



**REPORT OF THE
Community & Corporate Affairs Committee Meeting
Minutes No. CCA-01-17**

Minutes of the Community & Corporate Affairs Committee held on Monday, January 8, 2018 at 3:00 p.m., in the Council Chambers Halton Hills Civic Centre.

Members Present: Mayor R. Bonnette, (Ex-Officio); Councillor D. Kentner, Chair; Councillors T. Brown, J. Fogal, J. Hurst, A. Lawlor, C. Somerville

Staff Present: B. Marshall, CAO; C. Mills, Commissioner of Transportation & Public Works; J. Diamanti, Commissioner of Corporate Services; J. deHooze, Commissioner & Chief of Fire Services; J. Linhardt, Commissioner of Planning & Sustainability; W. Harris, Commissioner of Recreation & Parks; S. Jones, Clerk and Director of Legislative Services; MJ Leighton, Manager of Accounting and Town Treasurer; G. Cannon, Director of Library Services; L. Lancaster, Manager of Human Resources; H. Olivieri, Deputy Fire Chief; M. Colquhoun, Manager of Information Services; S. Gourlay, Manager of Purchasing; D. Spear, Superintendent of Public Works; S. Burke, Manager of Planning Policy; S. Silver, Senior Advisor Strategic Planning & Continuous Improvement; A. Fuller, Manager of Corporate Communications; R. Cockfield, Senior Policy & Intergovernmental Affairs; S. Collie, Purchasing Analyst, M. Lynch, Public Works Coordinator; D. Emam, Communications Specialist; V. Petryniak, Deputy Clerk

Others Present: Councillors B. Lewis, B. Inglis

1. CALL TO ORDER

Councillor D. Kentner called the meeting to order at 3:00 p.m.

A. ELECTION OF VICE CHAIR

Recommendation No. CCA-2018-0001

THAT Councillor C. Somerville become the Vice Chair for the Community & Corporate Affairs Committee.

CARRIED

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

Councillor T. Brown declared a pecuniary interest with respect to single source awards as described in Report No. CORPSERV-2018-0001, Schedule A (Item 4A), as he is employed by one of the companies listed. He did not partake in any discussion or voting of the matter.

3. COMMITTEE DELEGATIONS/PRESENTATION

There were no delegations or presentations in open session.

<h2>4. REPORTS & MEMORANDUMS FROM OFFICIALS – THREE (3) ITEMS FOR RECOMMENDATION</h2>

A. **CORPORATE SERVICES REPORT NO. CORPSERV-2018-0001 dated December 12, 2018 regarding Single Source 2018 Awards. (Recommendation No. CCA-2018-0002)**

THAT Report No. CORPSERV-2018-0001 dated December 12, 2017 regarding Single Source 2018 Awards be received;

AND FURTHER THAT the Single Source 2018 be awarded as per the list of suppliers attached as Schedule A;

AND FURTHER THAT the Manager of Purchasing be authorized to issue purchase orders in the amounts indicated in the list of suppliers as outlined in Schedule A, plus HST.

CARRIED

Staff Direction: THAT staff review best practices for single source reporting and annual limits for approval by the CAO and bring a report back to Council later this year.

B. **CORPORATE SERVICES REPORT NO. CORPSERV-2018-0002 dated December 18, 2017 regarding Award of online engagement subscription service to Bang the Table. (Recommendation No. CCA-2017-0003)**

THAT Report No. CORPSERV-2018-0002 dated December 18, 2017 regarding the subscription service with Bang the Table be received;

AND FURTHER THAT Council authorize the single source contract to Bang the Table, 1090 Homer Street, Vancouver, British Columbia V6B 2W9 in the amount of \$54,000 plus HST for a three (3) year period and subsequent renewals subject to satisfactory performance and price negotiations;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a single source purchase order to Bang the Table, in the amount of \$54,000 plus HST for a three (3) year period and subsequent renewals subject to satisfactory performance and price negotiations;

AND FURTHER THAT the Mayor and/or Clerk be authorized to execute a contract with Bang the Table, in the amount of \$54,000 plus HST for a three (3) year period and any subsequent renewals if exercised.

CARRIED

- C. **FIRE SERVICES REPORT NO. FIRE-2018-0001 dated December 19, 2017 regarding 2017 Emergency Planning Exercise. (Recommendation No. CCA-2018-0004)**

THAT Report FIRE-2018-0001 dated December 19, 2017 regarding the 2017 Emergency Planning Exercise be received.

CARRIED

5. CLOSED SESSION

Recommendation No. CCA-2018-0005

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

- A. FIRE SERVICES CONFIDENTIAL MEMORANDUM NO. FIRE-2018-0001 dated December 19, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees.

CARRIED

Committee moved into Closed Session at 3:32 p.m.

6. RECONVENE INTO OPEN SESSION

Recommendation No. CCA-2018-0006

THAT the Community and Corporate Affairs Committee hereby reconvene into Open Session.

CARRIED

Committee reconvened into Open Session at 4:03 p.m.

CONFIDENTIAL REPORTS & MEMORANDUMS FROM OFFICIALS – ONE (1) ITEMS FOR RECOMMENDATION

- A. **MEMORANDUM NO. FIRE-2018-0001** dated December 19, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees. (Recommendation No. CCA-2018-0007)

THAT MEMORANDUM NO. FIRE-2018-0001 dated December 19, 2017 regarding personal matters about an identifiable individual, including municipal or local board employees be received for information.

CARRIED

Recommendation No. CCA-2018-0008

Councillor C. Somerville made a motion to suspend the rules to add a staff direction to the floor regarding urban agriculture.

CARRIED

Staff Direction: THAT Staff be directed to review potential changes to by-laws to allow for urban agriculture, specifically to allow chickens and beekeeping in urban areas in Halton Hills, and report back to Council at a future date.

7. ADJOURNMENT

The meeting adjourned at 4:05 p.m.

Rick Bonnette

MAYOR

Suzanne Jones

CLERK