



\* Denotes Change From Council Agenda

## MINUTES

### COUNCIL MEETING

**TUESDAY, MARCH 6, 2018**

The Town of Halton Hills Council met this 6<sup>th</sup> day of March, 2018, in the Council Chambers, Halton Hills Town Hall, commencing at 3:35 p.m., with Mayor R. Bonnette in the Chair, and continued in Council Chambers at 6:05 p.m.

**MEMBERS PRESENT:** Mayor R. Bonnette, Councillors M. Albano, T. Brown, J. Fogal, J. Hurst, B. Inglis, M. Johnson (arrived at 3:58 p.m.), D. Kentner, A. Lawlor, B. Lewis (departed at 5:15 p.m. and returned at 6:47 p.m.)

**REGRETS:** Councillor C. Somerville

**STAFF PRESENT:**  
(Open Session)  
A. B. Marshall, Chief Administrative Officer;  
J. 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;  
J. deHooze, Commissioner and Chief of Fire Services;  
M. Leighton; Treasurer and Manager of Accounting;  
G. Cannon, Chief Librarian; S. Josipovic, Chief Building Official;  
M. Van Ravens, Manager of Transportation;  
A. Fisher, Heritage Planner; B. Parker, Senior Policy Planner;  
R. Cockfield, Manager Strategic Planning & Continuous Improvement;  
J. Markowiak, Acting Manager Development Review;  
S. Burke, Manager of Planning Policy; A. Fuller, Manager of Communications; S. Jones, Clerk and Director of Legislative Services

**STAFF PRESENT:**  
(Closed Session)  
A. B. Marshall, Chief Administrative Officer  
J. Diamanti, Commissioner of Corporate Services(present for Item 2C); W. Harris, Commissioner of Recreation and Parks (present for Item 2C); C. Mills, Commissioner of Transportation and Public Works (present for Item 2C); J. Linhardt, Commissioner of Planning and Sustainability (present for Item 2C); J. deHooze, Commissioner and Chief of Fire Services(present for Item 2C); M. Leighton; Treasurer and Manager of Accounting (present for Item 2C); L. Lancaster, Manager of Human Resources (present for Items 2A & 2B); S. Silver,

Senior Advisor – Strategic Planning (present for Item 2C); R. Cockfield, Manager of Strategic Planning (present for Item 2C); H. Olivieri, Deputy Fire Chief (present for Item 2C); O. Donato, MLEO (present for Item 2C); A. Fisher, Heritage Planner (present for Item 2C); S. Josipovic, Chief Building Official (present for Item 2C); S. Burke, Manager – Planning Policy (present for Item 2C); A. Fuller, Manager of Corporate Communications (present for Item 2C); S. Jones, Clerk and Director of Legislative Services

**1. OPENING OF THE COUNCIL MEETING**

Mayor R. Bonnette called the meeting to order at 3:35 p.m. in the Council Chambers.

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

Resolution No. 2018-0031

Moved by: Councillor B. Inglis  
Seconded by: Councillor J. Hurst

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

- A. VERBAL UPDATE BY B. MARSHALL, CAO regarding personal matters about an identifiable individual, including municipal or local board employees. (Staffing Matter)
- B. CORPORATE SERVICES, REPORT NO. CORPSERV-2018-0008 dated January 26, 2018 regarding personal matters about an identifiable individual, including municipal or local board employees. (Legal Services)
- C. OFFICE OF THE CAO, MEMORANDUM NO. MEM-ADMIN-2018-0001 dated February 27, 2018 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. (Property Matter)

CARRIED

Council convened into Closed Session at 3:38 p.m.

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

Mayor R. Bonnette called for a recess at 5:25 p.m.

**4. RECONVENE INTO OPEN SESSION**

Resolution No. 2018-0032

Moved by: Councillor A. Lawlor

Seconded by: Councillor D. Kentner

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

CARRIED

Council reconvened in Open Session at 6:05 p.m.

**5. NATIONAL ANTHEM**

**6. ANNOUNCEMENTS**

A. Smart Commute Platinum Level Workplace Designation from Metrolinx.

Mayor R. Bonnette announced that the Town of Halton Hills recently received the Smart Commute Platinum Level Workplace Designation from Metrolinx. The Town has proudly participated in the Smart Commute program since two thousand and ten.

Smart Commute is a transportation demand management program that focuses on reducing traffic congestion, improving air quality, providing more sustainable travel options and reducing commuting costs. Over 721,000 commuters in the Greater Toronto-Hamilton Area participate in the Smart Commute Program.

The Platinum Level Workplace designation recognizes the Town as an outstanding workplace that demonstrates:

- Innovation;
- Focuses on measuring successes; and
- Achieves significant positive outcomes when promoting alternate modes of transportation other than single vehicle occupancy.

