

THE CORPORATION OF NORFOLK COUNTY

COUNCIL-IN-COMMITTEE

TUESDAY, APRIL 15, 2014

The following are the minutes of the Council-In-Committee held on Tuesday, April 15, 2014, at 4:00 pm in the Council Chambers, County Administration Building, 50 Colborne Street South, Simcoe.

MEMBERS PRESENT:

Councillor C.H. Luke, Chair
Mayor Dennis Travale
Councillor Peter Black
Councillor Betty Chanyi
Councillor Michael Columbus
Councillor Roger Geysens,
Councillor James Oliver
Councillor Harold Sonnenberg
Councillor John Wells

ALSO PRESENT:

Keith Robicheau, County Manager
Andrew Grozelle, Clerk/Manager of Council Services
Stephanie Godby, Deputy Clerk/Licensing Coordinator
Chris Baird, General Manager, Development & Cultural Services
Eric D'Hondt, General Manager, Public Works & Environmental Services
John Ford, General Manager, Financial Services/Treasurer
Kevin Lichach, General Manager, Community Services
Patti Moore, General Manager, Health & Social Services
Kandy Webb, General Manager, Employee and Business Services
Pamela Duesling, Manager, Community Planning
Mary Elder, Senior Planner
Frank Sams, Manager, Parks, Facilities & Recreation
Brent Wallace, Manager, Information Systems

1. DISCLOSURE OF A PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None were reported.

2. PRESENTATIONS, DEPUTATIONS & RELATED REPORTS

A) AWARDS/RECOGNITION

B) PRESENTATIONS

- i) LEES + Associates, F. J. Galloway & Nicholson Sheffield Architects Inc.
Parks, Facilities and Recreation Master Plan and Feasibility Study Council Focus Group
Re: Current and future perspectives of Parks and Recreation Services in Norfolk County

LEES + Associates, F. J. Galloway & Nicholson Sheffield Architects Inc., led the Parks, Facilities and Recreation Master Plan and Feasibility Study Council Focus Group, regarding the current and future perspectives of Parks and Recreation Services in Norfolk County.

Res. No. 1

Mover: Councillor Columbus

THAT the presentation of Mr. David Evans LEES + Associates, F. J. Galloway & Nicholson Sheffield Architects Inc., led the Parks, Facilities and Recreation Master Plan and Feasibility Study Council Focus Group, regarding the current and future perspectives of Parks and Recreation Services in Norfolk County, be received as information.

Carried.

- ii) Mr. David Evans, R.V. Anderson Associates Limited
Re: Award of Contract PW-E-14-41

Mr. David Evans, R.V. Anderson Associates Limited, appeared before Committee regarding Award of Contract PW-E-14-41.

Res. No. 2

Mover: Councillor Oliver

THAT the presentation of Mr. David Evans, R.V. Anderson Associates Limited, regarding Award of Contract PW-E-14-41, be received as information.

Carried.

- iii) Staff Report P.W. 14-26
Award of Contract PW-E-14-41 Simcoe Wastewater Treatment
Facility Electrical & Pump House Upgrades - BUDGET
AMENDMENT

Eric D'Hondt, General Manager of Public Works & Environmental Services, presented the report and answered questions of Committee.

Res. No. 3

Mover: Councillor Black

THAT Staff Report PW 14-26, Award of Contract PW-E-14-41, Simcoe WWTF Electrical and Pump House Upgrades, be received as information;

AND THAT a By-Law be prepared authorizing the Mayor and Clerk/Manager of Council Services to execute a contract with the firm of Finnbilt General Contracting Ltd. for contract PW-E-14-41 in the amount of \$ 3,430,226.00 (excluding taxes)

AND FURTHER THAT the approved 2014 Capital Budget for the Simcoe WWTF – Electrical, Pump House and Headworks Building Upgrades be amended from \$2,375,000 to \$3,860,000 with funding to be provided as outlined in the table 1.0 contained within Staff Report PW 14-26.

Carried.

C) DEPUTATIONS

- i) Ms. Virginia Lucas & Ms. Adele Haverkamp
Re: We Believe in Simcoe Day, May 10, 2014

Ms. Virginia Lucas & Ms. Adele Haverkamp, appeared before Committee regarding We Believe in Simcoe Day, May 10, 2014.

Res. No. 4

Mover: Councillor Sonnenberg

THAT the deputation of Ms. Virginia Lucas & Ms. Adele Haverkamp, regarding We Believe in Simcoe Day, May 10, 2014, be received as information.

Carried.

