

MINUTES OF A MEETING OF THE CORPORATE SERVICES COMMITTEE HELD AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, NOVEMBER 28, 2018 AT 9:00 A.M.

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

CALL TO ORDER

Chair Cox called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Member Dunlop with respect to Agenda Item No. E-2.1 as her son works for the contractor.

DELEGATIONS

ODAS Park with respect to Grant Funding – 2019 Winter Fest.

MOTION CSC112818-01: *Moved by Member Betsworth and seconded by Member Burkett that a presentation of ODAS Park with respect to a request for grant funding in support of a Winter Fest be received;
AND FURTHER THAT members of the Board of Directors for ODAS Park be requested to meet with staff to review requirements with respect to this matter;
AND FURTHER THAT the Special Events Policy be waived for this one time event;
AND FURTHER THAT the \$10,000.00 grant be approved prior to the adoption of the 2019 budget;
AND FURTHER THAT ODAS Park provide financial statements following this event.*

CARRIED

REPORTS FROM OFFICIALS (for information)

Fire Reports for the months of September & October 2018.

Administration Report No. A18-026, 10/16/18, with respect to Financial Issues during Election Period.

MOTION CSC112818-02: *Moved by Member Taylor and seconded by Member Dunlop that the following Reports from Officials be received as information:
(a) Fire Report for the months of September & October 2019;
and
(b) Administration Report No. A18-026, 10/16/18, with respect to Financial Issues during Election Period.*

CARRIED

REPORTS FROM OFFICIALS (for direction)

Planning and Development

Planning Report No. P18-036, 11/19/18, with respect to Amending Subdivision / Condominium Agreement – 1959 Peninsula Point Road.

MOTION CSC112818-15: *Moved by Member Stevens and seconded by Member Burkett that Planning Report No. P18-036, dated November 19, 2018, with respect to an Amending Subdivision / Condominium Agreement for 1959 Peninsula Point Road be received;*

November 28, 2018

*AND FURTHER THAT the Township of Severn approve the Agreement to amend the Subdivision / Condominium Agreement (File Nos. SV-T-1201 & SV-CD-1401) as set out in Appendix "2" to this report;
AND FURTHER THAT a By-law authorizing the execution of an Agreement be presented to Severn Township Council for consideration;
AND FURTHER THAT a By-law to remove the Holding provisions from the subject lands, effective only once the Agreement to amend the Subdivision / Condominium Agreement has been registered and the Conditions of Draft Plan of Subdivision and Draft Plan of Condominium Approval have been met be presented to Severn Township Council for consideration.*

CARRIED

Recreation and Facilities

Recreation Report No. R18-061, 11/20/18, with respect to a Hedgemere Landing Update.

MOTION CSC112818-03: *Moved by Member Burkett and seconded by Member Stevens that Recreation Report No. R18-061, dated November 20, 2018, with respect to a Hedgemere Landing Update be referred to Utilities staff for a report.*

CARRIED

Public Works

- "NIL"

Fire & Emergency Services

Fire Report No. F18-009, 11/19/18, with respect to the Township of Severn Emergency Response Plan.

MOTION CSC112818-04: *Moved by Member Stevens and seconded by Member Burkett that Fire Report No. F18-009, dated November 19, 2018, with respect to the Township of Severn Emergency Response Plan be received;
AND FURTHER THAT the Emergency Response Plan for the Township of Severn be amended to include the changes as outlined in this report;*

AND FURTHER THAT the Clerk be directed to prepare a Draft By-law for the adoption of this plan for consideration of Council.

CARRIED

Corporate Services

Corporate Services Report No. C18-025, 11/12/18, with respect to the Election Sign By-law.

MOTION CSC112818-05: *Moved by Member Burkett and seconded by Member Stevens that Corporate Services Report No. C18-025, dated November 12, 2018, with respect to the Election Sign By-law be received; AND FURTHER THAT the Election Sign By-law be amended and forwarded to Severn Township Council for consideration; AND FURTHER THAT election signs be restricted until 25 days prior to Election Day.*

CARRIED

Corporate Services Report No. C18-024, 11/12/18, with respect to Accessibility – 2018 Municipal Election.

