

MINUTES OF A REGULAR MEETING OF SEVERN TOWNSHIP COUNCIL HELD IN THE COUNCIL CHAMBERS AT THE ADMINISTRATION BUILDING, 1024 HURLWOOD LANE, WEDNESDAY, AUGUST 14, 2019 AT 6:00 P.M.

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|----------|--------------------------------|---|
| PRESENT: | Mayor                          | Mike Burkett  |
|          | Deputy Mayor                   | Jane Dunlop   |
|          | Councillors                    | John Betsworth<br>Judith Cox<br>Ron Stevens<br>Mark Taylor<br>Sarah Valiquette-Thompson |
| STAFF:   | Director of Public Works       | Derek Burke   |
|          | Clerk                          | Sharon Goerke   |
|          | Chief Administrative Officer   | Laurie Kennard  |
|          | Director of Corporate Services | Andrew Plunkett   |
|          | Director of Planning           | Andrea Woodrow  |

**CALL TO ORDER**

Mayor Burkett called the meeting to order.

**MOMENT OF REFLECTION / O CANADA**

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

**ADOPTION OF COUNCIL MINUTES**

Special Council Minutes of a meeting held July 23, 2019.

MOTION C081419-01: *Moved by Councillor Taylor and seconded by Councillor Betsworth that the minutes of a Special Council Meeting held July 23, 2019 be adopted.*

*CARRIED*

**PUBLIC MEETINGS/HEARINGS**

- “NIL”

**PRESENTATIONS/DEPUTATIONS**

Baker Tilly KDN LLP with respect to the 2018 Consolidated Financial Statements.

MOTION C081419-02: *Moved by Deputy Mayor Dunlop and seconded by Councillor Betsworth that the presentation of the Township Auditors, Baker Tilly KDN LLP, with respect to 2018 Financial Statements be received; AND FURTHER THAT the 2018 Draft Audited Financial Statements be approved; AND FURTHER THAT the Mayor and Deputy Mayor be authorized to sign the required letter, dated August 14, 2019.*

*CARRIED*

Bayview Wildwood Resort with respect to a Proposed New Master Plan.

MOTION C081419-03: *Moved by Councillor Betsworth and seconded by Councillor Taylor that a presentation of Bayview Wildwood Resort with respect to a new Master Plan be received as information.*

*CARRIED*

Child Advocacy Centre Simcoe/Muskoka with respect to Support Funding.

MOTION C081419-04: *Moved by Deputy Mayor Dunlop and seconded by Councillor Stevens that a presentation of Orillia’s Child Advocacy Centre with respect to a grant funding be referred to 2020 budget deliberations.*

*CARRIED*

**ACCOUNTS**

Accounts for the Months of June & July 2019.

August 14, 2019

MOTION C081419-05: *Moved by Councillor Taylor and seconded by Councillor Betsworth that Accounts Payable Cheque Registers in the amount of \$5,097,462.52 for the month of June 2019 and in the amount of \$1,179,153.25 for the month of July 2019 be approved for payment.*

*CARRIED*

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

Corporate Services Report No. C19-023, 08/06/19, with respect to IPC Decision re Public Agendas.

MOTION C081419-06: *Moved by Councillor Betsworth and seconded by Deputy Mayor Dunlop that Corporate Services Report No. C19-023, dated August 6, 2019, with respect to the collection of personal information for public agendas be received as information.*

*CARRIED*

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

#### **Planning and Development**

- "NIL"

#### **Recreation and Facilities**

Recreation Report No. R19-040 with respect to RFQ Results for Christmas Lighting Displays.

MOTION C081419-07: *Moved by Deputy Mayor Dunlop and seconded by Councillor Valiquette-Thompson that Recreation Report No. R19-040, dated August 6, 2019, with respect to Christmas Lighting Displays be received;  
AND FURTHER THAT the response from Classic Displays for RFP PW 2019-022 Christmas Lighting Displays in the amount of \$33,865.00, plus HST, be accepted;  
AND FURTHER THAT the additional \$8,500.00 required to complete the work be approved and funded from the 2019 Villages & Hamlets budget;*

August 14, 2019

*AND FURTHER THAT the lighting displays be increased to 5.*

*CARRIED*

Recreation Report No. R19-042, 08/06/19, with respect to the Uthoff Trail Structure Replacements.

*MOTION C081419-08:* *Moved by Councillor Cox and seconded by Councillor Stevens that Recreation Report No. R19-042, dated August 6, 2019, with respect to Uthoff Trail Structure Replacements be received; AND FURTHER THAT the bid received from Alexman Contracting Inc. in the amount of \$857,690.50 (excluding HST) be accepted; AND FURTHER THAT the additional \$326,550.00 required to complete the work be approved; AND FURTHER THAT the deficiency be funded from the Capital Reserve.*

*CARRIED*

## **Public Works**

Public Works Report No. W19-024, 08/06/19, with respect to Purbrook Creek Municipal Drain Maintenance.

