

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, APRIL 25, 2018 AT 9:00 A.M.

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

**CALL TO ORDER**

Chair Cox called the meeting to order.

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

- "NIL"

**DELEGATIONS**

- "NIL"

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

Fire Report for the month of March 2018.

Public Works Report No. W18-014, 04/13/18, with respect to Silk Line Road Width.

MOTION CSC042518-01: *Moved by Member Betsworth and seconded by Member Dunlop that the following Reports from Officials be received as information:*  
*(a) Fire Report for the month of April 2018; and*  
*(b) Public Works Report No. W18-014, 04/13/18, with respect to Silk Line Road Width.*

**CARRIED**

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

### **Planning and Development**

Planning Report No. P18-011, 04/16/18, with respect to Couch Cove Estates Subdivision – Concerns from Home Owners’ Association.

MOTION CSC042518-03: *Moved by Member Westcott and seconded by Member Taylor that Planning Report No. P18-011, dated April 16, 2018, with respect to Couch Cove Estates Subdivision – Homeowners’ Concerns be received;*  
*AND FURTHER THAT the requests by the Couch Cove Homeowners Association be denied;*  
*AND FURTHER THAT 1704562 Ontario Inc. be required to complete the subdivision development as set out in the Subdivision Agreement with the Township of Severn and identified on the associated approved plans.*

**CARRIED**

Planning Report No. P18-012, 04/24/18, with respect to Site Plan Agreement – 3870 Darling Island Road.

MOTION CSC042518-04: *Moved by Member Westcott and seconded by Member Stevens that Planning Report No. P18-012, dated April 24, 2018, with respect to a Site Plan Agreement for 3870 Darling Island Road be received;*  
*AND WHEREAS Substantial Completion of the private condominium roadway, grading and drainage works was confirmed by the Township’s Consulting Engineer on November 21, 2018;*

*NOW THEREFORE the Township Clerk be authorized to execute on behalf of the Township the Site Plan Agreement between the Township of Severn and the property owners Kenneth & Kathryn Cox for 3870 Darling Island Road that is in substantial conformity with the draft Site Plan Agreement attached as Appendix "4" to this report;  
AND FURTHER THAT a By-law to remove the Holding Symbol from the property be presented to Severn Township Council at their May 2, 2018 Council Meeting.*

*CARRIED*

### **Recreation and Facilities**

Recreation Report No. R18-020, 04/06/18, with respect to Additional Recreation Rates.

*MOTION CSC042518-05:*

*Moved by Member Burkett and seconded by Member Stevens that Recreation Report No. R18-020, dated April 6, 2018, with respect to Additional Recreation Rates be received;  
AND FURTHER THAT the fees be adopted as outlined below for 2018;  
AND FURTHER THAT the Clerk be directed to prepare a Draft By-law for consideration of Council.*

*CARRIED*

Recreation Report No. R18-022, 04/16/18, with respect to Grass Cutting Quotations Results.

*MOTION CSC042518-06:*

*Moved by Member Taylor and seconded by Member Dunlop that Recreation Report No. R18-022, dated April 16, 2018, with respect to Grass Cutting Quotations Results be received;  
AND FURTHER THAT the bid from Telford Property Management be accepted as outlined in this report.*

*CARRIED*

### **Public Works**

Public Works Report No. W18-015, 04/13/18, with respect to Speed Limit Review – Foxmead Road.

MOTION CSC042518-11:

*Moved by Member Burkett and seconded by Member Westcott that Public Works Report No. W18-015, dated April 13, 2018, with respect to Speed Limit Review – Foxmead Road be received;  
AND FURTHER THAT the posted speed limit on Foxmead Road from Town Line to 500 metres east of Town Line be set to a maximum of 50 km/hour;  
AND FURTHER THAT the posted speed limit on Foxmead Road from 500 metres west of Town Line to 300 metres west of Balkwill Line be set to a maximum of 60 km/hour;  
AND FURTHER THAT the Clerk be directed to prepare a Draft By-law for consideration of Council.*

CARRIED

Public Works Report No. W18-016, 04/16/18, with respect to Speed Limit Review – Quarry Road.

