



AGENDA COUNCIL MEETING

Monday, December 17, 2018, Call to Order 3:30 p.m. in Council Chambers, 3:35 p.m. for Closed Session, Reconvene into Open Meeting at 6:00 p.m.

Halton Hills Town Hall, Council Chambers

1 Halton Hills Drive

WE REQUEST YOUR CO-OPERATION IN MAINTAINING THE FOCUS AT COUNCIL MEETINGS. PLEASE REFRAIN FROM TALKING DURING DELEGATION PRESENTATIONS, AND PLEASE ENSURE THAT ALL PAGERS AND CELLULAR TELEPHONES ARE SWITCHED TO A NON-AUDIBLE FUNCTION

Pages

1. OPENING OF THE COUNCIL MEETING

3:30 p.m. Council Chambers

2. CLOSED MEETING/CONFIDENTIAL REPORTS FROM OFFICIALS

1. MEMORANDUM NO. ADMIN-2018-0007

OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2018-0007 dated December 6, 2018 regarding personal matters about an identifiable individual, including municipal or local board employees. (Production Facility Use)

2. REPORT NO. ADMIN-2018-0036

OFFICE OF THE CAO REPORT NO. ADMIN-2018-0036 dated November 12, 2018 regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board. (Property Enforcement Matter)

3. MEMORANDUM NO. ADMIN-2018-0006

OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2018-0006 dated November 28, 2018 regarding litigation or potential litigation including matters before administrative tribunals affecting the municipality or local board. (Development Matter)

4. VERBAL UPDATE BY A.B. MARSHALL, CAO

OFFICE OF THE CAO VERBAL UPDATE BY A.B. MARSHALL, CAO regarding personal matters about an identifiable individual, including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. (Personnel Matters)

3. RECESS AT THE CALL OF THE CHAIR

4. RECONVENE INTO OPEN SESSION

5. NATIONAL ANTHEM

6. ANNOUNCEMENTS

7. EMERGENCY BUSINESS MATTERS

8. DISCLOSURES OF PECUNIARY INTEREST/CONFLICT OF INTEREST

9. COUNCIL DELEGATIONS/PRESENTATIONS

10. RESOLUTION PREPARED TO ADOPT THE MINUTES OF THE PREVIOUS MEETING(S) OF COUNCIL

- 1. Council Meeting Minutes dated November 19, 2018. 7
- 2. Inaugural Council Meeting Minutes dated December 3, 2018. 18
- 3. Confidential Council Meeting Minutes dated November 19, 2018.
(Under Separate Cover)

11. GENERAL COMMITTEE

COUNCIL TO CONVENE INTO GENERAL COMMITTEE

Councillor J. Hurst, Chair

Vet Reports to be considered at General Committee

- 1. Public Meetings / Hearings
- 2. Delegations/Presentations regarding items in General Committee
 - a. S. Silver, Senior Advisor, Strategic Planning & Continuous Improvement

Presentation to General Committee regarding Cannabis Legalization and Retail Update.

(Refer to Item No. 11.3a of this Agenda, Report No. ADMIN-2018-0031)

(PowerPoint)

b. M. Leighton, Town Treasurer and Manager of Accounting

Presentation to General Committee regarding Related Party Disclosure Requirement.

(Refer to Item No. 11.3b of this agenda, Report No. CORPSERV-2018-0044)

(PowerPoint)

3. Municipal Officers Reports to be Considered by General Committee

All Reports and Memorandums considered in General Committee are deemed “Emergency Action Items” or “For Information Items” which require final disposition by Council at this meeting.

Reports will be automatically held if there is a presentation, delegation, or public meeting on the matter.

- | | |
|------------------------------------------------------------------------------------------------------------------------------------|-----------|
| a. REPORT NO. ADMIN-2018-0031 (AUTOMATIC HOLD) | 22 |
| OFFICE OF THE CAO REPORT NO. ADMIN-2018-0031 dated November 30, 2018 regarding Cannabis Legalization and Retail Update. | |
| b. REPORT NO. CORPSERV-2018-0044 (AUTOMATIC HOLD) | 26 |
| CORPORATE SERVICES REPORT NO. CORPSERV-2018-0044 dated December 3, 2018 regarding Related Party Disclosure Requirement. | |
| c. REPORT NO. ADMIN-2018-0038 | 32 |
| OFFICE OF THE CAO REPORT NO. ADMIN-2018-0038 dated November 27, 2018 regarding Barber Mill Update. | |
| d. MEMORANDUM NO. PLS-2018-0013 | 41 |
| PLANNING AND SUSTAINABILITY MEMORANDUM NO. PLS-2018-0013 dated November 28, 2018 regarding Cannabis Retail Stores. | |
| e. REPORT NO. CORPSERV-2018-0042 | 48 |
| CORPORATE SERVICES REPORT NO. CORPSERV-2018-0042 dated October 15, 2018 regarding 2019 Rates and Fees. | |
| f. REPORT NO. ADMIN-2018-0032 | 93 |
| OFFICE OF THE CAO REPORT NO. ADMIN-2018-0032 dated November 6, 2018 regarding Town of Halton Hills Council Strategic Plan Process. | |

