Fairgrounds Culvert.

Corporate Services Report No. C16-008, 03/15/16, with respect to Coldwater Falcons – Revenue.

Administration Report No. A16-007, 03/16/16, with respect to Marchmont School.

MOTION CSC032316-01:

Moved by Member Stevens and seconded by Member Westcott that the following Reports from Officials be received as information;

- (a) Fire Reports for the Months of January and February 2016;*
- (b) Public Works Report No. W16-005, 03/09/16, with respect to Ditching – Cambrian Road;*
- (c) Public Works Report No. W16-007, 03/08/16, with respect to 2015 Annual & Summary Water Reports;*
- (d) Public Works Report No. W16-009, 03/11/16, with respect to Drainage – Coldwater Mill;*
- (e) Public Works Report No. W16-011, 03/16/16, with respect to Coldwater Fairgrounds Culvert;*
- (f) Corporate Services Report No. C16-008, 03/15/16, with respect to Coldwater Falcons – Revenue; and*
- (g) Administration Report No. A16-007, 03/16/16, with respect to Marchmont School.*

CARRIED

REPORTS FROM OFFICIALS (*for direction*)

Planning and Development

- “NIL”

Recreation and Facilities

Recreation Report No. R16-018, 03/09/16, with respect to a Disc Golf Assessment.

MOTION CSC032316-02: *Moved by Member Cox and seconded by Member Stevens that Recreation Report No. R16-018, dated March 9, 2016, with respect to Disc Golf Assessment be received;
AND FURTHER THAT the Capital Funds for Disc Golf be re-allocated for the purchase of additional picnic tables in Washago Centennial Park.*

CARRIED

Recreation Report No. R16-020, 03/11/16, with respect to Replacement of Ice Resurfacer.

MOTION CSC032316-03: *Moved by Member Burkett and seconded by Member Cox that Recreation Report No. R16-020, dated March 11, 2016, with respect to Replacement of Ice Resurfacer be received;
AND FURTHER THAT staff be directed to obtain quotes for a new ice resurfacer for the 2016-2017 ice season for the Coldwater & District Community Centre;
AND FURTHER THAT the purchase of the ice resurfacer be funded from the Ice Resurfacer/Compressor Reserve;
AND FURTHER THAT the remaining balance be funded from any 2015 surplus.*

CARRIED

Public Works

Public Works Report No. W16-006, 03/01/16, with respect to the Marchmont Bridge Plaque.

MOTION CSC032316-04: *Moved by Member Burkett and seconded by Member Cox that Public Works Report No. W16-006, dated March 1, 2016, with respect to the Marchmont Bridge Plaque be received;
AND FURTHER THAT Option No. 2 be approved with respect to this matter.*

CARRIED

March 23, 2016

Public Works Report No. W16-010, 03/14/16, with respect to Computer Software – Coldwater Cemetery.

MOTION CSC032316-05: *Moved by Member Cox and seconded by Member Stevens that Public Works Report No. W16-010, dated March 14, 2016, with respect to Computer Software – Coldwater Cemetery be received; AND FURTHER THAT the additional funds be approved for the purchase of the software for the Coldwater Cemetery.*

CARRIED

Public Works Report No. W16-012, 03/16/16, with respect to Burnside Line – Quarry Use.

MOTION CSC032316-06: *Moved by Member Westcott and seconded by Member Stevens that Public Works Report No. W16-012, dated March 16, 2016, with respect to Burnside Line – Quarry Use be received; AND FURTHER THAT representatives from the Lafarge Quarry be invited to attend a future meeting for the Committee to discuss options for Burnside Line.*

CARRIED

Public Works Report No. W16-013, 03/17/16, with respect to Public Works Tenders - 2016.

MOTION CSC032316-07: *Moved by Member Stevens and seconded by Member Westcott that Public Works Report No. W16-013, dated March 17, 2016, with respect to Public Works Tenders – 2016 be received; AND FURTHER THAT the following bids be approved:*
(a) Bowman Fuels – Clear Diesel at \$.7559/litre;
(b) Pollard Highway Products – Dust Suppressant at \$71,982.00, including HST; and
(c) CDR Young Aggregates – Crushed Gravel at \$49,720.00, including HST.

CARRIED

Fire & Emergency Services

Fire Report No. F16-001, 02/05/16, with respect to a Tender for a Replacement Tanker.

March 23, 2016

MOTION CSC032316-08: *Moved by Member Stevens and seconded by Member Westcott that Fire Report No. F16-001, dated February 5, 2016, with respect to a tender for a Replacement Tanker be received;
AND FURTHER THAT staff be authorized to move forward and tender for a replacement tanker to replace Tanker #3 with a two door Custom Cab 2500 Imperial Gallon Tanker of equal specifications to the unit purchased in 2013.*

CARRIED

Corporate Services

Corporate Services Report No. C16-013, 03/16/16, with respect to the Coldwater Lions Club Storage Agreement – Foodbooth.

MOTION CSC032316-09: *Moved by Member Burkett and seconded by Member Cox that Corporate Services Report No. C16-013, dated March 16, 2016, with respect to the Coldwater Lions Club – Foodbooth Storage Agreement be received;
AND FURTHER THAT the Lions Club be required to submit the signed Storage Agreement and all insurance documents satisfactory to the Township of Severn prior to April 1, 2016 or the storage equipment will be required to be removed from the facility.*

CARRIED

Recessed 10:07 a.m.
Reassembled 10:12 a.m.

Administration

Administration Report No. A16-006, 03/11/16, with respect to Library Services.