The Smart Commute Program is open to everyone to participate.

**7. EMERGENCY BUSINESS MATTERS**

Mayor R. Bonnette spoke to his concern over a recent motion that was passed by Halton Regional Council concerning designation of lands within the Halton Hills boundary, and provided Council members with a letter from the Office of the Mayor to be sent to Premier Kathleen Wynne.

He sought Council's endorsement of the letter. (Letter on file in the Clerks Office)

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

None were declared.

**9. COUNCIL DELEGATIONS/PRESENTATIONS**

NIL

**10. REPORTS AND RECOMMENDATIONS FORWARDED FROM THE PREVIOUS GENERAL COMMITTEE MEETING OF FEBRUARY 5, 2018.**

NIL

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

Resolution No. 2018-0033

Moved by: Councillor J. Hurst

Seconded by: Councillor D. Kentner

THAT the following minutes are hereby approved:

- A. Minutes of the Council Meeting held on February 5, 2018.
- B. Minutes of the Special Council Meeting held on February 13, 2018.
- C. Confidential Minutes of the Council Meeting held on February 5, 2018.

CARRIED

**11. GENERAL COMMITTEE**

Resolution No. 2018-0034

Moved by: Councillor D. Kentner

Seconded by: Councillor T. Brown

THAT Council do now convene into General Committee.

CARRIED

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

### 11.1 Public Meetings / Hearings

NIL

### 11.2 Delegations/Presentations regarding items in General Committee

- A. Bronwyn Parker, Senior Policy Planner Presentation to General Committee regarding Employment Land Needs Study.

(PowerPoint on File in the Clerk's office)

(Refer to Item No. 11.3A of these Minutes, Report No. PLS-2018-0010)

B. Parker provided General Committee with an overview of the need for the Employment Land Needs Study, how the study fits in with other plans, the study phases and timelines and the next steps in the process.

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

\* Denotes Change From Municipal Officers Report Recommendation

- A. PLANNING & SUSTAINABILITY, REPORT NO. PLS-2018-0010 dated February 21, 2018 regarding Employment Land Needs Study – Terms of Reference.

Recommendation No. GC-2018-0012

THAT Report PLS-2018-0010, dated February 21, 2018, with respect to the Terms of Reference for an Employment Land Needs Study, be received;

AND FURTHER THAT the Terms of Reference (attached as Schedule 1 to this report) for the proposed Employment Land Needs Study be approved;

AND FURTHER THAT the Manager of Purchasing be authorized to release a Request for Proposals in keeping with the Terms of Reference as described in this report;

AND FURTHER THAT staff report back on the results of the Project Consultant selection process;

AND FURTHER THAT a Project Liaison Committee be established to provide input into the Employment Land Needs Study which would be comprised of Members of Council, Town staff from Planning and Economic Development, a representative from the Chamber of Commerce and two Halton Hills property owners;

AND FURTHER THAT an Employment Land Needs Study project web page be created to communicate the study deliverables, opportunities for community engagement and progress of the study to the residents and businesses of the Town of Halton Hills;

AND FURTHER THAT a copy of this report be forwarded to Town Advisory Committees, the Halton Hills Chamber of Commerce, and the Region of Halton for information.

CARRIED

- B. CORPORATE SERVICES, REPORT NO. CORPSERV-2018-0007 dated January 25, 2018 regarding 2018 Halton Court Services Business Plan & Budget.

Recommendation No. GC-2018-0013

That Report CORPSERV-2018-0007 dated January 25, 2018 regarding 2018 Halton Court Services Business Plan and Budget be received;

AND FURTHER THAT the 2018 Halton Court Services Business Plan and Budget as attached as Schedule A to this report be approved.

CARRIED

- C. RECREATION & PARKS, REPORT NO. RP-2018-0010 dated January 30, 2018 regarding Award of Proposal P-057-17 – Facilities HVAC Services Contract.

Recommendation No. GC-2018-0014

THAT Report No. RP-2018-0010 dated January 30, 2018, regarding the Award of Proposal P-057-17 for Facility HVAC Services Contract be received;

AND FURTHER THAT Council approve the HVAC service contract award to Polair Heating & Air Conditioning Ltd., 2 Commerce Street, Acton, ON L7J 2X3, for Town facilities for a two (2) year term ending February 29, 2020 at the upset limit of \$300,000 plus HST with three (3), one-year options to renew subject to service and price negotiations;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to Polair Heating & Air Conditioning Ltd., 2 Commerce Street, Acton, ON L7J 2X3, in the amount of \$300,000 for a two (2) year period and subsequent renewals if exercised.

CARRIED

- D. TRANSPORTATION & PUBLIC WORKS, REPORT NO. TPW-2018-0006  
dated March 6, 2018 regarding 2017 Building Permit Annual Report.