g.	REPORT NO. ADMIN-2018-0035	99
	OFFICE OF THE CAO REPORT NO. ADMIN-2018-0035 dated November 5, 2018 regarding 2019, 2020, 2021 & 2022 Corporate Christmas Closures.	
h.	REPORT NO. PLS-2018-0083	103
	PLANNING AND SUSTAINABILITY REPORT NO. PLS-2018-0083 dated December 10, 2018, regarding Recommendation Report for Removal of the Holding (H4) Provision from 15 Mountainview Road North (Georgetown).	
i.	REPORT NO. RP-2018-0029	111
	RECREATION AND PARKS REPORT NO. RP-2018-0029 dated December 10, 2018 regarding Recreation and Parks Strategic Action Plan Terms of Reference.	
4. Adjourn back into Council		
12.	REPORTS AND RECOMMENDATIONS FORWARDED FROM GENERAL COMMITTEE FOR APPROVAL	
13.	REPORTS OF THE STANDING COMMITTEES (ADOPTION / RECEIPT OF MINUTES & RECOMMENDATIONS)	
	1. Report of the Community and Corporate Affairs Committee Meeting held on December 11, 2018.	121
	2. Report of the Planning, Public Works and Transportation Committee Meeting held on December 11, 2018.	128
	3. Confidential Minutes of the Community and Corporate Affairs Committee Meeting held on December 11, 2018.	
	(Under Separate Cover)	
14.	RECEIPT OF MINUTES OF ADVISORY/SPECIALCOMMITTEES	
	1. Minutes of the Halton Hills Public Library Board Meeting held on October 3, 2018.	132
	2. Minutes of the Committee of Adjustment Meeting held on November 7, 2018.	137
	3. Minutes of the Committee of Adjustment Meeting held on November 20, 2018.	140
15.	PETITIONS/COMMUNICATIONS/MOTIONS	
	1. Motion regarding Opt Out of Cannabis Retail Stores	142
	(Refer to Item No. 11.3a of this agenda, Report No. ADMIN-2018-0031)	

16. ADVANCE NOTICE OF MOTION

Motion(s) to be brought forward to the next meeting of Council.

17. MOTION TO RECEIVE AND FILE GENERAL INFORMATION PACKAGE

Resolution prepared to receive the General Information Package dated December 17, 2018, for information.

18. MOTION TO APPROVE CLOSED SESSION ITEMS

(Council to reconvene into Closed Session if required)

19. CONSIDERATION OF BYLAWS

1. By-Law No. 2018-0072 144

A By-law to amend By-law 2018-0057 for the appointment of Municipal Law Enforcement Officers for the purpose of enforcing the Town's Parking By-laws.

2. By-Law No. 2018-0073 146

A By-law to amend By-law No. 2012-0026 and to repeal By-law No's. 2006-0184 and 1987-0121 to appoint a Municipal Law Enforcement Officer and appoint a Weed Inspector for the Town of Halton Hills.

3. By-Law No. 2018-0074 147

A By-Law to borrow funds temporarily to meet current expenditures during the fiscal year ending December 31, 2019.

(Recommendation No. CCA-2018-0088, Report No. CORPSERV-2018-0043)

4. By-Law No. 2018-0075 149

A By-law to Levy 2019 Interim Taxes and Establish Penalty and Interest Rates.

(Recommendation No. CCA-2018-0091, Report No. CORPSERV-2018-0048)

5. By-Law No. 2018-0076 151

A By-law to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property and to repeal By-law No. 2017-0074.

(Refer to Item No. 11.3e of this Agenda, Report No. CORPSERV-2018-0042)

6. By-Law No. 2018-0077 152

A By-law to remove the Holding (H4) Provision from Zoning By-law 2010-0050, as amended, for the lands 15 Mountainview Road North (Georgetown).

(Refer to Item No. 11.3h of this Agenda, Report No. PLS-2018-0083)

7. By-Law No. 2018-0078 154

A By-law to adopt the proceedings of the Council Meeting held on the 17th day of December, 2018 and to authorize its execution.

20. ADJOURNMENT



MINUTES

COUNCIL MEETING

Monday November 19, 2018

The Town of Halton Hills Council met this 19th day of November, 2018, in the Council Chambers, 1 Halton Hills Drive Town Hall, commencing at 4:00 p.m., with Mayor R. Bonnette in the Chair and reconvened in Council Chambers at 6:08 p.m. for Open Session.

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

STAFF PRESENT: (Open Session) A.B. Marshall, CAO; J. Diamanti, Commissioner of Corporate Services; B. Andrews, Acting Commissioner of Transportation and Public Works; J. Linhardt, Commissioner of Planning and Sustainability; W. Harris, Commissioner of Recreation and Parks; H. Olivieri, Chief and Commissioner of Fire Services; M. Leighton, Town Treasurer and Manager of Accounting; S. Jones, Clerk & Director of Legislative Services, G. Cannon, Chief Librarian

STAFF PRESENT (Closed Session) A.B. Marshall, Chief Administrative Officer; J. Diamanti, Commissioner of Corporate Services (present for Item 2.2); A. Fuller, Manager of Communications (present for Item 2.2); S. Jones, Clerk and Director of Legislative Services (present for Item 2.2)

* Denotes Change From Council Agenda

1. **OPENING OF THE COUNCIL MEETING**

Mayor R. Bonnette called the meeting to order at 4:00 p.m. in the Council Chambers.

2. CLOSED MEETING/CONFIDENTIAL REPORTS FROM OFFICIALS

Resolution No. 2018-0162

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:

1. **CONFIDENTIAL VERBAL UPDATE BY A.B. MARSHALL, CAO**
OFFICE OF THE CAO Confidential Verbal Update by A. B. Marshall, CAO regarding personal matters about an identifiable individual, including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. (Personnel Matters).

2. **MEMORANDUM NO. CORPSERV-2018-0004**
CORPORATE SERVICES Memorandum No. CORPSERV-2018-0004 dated November 19 2018 regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor-client privilege, including communication necessary for that purpose. (Communication Update on a Confidential Matter)

CARRIED

3. RECESS AT THE CALL OF THE CHAIR

Mayor R. Bonnette called for a recess at 5:32 p.m.

4. RECONVENE INTO OPEN SESSION

Resolution No. 2018-0163

Moved by: Councillor M. Albano

Seconded by: Councillor B. Lewis

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

CARRIED

Council reconvened in Open Session at 6:08 p.m.

5. NATIONAL ANTHEM

6. ANNOUNCEMENTS

6.1 Light Up the Hills

Mayor Bonnette announced that the 11th Annual Light Up the Hills Ignition Ceremonies will take place on Saturday, December 1st in Acton and Georgetown locations

6.2 Culture Days

Mayor Bonnette announced that Halton Hills has achieved sixth place nationally among Canadian municipalities in the 50,000 to 499,999 population category for its Culture Days' activities.