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Res. No. 5

Mover: Mayor Travale

THAT Norfolk County Council endorses Saturday May 10, 2014 as "We Believe in Simcoe Day";

AND THAT the cost of the Simcoe Recreation Centre rental for the May 10, 2014 Simcoe Day event of \$498.33, tax included, be funded from the Mayor and Council Budget;

AND FURTHER THAT the cost of rental for the Curling Club and Industrial Building, located at the Simcoe Fairgrounds, in an amount up to \$1000.00, tax included, be funded from the Mayor and Council Budget upon receipt of documentation of the expenditure;

AND FURTHER THAT the Ride Norfolk bus service be extended on from 12:30 p.m. to 6:30 p.m. on Saturday May 10, 2014 at a cost of \$210, tax included to be funded from the Mayor and Council Budget.

Carried.

- ii) Mr. Dieter Stuermer International Cartridge Products Inc.
Re: Tax Arrears Roll # 337 020 11500 0000

Mr. Dieter Stuermer International Cartridge Products Inc., appeared before Committee regarding Tax Arrears Roll # 337 020 11500 0000.

Res. No. 6

Mover: Councillor Wells

THAT the deputation of Mr. Dieter Stuermer International Cartridge Products Inc., regarding Tax Arrears Roll # 337 020 11500 0000, be received as information.

Carried.

Res. No. 7

Mover: Mayor Travale

THAT the issues raised by the deputation of Mr. Dieter Stuermer International Cartridge Products Inc., regarding Tax Arrears Roll # 337 020 11500 0000 be referred to the Treasurer and City Manager for a Confidential staff report.

Carried.

- iii) Mr. Jack Bradfield, W. Bradfield Monuments, Simcoe
Re: Reimbursement for legal services

Mr. Jack Bradfield, W. Bradfield Monuments, Simcoe, appeared before Committee regarding reimbursement for legal services.

Res. No. 8

Mover: Councillor Wells

THAT the deputation of Mr. Jack Bradfield, W. Bradfield Monuments, Simcoe, regarding reimbursement for legal services, be received as information.

Carried.

- iv) Mr. Philip Slaght, Wilsonville
Re: Property tax concerns in Norfolk County

Mr. Philip Slaght, Wilsonville, appeared before Committee regarding property tax concerns in Norfolk County.

Res. No. 9

Mover: Councillor Wells

THAT the deputation of Mr. Philip Slaght, Wilsonville, regarding property tax concerns in Norfolk County, be received as information.

AND THAT Planning staff be directed to investigate the issues raised by Mr. Slaght in his deputation and to provide further information to Council.

Carried.

- v) Mr. John Vallee, G. Douglas Vallee Limited
Re: New Comprehensive Zoning By-Law

Mr. John Vallee, G. Douglas Vallee Limited, appeared before Committee regarding the new Comprehensive Zoning By-Law.

Res. No. 10

Mover: Councillor Wells

THAT the deputation of Mr. John Vallee, G. Douglas Vallee Limited, regarding the new Comprehensive Zoning By-Law be received as information.

Carried.

- vi) Ms. Meika Matthews & Ms. Jan Overend
Re: Norfolk County Zoning By-Law

Ms. Meika Matthews and Ms. Jan Overend, appeared before Committee regarding the Norfolk County Zoning By-Law.

Res. No. 11

Mover: Councillor Columbus

THAT the deputation of Ms. Meika Matthews and Ms. Jan Overend, regarding the Norfolk County Zoning By-Law, be received as information.

Carried.

- vii) Randy Mawhiney
Re: Norfolk County Zoning By-Law

Randy Mawhiney appeared before Committee regarding the Norfolk County Zoning By-Law.

Res. No. 12

Mover: Councillor Oliver

THAT the deputation of Mr. Mawhiney regarding the Norfolk County Zoning By-Law, be received as information.

Carried.

- viii) Staff Report D.C.S. 14-42
Norfolk County Zoning By-Law - Staff Response to Council
Direction March 11, 2014

Chris Baird, General Manager of Development & Cultural Services, Pam Duesling, Manager, Community Planning and Mary Elder, Senior Planner, presented the report and answered questions of Committee.

Res. No. 13

Mover: Councillor Wells

THAT the areas identifies as the Marine Commercial River Drive (CMR) Zone be zoned as Marine Commercial Zone (CM);

AND FURTHER THAT the seven residential properties included in the Marine Commercial River Drive Zone (CMR) be recognized as legal non-conforming usages.

Carried.

Res. No. 14

Mover: Mayor Travale

THAT the current Zoning for the Hasting Drive area remain in place pending the results of further consultations and review and a staff report on the area.

Carried.

Res. No. 15

Mover: Councillor Black

THAT sub-section 4.5 (c) of the Comprehensive Zoning By-law amended through the addition of a comma to clarify the wording so it reads as follows:

- c) *Recreational vehicles*, trailers and *vehicles* that do not have a current licence, plate, shall be prohibited from parking continuously in any *required front yard* or *required exterior side yard*;

Carried

Res. No. 16

Mover: Councillor Wells

That staff be directed to hold further consultations respecting the Comprehensive Zoning By-law and report back at a future public meeting on the Comprehensive Zoning By-law.