Recommendation No. GC-2018-0015

THAT Report No. TPW-2018-006, dated March 06, 2018, regarding 2017 Building Permit Annual Report, be received.

CARRIED

- E. TRANSPORTATION & PUBLIC WORKS, REPORT NO. TPW-2018-0001  
dated February 16, 2018 regarding Ontario Municipal Commuter Cycling Funding Allocation Agreement.

Recommendation No. GC-2018-0016

THAT Report No. TPW-2018-0001, dated February 16, 2018, regarding the Ontario Municipal Commuter Cycling Funding Allocation Agreement, and by-law, be received;

AND FURTHER THAT the Mayor of the Town of Halton Hills and Town Clerk be authorized to enter into a Transfer Payment Agreement with the Ministry of Transportation for the Ontario Municipal Commuter Cycling (OMCC) program;

AND FURTHER THAT a By-law be enacted authorizing the Mayor and Clerk to enter into the transfer payment agreement for the Ontario Municipal Commuter Cycling funding.

CARRIED

- F. PLANNING & SUSTAINABILITY, MEMORANDUM NO. MEM-PLS-2018-0006 dated February 8, 2018 regarding Toronto Premium Outlet (TPO) Status Update.

Recommendation No. GC-2018-0017

THAT MEMORANDUM NO. MEM-PLS-2018-0006 dated February 8, 2018 regarding Toronto Premium Outlet (TPO) Status Update be received for information.

CARRIED

- G. PLANNING & SUSTAINABILITY, REPORT NO. PLS-2018-0018 dated February 26, 2018 regarding Inclusion of the McNabb Cemetery, Norval and other Pioneer Cemeteries on the Heritage Register.

Recommendation No. GC-2018-0018

THAT Report PLS-2018-0018 dated February 26, 2018, regarding the inclusion of the McNabb Cemetery, Norval and other pioneer cemeteries on the Heritage Register be received;

AND FURTHER THAT the McNabb Cemetery, Norval be included on the Heritage Register;

AND FURTHER THAT Staff be directed to review and report back to Council regarding the potential of including all of the Town's pioneer cemeteries on the Heritage Register.

CARRIED

#### **11.4 Adjourn back into Council**

Recommendation No. GC-2018-0019

THAT General Committee do now reconvene into Council.

CARRIED



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

A. Resolution No. 2018-0035

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

THAT the following recommendations from the March 6, 2018 General Committee Meeting are hereby adopted:

GC-2018-0012, GC-2018-0013  
GC-2018-0014, GC-2018-0015  
GC-2018-0016, GC-2018-0017  
GC-2018-0018

CARRIED

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

Resolution No. 2018-0036

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

THAT the following item is hereby approved:

- A. Report of the Planning, Public Works and Transportation Committee Meeting held on February 13, 2018.

CARRIED

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

Resolution No. 2018-0037

Moved by: Councillor A. Lawlor  
Seconded by: Councillor T. Brown

THAT the following minutes are hereby received for information:

- A. Minutes of the Committee of Adjustment meeting held on January 10, 2018.  
B. Minutes of the Site Alteration Committee meeting held on January 24, 2018.  
C. Minutes of the Heritage Halton Hills Committee meeting held on January 17, 2018.

- D. Minutes of the Halton Hills Public Library Board Meeting held on January 10, 2018.

CARRIED

**15. PETITIONS/COMMUNICATIONS/MOTIONS**

- A. Support of Councillor Clark Somerville's Periodic Absences for FCM Business.

Resolution No. 2018-0038

Moved by: Councillor J. Fogal  
Seconded by: Councillor T. Brown

THAT Council supports Councillor Clark Somerville's periodic absences from Council and Committee meetings in order for him to effectively serve in his role as Past President of the Federation of Canadian Municipalities (FCM).

CARRIED

- B. Support Halton Region West Nile Response Plan.

Resolution No. 2018-0039

Moved by: Councillor J. Fogal  
Seconded by: Councillor M. Albano

THAT Council confirms its support to the Region's 2018 West Nile Virus Response Plan;

AND FURTHER THAT Council authorizes the Clerk to sign a letter to the Director of Healthy Environments and Communicable Disease confirming that the Town of Halton Hills supports the Health Department's initiative in 2018.