7. EMERGENCY BUSINESS MATTERS

NIL

8. DISCLOSURES OF PECUNIARY INTEREST/CONFLICT OF INTEREST

NIL

9. COUNCIL DELEGATIONS/PRESENTATIONS

NIL

10. RESOLUTION PREPARED TO ADOPT THE MINUTES OF THE PREVIOUS MEETING(S) OF COUNCIL

Resolution No. 2018-0164

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

THAT the following minutes are hereby approved:

1. Special Council Meeting Minutes dated September 24, 2018.
2. Joint Regional Council Workshop Minutes dated November 7, 2018.
3. Confidential Special Council Meeting Minutes dated September 24, 2018.

CARRIED

11. GENERAL COMMITTEE

Resolution No. 2018-0165

Moved by: Councillor M. Johnson
Seconded by: Councillor B. Lewis

THAT Council do now convene into General Committee.

CARRIED

Councillor J. Fogal assumed the role of Presiding Officer.

11.1 Public Meetings / Hearings

NIL

11.2 Delegations/Presentations regarding items in General Committee

11.2.a Susan Silver, Senior Advisor, Strategic Planning and Continuous Improvement

S. Silver made a presentation to General Committee regarding Cannabis Consultation Plan.

(Refer to Item No. 11.3.a of this Agenda, Report No. ADMIN-2018-0033)

(PowerPoint on file in the Clerk's Office)

11.3 Municipal Officers Reports to be Considered by General Committee

11.3.a REPORT NO. ADMIN-2018-0033

OFFICE OF THE CAO REPORT NO. ADMIN 2018-0033 dated October 22, 2018 regarding Cannabis Consultation Plan

Recommendation No. GC-2018-0077

THAT Report No. ADMIN-2018-0033 dated October 22, 2018 regarding Cannabis Consultation Plan be received;

AND FURTHER THAT in accordance with the Town's Public Engagement Charter, staff be directed to launch a public consultation regarding Cannabis cultivation, processing, and retail sale;

AND FURTHER THAT this engagement be open for the period of January 14, 2019-March 22, 2019;

AND FURTHER THAT there be an online component as well as an opportunity for in person consultation as outlined in this report;

AND FURTHER THAT staff report back to Council with results of consultation after engagement closes in March;

AND FURTHER THAT given the short time frame imposed by the Province to opt-out of cannabis retail storefronts by January 22, 2019, staff report back to Council on December 17 with a resolution to opt-out giving Council the option to opt back in after January 22, 2019 once public input can be considered on the matter, in keeping with the Town's Public Engagement Charter;

AND FURTHER THAT staff report back to Council to provide additional information on the impacts of the regulation in support of Bill 36, Cannabis Statute Law Amendment Act, 2018.

CARRIED

Staff Direction:

Moved by: Councillor C. Somerville

THAT a letter be drafted, for the Mayor's signature, which outlines the need for better responsiveness to questions raised by municipalities regarding cannabis retail legislation; and to advocate with Ontario Associations (AMCTO, AMO) to the Ministry in charge seeking timely information on the details for the sale of cannabis, in order for municipalities to make informed decisions related to opting in or opting out to support cannabis retail outlets.

AND FURTHER THAT the letter be sent to the appropriate Minister, AMO, AMCTO, AGCO, the Region of Halton, the City of Burlington and the Towns of Oakville and Milton.

CARRIED

11.3.b **REPORT NO. ADMIN-2018-0034**
OFFICE OF THE CAO REPORT NO. ADMIN-2018-0034 dated October 29, 2018 regarding Identification, Removal and Prevention of Barriers affecting electors and candidates with disabilities – 2018 Municipal Election

Recommendation No. GC-2018-0078

THAT Report No. ADMIN-2018-0034 dated October 29, 2018 regarding Identification, Removal and Prevention of Barriers affecting electors and candidates with disabilities – 2018 Municipal Election be received for information.

CARRIED

11.3.c **REPORT NO. ADMIN-2018-0037**
OFFICE OF THE CAO REPORT NO. ADMIN-2018-0037 dated November 12, 2018 regarding Georgetown Central Business Improvement Area (also known as the Downtown Georgetown BIA) Board of Management 2018-2022.

Recommendation No. GC-2018-0079

THAT Report No. ADMIN-2018-0037 dated November 12, 2018 regarding Georgetown Central Business Improvement Area (also known as the Downtown Georgetown BIA) Board of Management 2018-2022, be received for information;

AND FURTHER THAT Council for the Town of Halton Hills appoint the Georgetown Central BIA (aka Downtown Georgetown BIA) Board of Management membership as set out in Confidential Appendix A (Letter from the BIA Manager) to this report to be effective December 3, 2018.

CARRIED

11.3.d **MEMORANDUM NO. TPW-2018-0013**
TRANSPORTATION AND PUBLIC WORKS MEMORANDUM NO. TPW-2018-0013 dated November 8, 2018 regarding 2018 Capital Construction Program Update.

Recommendation No. GC-2018-0080

THAT Memorandum No. TPW-2018-0013 dated November 8, 2018 regarding 2018 Capital Construction Program Update be received for information.

CARRIED

11.4 Adjourn back into Council

Recommendation No. GC-2018-0081

THAT General Committee do now reconvene into Council.

CARRIED

12. REPORTS AND RECOMMENDATIONS FORWARDED FROM GENERAL COMMITTEE FOR APPROVAL

Resolution No. 2018-0166

Moved by: Councillor B. Inglis

Seconded by: Councillor D. Kentner

THAT the recommendations regarding the Reports & Memorandums from the Monday, November 19, 2018 General Committee Meeting are hereby adopted:

GC-2018-0077

GC-2018-0078

GC-2018-0079

GC-2018-0080

CARRIED

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

Resolution No. 2018-0167

Moved by: Councillor M. Albano

Seconded by: Councillor J. Fogal

THAT the following items are hereby approved:

13.1 Report of the Community and Corporate Affairs Committee Meeting held on November 12, 2018

13.2 Report of the Planning, Public Works and Transportation Committee Meeting held on November 13, 2018

CARRIED

14. RECEIPT OF MINUTES OF ADVISORY/SPECIAL COMMITTEES

Resolution No. 2018-0168

Moved by: Councillor T. Brown

Seconded by: Councillor M. Johnson

THAT the following minutes are hereby received for information:

- 14.1 Minutes of the Acton BIA Board of Management Meeting held on September 10, 2018.
- 14.2 Minutes of the Halton Hills Public Library Board Meeting held on September 12, 2018.
- 14.3 Minutes of the Committee of Adjustment Meeting held on September 5, 2018.
- 14.4 Minutes of the Heritage Halton Hills Committee Meeting held on September 19, 2018.
- 14.5 Minutes of the Halton Hills Accessibility Advisory Committee Meeting held on September 26, 2018.
- 14.6 Minutes of the Committee of Adjustment Meeting held on October 3, 2018.