*MOTION C081419-09:* *Moved by Deputy Mayor Dunlop and seconded by Councillor Taylor that Public Works Report No. W19-024, dated August 6, 2019, with respect to Purbrook Creek Municipal Drain Maintenance be received; AND FURTHER THAT the bid received from McKerroll Excavating Limited in the amount of \$105,900.00 (excluding HST) be accepted.*

*CARRIED*

## **Fire and Emergency Services**

- "NIL"

## **Corporate Services**

- "NIL"

## **Administration**

Administration Report No. A19-005, 08/14/19, with respect to Ontario's Lake Country Potential Name Change.

MOTION C081419-10: *Moved by Councillor Cox and seconded by Councillor Valiquette-Thompson that Administration Report No. A19-005, dated August 14, 2019, with respect to Ontario's Lake Country Potential Name Change be received; AND FURTHER THAT Council does not support an organizational name change that features Orillia more prominently.*

*CARRIED*

## **CORRESPONDENCE (for information)**

Severn Sound Environmental Association with respect to 2019 2nd Quarter Report / Update.

Lake St. George Community Centre with respect to Financial Statements to June 30, 2019.

Watson & Associates, 07/25/19, with respect to Bill 108 - Development Charges.

MOTION C081419-11: *Moved by Deputy Mayor Dunlop and seconded by Councillor Taylor that the following correspondence be received as information:*

- (a) Severn Sound Environmental Association with respect to 2019 2<sup>nd</sup> Quarter Report/Update;*
- (b) Lake St. George Community Centre with respect to Financial Statements to June 30, 2019; and*
- (c) Watson & Associates, 07/25/19, with respect to Bill 108 – Development Charges Act.*

*CARRIED*

**CORRESPONDENCE (for direction)**

Councillor Valiquette-Thompson with respect to the Intersection of Muskoka Street & Highway No. 169.

MOTION C081419-12: *Moved by Deputy Mayor Dunlop and seconded by Councillor Taylor that an update with respect to improvements at the intersection of Highway 169 and Muskoka Street be received;  
AND FURTHER THAT the Chief Administrative Officer be directed to arrange a meeting with the Mayor, Deputy Mayor, Councillor Valiquette-Thompson and the County of Simcoe with respect to this matter to report back to Council on a solution for the future.*

**CARRIED**

Deputy Mayor Dunlop with respect to Graffiti on Sidewalks.

MOTION C081419-13: *Moved by Deputy Mayor Dunlop and seconded by Councillor Stevens that discussion with respect to graffiti on Coldwater Road sidewalks be received;  
AND FURTHER THAT all applicants be required to obtain permission from the Township of Severn for placement of any graffiti or items on sidewalks;  
AND FURTHER THAT this matter be referred to staff for a report on a policy for further consideration.*

**CARRIED**

Kevin Cruise, 07/14/19, with respect to Swift Rapids Road Maintenance.

MOTION C081419-15: *Moved by Councillor Cox and seconded by Councillor Valiquette-Thompson that a letter from Kevin Cruise, dated July 14, 2019, with respect to Swift Rapids Road be received;  
AND FURTHER THAT the request for ongoing support be denied as this is a private access roadway;  
AND FURTHER THAT Mr. Cruise be provided information with respect to Pitch-In week for assistance.*

**CARRIED**

August 14, 2019

Attorney General, 07/12/19, with respect to Consultations on Liability Insurance.

MOTION C081419-16: *Moved by Councillor Betsworth and seconded by Deputy Clerk Dunlop that a letter from the Attorney General, dated July 12, 2019, with respect to Joint & Several Liability Insurance Costs be referred to staff for a report.*

*CARRIED*

Simcoe County Greenbelt Coalition with respect to Improving Resilience to Flooding.

MOTION C081419-17: *Moved by Deputy Mayor Dunlop and seconded by Councillor Taylor that a letter to the Ministry of Natural Resources, dated June 27, 2019, from the Canadian Environmental Law Association with respect to improving the Province's Resilience to flooding be endorsed.*

*CARRIED*

County of Huron, 06/19/19, with respect to Combined OGRA/ROMA Conference.

MOTION C081419-18: *Moved by Councillor Betsworth and seconded by Deputy Mayor Dunlop that a resolution of the County of Huron, dated June 19, 2019, with respect to combining the OGRA/ROMA Conferences be endorsed.*

*CARRIED*

Michael Koza, 06/25/19, with respect to a Fire Call - Hawk Ridge Crescent.

MOTION C081419-19: *Moved by Councillor Cox and seconded by Councillor Stevens that a letter from Michael Koza, dated June 25, 2019, with respect to a brush fire on Hurlwood Lane be received;  
AND FURTHER THAT the request for a waiver of fees be denied.*

*CARRIED*

Ain Whitehead, 07/18/19, with respect to the Release of 1 Foot Reserve - Russell Drive.