CARRIED

C. Motion to the Minister of Education regarding Competitive Procurement Process.

Resolution No. 2018-0040

Moved by: Mayor R. Bonnette  
Seconded by: Councillor J. Hurst

WHEREAS Tyler Transport Limited is a local company, operating in Acton since 1929 and has been a long-standing, competitive family business that is a well-respected business and community supporter;

AND WHEREAS Tyler Transport has been transporting school students for 70 years, since 1948, has had its current contract with Halton Student Transportation Services (HSTS) with operational on time route performance of 97.99%;

AND WHEREAS Tyler Transport is currently employing sixty people, in addition to operating a number of affiliated local businesses and supporting local suppliers and business services that are important to the economic vitality of Acton and Halton Hills;

AND WHEREAS Tyler Transport has been a responsible employer compensating its employees above the minimum wage with benefits;

AND WHEREAS Tyler Transport participated in the recent Request for Proposal (RFP) for Halton Student Transportation Services (HSTS) Student Transportation Contract procurement process for the Halton School Board Consortia, but did not even qualify to participate in the bid stage;

AND WHEREAS the Province has imposed a procurement process that requires a standardized, one-size fits-all process to the disadvantage of small, rural, family-owned, well-operated, community-based bus operators across the province, and as a result is putting these operators out of business;

AND WHEREAS these small, community-based bus operators often represent a significant contribution to the economic vitality of rural, small town Ontario which is extremely difficult to replace once gone;

AND WHEREAS the Province has since made attempts to resolve the systemic problems in the procurement process that disadvantages small operators through a provincial task force and the creation of a Student Transportation Competitive Procurement Review Advisory Team;

AND WHEREAS the Student Transportation Competitive Procurement Review Advisory Team is mandated to provide input into a leading practices resource document for procurement and in doing so the Advisory Team is to take into account among other guiding principles that they will take into consideration the diversity, size, location and capacity of bus operators across the province;

THEREFORE BE IT RESOLVED THAT the Town of Halton Hills requests the Honourable Indira Naidoo-Harris, Minister of Education – Halton MPP, ensure that the input provided by the Student Transportation Competitive Procurement Review Advisory Team be incorporated into the procurement document being prepared by the Council of Ontario School Business Officials, in such a way to ensure a fair and balanced process for small, community-based operators that respects the economic realities of the entire community;

AND FURTHER THAT a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario; Ted Arnott - Wellington Halton Hills MPP; Diane Rabenda, Halton Catholic District School Board Chair; Andréa Grebenc, Halton District School Board Chair; John Mark Rowe, Halton Catholic District School Board Trustee – Halton Hills; Jeanne Gray, Halton District School Board Trustee – Halton Hills .

**Recorded Vote:**

In favour: Mayor R. Bonnette, Councillors Lawlor, Fogal, Hurst, Inglis, Johnson, Kentner, Lewis, Brown, Albano

Opposed: Nil

Absent: Councillor C. Somerville

CARRIED

**16. ADVANCE NOTICE OF MOTION**

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

Resolution No. 2018-0041

Moved by: Councillor J. Fogal

Seconded by: Councillor A. Lawlor

THAT the General Information Package dated March 2, 2018 be received.

CARRIED

**18. CLOSED SESSION ITEMS**

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

2A

VERBAL UPDATE BY B. MARSHALL, CAO regarding personal matters about an identifiable individual, including municipal or local board employees. (Staffing Matter)

Resolution No. 2018-0042

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

THAT the Verbal Update provided by B. Marshall, CAO regarding personal matters about an identifiable individual, including municipal or local board employees (Staffing Matter) be received for information.

CARRIED

2B

CORPORATE SERVICES, REPORT NO. CORPSERV-2018-0008 dated January 26, 2018 regarding personal matters about an identifiable individual, including municipal or local board employees. (Legal Services)

Resolution No. 2018-0043

Moved by: Councillor A. Lawlor  
Seconded by: Councillor M. Albano

THAT Report No. CORPSERV-2018-0008 dated January 26, 2018 regarding personal matters about an identifiable individual, including municipal or local board employees. (Legal Services) be received;

AND FURTHER THAT Staff carry out Council's direction on this matter.

CARRIED

2C

OFFICE OF THE CAO, MEMORANDUM NO. MEM-ADMIN-2018-0001 dated February 27, 2018 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. (Property Matter)

Resolution No. 2018-0044

Moved by: Councillor A. Lawlor  
Seconded by: Councillor J. Hurst

THAT Memorandum No. ADMIN-2018-0001 dated February 27, 2018 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Property Matter) be received for information.

CARRIED

**19. CONSIDERATION OF BY-LAWS**

Resolution No. 2018-0045

Moved by: Councillor D. Kentner  
Seconded by: Councillor A. Lawlor

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.

2018-0011 A By-law to authorize the execution of an agreement with the Ministry of Transportation for the Ontario Municipal Commuter Program.

2018-0012 A By-law to amend By-law No. 2017-0038 for the Appointment of Municipal Law Enforcement Officers.

2018-0013 A By-law to adopt the proceedings of the Council meeting held on the 6<sup>th</sup> day of March 2018.

CARRIED

**20. ADJOURNMENT**

Resolution No. 2018-0046

Moved by: Councillor J. Fogal

Seconded by: Councillor B. Inglis

That this meeting do now adjourn at 7:25 p.m.

CARRIED

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

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