CARRIED

15. PETITIONS/COMMUNICATIONS/MOTIONS

NIL

16. ADVANCE NOTICE OF MOTION

NIL

17. MOTION TO RECEIVE AND FILE GENERAL INFORMATION PACKAGE

Resolution No. 2018-0169

Moved by: Councillor J. Fogal

Seconded by: Councillor M. Johnson

THAT the General Information Package dated November 19, 2018 be received.

CARRIED

18. MOTION TO APPROVE CLOSED SESSION ITEMS

2.1 CONFIDENTIAL VERBAL UPDATE BY A.B. MARSHALL, CAO

OFFICE OF THE CAO Confidential Verbal Update by A. B. Marshall, CAO regarding personal matters about an identifiable individual, including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. (Personnel Matters).

Resolution No. 2018-0170

Moved by: Councillor T. Brown

Seconded by: Councillor B. Inglis

THAT Confidential Verbal Update by A.B. Marshall, CAO regarding personal matters about an identifiable individual, including municipal or local board employees and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Personnel Matters), be received for information.

CARRIED

2.2 **MEMORANDUM NO. CORPSERV-2018-0004**

CORPORATE SERVICES Memorandum No. CORPSERV-2018-0004 dated November 19 2018 regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor-client privilege, including communication necessary for that purpose. (Communication Update on a Confidential Matter)

Resolution No. 2018-0171

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

THAT Memorandum No. CORPSERV-2018-0004 dated November 19, 2018 regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Communication Update on Confidential Matter), be received for information.

CARRIED

19. **CONSIDERATION OF BYLAWS**

Resolution No. 2018-0172

Moved by: Councillor M. Johnson
Seconded by: Councillor M. Albano

THAT the following Bills are hereby passed by Council;

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

By-law No. 2018-0065

A By-law to authorize the Mayor and Clerk to execute an Encroachment Agreement with the owners of 7 Albert Street (at Charity Street), Georgetown.

By-law No. 2018-0066

A By-law to authorize the execution of a Lease Renewal with Mold-Masters (2007) Limited for part of the in-opened road allowance between Concessions 10 and 11, for a temporary parking lot.

By-law No. 2018-0067

A By-law to amend the Heritage Property Tax Refund Program By-law No. 2010-0006 (Housekeeping Amendment).

By-law No. 2018-0068

A By-law to amend By-law 2002-0152 Respecting the Conveyance of Land or Payment of Cash-in-lieu of Parkland for Public Park Purpose.

By-law No. 2018-0069

A By-law to adopt a revised Municipal Emergency Response Plan for the Town of Halton Hills.

By-law No. 2018-0070

A By-law to adopt the proceedings of the Council Meeting held on the 19th day of November, 2018 and to authorize its execution.

CARRIED

20. ADJOURNMENT

Resolution No. 2018-0173

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

THAT this Council meeting do now adjourn at 7:37 p.m.

Recorded Vote:

In Favour: Mayor Bonnette; Councillors Lawlor, Fogal, Hurst, Inglis, Johnson, Kentner, Lewis, Somerville, Brown, Albano

Against: Nil

CARRIED

Rick Bonnette, MAYOR

Suzanne Jones, CLERK



MINUTES
INAUGURAL COUNCIL MEETING
MONDAY, DECEMBER 3, 2018

The Town of Halton Hills Council met this 3rd day of December, 2018, in the John Elliot Theatre, commencing at 7:35 p.m., with Mayor R. Bonnette in the Chair.

MEMBERS PRESENT: Mayor R. Bonnette, Councillors M. Albano, T. Brown, W. Farrow-Reed, J. Fogal, J. Hurst, B. Inglis, M. Johnson, A. Lawlor, B. Lewis, C. Somerville

STAFF PRESENT: A. B. Marshall, CAO; 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; M. Leighton; Treasurer and Manager of Accounting; H. Olivieri, Chief and Commissioner of Fire Services; G. Cannon, Chief Librarian; S. Jones, Clerk and Director of Legislative Services;

1. OPENING OF THE COUNCIL MEETING

Upon the completion of the Declarations of Office for the 2018 – 2022 term of Council, Mayor Rick Bonnette called the meeting to order at 7:35 p.m. to bring forward the following motions.

2. NOTICE OF MOTION/MOTIONS

A. Resolution No. 2018-0174

Moved by: Councillor M. Albano
Seconded by: Councillor W. Farrow-Reed

THAT Council move this Notice of Motion to bring forward the following motion:

a) Appointments to Boards and Committees

CARRIED

B. Resolution No. 2018-0175

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

THAT Council endorses the Mayoral Appointments to the following Boards and Committees:

Community & Corporate Affairs Committee

Councillor Jane Fogal - **Chair**
Councillor Clark Somerville
Councillor Jon Hurst
Councillor Ted Brown
Councillor Wendy Farrow-Reed
Councillor Ann Lawlor
Mayor Rick Bonnette (Ex-Officio)

Planning, Public Works & Transportation Committee

Councillor Clark Somerville - **Chair**
Councillor Jane Fogal
Councillor Michael Albano
Councillor Bryan Lewis
Councillor Moya Johnson
Councillor Bob Inglis
Mayor Rick Bonnette (Ex-Officio)

Active Transportation Advisory Committee

Councillor Jane Fogal - **Chair**
Councillor Clark Somerville
Councillor Wendy Farrow-Reed

Acton B.I.A.

Councillor Michael Albano

Georgetown B.I.A.

