



**REPORT OF THE
CORPORATE AFFAIRS
Minutes No. COR-02-17**

Minutes of the Corporate Affairs Committee held on 7th day of February, 2017, at 2:18 p.m., in the Council Chambers Halton Hills Civic Centre.

Members Present: Mayor R. Bonnette, Councillors M. Albano (Chair); J. Fogal, D. Kentner, A. Lawlor, B. Lewis

Regrets: Councillor C. Somerville

Staff Present: A.B. Marshall, Chief Administrative Officer; E. DeSousa, Commissioner of Finance and Town Treasurer; C. Mills, Commissioner of Planning & Infrastructure; W. Harris, Commissioner of Recreation and Parks; J. Diamanti, Commissioner of Community Services; J. Linhardt, Executive Director of Planning and Chief Planning Official; S. Jones, Clerk and Director of Legislative Services; S. Josipovic, Chief Building Official; R. Cockfield, Senior Policy & Intergovernmental Affairs Advisor; S. Burke, Manager of Planning Policy; M. Colquhoun, Manager of Information Services; S. Gourlay, Manager of Purchasing; M. Booton, Supervisor of Enforcement; M. Leighton, Manager of Accounting; A. Lee, Senior Financial Accountant; S. Collie, Purchasing Analyst; D. Penrice, Economic Development Officer; R. Brown, Committee Clerk

Others Present: Councillors T. Brown, B. Inglis

1. **A. CALL TO ORDER**
- B. Motion to move into Closed Session to deal with items listed under No. 5 of this Agenda.**

(See Item No. 5 of these Minutes)
- C. Motion to reconvene into Open Session.**

(See Item No. 5 of these Minutes)

D. Motion to approve items pertaining to Closed Session.

(See Item No. 5 of these Minutes)

E. Addendum Agenda:

- Addition to Item No. 3 – Delegations – B. Art McConville, Representing Citizens against Newworld Detox Presentation regarding 6th Treatment Centre - 13604 Sixth Line.

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

None declared.

3. COMMITTEE DELEGATIONS/PRESENTATION

- A. Lois Ouellette of KPMG made a presentation to Committee regarding the 2016 Audit Planning Report.

(Refer to Item 4A of these Minutes)

L. Ouellette provided the Committee with an Overview of the Audit Approach as set out in the Audit Planning Report attached to Report No. FIN-2017-0003.

- B. Art McConville, Representing Citizens against Newworld Detox made a presentation to Committee regarding 6th Treatment Centre - 13604 Sixth Line

(Refer to Item 4G of these Minutes)

A. McConville stated that he represents a group of approximately 80 members that are concerned about the proposed Detox Centre at 13604 6th Line. Mr. McConville stated concerns about the lack of consultation regarding this change of use for the property and that the neighbourhood is not the place for such a facility.

Mr. McConville provided the committee with questions that the community group have regarding the proposed facility and the zoning within the area and requested that the facility be delayed from opening until a proper democratic consultation process has taken place.

(Presentation Notes on file in the Clerks Office)

4. REPORTS & MEMORANDUMS FROM OFFICIALS – NINE (9) ITEMS FOR RECOMMENDATION

- A. REPORT NO. FIN-2017-0003 dated January 17, 2017 regarding KPMG 2016 Audit Planning Report. **(Recommendation No. COR-2017-0009)**

THAT Report No. FIN-2017-0003 dated January 17, 2017 regarding KPMG 2016 Audit Planning Report be received as information.

CARRIED

- B. REPORT NO. ADMIN-2017-0003 dated January 18, 2017 regarding Appointments to the Halton Hills Public Library Board. **(Recommendation No. COR-2017-0010)**

That Report No. ADMIN-2017-0003, dated January 18, 2017 regarding Appointments to the Halton Hills Public Library Board be received;

AND FURTHER THAT the appointments as listed in Confidential Appendix A (under separate cover) be endorsed.

CARRIED

- C. REPORT NO. ADMIN-2017-0004 dated January 19, 2017 regarding Roger Firsoff, Nurse Practitioner Rent Subsidy. **(Recommendation No. COR-2017-0011)**

THAT Report No. ADMIN-2013-0001 dated December 18, 2012, regarding Additional Rental Subsidy Support for the Nurse Practitioner (NP) Mr. Roger Firsoff be received;

AND FURTHER THAT the current agreement with Roger Firsoff (NP) be renewed for the period January 1, 2017 to January 31, 2020;

AND FURTHER that the annual Rent and Taxes, Maintenance and Insurance (TMI) subsidy shall be in the amount of \$5,975.28 (rent \$2,670.00, TMI \$3,305.28).