MOTION CSC112818-06: *Moved by Member Stevens and seconded by Member Burkett that Corporate Services Report No. C18-024, dated November 12, 2018, with respect to Accessibility – 2018 Municipal Election be received; AND FURTHER THAT this report be placed on the Township Website.*

CARRIED

Corporate Services Report No. C18-027, 11/20/18, with respect to Chairs & Vice-Chairs – Council Committees.

MOTION CSC112818-07: *Moved by Member Taylor and seconded by Member Betsworth that Corporate Services Report No. C18-027, dated November 20, 2018, with respect to Chairs & Vice-Chairs – Council Committees be received;*

AND FURTHER THAT the following be appointed as Chairs & Vice-Chairs for Council Committees for a term of one year commencing annually on December 1st and ending November 15th.

2018/2019

Corporate Services Committee

Chair – Councillor Stevens

Vice-Chair – Mayor Burkett

Planning & Development Committee

Chair – Deputy Mayor Dunlop

Vice-Chair – Mayor Burkett

2019/2020

Corporate Services Committee

Chair – Councillor Taylor

Vice-Chair – Councillor Stevens

Planning & Development Committee

Chair – Councillor Cox

Vice-Chair – Deputy Mayor Dunlop

2020/2021

Corporate Services Committee

Chair – Councillor Sarah Valiquette-Thompson

Vice-Chair – Councillor Taylor

Planning & Development Committee

Chair – Deputy Mayor Dunlop

Vice-Chair – Councillor Cox

2021/2022

Corporate Services Committee

Chair – Councillor Betsworth

Vice-Chair – Councillor Sarah Valiquette-Thompson

Planning & Development Committee

Chair – Councillor Taylor

Vice-Chair – Councillor Cox

CARRIED

Administration

Administration Report No. A18-027, 10/12/18, with respect to a Multi Year Accessibility Plan Update.

MOTION CSC112818-08: *Moved by Member Betsworth and seconded by Member Dunlop that Administration Report No. A18-027, dated October 12, 2018, with respect to a Multi Year Accessibility Plan Update be received;
AND FURTHER THAT the Multi Year Accessibility Plan Update be adopted together with the Progress Report;
AND FURTHER THAT this report be posted on the Township Website in order to fulfil requirements under the Integrated Accessibility Standards Regulation.*

CARRIED

Administration Report No. A18-030, with respect to Housekeeping – Job Description By-law.

MOTION CSC112818-09: *Moved by Member Burkett and seconded by Member Stevens that Administration Report No. A18-030, dated November 15, 2018, with respect to a Housekeeping – Job Description By-law be received;
AND FURTHER THAT the Clerk be directed to prepare a Draft By-law for consideration of Council.*

CARRIED

CORRESPONDENCE (for information)

Simcoe County District Health Unit, 11/07/18, with respect to Lyme Disease Surveillance – 2018.

Simcoe County District Health Unit, 11/01/18, with respect to the Role of Public Health in Community.

Ministry of Municipal Affairs, 10/31/18, with respect to Growth Plan of the Greater Golden Horseshoe.

WSP, 11/06/18, with respect to Notice of Study Commencement – Highway 11 / West Street Bridge Replacement & Interchange Reconstruction.

College of Physicians & Surgeons of Ontario, 11/12/18, with respect to Nomination of Dr. Josiah Lowry.

Sustainable Severn Sound, 11/15/18, with respect to Consultation – A Made-in-Ontario Climate Change Plan.

Sustainable Severn Sound, 11/16/18, with respect to Update on Repeal of the Green Energy Act (GEA) & Impact on Township of Severn.

Sustainable Severn Sound, 07/12/18, with respect to July 2018 Minutes.

MOTION CSC112818-10: *Moved by Member Dunlop and seconded by Member Taylor that the following correspondence be received as information:*

- (a) Simcoe County District Health Unit, 11/07/18, with respect to Lyme Disease Surveillance – 2018;*
- (b) Simcoe County District Health Unit, 11/01/18, with respect to the Role of Public Health in Community;*
- (c) Ministry of Municipal Affairs, 10/31/18, with respect to Growth Plan of the Greater Golden Horseshoe;*
- (d) WSP, 11/06/18, with respect to Notice of Study Commencement – Highway 11 / West Street Bridge Replacement & Interchange Reconstruction;*
- (e) College of Physicians & Surgeons of Ontario, 11/12/18, with respect to Nomination of Dr. Josiah Lowry;*
- (f) Sustainable Severn Sound, 11/15/18, with respect to Consultation – A Made-in-Ontario Climate Change Plan;*
- (g) Sustainable Severn Sound, 11/16/18, with respect to Update on Repeal of the Green Energy Act (GEA) & Impact on Township of Severn; and*
- (h) Sustainable Severn Sound, 07/12/18, with respect to July 2018 Minutes.*

CARRIED

CORRESPONDENCE (for direction)

Township of McKellar, 10/01/18, with respect to Governance Models.