Councillor Jane Fogal

Heritage Halton Hills Committee

Councillor Ted Brown – Chair

Hillview Active Living Centre – Acton

Councillor Jon Hurst

Hillview Active Living Centre – Georgetown

Councillor Bob Inglis

Site Alteration Committee

Councillor Ted Brown - **Chair**

Councillor Bryan Lewis

Councillor Clark Somerville

Halton Hills Accessibility Advisory Committee

Councillor Jon Hurst - **Chair**

Councillor Wendy Farrow-Reed

Halton Hills Public Library Board

Councillor Ted Brown

Councillor Ann Lawlor

Halton Healthcare Services

Councillor Jon Hurst

Joint Regional Waste Management

Councillor Michael Albano

Halton Conservation Authority

Councillor Bryan Lewis

Councillor Moya Johnson

Credit Valley Conservation Authority

Councillor Ann Lawlor

Destination Georgetown

Councillor Jane Fogal – **Chair**

Councillor Moya Johnson

Councillor Wendy Farrow-Reed

Intensification Opportunities Study

Councillor Moya Johnson - **Chair**

Councillor Clark Somerville

Councillor Ann Lawlor (Alternate)

Employment Land Needs Study

Councillor Clark Somerville

Councillor Bob Inglis

Councillor Michael Albano (Alternate)

CARRIED

3. BILLS / BYLAWS

Resolution No. 2018-0176

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

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.

2018-0071 A By-law to adopt the proceedings of the Inaugural Council meeting held on the 3rd day of December 2018.

CARRIED

4. ADJOURNMENT

Resolution No. 2018-0177

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

That this meeting do now adjourn at 7:50 p.m.

CARRIED

Rick Bonnette MAYOR

Suzanne Jones CLERK

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Susan Silver, Senior Advisor, Strategic Planning & Continuous Improvement

DATE: November 30, 2018

REPORT NO.: Rpt-ADMIN-2018-0031

RE: Cannabis Legalization and Retail Update

RECOMMENDATION:

THAT report No. ADMIN-2018-0031 dated November 30, 2018 regarding Cannabis Legalization and Retail Update be received;

AND FURTHER THAT Council review the draft resolution included in Council's agenda regarding opting out of cannabis retail stores until such time as community consultation can be completed.

BACKGROUND:

On August 13, 2018, the Province of Ontario announced a new model for the sale and distribution of recreational cannabis which includes a mix of provincially run online stores and regulated private brick and mortar retail stores. Staff report ADMIN-2018-0028, Cannabis Legalization, was presented at the September 10 meeting of Council and provided information known up to that point.

New legislation introduced September 27, 2018 confirmed that municipalities would be given a one-time opportunity to opt-out of hosting retail stores within their boundaries, a decision that must be made by January 22, 2019. (Cannabis Licence Act)

Regulations (O. Reg 468/18) released November 15, 2018 provided additional information regarding both opt-out procedures and details around how retail stores would be regulated. Planning memorandum MEM-PLS-2018-0013 provides information specifically regarding regulation of stores, including siting.

A cannabis consultation plan was provided to Council via report ADMIN-2018-0033 and presented at the November 19, 2018 Council meeting. The report recommended that, "given the short time frame imposed by the Province to opt-out of cannabis retail storefronts by January 22, 2019, staff report back to Council on December 17 with a resolution to opt-out giving Council the option to opt back in after January 22, 2019 once

public input can be considered on the matter, in keeping with the Town's Public Engagement Charter".

On November 20, 2018 the Ministry of Finance provided additional details to Heads of Councils regarding the Ontario Cannabis Legalization Fund (OCLIF). A copy of this letter is available in the general information package dated December 17.

With the newly inaugurated Council sworn in December 3, 2018, the purpose of this report is to provide Council with a draft resolution regarding opt-out for consideration and to provide any additional details regarding cannabis legalization since the previous report.

COMMENTS:

Funding

On November 27, 2018 the Town of Halton Hills received notification from the Deputy Minister of Finance to the Town Treasurer regarding disbursements under the Ontario Cannabis Legalization Implementation Fund. This notice included a copy of the November 20th correspondence sent to Heads of Councils, which provides details about how the province intends to distribute funding.

Two key points specific to the Town of Halton Hills include:

- In January all municipalities, regardless of a decision to opt-out will receive the first of two payments calculated on a per household basis. **The allocation amount for the Town of Halton Hills is \$27,747**
- Following the January 22 deadline for municipalities to opt-out, a second payment will be made. **Municipalities that have opted-out as of that deadline will only receive \$5000.** Otherwise, payments will be calculated on a per household basis.

Beyond the first two payments, the province is setting aside additional monies "to address costs from unforeseen circumstances related to the legalization of cannabis..." with details to be provided later.

And finally, if Ontario's portion of the federal excise duty on recreational cannabis over the first two years exceeds \$100 million, the Province has committed to distribute 50% of the surplus to municipalities that have not opted-out as of January 22, 2019.

Funding must be used to address costs directly related to the legalization of recreational cannabis and records will be subject to verification and audit. The Ministry of Finance will work with the Association of Municipalities of Ontario (AMO) to review use and impacts of funds.

Public Notice and Appeal

As noted, Planning has submitted MEM-PLS-2018-0013 which provides details regarding the regulation of retail stores, including information on how the public notice process will work. During a November 27 webinar, officials from the Alcohol and Gaming Commission of Ontario (AGCO) confirmed that public notice will consist solely of:

- Applicant posting a placard at the proposed store, and
- AGCO posting notice on their website

When questioned specifically about whether or not municipalities would be contacted directly, it was stated that the above two methods would be the only notice given and that interested parties (residents or municipalities) are encouraged to monitor the AGCO website for updates.

The timeframe to submit comments based on public interest as defined in the regulation is 15 calendar days, after which any submissions must be reviewed and responded by the applicant within 5 calendar days. The registrar (AGCO) will review all submissions and responses and make a final ruling on granting a retail store authorization.

Decision to Opt-Out

The draft resolution included in Council's agenda provides the option to make an interim opt-out decision with the intent to proceed with the consultation plan as endorsed at the November Council meeting. Upon completion of the consultation, staff has committed to report back at which time Council may confirm or alternatively, change this decision.