MOTION CSC032316-10: *Moved by Member Stevens and seconded by Member Burkett that Administration Report No. A16-006, dated March 11, 2016, with respect to Library Services be received;*

March 23, 2016

AND FURTHER THAT the Township of Severn Public Library Board be requested to investigate and report back to Council on the opportunity of entering into a Library Agreement with the Orillia Library Board.

CARRIED

CORRESPONDENCE (for information)

Steve Lovering, 02/19/16, with respect to Planning Report No. P16-001 – Kinnear Sideroad.

MOTION CSC032316-11: *Moved by Member Burkett and seconded by Member Cox that a letter from Steve Lovering, dated February 19, 2016, with respect to Kinnear Sideroad Drainage be received;
AND FURTHER THAT staff be directed to respond to Mr. Lovering following further discussions with Mayor Burkett and Member Taylor.*

CARRIED

CORRESPONDENCE (for direction)

Coldwater Lions Club, 02/24/16, with respect to Annual Duck Race – Use of the Coldwater Arena.

MOTION CSC032316-12: *Moved by Member Burkett and seconded by Member Stevens that a request of the Coldwater Lions Club, dated February 24, 2016, with respect to a waiver of fees at the Coldwater Community Centre for the Annual Duck Race be approved;
AND FURTHER THAT staff be directed to report on the schedule for removal of military guns at the Village Green to ensure the park is available for summer events in Coldwater.*

CARRIED

Killi Sweetapple, 03/04//16, with respect to Elana Drive.

MOTION CSC032316-13:

*Moved by Member Stevens and seconded by Member Cox that a letter from Kelli Sweetapple, dated March 4, 2016, with respect to speed limits and Children Playing Signs be received;
AND FURTHER THAT Ms. Sweetapple be advised that the Township of Severn has not assumed this roadway into the road system at this time and therefore her requests cannot be accommodated.*

CARRIED

Purbrook Drain.

- (a) Tulloch Engineering, 03/09/16.
- (b) Michael Vandergeest, 03/08/16.

MOTION CSC032316-14:

*Moved by Member Cox and seconded by Member Stevens that a letter from Tulloch Engineering, dated March 9, 2016, with respect to the Purbrook Creek Municipal Drain be received;
AND FURTHER THAT the recommendations contained in the correspondence be adopted.*

CARRIED

MOTION CSC032316-15:

Moved by Member Westcott and seconded by Member Cox that a letter from Michael Vandergeest, dated March 8, 2016, with respect to the Purbrook Creek Municipal Drain be referred to Tulloch Engineering to continue the required process.

CARRIED

Operation Lifesaver, 03/04/16, with respect to Canada's National Public Rail Safety Week – April 25 to May 1, 2016.

MOTION CSC032316-16:

Moved by Member Burkett and seconded by Member Cox that as requested in a letter from Operation Lifesaver, dated March 4, 2016, the week of April 25 – May 1, 2016 be proclaimed "Public – Rail Safety Week" within the Township of Severn, without advertising.

CARRIED

County of Simcoe, 03/14/16, with respect to Free Mulch and Compost Distribution.

MOTION CSC032316-17: *Moved by Member Burkett and seconded by Member Cox that a letter from the County of Simcoe, dated March 14, 2016, with respect to the Free Mulch & Compost Distribution Program be received; AND FURTHER THAT the Township participate in this initiative at the South Works Yard once all forms and advertising material has be received.*

CARRIED

Discussion with respect to Entrance Signs – Coldwater.

MOTION CSC032316-18: *Moved by Member Cox and seconded by Member Stevens that discussion with respect to the entrance signs in the community of Coldwater be received as information.*

CARRIED

COMMITTEE UPDATES

Member Burkett provided an update on the following item:

- County of Simcoe

Member Westcott provide updates on the following items:

- Washago Community Centre
- Friends of the Water Tower
- Washago Lions Club
- Ontario's Lake Country

Member Stevens provided updates on the following items:

- Severn Sound Environmental Association
- Parks & Recreation Tender Opening

Member Cox provided updates on the following items:

- Long Term Care Facilities
- County of Simcoe
- 150th Anniversary Committees
- Coldwater Lions Club
- Warden's Fun Skate

Member Taylor provided updates on the following items:

- ROMA / OGRA Annual Conference
- Matchedash Community Centre
- Southeast Georgian Bay Chamber of Commerce

Motion to close the meeting to the public.

MOTION CSC032316-19:

Moved by Member Westcott and seconded by Member Stevens 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:

- (a) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and*
- (b) 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 CSC032316-20:

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

CARRIED

Reports from Officials

Confidential Administration Report No. A16-005, 03/16/16, with respect to Public Works Facilities.

March 23, 2016

MOTION CSC032316-22:

*Moved by Member Burkett and seconded by Member Cox that Confidential Administration Report No. A16-005, dated March 16, 2016, with respect to Public Works Facilities be received;
AND FURTHER THAT staff proceed as outlined within this report.*

CARRIED

Confidential Planning Report No. P16-011, 03/16/16, with respect to an Ontario Municipal Board Appeal – Official Plan Amendment and New Applications 3600 Narrows Road.

MOTION CSC032316-21:

Moved by Member Stevens and seconded by Member Westcott that Confidential Planning Report No. P16-011, dated March 16, 2016, with respect to Ontario Municipal Board Appeal – 3600 Narrows Road be received as information.

CARRIED

Correspondence

- “NIL”

ADJOURNMENT – 11:46 a.m.

Motion to adjourn.

MOTION CSC032316-23:

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

CARRIED

Mark Taylor
Vice-Chair

Sharon R. Goerke
Clerk