



**REPORT OF THE
CORPORATE AFFAIRS COMMITTEE
Minutes No. COR-07-17**

Minutes of the Corporate Affairs Committee meeting held on July 4, 2017, at 1:30 p.m., in the Council Chambers Halton Hills Civic Centre.

Members Present: Mayor R. Bonnette (arrived at 1:45 pm), Councillors M. Albano (Chair), J. Fogal, A. Lawlor, B. Lewis, C. Somerville

Regrets: Councillor D. Kentner (Vice Chair)

Staff Present: A.B. Marshall, Chief Administrative Officer; J. Diamanti, Commissioner of Corporate Services; C. Mills, Commissioner of Transportation & Public Works; J. Linhardt, Commissioner of Planning and Sustainability; S. Hamilton, Manager of Facilities; H. Olivieri, Deputy Chief; L. Lancaster, Manager of Human Resources; S. Jones, Clerk and Director of Legislative Services; C. Fulton, HR Partner; T. Buonpensiero, Senior Policy Planner; V. Petryniak, Business Licensing; S. Collie, Purchasing Analyst; A. Fuller, Manager of Communications; S. Silver, Project Manager for SPIRIT; D. Penrice, Economic Development Officer; S. Burke, Manager of Planning Policy; B. Marshall, Assistant Deputy Chief; C. Chutko, Administrative Coordinator; R. Brown, Committee Clerk

Others Present: Councillor T. Brown

1. CALL TO ORDER

Chair M. Albano called the meeting to order.

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

NIL

3. COMMITTEE DELEGATIONS/PRESENTATION

- A. L. Lancaster, Manager of Human Resources Presentation to Committee regarding Human Resources Corporate Strategic Plan Update.

(PowerPoint on file in the Clerks Office)

(Refer to Item No. 4A of these Minutes, Report No. COMMSERV-2017-0006)

L. Lancaster provided the Committee with an update of the work accomplished with regard to the Human Resources Corporate Strategic Plan and the current and future work plan.

<h3>4. REPORTS & MEMORANDUMS FROM OFFICIALS – FIVE (5) ITEMS FOR RECOMMENDATION</h3>
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- A. CORPORATE SERVICES, REPORT NO. COMMSERV-2017-0006 dated June 16, 2017 regarding Human Resources Corporate Strategic Plan Update. **(RECOMMENDATION NO. COR-2017-0056)**

THAT Report No. COMMSERV-2017-0006, dated June 16, 2017, regarding the Human Resources Corporate Strategic Plan Update be received for information.

CARRIED

- B. CORPORATE SERVICES, REPORT NO. FIN-2017-0025 dated June 20, 2017 regarding Award of Tender 17-148 for Fire Uniforms. **(RECOMMENDATION NO. COR-2017-0057)**

THAT Report No. FIN-2017-0025 Award of Tender 17-148 for Fire Uniforms, dated June 20, 2017, be received;

AND FURTHER THAT Martin & Levesque Inc., 420, 3E Avenue, Levis, Quebec, G6W 5M6, be awarded tender 17-148 at an upset limit of \$87,500 including HST for the first eighteen months as well as an additional three (3), one (1) year options to renew if exercised;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to Martin & Levesque Inc., 420, 3E Avenue, Levis, Quebec, G6W 6M6 for Fire uniforms for the eighteen month period and subsequent renewals if exercised.

CARRIED

- C. PLANNING & SUSTAINABILITY, REPORT NO. P&I-2017-0078 dated June 9, 2017 regarding A Proposed Approach to Expand Applicability of some of the Town of Halton Hills Community Improvement Plan Programs. **(RECOMMENDATION NO. COR-2017-0058)**

THAT Report No. P&I-2017-0078, dated June 9, 2017, with respect to A Proposed Approach to Expand Applicability of some of the Town of Halton Hills Community Improvement Plan Programs, be received;

AND FURTHER THAT staff be authorized to prepare a draft amendment to the Community Improvement Plan which would introduce criteria allowing staff flexibility to consider the eligibility of commercial, mixed-use and institutional properties for façade improvement grants, building improvement loans and residential or retail conversion or rehabilitation grants on properties outside of the delineated CIP sub-areas;

AND FURTHER THAT staff be authorized to hold a statutory public meeting in the fall of 2017 to obtain public comments on a draft amendment to the Town of Halton Hills Community Improvement Plan.

CARRIED

- D. OFFICE OF THE CAO, REPORT NO. ADMIN-2017-0025 dated June 16, 2017 regarding Shared Economy Businesses. **(RECOMMENDATION NO. COR-2017-0059)**

THAT Report No. ADMIN-2017-0025 dated June 16, 2017 regarding Shared Economy Businesses be received for information.

CARRIED

- E. CORPORATE SERVICES, REPORT NO. COMMSERV-2017-0009 dated June 22, 2017 regarding Corporate Advertising Policy 2017-0002 (REVISED). **(RECOMMENDATION NO. COR-2017-0060)**

THAT Report No. COMMSERV-2017-0009 amended on June 22, 2017 regarding the “Corporate Advertising Policy 2017-0002 (REVISED)” be received;

AND FURTHER THAT the Corporate Affairs Committee recommend to Council the approval of the “Corporate Advertising Policy 2017-0002” attached as appendix A.

CARRIED

5. CLOSED SESSION

Recommendation No. COR-2017-0061

THAT Committee waive the rules and add a Closed Session to the Corporate Affairs Agenda dated July 4, 2017.

CARRIED

Recommendation No. COR-2017-0062

THAT Committee convene into Closed Session for the following reason:

- A. Confidential Verbal Update by A.B. Marshall, CAO regarding personal matters about an identifiable individual, including municipal or local board employees.

CARRIED

6. RECONVENE INTO OPEN SESSION

Recommendation No. COR-2017-0063

THAT the Committee reconvene into Open Session.

CARRIED

CONFIDENTIAL REPORTS & MEMORANDUMS FROM OFFICIALS – ONE (1) ITEM FOR RECOMMENDATION
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- A. Confidential Verbal Update by A.B. Marshall, CAO regarding personal matters about an identifiable individual, including municipal or local board employees. **(Recommendation No. COR-2017-0064)**

THAT the Confidential Verbal Update by A.B. Marshall, CAO regarding personal matters about an identifiable individual, including municipal or local board employees. be received for information.

CARRIED

7. ADJOURNMENT

The meeting adjourned at 3:07 p.m.

_____MAYOR
Rick Bonnette

_____CLERK
Suzanne Jones