RELATIONSHIP TO STRATEGIC PLAN:

The report relates to the Town's Strategic Plan Priority under Communications to continue to provide timely, transparent communications to the community.

FINANCIAL IMPACT:

The Town is expecting to receive an initial payment of \$27,747 in January from the Ontario Cannabis Legalization Fund (OCLIF). These funds will be used to offset expenditures incurred by town staff directly related to the legalization of recreational cannabis.

CONSULTATION:

Staff from Planning and Finance were consulted to gather and confirm information contained in this report.

PUBLIC ENGAGEMENT:

A public consultation is being launched in accordance with the Town's approved Public Engagement Charter.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life. The recommendation outlined in this report is not directly applicable to the Strategy's implementation.

COMMUNICATIONS:

A [Cannabis information page](#) has been created on the Town website where more information is provided, including links to additional resources. This page will be continuously updated as more information becomes available.

CONCLUSION:

Information regarding retail cannabis store regulation and specifics pertaining to funding that were previously unknown or pending approval of legislation have been received over the last few weeks. Aside from completing the agreed to public consultation which will extend into March 2019, Council must make a decision prior to January 22, 2019 on whether or not to opt-out of hosting cannabis retail stores within Town of Halton Hills boundaries, a decision which can be reversed at any time by notifying the AGCO.

Reviewed and Approved by,



Richard Cockfield, Manager Strategic Planning & Continuous Improvement



Brent Marshall, CAO

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Dana Stanescu, Accounting Supervisor

DATE: December 3, 2018

REPORT NO.: CORPSERV-2018-0044

RE: Related Party Disclosure Requirement

RECOMMENDATION:

THAT Report No. CORPSERV-2018-0044 dated December 3, 2018 regarding the Related Party Disclosure requirement by the Public Sector Accounting Standards be received for information.

BACKGROUND:

The purpose of this report is to inform the Mayor and the Members of Council of a new CPA Canada Public Sector Accounting Standard that is required to be applied to fiscal years beginning after April 1, 2017. The Town of Halton Hills must begin applying the new standard for the fiscal year of January to December 2018.

The new standard is PS2200 Related Party Disclosures, and it requires measurement and disclosure of related party transactions between the Town of Halton Hills (the Town) and its related entities, and between the Town and key management personnel.

Disclosure of related party transactions will assist users in understanding the effect of those transactions on the Town's financial position.

COMMENTS:

For the purpose of this new standard, Key Management Personnel (KMP) are considered to be those individuals having authority and responsibility for planning, directing and controlling the activities of the Town, and they include members of the governing body and senior management.

The new standard does not include disclosure of KMP compensation arrangements, expense allowances or other similar payments routinely paid in exchange for services rendered.

Additionally, the new standard does not require disclosure of all related party transactions. Instead, disclosure is only required when: a) transactions occur between related parties at values different than they would have occurred if the parties were unrelated; and b) transactions and events between related parties have or could have material financial effect on the financial statements.

To help with identifying Related Party Transactions, a Related Party Disclosure Declaration has been developed as attached in Appendix A that will be presented to all members of Council, Commissioners, Directors, and those Managers who have authority to enter into substantial contracts on behalf of the Town. The declarations will list the related party transactions that have taken place and the value of those transactions that have occurred in the year. The attached declaration will be circulated to all KMP and is required to be completed for the January to December 2018 fiscal year and each subsequent fiscal year. Appendix B contains a list of all positions deemed to be KMP.

The declarations will need to be signed by all KMP each year by January 31st for transactions that occurred in the prior year. In municipal election years where two different groups of Council might in place for partial periods of a financial year, declarations must be made by all Council members in office during the year. For example, for the 2018 year end, declarations from Council members in place from January 1 to December 2, and Council members in place from December 3 to December 31 are required.

Signed declarations need to be returned to the Treasurer/Manager of Accounting, so that it can be determined whether any related party disclosures are required in the annual financial statements.

The items disclosed will be assessed based on the terms and conditions underlying the transactions, the materiality of the transactions, relevance of the information to the users, and the need for the information to enable users' understanding of the financial statements and for making comparisons to other entities. When it is determined that information about related party transactions need to be disclosed in the financial statements, the disclosure will include the following:

- Information about the nature of the relationship with related parties involved in related party transactions;
- The types of related party transactions that have been recognized;
- The amounts of the transactions recognized classified by financial statement category;
- The basis of measurement used;
- The amount of outstanding balance and the terms and conditions attached to them;
- Contractual obligations with related parties, separate from other contractual obligations;

- Contingent liabilities involving related parties, separate from other contingent liabilities; and
- The types of related party transactions that have occurred for which no amount has been recognized.

Items of a similar nature will be disclosed in aggregate.

RELATIONSHIP TO STRATEGIC PLAN:

This report supports Council's current "Top Eight" priorities to:

Provide timely, transparent communications with the residents and business owners.

FINANCIAL IMPACT:

There is no financial impact directly associated with this report.

CONSULTATION:

Halton Region area municipalities and the Town's auditors (KPMG) have been consulted throughout the research towards implementing this new standard, to ensure compliance to the public sector accounting standards, and also to ensure consistency in accounting treatment across Halton Region.

PUBLIC ENGAGEMENT:

There is no public engagement associated with this report.

SUSTAINABILITY IMPLICATIONS:

The Sustainability Implications of the information provided in this report were reviewed against the requirements of the Town's Sustainability Implications Worksheet. The Worksheet is completed for substantial non-administrative reports, major projects, studies, policies and initiatives that are relevant to advancing the Town's economic, cultural, environmental and social wellbeing, and quality of life. Since the report is none of the latter, the Sustainability Implications section is not applicable to this report.

COMMUNICATIONS:

Training and guidance will be provided by the Town Treasurer in the form of a presentation to Council, to ensure clarity around this new reporting standard and to respond to any questions that may arise on the subject.

The attached Appendix A – Related Party Disclosure Declaration will be distributed by the Treasurer/Manager of Accounting to all KMP. Once the forms are completed and signed they will need to be returned to the Treasurer/Manager of Accounting by the required date.

