

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, THURSDAY, SEPTEMBER 29, 2016 AT 9:00 A.M.

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

**CALL TO ORDER**

Chair Dunlop called the meeting to order.

**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

Councillor Betsworth with respect to Agenda Item No. F-3 as his home is adjacent to the subdivision.

**DELEGATIONS**

- "NIL"

**REPORTS FROM OFFICIALS (*for information*)**

Fire Report for the Month of August 2016.

Public Works Report No. W16-032, 09/15/16, with respect to Status Update – Capital Project Progress.

MOTION CSC092916-01: *Moved by Member Betsworth and seconded by Member Taylor that the following Reports from Officials be received as information:*

- a) *Fire Report for the Month August 2016;*
- b) *Public Works Report No. W16-032, 09/15/2016, with respect to Status Update – Capital Project Progress.*

CARRIED

## **REPORTS FROM OFFICIALS (for direction)**

### **Planning and Development**

Planning Report No. P16-044, 08/17/16, with respect to Royal Heights #2 Subdivision (Meadowview Court) - Assumption of Municipal Services.

MOTION CSC092916-02: *Moved by Member Stevens and seconded by Member Cox that Planning Report No.P16-044, dated August 17, 2016, with respect to Royal Heights #2 Subdivision – Assumption of Services be received.*

*AND FURTHER THAT the Township of Severn assume all public roads, facilities and structures in the Royal Heights #2 Subdivision (Meadowview Court).*

CARRIED

Planning Report No. P16-045, 08/17/16, with respect to Bass Lake Subdivision (Caden Estates – Elana Drive) - Assumption of Municipal Services.

MOTION CSC092916-03: *Moved by Member Taylor and seconded by Member Burkett that Planning Report No.P16-045, dated August 17, 2016, with respect to Bass Lake Subdivision (Caden Estates) – Assumption of Services be received;*

*AND FURTHER THAT the Township of Severn assume all public roads, facilities and structures in Bass Lake Estates Subdivision – Caden Estates (Elana Drive).*

CARRIED

## Recreation and Facilities

- “NIL”

## Public Works

Public Works Report No. W16-033, 09/14/16, with respect to an Update to the Boil Water Advisory Policy.

MOTION CSC092916-04: *Moved by Member Stevens and seconded by Member Westcott that Public Works Report No. W16-033, dated September 14, 2016, with respect to an Update to the Boil Water Advisory Policy be received; AND FURTHER THAT the Boil Water Advisory Policy be adopted; AND FURTHER THAT the Corporate Policy Manual be updated to reflect the changes.*

CARRIED

Public Works Report No. W16-034, 09/14/16, with respect to Tender – Site Servicing.

MOTION CSC092916-05: *Moved by Member Burkett and seconded by Member Taylor that Public Works Report No. W16-034, dated September 14, 2016, with respect to Tender – Site Servicing be received; AND FURTHER THAT none of the Tender Bids received be awarded at this time; AND FURTHER THAT staff investigate further and re-issue the tender with modifications in the near future.*

CARRIED

## Fire & Emergency Services

Fire Report No. F16-007, 09/15/16, with respect to Public Access Portable Firefighting Pump.

MOTION CSC092916-06: *Moved by Member Westcott and seconded by Member Stevens that Fire Report No. F16-007, dated September 15, 2016, with respect to a Public Access Portable Pump be received; AND FURTHER THAT an additional portable pump be approved to be placed in the program;*

*AND FURTHER THAT the Orimat Road Ratepayer Association be responsible to cover the cost of the portable pump.*

*CARRIED*

Fire Report No. F16-008, 09/19/16, with respect to Fire Station #3 Roof.

*MOTION CSC092916-07:* *Moved by Member Cox and seconded by Member Stevens that Fire Report No. F16-008, dated September 19, 2016, with respect to Fire Station #3 Roof be received; AND FURTHER THAT the contract to complete the work be awarded to Borchert's Roofing in the amount of \$14,900.00, plus HST.*

*CARRIED*

### **Corporate Services**

- "NIL"

### **Administration**

Administration Report No. A16-018, 09/12/16, with respect to Public Works Staffing Complement.

