



\* Denotes Change From Council Agenda

## MINUTES

### COUNCIL MEETING

**MONDAY, NOVEMBER 6, 2017**

The Town of Halton Hills Council met this 6<sup>th</sup> day of November, 2017, in the Council Chambers, Halton Hills Civic Centre, commencing at 4:30 p.m., with Mayor R. Bonnette in the Chair, and continued in Council Chambers at 6:30 p.m.

**MEMBERS PRESENT:** Councillors M. Albano, T. Brown, J. Fogal, J. Hurst, B. Inglis, M. Johnson (Acting Mayor), D. Kentner, A. Lawlor, B. Lewis, C. Somerville

**REGRETS:** Mayor R. Bonnette

**STAFF PRESENT:** (Open Session) A. B. Marshall, Chief Administrative Officer; Jane Diamanti, Commissioner of Corporate Services; W. Harris, Commissioner of Recreation and Parks; C. Mills, Commissioner of Transportation and Public Works; J. Linhardt, Commissioner of Planning and Sustainability; B. Morrison, Deputy Fire Chief; M. Leighton; Manager of Accounting and Treasurer; S. Jones, Clerk and Director of Legislative Services; L. Lancaster, Manager of Human Resources; G. Cannon, Chief Librarian; A. Farr, Manager of Development Review; S. Burke, Manager of Planning Policy; W. O'Donnell, Deputy Treasurer and Manager of Revenue & Taxation; K. Okimi, Manager of Parks & Open Space; J. Jelsma, Manager of Development Engineering; D. Penrice, Economic Development Officer; M. Booton, Supervisor of Enforcement Services; D. Szybalski, Manager of Economic Development, Innovation and Culture; G. Clarke, Manger of Sustainability; V. Petryniak, Deputy Clerk

**STAFF PRESENT:** (Closed Session) A. B. Marshall, Chief Administrative Officer; Jane Diamanti, Commissioner of Corporate Services; W. Harris, Commissioner of Recreation and Parks; C. Mills, Commissioner of Transportation and Public Works; J. Linhardt, Commissioner of Planning and Sustainability; B. Morrison, Deputy Fire Chief; M. Leighton; Manager of Accounting and Treasurer; G. Cannon, Chief Librarian; W. O'Donnell, Deputy Treasurer and Manager of Revenue & Taxation; E. van Ravens, Tax Analyst; K. Okimi, Manager of Parks & Open Space; A. Farr, Manager of Development Review; S. Jones, Clerk and Director of Legislative Services

**1. OPENING OF THE COUNCIL MEETING**

Acting Mayor M. Johnson called the meeting to order at 4:30 p.m. in the Council Chambers.

**2. CLOSED SESSION/CONFIDENTIAL REPORTS AND MEMORANDUMS FROM OFFICIALS**

Resolution No. 2017-0193

Moved by: Councillor D. Kentner  
Seconded by: Councillor C. Somerville

THAT the Council of the Town of Halton Hills meet in closed session in order to address the following matters:

- A. CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0018 dated October 16, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees. (Annualized Tax Adjustments)
- B. PLANNING & SUSTAINABILITY, REPORT NO. PLS-2017-0030 dated October 30, 2017 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (Solicitors Advice – OMB Appeal)

CARRIED

Council convened into Closed Session at 4:33 p.m.

**3. RECESS AT THE CALL OF THE CHAIR**

Acting Mayor M. Johnson called for a recess at 5:20 p.m.

**4. RECONVENE INTO OPEN SESSION**

Resolution No. 2017-0194

Moved by: Councillor T. Brown  
Seconded by: Councillor B. Lewis

That the Council of the Town of Halton Hills reconvene this meeting in open session.

CARRIED

**5. A. NATIONAL ANTHEM**

**B. ADDENDUM AGENDA ITEMS**

Additions to Item No. 11.3– Municipal Officers Reports to be Considered by General Committee:

- Item No. 11.3J – OFFICE OF THE CAO, REPORT NO. ADMIN-2017-0032 dated October 16, 2017 regarding Community Improvement Plan (CIP): Implementation and Environmental Site Assessment Grant Program.