CONCLUSION:

The declaration forms completed by KMP will be used by Town staff in the preparation of the annual financial statements. The Town's auditors (KPMG) will audit the assumptions used by Town staff as it relates to related party transactions.

Reviewed and Approved by,

Handwritten signature of M. J. Leighton in black ink.

Moya Jane Leighton, Manager of Accounting and Town Treasurer

Handwritten signature of Jane Diamanti in black ink.

Jane Diamanti, Commissioner of Corporate Services

Handwritten signature of Brent Marshall in black ink.

Brent Marshall, CAO



PUBLIC SECTOR ACCOUNTING STANDARD PS2200 RELATED PARTY DISCLOSURES
KEY MANAGEMENT PERSONNEL ANNUAL SELF-DECLARATION STATEMENT

CPA Canada Public Sector Accounting Standard 2200 (PS2200) establishes related party disclosure requirements for Key Management Personnel of the Town of Halton Hills (the Town).

Key Definitions

Related Party can be an entity or an individual and exists when one party has the ability to exercise control or shared control over the other. Related parties include key management personnel and close family members.

Related Party Transaction is a transfer of economic resources or obligations between related parties, or the provision of services by one party to a related party.

Key Management Personnel (KMP) are those individuals having authority and responsibility for planning, directing and controlling the activities of the entity. KMP include (a) members of a governing body that has authority and responsibility and (b) senior management who have the day-to-day responsibility for managing activities and operations.

Close Family Members of KMP normally include an individual's spouse and those dependent on either the individual or the individual's spouse.

Key Management Personnel of the Town are required to self-declare, on an annual basis, all Related Party Transactions as follows:

I or my Close Family Members have **NOT IDENTIFIED** any Related Party Transactions with the Town

OR

I or my Close Family Members have **IDENTIFIED** Related Party Transactions as listed below;

Legal Name of Entity Conducting Business Transactions with the Town	Nature of Relationship to KMP	Description of Business Transactions with The Town	Total Value of Transactions
1.			
2.			

To the best of my knowledge the information provided in this statement is a complete and accurate record of all of my and/or all of my Close Family Member's Related Party Transactions for the fiscal year January 1, _____ to December 31, _____

The information provided will be used for the purpose of assessing financial statement note disclosures for Related Party Transactions in accordance with PS2200 and the Town's Related Party Disclosure Policy and Procedure. The collection of your information is in accordance with section 294.1 of the Municipal Act, 2001, S.O. 2001, c. 25.

KMP Name: _____

Town of Halton Hills Position: _____

Signature: _____

Date: _____

APPENDIX B – Related Party Disclosure – Key Management Personnel (KMP)

For the purpose of related party disclosure, the following Town positions have been identified as Key Management Personnel and are required to complete the annual declaration

Position
Councillors (including Mayor)
Chief Administrative Officer
Chief Librarian
Clerk and Director of Legislative Services
Commissioner, Transportation & Public Works
Commissioner of Corporate Services
Commissioner & Chief of Fire Services
Commissioner of Planning and Sustainability
Commissioner of Recreation and Parks
Director of Engineering
Town Treasurer & Manager of Accounting
Deputy Treasurer & Manager of Revenue and Taxation
Manager of Transportation
Manager of Building Services & CBO
Manager of IT
Manager of HR
Manager of Economic Development, Innovation and Culture
Manager of Communications
Manager of Strategic Planning & Continuous Improvement
Manager of Parks and Open Space
Manager of Recreation Services
Manager of Purchasing

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Rick Cockfield, Manager of Strategic Planning & Continuous Improvement

DATE: November 27, 2018

REPORT NO.: Admin-2018-0038

RE: Barber Mill Update

RECOMMENDATION:

THAT Report ADMIN-2018-0038, dated November 27, 2018, regarding Barber Mill Update, be received;

AND FURTHER THAT Council direct the CAO to continue his discussions and pursue opportunities with the principle owners of the Barber Mill toward redevelopment of the site in a manner that respects its cultural heritage significance.

BACKGROUND:

The purpose of this report is to provide a history and update on the Barber Mill property. The property at 99 River Drive is the location of the “Barber Mill,” a former industrial complex of buildings that housed various industries on the banks of the Credit River in Georgetown since 1864. The mill site covers 5.24 hectares. The property contains the remains of the industrial paper-making industry in Georgetown that produced paper from 1854 until 1948. A Confidential staff report, ADMIN-2018-00036, on this same Council agenda addresses specific property standards enforcement matters associated with the Barber Mill site.

The property has been owned by Everlast Group of Brampton since 2003. Everlast Group has filed several development applications on the property since that time. Initially a residential condominium tower, hotel and adaptive re-use of the existing heritage buildings for retail/commercial use were proposed.

A second proposal in 2010 was for a hotel and adaptive re-use of the existing heritage buildings for retail/commercial use. In each case, the Everlast Group partially advanced the development applications through the approvals process and then ceased activity on the projects. Currently, the Everlast Group has two open development applications associated with the property as described later in this report.

The following is a chronological history of the key activities associated with the re-development of the property since 2004.

2004

In 2004 Everlast filed applications to amend the Town's Official Plan and Zoning By-law (D09/Barber Mill) and also a Site Plan application to seek permission to construct a 14-storey residential apartment building containing 240 residential units, a 4-storey hotel with 42 suites, a refurbished retail/commercial building and underground parking. A Public Meeting was held on October 18, 2004, in association with Staff Report PD-2004-0058, to advise Council and the public of applications and proposal

2006 & 2007

Little progress had been made on the project following the Public Meeting in October 2004. Over that period Town and external agency staff met with the Applicant and their consulting team on numerous occasions to discuss the proposal. The Applicant submitted various technical studies and comments were provided from Town staff and external agencies, including the Region of Halton and Credit Valley Conservation Authority (CVC). However, the condo, hotel and retail/commercial building did not advance to a point where staff could prepare a recommendation or consideration by Council.

2008

The historic importance of the property was recognized by Town Council in 2008 when the property was designated under Part IV of the Ontario Heritage Act through By-law 2008-0113.