CARRIED

- D. REPORT NO. FIN-2017-0001 dated January 13, 2017 regarding Ministry of Municipal and Housing Financial Indicator Review (Based on 2015 Financial Information). **(Recommendation No. COR-2017-0012)**

THAT Report No. FIN-2017-0001 dated January 13, 2017 regarding the Ministry of Municipal Affairs and Housing 2015 Financial Indicator Review be received.

CARRIED

- E. REPORT NO. FIN-2017-0002 dated January 18, 2017 regarding Corporate Technology Strategic Plan Update. **(Recommendation No. COR-2017-0013)**

THAT Report No. FIN-2017-0002, dated January 18, 2017 regarding Corporate Technology Strategic Plan Update be received for information.

CARRIED

- F. REPORT NO. FIN-2017-0004 dated January 24, 2017 regarding Award of Proposal for Office Supplies. **(Recommendation No. COR-2017-0014)**

THAT Report No. FIN-2017-0004 dated January 24, 2017 for Award of Proposal for Office Supplies P-16-14 be received;

AND FURTHER THAT Corporate Express Canada Inc., Operating as Staples Business Advantage, 550 Pendant Drive, Mississauga, ON, L5T 2W6 be awarded proposal P-16-14 for an upset limit of \$350,000 plus HST, for the first three year term and subsequent renewals of two (2), one (1) year options, if exercised;

AND FURTHER THAT Council authorize the Manager of Purchasing to issue a purchase order to Corporate Express Canada Inc., Operating as Staples Business Advantage for the three year contract in the upset limit of \$350,000 plus HST as well as annual renewals of two (2) additional one-year terms as required through the budget process, subject to price negotiations and service.

CARRIED

- G. REPORT NO. P&I-2017-0028 dated January 31, 2017 regarding Sixth Line Treatment Centre - 13604 Sixth Line. **(Recommendation No. COR-2017-0015)**

THAT Report No. P&I-2017-0028, dated January 30, 2017, regarding Sixth Line Treatment – 13604 Sixth Line, be received.

CARRIED

- H. REPORT NO. FIN-2017-0005 dated January 27, 2017 regarding 2017 Halton Court Services Business Plan and Budget. **(Recommendation No. COR-2017-0016)**

THAT Report No. FIN-2017-0005 dated January 27, 2017 regarding Halton Court Services 2017 Business Plan and Budget be received;

AND FURTHER THAT the Halton Court Services 2017 Business Plan and Budget as attached as Appendix A to this report be approved.

CARRIED

- I. MEMORANDUM NO. MEM-FIN-2017-0001 dated January 6, 2017 regarding Status Update of Electronic Tendering and Bid Evaluation Software. (**Recommendation No. COR-2017-0017**)

THAT MEMORANDUM NO. MEM-FIN-2017-0001 dated January 6, 2017 regarding Status Update of Electronic Tendering and Bid Evaluation Software be received for information.

CARRIED

5. CLOSED SESSION

Recommendation No. COR-2017-0018

THAT the Corporate Affairs Committee hereby convene into Closed Session for the following purposes:

- A. REPORT NO. ADMIN-2017-0005 dated January 24, 2017 regarding personal matters about identifiable individuals, including municipal or local board employees. (Halton Hills Community Energy Board Appointments)
- B. REPORT NO. P&I-2017-0029 dated January 31, 2017 regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Committee moved into Closed Session at 2:19 p.m.

5. RECONVENE INTO OPEN SESSION

Recommendation No. COR-2017-0019

THAT the Corporate Affairs Committee hereby reconvene into Open Session.

CARRIED

Committee reconvened into Open Session at 3:07 p.m.

CONFIDENTIAL REPORTS & MEMORANDUMS FROM OFFICIALS – TWO (2) ITEMS FOR RECOMMENDATION

- 5A. REPORT NO. ADMIN-2017-0005 dated January 24, 2017 regarding personal matters about identifiable individuals, including municipal or local board employees. (Halton Hills Community Energy Board Appointments) **(Recommendation No. COR-2017-0020)**

THAT Report No. ADMIN-2017-0005 dated January 24, 2017 regarding personal matters about identifiable individuals, including municipal or local board employees (Halton Hills Community Energy Board Appointments) be received;

AND FURTHER THAT Town of Halton Hills staff and staff of Halton Hills Community Energy Corporation carry out Committees direction on this matter as set out in the confidential minutes.

CARRIED

- 5B. REPORT NO. P&I-2017-0029 dated January 31, 2017 regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose. **(Recommendation No. COR-2017-0021)**

THAT Report No. P&I-2017-0029 dated January 31, 2017 regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose be received;

AND FURTHER THAT Staff carry out Committees direction on this matter as set out in the confidential minutes.

CARRIED

6. ADJOURNMENT

The meeting adjourned at 4:24 p.m.

Rick Bonnette

MAYOR

Suzanne Jones

CLERK