**6. ANNOUNCEMENTS**

**A. Commissioner Received Diploma in Public Administration**

Acting Mayor M. Johnson announced that Warren Harris, Commissioner of Recreation and Parks received his Diploma in Public Administration, with Distinction, at the Western University convocation this Fall. The Public Administration courses focus on local government history, policy and organizational behaviour as well as a major research paper. The Public Administration program is known to offer valuable experience and resources for senior management in the municipal sector. In addition to his Diploma, Warren has been a full member of the Ontario Association of Landscape Architects for over thirty years and received his certification as a Project Management Professional (PMP) in 2008. We congratulate Warren on his high rate of success in achieving his Diploma in Public Administration.

**7. EMERGENCY BUSINESS MATTERS**

NIL

**8. DISCLOSURES OF PECUNIARY INTEREST/CONFLICT OF INTEREST**

The Acting Mayor called upon Members of Council to declare any pecuniary interest they might have on the agenda this date.

Councillor J. Fogal declared a pecuniary/conflict of interest with respect to Item No. 2A (Confidential Report CORPSERV-2017-0018) of the Agenda as a family members owns property identified in the report. She did not partake in any discussions or voting on this matter and was not present for this matter.

Councillor J. Hurst declared a pecuniary/conflict of interest with respect to Item 11.3J (Report No. ADMIN-2017-0032) of the Agenda as he owns property within the Acton downtown area. He did not partake in any discussions or voting on this matter.

**9. COUNCIL DELEGATIONS/PRESENTATIONS**

NIL

**10. REPORTS AND RECOMMENDATIONS FORWARDED FROM THE PREVIOUS GENERAL COMMITTEE MEETING OF OCTOBER 16, 2017.**

NIL

**10.1 Resolution prepared to adopt the Minutes of the previous meeting of Council;**

Resolution No. 2017-0195

Moved by: Councillor T. Brown

Seconded by: Councillor D. Kentner

THAT the following minutes are hereby approved:

1. Minutes of the Council Meeting held on October 16, 2017.
2. Minutes of the Council Workshop (OMB Reform) held on October 16, 2017.
3. Minutes of the Public Meeting (2017-0006) held on October 16, 2017.
4. Confidential Minutes of the Council Meeting held on October 16, 2017.
5. Confidential Minutes of the Council Workshop held on October 16, 2017.

CARRIED

**11. GENERAL COMMITTEE**

Resolution No. 2017-0196

Moved by: Councillor A. Lawlor

Seconded by: Councillor B. Inglis

THAT Council do now convene into General Committee.

CARRIED

**Councillor M. Albano assumed the role of Presiding Officer.**

## 11.1 Public Meetings / Hearings

6:45 pm Public Meeting Addendum to the 2017 Development Charges Background Study and By-law Public Meeting.

(Refer to Item No. 11.3A of these Minutes, Report No. CORPSERV-2017-0021)

(Public Meeting Minutes attached as Appendix A to these Minutes)

7:00 pm Public Meeting 2018 Rates & Fees – Building Permit Fees

(Refer to Item No. 11.3B of these Minutes, Report No. CORPSERV-2017-0020)

(Public Meeting Minutes attached as Appendix B to these Minutes)

## 11.2 Delegations/Presentations regarding items in General Committee

- A. Warren Harris, Commissioner of Recreation & Parks Presentation to General Committee regarding Recreation and Parks Strategic Action Plan Update.

(Refer to Item No. 11.3C of these Minutes, Memorandum No. MEM-RP-2017-0007)

(PowerPoint on file in the Clerks Office)

W. Harris provided an update on the Recreation & Parks Strategic Plan, outlining the number of outcomes, major studies that have been launched, projects which have been identified in the 2018 work plan, key objectives and next steps. W. Harris concluded by noting that Appendix A of the report contains a full listing of the projects that have been completed, are pending and/or ongoing.

- B. Steve Burke, Manager of Planning Policy Presentation to General Committee regarding Coordinated Provincial Plan Review –Halton Area Planning Partnership Joint Submissions on the Provincial Natural Heritage System and Agricultural System Reviews.

(Refer to Item No. 11.3D of these Minutes, Report No. PLS-2017-0020)

(PowerPoint on file in the Clerks Office)

S. Burke provided highlights of the new Provincial Plans and noted the impacts on Georgetown, Acton, Premier Gateway lands, Green Plan areas, Agriculture/Protected countryside area, Niagara Escarpment area, Settlement Area expansions, and the proposed Natural Heritage System.