*MOTION CSC092916-08:* *Moved by Member Cox and seconded by Member Betsworth that Administration Report No. A16-018, dated September 12, 2016, with respect to Public Works Staffing Complement be received; AND FURTHER THAT the Band 2 Work Crew 1 complement for Public Works have an additional employee added; AND FURTHER THAT the Band 3 Work Crew 2 complement for Public Works be decreased by one.*

*CARRIED*

Administration Report No. A16-020, 09/12/16, with respect to Economic Development – County of Simcoe.

*MOTION CSC092916-09:* *Moved by Member Cox and seconded by Member Stevens that Administration Report No. A16-020, dated September 12, 2016, with respect to Economic Development – County of Simcoe be received;*

*AND FURTHER THAT staff be authorized to submit the list of possible projects to the County of Simcoe to continue support of this initiative.*

*CARRIED*

**CORRESPONDENCE (for information)**

Ministry of Energy, 09/01/16, with respect to the Energy Consumer Protection Act.

Ontario Good Road Association, 08/30/16, with respect to the Annual OGRA Conference.

Ontario Municipal Board, 09/14/16, with respect to Mark Rich Homes – 3 Year Extension.

Washago Community Centre, 08/31/16, with respect to the Electric Sign.

Ontario Provincial Police, 09/08/16, with respect to 2017 Annual Billing Statements.

Member Dunlop with respect to an Update on the War Trophies – Village Green.

*MOTION CSC092916-10:* *Moved by Member Taylor and seconded by Member Betsworth that the following correspondence be received as information:*

- a) Ministry of Energy, 09/01/16, with respect to the Energy Consumer Protection Act;*
- b) Ontario Good Road Association, 08/30/16, with respect to the Annual OGRA Conference.*
- c) Ontario Municipal Board, 09/14/16, with respect to Mark Rich Homes – 3 Year Extension;*
- d) Washago Community Centre, 08/31/16, with respect to the Electric Sign;*
- e) Ontario Provincial Police, 09/08/16, with respect to 2017 Annual Billing Statements; and*
- f) Member Dunlop with respect to an Update on the War Trophies – Village Green.*

*CARRIED*

**CORRESPONDENCE (for direction)**

Township of North Dundas, 08/09/16, with respect to Reinstatement of the Rural Economic Development Fund.

*MOTION CSC092916-11:* *Moved by Member Betsworth and seconded by Member Burkett that a resolution of the Township of Dundas, dated August 9, 2016, with respect to Reinstatement of the Rural Economic Development Fund be endorsed.*

CARRIED

Sustainable Severn Sound with respect to Municipal Sustainability Awards 2016

MOTION CSC092916-12: *Moved by Member Stevens and seconded by Member Westcott that a request for nominations for the Sustainable Severn Sound Municipal Sustainability Leadership Awards 2016 be received as information.*

CARRIED

Gary Thiess, 09/15/16, with respect to drainage on Marchmont Road.

MOTION CSC092916-13: *Moved by Member Cox and seconded by Member Stevens that a letter from Gary Thiess, dated September 15, 2016, with respect to drainage at the intersection of Marchmont Road and Hale Street be referred to staff for a report.*

CARRIED

Coldwater and Area Refugee Sponsorship Team with respect to a waiver of fees.

MOTION CSC092916-14: *Moved by Member Betsworth and seconded by Member Burkett that a request of Carstream with respect to a waiver of fees for a Fashion Show and Vendors' Fundraiser at the Coldwater Community Centre be denied.*

CARRIED

County of Simcoe, 09/19/16, with respect to a Joint Ombudsman for Closed Meeting Investigations.