MOTION CSC112818-11: *Moved by Member Dunlop and seconded by Member Betsworth that a resolution of the Township of McKellar, dated October 1, 2018, with respect to Governance Models be endorsed.*

CARRIED

Severn Sound Environmental Association with respect to 2018 Open House.

MOTION CSC112818-12: *Moved by Member Burkett and seconded by Member Stevens that members of Council be authorized to attend the Severn Sound Environmental Association Open House to be held November 30, 2018, with expenses.*

CARRIED

Allen Vivian, 11/16/18, with respect to Resignation from the Committee of Adjustment.

MOTION CSC112818-13: *Moved by Member Betsworth and seconded by Member Taylor that the resignation of Allen Vivian, dated November 16, 2018, be accepted with regret;
AND FURTHER THAT this Council extend its sincere appreciation to Mr. Vivian for his service to the Committee of Adjustment and the residents of the Township of Severn.*

CARRIED

Jeff Marshall, 11/06/18, with respect to Resignation from Dearden & Stanton Limited.

MOTION CSC112818-14: *Moved by Member Dunlop and seconded by Member Betsworth that a letter from Jeff Marshall, dated November 6, 2018, with respect to resignation from Dearden & Stanton Limited be received;
AND FURTHER THAT the continued services of Jeff Marshall be approved;
AND FURTHER THAT Mr. Marshall be advised that the Township of Severn will be tendering for engineering and peer review services during the next term of Council.*

CARRIED

Delegation Request – 2019 ROMA Conference.

MOTION CSC112818-15: *Moved by Member Dunlop and seconded by Member Taylor that staff be directed to submit a request for a Municipal Delegation at the 2019 ROMA Conference for the following matters:
(a) Tower Line Road – Fire Pit / Fire Ban;
(b) Fencing & Bridges for Recreational Rail Lines;*

AND FURTHER THAT correspondence be forwarded to the representatives for background prior to the delegation.

CARRIED

COMMITTEE UPDATES

Member Betsworth

- ODAS Park
- Marchmont School Crosswalk
- Mariposa Hospice Media Release

Member Burkett

- Infrastructure Grant Funding
- County of SImcoe

Member Taylor

- SEGBAY Chamber of Commerce
- Matchedash Community Heritage Centre

Jane Dunlop

- Severn Public Library Board
- Coldwater BIA

MOTION CSC112818-17: *Moved by Member Dunlop and seconded by Member Betsworth that an information package be forwarded to Jill Dunlop, M.P.P., with respect to the Westshore Recreation Facility in order to request assistance for future grant funding.*

CARRIED

Motion to close the meeting to the public.

MOTION CSC112818-18: *Moved by Member Betsworth and seconded by Member Dunlop 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 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.*

CARRIED

CONFIDENTIAL

Motion to reopen the meeting to the public.

MOTION CSC112818-19: *Moved by Member Stevens and seconded by Member Burkett that this meeting be and it is hereby now reopened to the public.*

CARRIED

Reports from Officials

Discussion with respect to 2627 Grand Tamarack Crescent.

MOTION CSC112818-20: *Moved by Member Dunlop and seconded by Member Taylor that discussion with respect to 2627 Grand Tamarack Crescent be received;
AND FURTHER THAT staff be directed to proceed as discussed at this meeting.*

CARRIED

Correspondence

- "NIL"

ADJOURNMENT – 11:45 a.m.

Motion to adjourn.

MOTION CSC112818-21: *Moved by Member Betsworth and seconded by Member Taylor that this meeting be and it is hereby now adjourned.*

CARRIED

Judith Cox, Chair

Sharon R. Goerke, Clerk