August 14, 2019

MOTION C081419-20: *Moved by Councillor Taylor and seconded by Councillor Betsworth that a request of Ain Whitehead LLP, dated July 18, 2019, for the Township to accept and release a 1 foot reserve on Russell Drive be received; AND FURTHER THAT the Township approve the acceptance of this parcel of land provided that all costs are borne by the applicant.*

*CARRIED*

Terry Harris with respect to Payments with \$100 Bills.

MOTION C081419-21: *Moved by Deputy Mayor Dunlop and seconded by Councillor Betsworth that a request of Terry Harris, dated July 2, 2019, for acceptance of \$100 bills for payments be received; AND FURTHER THAT Policy No. 35-12 be and it is hereby rescinded.*

*CARRIED*

Murray & Steve Lovering, 06/28/19, with respect to Access to Property - Upper Big Chute Road / Lovering Line.

MOTION C081419-22: *Moved by Councillor Cox and seconded by Councillor Stevens that a letter from Murray & Steve Lovering, dated June 28, 2019, for assistance with access over CPR Lands in the vicinity of Upper Big Chute Road be referred to CP Rail for assistance.*

*CARRIED*

CN Rail, 06/28/19, with respect to Rail Safety Week - September 23-29, 2019.

MOTION C081419-23: *Moved by Deputy Mayor Cox and seconded by Councillor Betsworth that as requested in a letter from CN, dated June 28, 2019, the week of September 23-29, 2019 be proclaimed "Rail Safety Week" in the Township of Severn, without advertising.*

*CARRIED*



August 14, 2019

Marty Carriero, 07/15/19, with respect to Dumping of Brush - Amigo Drive.

MOTION C081419-14: *Moved by Councillor Stevens and seconded by Councillor Cox that a letter from Marty Carriero, dated July 15, 2019, with respect to activity on Amigo Drive be referred to staff for continued action.*

*CARRIED*

Ministry of Municipal Affairs, 07/22/19, with respect to Provincial Policy Statement Review - Draft Policies.

MOTION C081419-24: *Moved by Councillor Taylor and seconded by Councillor Betsworth that a letter from the Ministry of Municipal Affairs, dated July 22, 2019, with respect to consultation on a Provincial Policy Statement Review be referred to staff for a report.*

*CARRIED*

Lee Genno, 07/25/19, with respect to Dock Installation - Canal Road.

MOTION C081419-25: *Moved by Councillor Valiquette-Thompson and seconded by Councillor Cox that a letter from Lee Genno, dated July 25, 2019, with respect to approval for placement of a dock within 1 metre (3 feet) of the Township's unopened road allowance (Canal Road) be received;  
AND FURTHER THAT Mr. Genno be advised that due to the Township's ownership of the adjacent unopened road allowance, the Township has initial concerns with the extent of the relief requested;  
AND FURTHER THAT a setback of less than the required 4.5 metres (15 feet) would require consideration of approval by the Township of Severn Committee of Adjustment, following any necessary approvals by the Parks Canada – Trent Severn Waterway.*

*WITHDRAWN*

MOTION C081419-26: *Moved by Councillor Stevens and seconded by Deputy Mayor Dunlop that a letter from Lee Genno, dated July 25, 2019, with respect to approval for a dock on Canal Road be received;*

August 14, 2019

*AND FURTHER THAT Mr. Genno be requested to meet with Township staff to review the proposed plan and an alternative location for this dock.*

*CARRIED*

Friends of the Washago Water Tower, 07/27/19, with respect to Signage & Solar Lighting.

*MOTION C081419-27:* *Moved by Councillor Cox and seconded by Councillor Valiquette-Thompson that a letter from Friends of the Washago Water Tower, dated July 27, 2019, with respect to lighting and signage be received as information.*

*CARRIED*

Severn Sound Environmental Association with respect to Open House - August 23, 2019.

*MOTION C081419-28:* *Moved by Deputy Mayor Dunlop and seconded by Councillor Taylor that members of Council be authorized to attend the Severn Sound Environmental Association Open House to be held August 23, 2019, with expenses.*

*CARRIED*

Discussion with respect to Future Dates

- (a) Road Tour
- (b) Public Information Meeting / Open House with respect to Short Term Rental Accommodations - Draft By-laws

*MOTION C081419-29:* *Moved by Councillor Betsworth and seconded by Councillor Taylor that discussions with respect to a Road Tour be received;*  
*AND FURTHER THAT a road tour be scheduled for September 23, 2019 at 8:00 a.m.*

*CARRIED*

August 14, 2019

MOTION C081419-30: *Moved by Councillor Stevens and seconded by Councillor Cox that discussion with respect to a Draft Licensing By-law for Short Term Rental Accommodations be deferred to staff for a report.*

*CARRIED*

James McCulloch, 07/29/19, with respect to Sharp Bus Lines - Coldwater Fairgrounds.