- C. Gabriel Clarke, Manager of Sustainability and Climate Change  
Presentation to General Committee regarding Ontario Municipal GHG  
Challenge Fund – Proposed Application.

(Refer to Item No. 11.3E of these Minutes Agenda, Report No. PLS-2017-0025)

(PowerPoint on file in the Clerks Office)

G. Clark outlined the Ontario Municipal Green House Gas Challenge Fund and grant opportunities, including an opportunity to receive grant dollars for a Carbon Neutral Town Hall and Telecommuting initiative.

### **11.3 Municipal Officers Reports and Memorandums Considered by General Committee**

\* Denotes Change From Municipal Officers Report Recommendation

- A. CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0021 dated October 24, 2017 regarding Addendum to the 2017 Development Charges Background Study and By-law Public Meeting.

Recommendation No. GC-2017-0066

THAT Report No. CORP-2017-0021 dated October 24, 2017, regarding the Public Meeting for the Addendum to the 2017 Development Charges Background Study and By-law be received;

AND FURTHER THAT public comments be referred to staff for a further report regarding the disposition of this matter.

CARRIED

- B. CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0020 dated October 24, 2017 regarding 2018 Building Rates and Fees Public Meeting.

Recommendation No. GC-2017-0067

THAT Report No. CORP-2017-0020 dated October 24, 2017, with respect to the Public Meeting for the 2018 Building Rates and Fees be received;

AND FURTHER THAT public comments be referred to staff for a further report regarding the disposition of this matter.

CARRIED

- C. RECREATION & PARKS, MEMORANDUM NO. MEM-RP-2017-0007  
dated September 29, 2017 regarding Recreation and Parks Strategic Action Plan Update.

Recommendation No. GC-2017-0068

THAT MEMORANDUM NO. MEM-RP-2017-0007 dated September 29, 2017 regarding Recreation and Parks Strategic Action Plan Update be received for information.

CARRIED

- D. PLANNING & SUSTAINABILITY, REPORT NO. PLS-2017-0020  
dated October 22, 2017 regarding Coordinated Provincial Plan Review – Final Growth Plan, Greenbelt Plan and Niagara Escarpment Plan and Halton Area Planning Partnership Joint Submissions on the Provincial Natural Heritage System and Agricultural System Reviews.

Recommendation No. GC-2017-0069

THAT Report PLS-2017-0020 pertaining to the Coordinated Provincial Plan Review – Final Growth Plan, Greenbelt Plan and Niagara Escarpment Plan, and Halton Area Planning Partnership Joint Submissions on the Provincial Natural Heritage System and Agricultural System Reviews, be received for information;

AND FURTHER THAT Council endorse the comments contained in this report and the Joint Submissions attached as Schedules 2 and 3 to this report, as the comments of Council for the Town of Halton Hills on the Provincial Natural Heritage System and Agricultural System Reviews;

AND FURTHER THAT the Town Clerk be directed to forward the resolution of Council, as well as Schedules 2 and 3 of this report, to the Ministry of Agriculture, Food and Rural Affairs and the Ministry of Natural Resources and Forestry;

AND FURTHER THAT a copy of this report be forwarded to the Region of Halton, the City of Burlington, the Towns of Oakville and Milton, and the Ministry of Municipal Affairs, for information.

CARRIED

- E. PLANNING & SUSTAINABILITY, REPORT NO. PLS-2017-0025  
dated October 20, 2017 regarding Ontario Municipal GHG Challenge Fund –  
Proposed Application.

Recommendation No. GC-2017-0070

THAT Report No. PLS-2017-0025, dated October 20<sup>th</sup>, 2017, regarding the proposed grant application concept for Ontario's Municipal GHG Challenge Fund, be received;

AND FURTHER THAT Council direct staff to complete and submit a grant application to the Ontario Municipal GHG Challenge Fund based on the concept presented in this Report;

AND FURTHER THAT Council pass a motion to adopt municipal greenhouse gas emission reduction targets that are equal or superior to the Province of Ontario's greenhouse gas emission reduction targets (15% below 1990 levels by 2020, 37% by 2030 and 80% by 2050) when the Town updates its Community Energy Plan (currently known as the Mayor's Community Energy Plan) in 2019.