Carried.

Res. No. 17

Mover: Councillor Black

THAT Staff Report D.C.S. 14-42, Norfolk County Zoning By-Law – Staff Response to Council Direction March 11, 2014, be received as information.

Carried.

3. FINANCIAL SERVICES DEPARTMENT

- A) Staff Report F.S. 14-14
Tax Sale Extension Agreements - Roll # 545.020.16000 &
401.016.16900 & 543.060.09900

John Ford, General Manager of Financial Services, presented the report and answered questions of Committee.

Res. No. 18

Mover: Councillor Columbus

THAT Staff Report F.S. 14-14 RE: Tax Sale Extension Agreements - Roll # 545.020.16000 & 401.016.16900 & 543.060.09900 be received as information;

AND THAT the proposed Tax Sale Extension Agreements between Norfolk County and the owners of the referenced properties, be approved;

AND FURTHER THAT By-laws authorizing execution of the Tax Sale Extension Agreements be presented to Council for approval.

Carried.

4. HEALTH & SOCIAL SERVICES DEPARTMENT

- A) Health & Social Services
- B) Consolidated Municipal Services Manager - (CMSM)
- C) Norview Lodge Committee of Management

5. PUBLIC WORKS & ENVIRONMENTAL SERVICES DEPARTMENT

- A) Staff Report P.W. 14-23
Award of Contract PW-R-14-45 Longitudinal Roadway Pavement
Markings

Eric D'Hondt, General Manager of Public Works & Environmental Services, presented the report and answered questions of Committee.

Res. No. 19

Mover: Councillor Oliver

THAT Staff Report P.W. 14-23, Award of Contract PW-R-14-45 Longitudinal Roadway Pavement Markings, be received as information;

AND THAT O'Brien Road Markings Ltd. be awarded the contract at a cost of \$ 0.153 per painted metre for solid white and solid yellow lines and \$0.135 per painted metre for broken yellow lines for total price of \$124,938 excluding H.S.T.

Carried.

B) Staff Report P.W. 14-24
Award of Contract PW-E-14-30 Hot Mix Asphalt Resurfacing -
BUDGET AMENDMENT

Eric D'Hondt, General Manager of Public Works & Environmental Services, presented the report and answered questions of Committee.

Res. No. 20

Mover: Councillor Chanyi

THAT Staff Report P.W. 14-24, Award of Contract PW-E-14-30 Hot Mix Asphalt Resurfacing, be received as information;

AND THAT a By-Law be prepared authorizing the Mayor and Clerk/Manager of Council Services to execute a contract with the firm of Dufferin Construction for Contract PW-E-14-30 in the tendered amount of \$ 2,459,934.00 (excluding applicable taxes) including provisional items for Queen Street and Forestry Farm Road;

AND FURTHER THAT the 2014 Capital Budget be amended as set-out in Staff Report P.W. 14-24 with funding for the projects as outlined in Table 1.0 in Staff Report P.W. 14-24.

Carried.

C) Staff Report P.W. 14-25
Award of Contract PW-E-14-37 Queensway West Sidewalk
Construction - BUDGET AMENDMENT

Eric D'Hondt, General Manager of Public Works & Environmental Services, presented the report and answered questions of Committee.

Res. No. 21

Mover: Councillor Black

THAT Staff Report P.W. 14-25, Award of Contract PW-E-14-37 Queensway West Sidewalk Construction, be received as information;

AND THAT a By-Law be prepared authorizing the Mayor and Clerk/Manager of Council Services to execute a contract with the firm of Sousa Concrete for Contract PW-E-14-37 in the tendered amount of \$ 123,804.00 (excluding applicable taxes) for the Queensway West Sidewalk Construction;

AND FURTHER THAT the budget be amended as set out in report PW 14-25 with funding for the Sidewalk Installation on Queensway West.

Carried.

6. COMMUNITY SERVICES DEPARTMENT

A) Staff Report C.S.D. 14-08
Don Shay Dog Park Updates- BUDGET AMENDMENT

Kevin Lichach, General Manager of Community Services, presented the report and answered questions of Committee

Res. No. 22

Mover: Councillor Chanyi

THAT Staff Report C.S.D. 14-08 Don Shay Dog Park Update be received as information;

AND THAT the 2014 Budget be amended to include the amount of \$7,200.00 to complete the dog park and allow the trial pilot project to commence.

Carried.

7. COUNTY MANAGER'S DEPARTMENT

A) 2014 Corporate Business Plans

Keith Robicheau, County Manager, indicated that due to time limitations it may be advisable to carry forward the item to a future meeting date

Res. No. 23

Mover: Mayor Travale

THAT the 2014 Corporate Business Plans, be forwarded to a future meeting date.