MOTION CSC092916-15: *Moved by Member Taylor and seconded by Member Burkett that a letter from the County of Simcoe, dated September 19, 2016, with respect to a Joint Ombudsman for Closed Meeting Investigations be received; AND FURTHER THAT the Clerk be authorized to continue negotiations with the County of Simcoe for this joint venture.*

CARRIED

Member Dunlop with respect to the Coldwater Falcons Agreement.

MOTION CSC092916-16: *Moved by member Taylor and seconded by Member Burkett that discussions with respect to the Coldwater Falcons*

*Contract be received;  
AND FURTHER THAT Mr. Perryman be advised of the  
cancellation of this contract.*

*CARRIED*

Correspondence with respect to the Marchmont Public School:

- (a) Phil Houghton, 09/03/16; and
- (b) Chris & Carol Sharland, 09/07/16.

*MOTION CSC092916-17:* *Moved by Member Cox and seconded by Member Taylor that  
correspondence received with respect to the Marchmont Public  
School be referred to staff for a report.*

*CARRIED*

Recess                      11:00 a.m.  
Reassembled              11:05 a.m.

## **COMMITTEE UPDATES**

Member Cox updated members on the following items:

- Coldwater Fall Fair
- County of Simcoe

Member Taylor updated members on the following items:

- SEGBAY Chamber of Commerce
- Keith Sherman Retirement
- Director of Public Works Position
- Ian Crichton Memorial Park Dedication
- Matchedash Heritage Community Centre
- St. Johns Anglican Church

Member Burkett updated members on the following items:

- Orillia Recreation Centre Groundbreaking
- Helping Hands
- Chief Eric Dowell
- Economic Development – County of Simcoe
- Rick Hansen Park Visitation
- Couchiching Conservancy Re-opening
- County of Simcoe

Member Betsworth updated members on the following items:

- Ward 3 Meet & Greet
- Ian Crichton Memorial Park Dedication
- Couchiching Conservancy Re-opening

ODAS Park  
Marchmont School

Member Stevens updated members on the following items:

Severn Sound Environmental Association  
Sustainable Severn Sound  
Lakehead University  
Couchiching Conservancy Re-opening  
Severn Shore Public School

Member Westcott updated members on the following items:

Ontario's Lake County  
Washago Garden Club  
150<sup>th</sup> Canada Anniversary Planning Committee  
Paddle Auction  
Washago Community Centre  
County Waste Management

Member Dunlop updated members on the following items:

Rick Hansen Park Visitation  
Keith Sherman Retirement Dinner  
Lakehead University  
Couchiching Conservancy Re-opening  
Orillia Fall Fair  
Ian Crichton Memorial Park Dedication  
Severn Public Library Board  
Washago Fashion Show  
Coldwater BIA  
Witches Walk  
Coldwater Fall Fair  
Orillia Chamber of Commerce

Motion to close the meeting to the public.

*MOTION CSC092916-18: Moved by Member Burkett and seconded by Member Taylor 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 advice that is subject to solicitor-client privilege, including communications necessary for the purpose.*

*CARRIED*



**CONFIDENTIAL**

Motion to reopen the meeting to the public.

MOTION CSC092916-19: *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 Corporate Services Report No. C16-041, 09/14/16, with respect to Parkland Exchange – Westshore Recreation Facility Evaluation.

MOTION CSC092916-20: *Moved by Member Stevens and seconded by Member Westcott that Confidential Corporate Services Report No. C16-041, dated September 14, 2016, with respect to Parkland Exchange – Westshore Recreation Facility be received; AND FURTHER THAT the Clerk be authorized to execute this Agreement and all other documents in order to complete this land transfer on behalf of the municipality; AND FURTHER THAT staff be authorized to complete testing as required.*

**Correspondence**

- “NIL”

**ADJOURNMENT – 11:40 a.m.**

Motion to adjourn.

MOTION CSC092916-21: *Moved by Member Westcott and seconded by Member Stevens that this meeting be and it is hereby now adjourned.*

*CARRIED*

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Jane Dunlop  
Chair

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Sharon R. Goerke  
Clerk