MOTION C081419-31: *Moved by Deputy Mayor Dunlop and seconded by Councillor Betsworth that a request of Sharp Bus Lines, dated July 29, 2019, with respect to use of the arena parking lot for parking be received;  
AND FURTHER THAT the request be denied due to winter snow removal and liability insurance concerns.*

*CARRIED*

Township of Tiny with respect to Council Charity Challenge - September 13, 2019.

MOTION C081419-32: *Moved by Councillor Taylor and seconded by Deputy Mayor Dunlop that an invitation to the Township of Tiny Charity Challenge to be held September 13, 2019 be received as information.*

*CARRIED*

## **ADOPTION OF COMMITTEE REPORTS**

Coldwater BIA – June 17, 2019 & July 22, 2019

Municipal Accessibility Committee – July 24, 2019

MOTION C081419-33: *Moved by Councillor Valiquette-Thompson and seconded by Councillor Cox that the following Reports from Committees be adopted:  
(a) Coldwater BIA – June 17, 2019 & July 22, 2019; and  
(b) Municipal Accessibility Committee – July 24, 2019.*

*CARRIED*

**MOTIONS**

MOTION C081419-34: *Moved by Councillor Stevens and seconded by Councillor Cox that staff be requested to report on Council Remuneration and Expenses.*

*CARRIED*

**INQUIRES FOR STAFF REPORTS**

- "NIL"

**GENERAL BY-LAWS**

Motion with respect to first and second reading of By-law No. 2019-57.

MOTION C081419-35: *Moved by Councillor Cox and seconded by Councillor Stevens that By-law No. 2019-57 be and it is hereby read a first and second time.*

*CARRIED*

By-law No. 2019-57, Being a By-law to Authorize the Execution of an Agreement with Heather & Glenn Longland for the Use of an Unopened Road Allowance to Provide Access to 2954 Moynes Road within the Township of Severn.

Motion with respect to a third reading and final passing of By-law No. 2019-57.

MOTION C081419-36: *Moved by Councillor Taylor and seconded by Deputy Mayor Dunlop that By-law No. 2019-57 be and it is hereby read a third time and finally passed.*

*CARRIED*

**Recess: 9:25 pm**  
**Returned: 9:30 pm**

**CONFIDENTIAL AGENDA**

Motion to close meeting to the public.

August 14, 2019

MOTION C081419-37: *Moved by Councillor Stevens and seconded by Councillor Cox that this meeting be and it is hereby now closed to the public pursuant to the Municipal Act, S.O. 2001, 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 C081419-38: *Moved by Deputy Mayor Dunlop and seconded by Councillor Betsworth that this meeting be and it is hereby now reopened to the public.*

CARRIED

### **Reports from Officials**

Confidential Planning Report No. P19-037 re Lauderdale Point Marina - 3500 Lauderdale Point Crescent

MOTION C081419-39: *Moved by Councillor Taylor and seconded by Councillor Betsworth that Confidential Planning Report No. P19-037, dated August 6, 2019, with respect to 3500 Lauderdale Point Crescent be received as information.*

CARRIED

### **Correspondence**

Russell, Christie LLP, 07/30/19, with respect to Road Occupancy By-law No. 2018-69.

MOTION C081419-40: *Moved by Deputy Mayor Dunlop and seconded by Councillor Betsworth that a letter from Russell, Christie LLP, dated July 30, 2019, with respect to Road Occupancy By-law No. 2018-69 be received;*

August 14, 2019

*AND FURTHER THAT staff be directed to negotiate with the applicants using Municipal Access Agreements.*

*CARRIED*

**CONFIRMING BY-LAW**

Motion with respect to first and second reading of By-law No. 2019-58.

MOTION C081419-41: *Moved by Councillor Betsworth and seconded by Councillor Taylor that By-law No. 2019-58 be and it is hereby read a first and second time.*

*CARRIED*

By-law No. 2019-58, Being a By-law to Adopt the Proceedings of a Council Meeting held on the 14th Day of August 2019 and to Authorize Their Execution

Motion with respect to third and final reading of By-law No. 2019-58.

MOTION C081419-42: *Moved by Deputy Mayor Dunlop and seconded by Councillor Betsworth that By-law No. 2019-58 be and it is hereby read a third time and finally passed.*

*CARRIED*

**ADJOURNMENT 9:50 p.m.**

Motion to adjourn.

MOTION C081419-43: *Moved by Councillor Taylor and seconded by Deputy Mayor Dunlop that this meeting be and it is hereby now adjourned.*

*CARRIED*

CORPORATION OF THE TOWNSHIP OF SEVERN

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK