

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, JANUARY 24, 2018 AT 9:00 A.M.

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

CALL TO ORDER

Chair Cox called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

- "NIL"

DELEGATIONS

R. J. Burnside & Associates with respect to the 2017 Road Needs Study and Bridge Structures.

January 24, 2018

MOTION CSC012418-01: *Moved by Member Westcott and seconded by Member Stevens that a presentation from R. J. Burnside & Associates with respect to the 2017 Road Needs Study be received as information.*

CARRIED

REPORTS FROM OFFICIALS (for information)

Fire Reports for the months of November and December 2017.

Corporate Services Report No. C18-002, 01/15/18, with respect to the Municipal Conflict of Interest Act.

Administration Report No. A18-001, 01/16/18, with respect to staffing.

MOTION CSC012418-02: *Moved by Member Stevens and seconded by Member Burkett that the following Reports from Officials be received as information:*

- (a) Fire Reports for the months of November & December 2017;*
- (b) Corporate Services Report No. C18-002. 01/15/18, with respect to the Municipal Conflict of Interest Act; and*
- (c) Administration Report No. A18-001, 01/16/18, with respect to staffing.*

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning and Development

- "NIL"

Recreation and Facilities

Recreation Report No. R18-003, 01/10/18, with respect to Women's Dressing Room - Coldwater & District Community Centre.

MOTION CSC012418-03: *Moved by Member Taylor and seconded by Member Dunlop that Recreation Report No. R18-003, dated January 10, 2018, with respect to Women's Dressing Room Report #2 – Coldwater & District Community Centre be deferred to staff for a report on the use of the OPP Community office, including comments from the OPP;*

AND FURTHER THAT the Skating Club & Hockey Club be requested to share office space.

CARRIED

Public Works

Public Works Report No. W18-001, 01/11/18, with respect to Road Improvements to Approach – Concession 8.

MOTION CSC012418-04:

Moved by Member Betsworth and seconded by Member Taylor that Public Works Report No. W18-001, dated January 11, 2018, with respect to Road Improvements to Approach – Concession 8 be received; AND FURTHER THAT staff be requested to report further on financial impacts for streetlighting at this location and the Bayou Road overpass.

CARRIED

Public Works Report No. W18-002, 01/16/18, with respect to Tandem Cab & Chassis Snowplow Equipment.

MOTION CSC012418-05:

Moved by Member Burkett and seconded by Member Stevens that Public Works Report No. W18-002, dated January 16, 2018, with respect to Tandem Cab & Chassis Snowplow Equipment be received; AND FURTHER THAT single source procurement for the purchase of this snowplow equipment be accepted; AND FURTHER THAT the project be awarded to Viking-Cives Ltd. for the hydraulic tilt one-way plow and sander box in the amount of \$95,461.52, plus HST.

CARRIED

Fire & Emergency Services

Fire Report No. F18-001, 01/07/18, with respect to Hazardous Materials Incident Response Team.

MOTION CSC012418-06:

Moved by Member Westcott and seconded by Member Burkett that Fire Report No. F18-001, dated January 7, 2018, with respect to Hazardous Materials Incident Response Team be received;

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AND FURTHER THAT the Clerk be authorized to execute the Memorandum of Understanding for the Hazardous Materials Incident Response Team.

CARRIED

Fire Report No. F18-002, 01/08/18, with respect to a Mutual Assistance Agreement.

MOTION CSC012418-07:

*Moved by Member Stevens and seconded by Member Westcott that Fire Report No. F18-002, dated January 8, 2018, with respect to a Mutual Assistance Agreement be received;
AND FURTHER THAT the Clerk be authorized to execute the Mutual Assistance Agreement.*

CARRIED

Corporate Services

Corporate Services Report No. C17-035, 12/18/17, with respect to County of Simcoe – Joint Integrity Commissioner.

MOTION CSC012418-08:

*Moved by Member Burkett and seconded by Member Westcott that Corporate Services Report No. C17-035, dated December 18, 2017, with respect to the County of Simcoe – Joint Integrity Commissioner be received;
AND FURTHER THAT pending receipt of written confirmation of approval from the County of Simcoe, Principles Integrity be appointed as the Integrity Commissioner for the Township of Severn, effective May 1, 2018, to oversee the Municipal Code of Conduct and Municipal Conflict of Interest Act as outlined in this Report;
AND FURTHER THAT the Clerk be directed to prepare an Agreement and Appointment By-law for consideration of Council.*

CARRIED

Corporate Services Report No. C17-037, 12/15/17, with respect to the Coldwater Curling Club Capital Facility Agreement.

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MOTION CSC012418-09:

Moved by Member Taylor and seconded by Member Betsworth that Corporate Services Report No. C17-037, dated December 15, 2017, with respect to Coldwater Curling Club Capital Facility Agreement be received; AND FURTHER THAT the recommended amendments to the Agreement contained in this Report be adopted and forwarded to the Curling Club representatives for their review.

CARRIED

Corporate Services Report No. C18-001, 12/21/17, with respect to the Tax Sale – Authority to Vest.

MOTION CSC012418-10:

Moved by Member Westcott and seconded by Member Stevens that Corporate Services Report No. C18-001, dated December 21, 2017, with respect to Tax Sale – Authority to Invest be received; AND FURTHER THAT staff be authorized to vest the parcel of land that was not sold in the tax sale of October 25, 2017 to the Township's inventory of land.

CARRIED

Discussion with respect to Rescheduling of the August 22, 2018 Corporate Services Meeting.