MOTION CSC042518-12:

*Moved by Member Taylor and seconded by Member Dunlop that Public Works Report No. W18-016, dated April 16, 2018, with respect to Speed Limit Review – Quarry Road be received;  
AND FURTHER THAT the speed limit in this area be reduced to 50 km/hour and Children Playing Signs be installed;  
AND FURTHER THAT the Clerk be directed to prepare a Draft By-law for consideration of Council.*

CARRIED

Public Works Report No. W18-017, 04/16/18, with respect to 2147 Kinnear Sideroad.

MOTION CSC042518-13:

*Moved by Member Taylor and seconded by Dunlop that Public Works Report No. W18-017, dated April 16, 2018, with respect to 2147 Kinnear Sideroad be received;  
AND FURTHER THAT staff be directed to complete a detailed drainage investigation at an estimated cost of \$20,950.00, plus HST, for further consideration;  
AND FURTHER THAT a response to this study be prepared for the June Corporate Services Committee.*

CARRIED

Recess 10:50 a.m.  
Reassembled 11:00 a.m.

Public Works Report No. W18-018, 04/17/2018, with respect to Ultra Low Sulphur Diesel Fuel.

MOTION CSC042518-14: *Moved by Member Burkett and seconded by Member Stevens that Public Works Report No. W18-018, dated April 17, 2018, with respect to Ultra Low Sulphur Diesel Fuel be received;  
AND FURTHER THAT the bid from Mayes-Martin Limited be accepted in the amount of \$121,500.00, plus HST.*

**CARRIED**

Public Works Report No. W18-019, 04/17/2018, with respect to Washago Main Pump Station Electrical Control Panel Replacement / Upgrade.

MOTION CSC042518-15: *Moved by Member Dunlop and seconded by Member Taylor that Public Works Report No. W18-019, dated April 17, 2018, with respect to Washago Main Pump Station Electrical Control Panel Replacement / Upgrade be received;  
AND FURTHER THAT the bid from Camdon Electric be accepted in the amount of \$25,825.00, plus HST.*

**CARRIED**

### **Fire & Emergency Services**

- "NIL"

### **Corporate Services**

Corporate Services Report No. C18-014, 04/10/18, with respect to Tax Sale Extension Agreements.

MOTION CSC042518-16: *Moved by Member Burkett and seconded by Member Stevens that Corporate Services Report No. C18-014, dated April 10, 2018, with respect to Tax Sale Extension Agreements be received;*

*AND FURTHER THAT the Clerk be directed to prepare Draft By-laws for consideration of Council.*

*CARRIED*

**Administration**

- "NIL"

**CORRESPONDENCE (for information)**

Lake St. George Community Centre re Financial Statements to March 31, 2018.

*MOTION CSC042518-17:* *Moved by Member Stevens and seconded by Member Westcott that a Statement of Finances from the Lake St. George Community Centre to March 31, 2018 be received as information.*

*CARRIED*

**CORRESPONDENCE (for direction)**

Coldwater Shuffleboard Club with respect to the Summer Shuffleboard Tournament and the Federal Horizon Grant.

*MOTION CSC042518-07:* *Moved by Member Betsworth and seconded by Member Dunlop that a request of the Coldwater Shuffleboard Club for permission to camp at the Coldwater Fairgrounds for the Summer Shuffleboard Tournament be approved provided that:*  
*(a) The Club is responsible for all cleanup following the tournament;*  
*(b) The Club provides the required liability insurance for this event;*  
*AND FURTHER THAT the Clerk be directed to provide a letter of support on behalf of the municipality to assist with the Federal Horizon Grant.*

*CARRIED*

Coldwater Agricultural Society, 03/09/18, for permission to erect a storage barn on the Coldwater Fairgrounds Property.

MOTION CSC042518-08: *Moved by Member Dunlop and seconded by Member Betsworth that a request of the Coldwater Agricultural Society, dated March 29, 2018, for permission to erect a storage barn on the Coldwater Fairgrounds property be referred to staff for a report.*

*CARRIED*

Washago Lions Club, 03/26/18, with respect to Waiver of Fees for Various Events at Washago Centennial Park.

MOTION CSC042518-09: *Moved by Member Westcott and seconded by Member Stevens that a request of the Washago Lions Club, dated March 26, 2018, for waiver of fees for various events to be held at Washago Centennial Park be approved; AND FURTHER THAT staff be requested to report on a policy for waiving of fees for use of Washago Centennial Park.*

*CARRIED*

Washago Lions Club, 04/05/18, with respect to an Outdoor Musical Concert in Washago Centennial Park.

