



**REPORT OF THE
CORPORATE AFFAIRS
Minutes No. COR-05-17**

Minutes of the Corporate Affairs Committee held on 25th day of April, 2017, at 3:00 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; A. Fuller, Manager of Communication; J. Linhardt, Executive Director of Planning and Chief Planning Official; Officer; M. Leighton, Manager of Accounting; A. Lee, Senior Financial Accountant; W. O'Donnell, Manager of Finance; S. Gourlay, Manager of Purchasing; M. Colquhoun, Manager of Information Services; A. Farr, Manager of Development Review; G. Cannon, Director of Library Services; S. Silver, Project Manager- SPIRIT; D. Penrice, Economic Development Officer; D. Szybalski, Economic Development and Policy Advisor; R. de Silva, Policy Planner; S. Jones, Clerk and Director of Legislative Services; R. Brown, Committee Clerk

1. CALL TO ORDER

Councillor M. Albano (Chair) called the meeting to order.

2. DISCLOSURE OF PECUNIARY INTEREST/CONFLICT OF INTEREST

None were declared.

3. COMMITTEE DELEGATIONS/PRESENTATIONS

NIL

4. REPORTS & MEMORANDUMS FROM OFFICIALS – EIGHT (8) ITEMS FOR RECOMMENDATION

D. Szybalski provided the committee with an overview of the 2017-2018 Economic Development Workplan. He highlighted the nine goals of the plan and the explained how the Economic Development Office plans to achieve these goals.

- A. REPORT NO. ADMIN-2017-0014 dated March 20, 2017 regarding Economic Development Workplan (2017-2018). **(Recommendation No. COR-2017-0034)**

THAT Report No. ADMIN-2017-0014, dated March 20, 2017, regarding the Economic Development Workplan, be received.

CARRIED

- B. REPORT NO. FIN-2017-0011 dated March 21, 2017 regarding Remuneration & Expenses Paid to Members of Council and Others During the Year 2016. **(Recommendation No. COR-2017-0035)**

THAT Report No. FIN-2017-0011 dated March 21, 2017 regarding Remuneration and Expenses paid to Members of Council and Others, during the year 2016, be received;

AND FURTHER THAT the attached Treasurer's statement on the remuneration and expenses paid to Members of Council, Local Boards and Committees in 2016 be received for information.

CARRIED

- C. REPORT NO. FIN-2017-0012 dated March 23, 2017 regarding 2017 Final Property Tax Rates. **(Recommendation No. COR-2017-0036)**

THAT Report No. FIN-2017-0012 dated March 23, 2017, regarding the 2017 Final Property Tax Rates, be received;

AND FURTHER THAT a By-law be enacted authorizing Council to provide for Final Property Tax Rates for the 2017 taxation year;

AND FURTHER THAT installment due dates for the Final Property Tax Rate be set as June 28, 2017 and September 27, 2017;

AND FURTHER THAT installment due dates for those on the Monthly Pre-Authorized Tax Payment Plan for 2017 be set as June 28, July 27, August 29, September 27, October 27, 2017 and for 2018 be set as January 29, February 26, March 28, April 26 and May 29, 2018;

AND FURTHER THAT the payment of property taxes for (portions of) properties classed as farmland (FT) shall be due in full on September 27, 2017.

CARRIED

- D. REPORT NO. FIN-2017-0013 dated April 6, 2017 regarding Halton Hills Reserves, Reserve Funds, Deferred Revenue and Trust Funds as at December 31, 2016. **(Recommendation No. COR-2017-0037)**

THAT Report No. FIN-2017-0013 dated April 6, 2017 regarding Reserves, Reserve Funds, Deferred Revenue and Trust Funds as at December 31, 2016 be received;

AND FURTHER THAT Council approves an interim loan of \$156,000 from the Special Infrastructure Levy Reserve (SILR) to the Library Services DC.

CARRIED

- E. REPORT NO. FIN-2017-0014 dated April 5, 2017 regarding End-User Computing Equipment and Services Contract with Dell Canada. **(Recommendation No. COR-2017-0038)**

THAT Report No. FIN-2017-0014, dated April 5, 2017, regarding End-User Computing Equipment and Services Contract with Dell be received;

AND FURTHER THAT Dell Canada, 155 Gordon Baker Rd., Suite 501, North York, Ontario be awarded the Computing Equipment and Services Contract in the upset amount of \$500,000 plus applicable taxes for five (5) years;

AND FURTHER THAT the Mayor and Clerk be authorized to execute the End-User Computing Equipment and Services Contract for \$500,000 plus applicable taxes total for five (5) years.