Carried.

8. DEVELOPMENT & CULTURAL SERVICES

9. EMPLOYEE AND BUSINESS SERVICES DEPARTMENT

A) Staff Report E.B.S. 14-13
Acquisition of a Staff Scheduling System

Brent Wallace, Manger of Information Systems, presented the report and answered questions of Committee.

Res. No. 24

Mover: Mayor Travale

THAT Staff Report E.B.S. 14-13, Acquisition of a Staff Scheduling System, be received as information;

AND THAT Council exempt staff from the quotation and tendering procedures for goods and services as outlined in Norfolk County Policy EBS-02, section 4 for the staff scheduling system;

AND FURTHER THAT staff be authorized to acquire the JBS Staff Scheduling system.

Carried.

10. COMMUNICATIONS

- A) Ms. Shelley Mae Barron and Mr. Donald Barron, Royal Canadian Legion Branch 158, Port Dover
Re: Royal Canadian Legion Branch 158, Liquor License
Extension for Thursday, June 12, Friday 13 and Saturday, July 12, 2014

Res. No. 25

Mover: Councillor Wells

THAT Norfolk County has no objection to the Royal Canadian Legion Branch 158, Port Dover, applying for an extension to their liquor license for Thursday, June 12, Friday June 13 and Saturday, July 12, 2014, subject to the approval of the Health, Fire and Building Departments and O.P.P.

Carried.

11. OTHER BUSINESS

- A) Request to waive fees for the Lighthouse Festival Theatre, Port Dover

Res. No. 26

Mover: Mayor Travale

THAT the communication from Mr. Derek Ritschel, Lighthouse Festival Theatre, requesting to waive fees at the Port Dover Community Centre for the periods of May 3 to May 19, May 31 to June 16, June 21 to July 7, July 12 to July 28 and August 9 to August 25, 2014, be received as information;

AND THAT Council charge \$ 3870, tax included, being 1/2 of the rental rate, to the Lighthouse Festival Theatre for the use of the meeting room at the Port Dover Community Centre for the periods of May 3 to May 19, May 31 to June 16, June 21 to July 7, July 12 to July 28 and August 9 to August 25, 2014;

AND FURTHER THAT the balance of the rental fee of \$ 3870, for the Lighthouse Festival Theatre's use of the meeting room at the Port Dover Community Centre, be funded from the Grants to Others Budget of Council.

Carried.

12. CLOSED SESSION

- A) Personal matter(s) about identifiable individual(s) including municipal employees or local board/proposed or pending acquisition or disposition of land by the municipality or local board

Res. No. 27

Mover: Councillor Wells

THAT pursuant to Section 239(2) and (3.1) of the Municipal Act, 200, S.O. 2001 C.25, as amended, Council-In-Committee convenes at 10:10 p.m. in a meeting, closed to the public to discuss personal matter(s) about identifiable individual(s) including municipal employees or local board/proposed or pending acquisition or disposition of land by the municipality or local board

Carried.

Res. No. 28

Mover: Councillor Wells

THAT Council-In-Committee does now adjourn at 10:25 p.m. this closed meeting and reconvene in Open Session.

Carried.

Res. No. 29

Mover: Councillor Sonnenberg

THAT Staff Report D.C.S. 14-41, Waterford Heritage & Agricultural Museum Advisory Committee Appointment, be received as information;

AND THAT Suzan Yates be appointed to the Waterford Heritage & Agricultural Museum Advisory Committee to conclude November 30, 2015;

AND FURTHER THAT Monty Wiegand be appointed to the Waterford Heritage & Agricultural Museum Advisory Committee to conclude November 30, 2014.

Carried.

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Res. No. 30

Mover: Councillor Wells

THAT Staff Report C.S.D. 14-07, Appointment of the Norfolk County Trails Advisory Committee - Lynn Valley Trail Representative, be received as information;

AND THAT the recommended individual be appointed to the Norfolk County Trails Advisory Committee, until November 30, 2015;

AND FURTHER THAT the necessary By-Laws for the approval of the appointment of the said member be presented to Council for adoption.

Carried.

Res. No. 31

Mover: Councillor Wells

THAT Norfolk County Council authorize the Mayor and the Clerk/Manager of Council Services to execute a Trust Agreement with the Port Dover Lions Club, subject to final review and approval by the County Solicitor and receive an executed Lease Agreement between the Port Dover Lions Club and the Port Dover St. George Street Community Health Centre Inc. that is acceptable to the Norfolk County Solicitor.

Carried.

13. ADJOURNMENT

10:30 p.m.

Chairman

Clerk/Manager of Council
Services