MOTION CSC042518-10: *Moved by Member Burkett and seconded by Member Stevens that correspondence received from the Washago Lions Club, dated April 5, 2018, with respect to an outdoor musical concert to be held at Washago Centennial Park be received; AND FURTHER THAT the Club be required to provide adequate liability insurance for this event.*

*CARRIED*

Michael J. Walden, 04/01/18, with respect to Installation of Scoop & Poop Signs – Wood Avenue & Couchiching Avenue.

MOTION CSC042518-18: *Moved by Member Burkett and seconded by Member Stevens that a request of Michael J. Walden, dated April 1, 2018, for installation of scoop & poop signs on Wood Avenue and Couchiching Avenue be received; AND FURTHER THAT the appropriate signage be placed in Ardtrea Park only.*

*CARRIED*

Tea Lake Property Owners, 04/08/18, with respect to a Fire Ban on Crown Land.

MOTION CSC042518-02: *Moved by Member Taylor and with respect to a permanent fire ban on crown land be referred to staff for a report.*

CARRIED

Kevin Joyce, 04/05/18, with respect to the Speed Limit on Town Line.

MOTION CSC042518-19: *Moved by Member Burkett and seconded by Member Stevens that a letter from Kevin Joyce, dated April 5, 2018, with respect to the speed limit on Town Line be received; AND FURTHER THAT no further action be taken on this matter.*

CARRIED

Ministry of Municipal Affairs, 04/06/18, with respect to a Delegation at the Annual AMO Conference.

MOTION CSC042518-20: *Moved by Member Burkett and seconded by Member Stevens that a notice from the Ministry of Municipal Affairs, dated April 6, 2018, with respect to a delegation at the 2018 AMO Conference be received; AND FURTHER THAT a delegation be requested for the following matters:*  
*(a) Recreation Grants;*  
*(b) Heritage Mapping; and*  
*(c) Crown Lands.*

CARRIED

Severn Sound Environmental Association, 04/16/18, with respect to a Lake Couchiching Water Quality Survey.

MOTION CSC042518-21: *Moved by Member Taylor and seconded by Member Dunlop that a letter from the Severn Sound Environmental Association, dated April 16, 2018, with respect to the 2018 Lake Couchiching Water Quality Survey be received; AND FURTHER THAT as requested, the survey be deferred to the 2019 and 2020 budgets.*

CARRIED



Jane Gleadall, 04/03/18, with respect to 2147 Kinnear Sideroad.

MOTION CSC042518-22: *Moved by Member Taylor and seconded by Member Dunlop that a letter from Jane Gleadall, dated April 3, 2018, with respect to drainage at 2147 Kinnear Sideroad be received as information.*

*CARRIED*

## **COMMITTEE UPDATES**

### **Member Dunlop**

- Coldwater Library Board
- County of Simcoe
- Coldwater Heritage Mill Annual General Meeting
- Coldwater BIA
- Elmvale Log Sawing Contest

### **Member Betsworth**

- ODAS Park
- Marchmont Ratepayers Association Annual General Meeting
- Volunteer Dinner – Orillia Soldiers Memorial Hospital

### **Member Burkett**

- County of Simcoe
  - Mariposa House Hospice
  - Meals on Wheels
  - Orillia Square Mall Transit
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- Vimy Ridge Ceremonies
  - Airport Strategic Plan – County of Simcoe
  - Affordable Housing

### **Member Stevens**

- Orillia Public Library Board
- Severn Sound Environmental Association
- Orillia Physician Recruitment Committee

**Member Westcott**

- Washago Community Centre
- Station No. 2 Replacement Tenders
- Washago Garden Club
- Washago Art Club
- Ontario's Lake Country

**Member Cox**

- County of Simcoe
- Mariposa House Hospice
- Volunteer Presentations

**Member Taylor**

- Annual Euchre Tournament
- SEGBAY Chamber of Commerce
- Christie's Mill

**CONFIDENTIAL**

**Reports from Officials**

- "NIL"

**Correspondence**

- "NIL"

**ADJOURNMENT – 11:35 a.m.**

Motion to adjourn.

MOTION CSC032818-23:

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

**CARRIED**

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Judith Cox, Chair

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Sharon R. Goerke, Clerk