CARRIED

- F. REPORT NO. FIN-2017-0015 dated April 5, 2017 regarding Telephone Megalink – Award of Single Source Contract and Award of Proposal for High Speed Wide Area Network Telecommunications and Internet Services. **(Recommendation No. COR-2017-0039)**

THAT Report No. FIN-2017-0015, dated April 5, 2017, regarding Telephone Megalink Services Award of Single Source Contract, be received;

AND FURTHER THAT Award of Proposal P-025-17 for High Speed Wide Area Network (WAN) Telecommunications and Internet Services be received;

AND FURTHER THAT Bell Canada be awarded the single source contract for Telephone Megalink Services for a total of \$80,000 over five (5) years;

AND FURTHER THAT the Mayor and Clerk be authorized to execute the Master Agreement and any ancillary documents with Bell Canada for Telephone Megalink Services for \$80,000 total for five (5) years;

AND FURTHER THAT Rogers Communications Canada Inc. be awarded the contract for High Speed Wide Area Network (WAN) Telecommunications and Internet Services for an upset limit of \$400,000 total for five (5) years;

AND FURTHER THAT the Mayor and Clerk be authorized to execute the Master Agreement and any ancillary documents with Rogers Communications Inc. for High Speed Wide Area Network (WAN) Telecommunications and Internet Services for \$400,000 total for five (5) years.

CARRIED

- G. REPORT NO. FIN-2017-0017 dated April 6, 2017 regarding Award of Electronic Tendering and Bid Evaluation Software. **(Recommendation No. COR-2017-0040)**

THAT Report FIN-2017-0017 dated April 6, 2017 for Award of Electronic Tendering and Bid Evaluation Software, C2-02-17 be received;

AND FURTHER THAT eSolutions Group Limited, 651 Colby Drive, Waterloo, ON, N2V 1C2 be awarded proposal C2-02-17 at no cost to the Town of Halton Hills, for the first three year term and subsequent renewals to a maximum of eight (8) years if exercised;

AND FURTHER THAT Council authorizes the Mayor and Clerk to execute the necessary contract documents for this project.

CARRIED

- H. REPORT NO. P&I-2017-0052 dated April 5, 2017 regarding Planning, Development and Sustainability 5 year Fee Update: Award of Sole Source Contract. **(Recommendation No. COR-2017-0041)**

THAT Report PI-2017-0052, "Planning, Development and Sustainability 5 Year Fee Update: Award of Sole Source Contract" be received;

AND FURTHER THAT Watson and Associates Economists Ltd. Plaza Three, 101-2000 Argentia Rd., Mississauga ON L5N1V9 be retained to carry out this review with an upset limit of \$35000 plus HST and that Council approve funding from the Capital Replacement Reserve.

AND FURTHER THAT the Manager of Purchasing be authorized to issue a single source purchase order to Watson and Associates Economists Ltd. Plaza Three, 101-2000 Argentia Rd., Mississauga ON L5N1V9 to an upset limit of \$35000 plus HST.

CARRIED

5. CLOSED SESSION

Recommendation No. COR-2017-0042

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

- A. REPORT NO. ADMIN-2017-0021 dated April 10, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees. (HHCEC Board Appointments)
- B. VERBAL regarding personal matters about an identifiable individual, including municipal or local board employees. (Ontario Senior of the Year Nominations)

CARRIED

Committee moved into Closed Session at 3:52 p.m.

6. **RECONVENE INTO OPEN SESSION**

Recommendation No. COR-2017-0043

THAT the Corporate Affairs Committee hereby reconvene into Open Session.

CARRIED

Committee reconvened into Open Session at 4:06 p.m.

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

- A. REPORT NO. ADMIN-2017-0021 dated April 10, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees. (HHCEC Board Appointments) (**Recommendation No. COR-2017-0044**)

THAT Report No. ADMIN-2017-0021, dated April 10, 2017 regarding the Halton Hills Community Energy Corporation Board Appointments, be received;

AND FURTHER THAT the appointment of members to the Halton Hills Community Energy Corporation Board and its Affiliates be made in accordance with the Confidential Minutes of the Corporate Affairs Committee Meeting.

CARRIED

- B. VERBAL regarding personal matters about an identifiable individual, including municipal or local board employees. (Ontario Senior of the Year Nominations) (**Recommendation No. COR-2017-0044**)

THAT the Committee recommends the individual listed in the Confidential Corporate Affairs Minutes dated April 25, 2017 be nominated for the Ontario Senior of the Year Award for their service to the Halton Hills Community.

CARRIED

7. ADJOURNMENT

The meeting adjourned at 4:07 p.m.

Rick Bonnette

MAYOR

Suzanne Jones

CLERK