MOTION CSC012418-11:

Moved by Member Burkett and seconded by Member Stevens that the August Corporate Services Committee be rescheduled to August 23, 2018 at 9:00 a.m.

CARRIED

Administration

Administration Report No. A18-003, 01/15/2018, with respect to the Christmas Closing.

MOTION CSC012418-12:

Moved by Member Dunlop and seconded by Member Betsworth that Administration Report No. C18-003, dated January 15, 2018, with respect to Christmas Closing be received; AND FURTHER THAT the Administration Office be closed December 24, 2018 and reopen January 2, 2019.

CARRIED

CORRESPONDENCE (for information)

Lake St. George Community Centre with respect to Financial Statement as of December 31, 2017.

Washago Community Centre, January 11, 2018, with respect to Roof Snow Clearance.

Parks Canada, January 4, 2018, with respect to Port Severn Area Dams and Bridges Rehabilitation Project.

Ministry of Finance with respect to Retail and Distribution Channel for Legal Cannabis.

Simcoe Muskoka District Health Unit, December 14, 2017, with respect to Extreme Cold Event Response.

MOTION CSC012418-13:

Moved by Member Stevens and seconded by Member Westcott that the following correspondence be received as information:

- (a) Lake St. George Community Centre re Financial Statement as of December 31, 2017;*
- (b) Washago Community Centre, 01/11/18, with respect to Roof Snow Clearing;*
- (c) Parks Canada, 01/04/18, with respect to Area Dams & Bridges Rehabilitation Project;*
- (d) Ministry of Finance with respect to Federal Legalization of Cannabis; and*
- (e) Simcoe Muskoka District Health Unit, 12/14/17, with respect to Extreme Cold Event Response.*

CARRIED

CORRESPONDENCE (for direction)

Discussion with respect to Speed Limit – Coldwater Road.

MOTION CSC012418-14:

Moved by Member Dunlop and seconded by Member Betsworth that discussion with respect to the speed limit on Coldwater Road be referred to staff for a report on statistics and improvement options.

CARRIED

Martin Stannus, 01/06/18, with respect to Coldwater Garbage Regulations.

MOTION CSC012418-15:

Moved by Member Burkett and seconded by Member Stevens that a letter from Martin Stannus, dated January 6, 2018, with respect to garbage regulations be referred to the County of Simcoe for a response.

CARRIED

Ministry of Municipal Affairs, 11/24/17, with respect to taxation on transient accommodation.

MOTION CSC012418-16:

Moved by Member Stevens and seconded by Member Westcott that a letter from the Ministry of Municipal Affairs, dated November 24, 2017, with respect to taxation on transient accommodation be received; AND FURTHER THAT this municipality does not choose to implement this taxation at this time.

CARRIED

Sustainable Severn Sound Local Climate Change Seminar.

MOTION CSC012418-17:

Moved by Member Taylor and seconded by Member Betsworth that members of Council be authorized to attend the Sustainable Severn Sound Local Climate Change Seminar to be held February 22, 2018, with expenses.

CARRIED

COMMITTEE UPDATES

Member Taylor

- Santa Claus Parade
- Flood Building Seminar
- SEGBAY Chamber of Commerce
- ROMA Conference Update

Member Cox

- County of Simcoe

Member Dunlop

- ROMA Conference Update
- Severn Public Library Board
- Orillia Library Contract

- Sir John A. McDonald Dinner
- Ontario's Lake Country
- SEGBAY Chamber of Commerce

Member Betsworth

- ODAS Park
- SEGBAY Chamber of Commerce
- Washago Water Tower
- Fire Department Annual General Meeting

Member Burkett

- ROMA Conference Update
- Orillia Chamber of Commerce Dinner
- Fairgrounds Road/Highway 12 Traffic Lights

Member Stevens

- Severn Sound Environmental Association
- Toronto Boat Show
- Orillia Physicians Recruitment Committee
- Sustainable Severn Sound

Member Westcott

- Ontario's Lake Country
- ROMA Conference

Motion to close the meeting to the public.

MOTION CSC012418-18:

Moved by Member Stevens and seconded by Member Westcott 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 CSC012418-19:

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

CARRIED

Meeting Re-opened

Reports from Officials

Confidential Corporate Services Report No. C18-003, 01/16/18, with respect to Committee of Adjustment Vacancy.

MOTION CSC012418-20:

Moved by Member Stevens and seconded by Member Westcott that Confidential Corporate Services Report No. P18-003, dated January 16, 2018, with respect to a vacancy on the Committee of Adjustment be received; AND FURTHER THAT Andy Jones be appointed to the Committee of Adjustment for the term of Council to expire on November 30, 2018 or when a successor has been appointed; AND FURTHER THAT the Clerk be directed to prepare an Appointing By-law for consideration of Council.

CARRIED

Confidential Administration Report No. A18-002, 01/15/18, with respect to a Performance Evaluation.

MOTION CSC012418-21:

Moved by Member Taylor and seconded by Member Betsworth that Confidential Administration Report No. A18-002, dated January 15, 2018, with respect to a Performance Evaluation be received; AND FURTHER THAT the employee be moved to Step 5 of Band 4 effective their anniversary date.

CARRIED

Correspondence

- "NIL"

ADJOURNMENT – 12:40 p.m.

Motion to adjourn.

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MOTION CSC012418-22:

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

CARRIED

Judith Cox, Chair

Sharon R. Goerke, Clerk