CARRIED

- F. OFFICE OF THE CAO, REPORT NO. ADMIN-2017-0036 dated  
October 2, 2017 regarding Proposed Changes to the Standing Committee  
Structure.

Recommendation No. GC-2017-0071

THAT Report No. ADMIN-2017-0036, dated October 2, 2017, regarding Proposed Changes to the Standing Committee Structure, be received;

AND FURTHER THAT Council adopt the calendar of meetings as outlined in Appendix "A" to Report No. ADMIN-2017-0036 which illustrates meeting dates which align with the proposed new Standing Committee structure;

AND FURTHER THAT a copy of the 2018 Town of Halton Hills Council & Committee Calendar be circulated to the Region of Halton, City of Burlington, Town of Milton, and the Town of Oakville.

CARRIED



- G. RECREATION & PARKS, REPORT NO. RP-2017-0024 dated September 22, 2017 regarding Halton Hills Achievement Awards Program Update and Proposed 2018 Schedule.

Recommendation No. GC-2017-0072

THAT Report No. R&P-2017-0024 dated September 22, 2017 regarding the Halton Hills Achievement Awards Program be received;

AND FURTHER THAT staff be directed to carry out the procedural changes to the Halton Hills Achievement Awards Program as outlined in Report R&P-2017-0024;

AND FURTHER THAT the 2018 Halton Hills Achievement Awards be presented in the Spring and Fall as outlined in Report R&P-2017-0024;

AND FURTHER THAT staff be directed to report back regarding any further changes to the Halton Hills Achievement Award Program details for 2019-2023.

CARRIED

- H. OFFICE OF THE CAO, ADMIN-2017-0037 dated October 11, 2017 regarding Award of Proposal P-059-17 Parking Ticket Processing System.

Recommendation No. GC-2017-0073

That Report No. ADMIN-2017-0037 dated October 11, 2017 regarding the Award of Proposal P-059-17, Parking Ticket Processing System Contract be received;

AND FURTHER THAT Council award the contract for Parking Ticket Software to Gtechna, a division of ACCEO Solutions Inc., 7075 Place Robert-Joncas, #M101, Saint Laurent, QC H4M 2Z2 in the amount of \$67,951.20 (exclusive of HST) for the Parking Ticket Processing System, implementation and hosting for year one (1);

AND FURTHER THAT Council approve the annual support and hosting fees for years two (2) and three (3) in the amount of \$14,805.00 (exclusive of HST) annually plus any additional years if the contract is continued based on satisfactory service and price negotiation;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to Gtechna, a division of ACCEO Solutions Inc. in the amount of \$67,951.20 for the purchase of the software, implementation costs and hosting costs for year one (1);

AND FURTHER THAT the Manager of Purchasing be authorized to issue a separate purchase order annually for support and hosting fees.

AND FURTHER THAT the Mayor and Clerk be authorized to sign any necessary contracts.

CARRIED

- I. PLANNING & SUSTAINABILITY, REPORT NO. PLS-2017-0028  
dated October 30, 2017 regarding Eden Oak Homes – Part Lot 21,  
Concession 9, Glen Williams – Proposed Development Update.

Recommendation No. GC-2017-0074

THAT Report No. PLS-2017-0028, dated October 30, 2017, with respect to the OMB Appeal filed for proposed Draft Plan of Subdivision and Zoning By-law Amendment applications, File Nos. D12SUB09.001 and D14ZBA09.006, submitted by Eden Oak Homes – 2147925 Ontario Inc., for the lands legally known as Part of Lot 21, Concession 9, Town of Halton Hills (Glen Williams), Regional Municipality of Halton, be received for information.

CARRIED

- J. OFFICE OF THE CAO, REPORT NO. ADMIN-2017-0032 dated  
October 16, 2017 regarding Community Improvement Plan (CIP):  
Implementation and Environmental Site Assessment Grant Program.

Recommendation No. GC-2017-0075

THAT Report ADMIN-2017-0032, dated October 16, 2017, regarding the Community Improvement Plan (CIP) Implementation and Environmental Site Assessment Grant Program be received;

AND FURTHER THAT, as appropriate and as outlined in this report, all programs and initiatives detailed in the Halton Hills Community Improvement Plan be made available to applicants provided that they meet the applicable criteria;

AND FURTHER THAT the authority for reviewing and approving funding under the Community Improvement Program be delegated to Town staff, subject to applicants meeting applicable criteria;

AND FURTHER THAT, recognizing that unique circumstances may arise as new programs are activated, the Town's Chief Administrative Officer be given the authority to approve Community Improvement Plan applications that may require minor administrative refinements to the Plan's criteria/requirements, provided that such approvals do not result in a material change to the Plan's objectives.

CARRIED

**11.4 Adjourn back into Council**

Recommendation No. GC-2017-0076

THAT General Committee do now reconvene into Council.

CARRIED

**12. REPORTS AND RECOMMENDATIONS FORWARDED FROM GENERAL COMMITTEE FOR APPROVAL**

A. Resolution No. 2017-0197

Moved by: Councillor A. Lawlor  
Seconded by: Councillor B. Inglis

THAT the following recommendations from the November 6, 2017 General Committee Meeting are hereby adopted:

GC-2017-0066, GC-2017-0067  
GC-2017-0068, GC-2017-0069  
GC-2017-0070, GC-2017-0071  
GC-2017-0072, GC-2017-0073  
GC-2017-0074, GC-2017-0075

CARRIED

**13. REPORTS OF THE STANDING COMMITTEES (ADOPTION/RECEIPT OF MINUTES & RECOMMENDATIONS)**

Resolution No. 2017-0198

Moved by: Councillor M. Albano  
Seconded by: Councillor B. Inglis

THAT the following items are hereby approved:

- A. Report of the Community Affairs Committee Meeting held on October 23, 2017.
- B. Report of the Corporate Affairs Committee Meeting held on October 24, 2017.

CARRIED

**14. RECEIPT OF MINUTES OF ADVISORY/SPECIAL COMMITTEES**

NIL

**15. PETITIONS/COMMUNICATIONS/MOTIONS**

NIL

**16. ADVANCE NOTICE OF MOTION**

NIL

**17. MOTION TO RECEIVE AND FILE GENERAL INFORMATION PACKAGE**

Resolution No. 2017-0199

Moved by: Councillor D. Kentner  
Seconded by: Councillor T. Brown

THAT the General Information Package dated November 6, 2017 be received.

CARRIED

**18. RECONVENE INTO CLOSED MEETING**

The following items pertain to Item #2 of these minutes.

2A

CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0018 dated October 16, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees. (Annualized Tax Adjustments)

Resolution No. 2017-0200

Moved by: Councillor J. Hurst

Seconded by: Councillor A. Lawlor

THAT Report No. CORPSERV-2017-0018 dated October 16, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees (Annualized Tax Adjustments) be received;

AND FURTHER THAT staff carry out Councils direction on this matter.

CARRIED

2B

PLANNING & SUSTAINABILITY, REPORT NO. PLS-2017-0030 dated October 30, 2017 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (Solicitors Advice – OMB Appeal)

Resolution No. 2017-0201

Moved by: Councillor T. Brown

Seconded by: Councillor A. Lawlor

THAT Report No. PLS-2017-0030 dated October 30, 2017 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (Solicitors Advice – OMB Appeal) be received.

CARRIED

**19. CONSIDERATION OF BY-LAWS**

Resolution No. 2017-0202

Moved by: Councillor M. Albano  
Seconded by: Councillor D. Kentner

THAT the following Bills are hereby passed by Council;

AND THAT the Mayor and Clerk are hereby authorized to execute the said by-laws and affix the seal of the Corporation thereto.

2017-0062 A By-law to adopt the proceedings of the Council meeting held on the 6<sup>th</sup> day of November 2017.

CARRIED

**20. ADJOURNMENT**

Resolution No. 2017-0203

Moved by: Councillor C. Somerville  
Seconded by: Councillor B. Lewis

That this meeting do now adjourn at 9:26 p.m.

CARRIED

\_\_\_\_\_  
Rick Bonnette

MAYOR

\_\_\_\_\_  
Suzanne Jones

CLERK