2010

In 2010 Everlast Group amended their OPA and Site Plan applications to eliminate the residential component of their proposal (14-storey apartment building). The proposal for a new hotel and the adaptive re-use of the heritage buildings for a variety of commercial and retail purposes remained.

It should be noted that a Zoning By-law Amendment was not required to facilitate the hotel and commercial/retail building proposal. This was because the Barber Mill site had been excluded from Zoning By-law 2010-0050 when Council approved it in July 2010 because previous By-law 57-91 allowed for a hotel and commercial/retail uses on the property.

A public meeting was held on June 28, 2010, in association with Staff Report PDS-2010-0059, regarding the revised OPA application. The meeting was well attended by the public who expressed various perspectives on the future of the property.

Similar to the original proposal in 2004, the revised concept did not progress to a recommendation report stage. The development applications deal with complex site and regulatory issues requiring multi-agency review and various approvals. The redevelopment issues included: the location of the property in the Credit River valley, adjacent to the river and in the floodplain, site contamination due to the industrial use of the property, surrounding environmentally sensitive areas and various other issues.

Staff worked with the Everlast Group and review agencies, including Credit Valley Conservation, to advance the applications but the coordination of the work by the applicant that is necessary to successfully gain the development approvals is costly and complex. The applications remain open for a hotel and adaptive re-use of the heritage buildings for a variety of commercial and retail purposes.

2011

In April 2011 the property Everlast Group sent a letter in response to a notice of concern from the Fire Department regarding the public safety hazard presented by the current site conditions and breaches of the perimeter fence around the property. In that letter the Everlast Group indicated that the preferred approach was demolition of the structures on the property. The Everlast Group also indicated that they are waiting to hear from the Town regarding the processing of open development applications on the property to facilitate a redevelopment project.

In late 2011, the Everlast Group sent a demolition permit clearance form and letter advising the Town that the buildings on the property had deteriorated beyond repair and that the Everlast Group intended to demolish all of the structures on the property and rebuild similar structures. The Town Solicitor advised the Everlast Group of the requirements for filing a demolition permit involving a property designated under Part IV of the Ontario Heritage Act and also advised of the sanctions set out in the Heritage Act for illegal demolition.

Given the Everlast Group's submissions and in order to have a complete understanding of the opportunities and constraints associated with the Barber Mill site, the Town retained George Robb Architect (GRA) Ojdrovic Engineering, and MHBC Consulting to prepare a report. The consultants' mandate was to:

- complete a peer review of Everlast Group's structural engineer's report which contends that the buildings on the site are largely beyond repair and restrict options to wholesale demolition;
- provide independent advice to Council on the site conditions, some assessment of the extent of possible retention of structures, and the overall impact of structural deterioration on the cultural heritage status of the property;
- provide some recommendations on the scope of building retention and or adaptive re-use of the buildings and site; and
- offer some suggestions on implementation.

2012

The consultants' report entitled "Site Analysis and Feasibility of Redevelopment – Barber Mill, Georgetown" (the "GRA report") was completed in 2012.

The GRA report addressed the following:

- Cultural heritage value of the Barber Mill
- Building condition assessment concluding that, although the buildings are in poor condition, they are not significantly worse than they were in 2006, and they are not beyond repair with the exception of several buildings identified in the report as requiring controlled demolition for public safety reasons. As such, they do not concur with the conclusions of Everlast Group's structural assessment that all the buildings on the Barber Mill property are beyond repair with no alternative but demolition and reconstruction of similar buildings.
- Commentary on the Town's Property Standards By-law and its applicability to the Barber Mill site. It was noted that the Everlast Group has been served with an order to comply with the by-law on several occasions. These orders have dealt with the maintenance of the perimeter fencing, however, there continue to be challenges in this respect. The consultants advise that the next logical step in keeping with the Town's Property Standards By-law would be barricading all window and door openings to prevent entry.
- "Mothballing" the historic structures on site. "Mothballing" generally describes the temporary closing up of buildings to protect them from the weather and to secure them from vandalism while planning for adaptive reuse and/or securing funding for a project.
- Strategies employed at various mill sites, primarily in Ontario, that are in public and private ownership. The strategies include:
 1. Do nothing after public safety issues are addressed
 2. Stabilize as a "ruin"
 3. Stabilize as a "ruin" in a park
 4. Commercial Adaptive reuse with minimal interventions
 5. Commercial large scale Adaptive reuse
- Proposal for a Phase One Action Plan to conserve the cultural heritage resources on the site, pending a future direction for adaptive reuse. The Action Plan is comprised of the following components:
 - Enforce the Property Standards By-law to ensure that all buildings are secured against entry by unauthorized persons and all yards are clean and free of litter, salvage and from other objects that might create a nuisance, or a health, fire, safety or accident hazard;
 - Take measures to mitigate against the further deterioration of the fabric of the buildings to remain including roof repair, stabilization of masonry walls and temporary flashings where appropriate;

- Controlled selective demolition of portions of buildings deemed unsuitable for reuse;
 - Salvage of materials from the building to be removed for potential future reuse.
- Information on incentive programs offered by some municipalities for heritage buildings. These include: relief from 40% of the municipal portion of property taxes for designated properties, Community Improvement Plan programs and the use of density and/or height bonusing in accordance with Section 37 of The Planning Act in exchange for community benefits such as the conservation of heritage landscapes or buildings [It should be noted that the Town's Community Improvement Plan programs funding/structure is not adequate to provide any meaningful financial support for a project of this size];
- Conclusions summarizing the various recommendations to conserve the cultural heritage resources. A specific recommendation was included regarding the benefits for the Town to establish an Enhanced Property Standards By-law.

Based on the recommendations contained in the GRA report and the Planning Report No. PDS-2012-0062, a Property Standards Order was issued by the Town in October 2012. The Everlast Group was requested to secure all the openings in the buildings against entry of unauthorized persons, provide bracing of some laterally supported walls, repair the fence around the property and gate where damaged, remove graffiti from exterior walls, and provide controlled selective demolition of the buildings deemed unstable for reuse.

At the time, staff inspections of the property revealed that the fence and gate had been repaired (the new solid metal fence was installed against the existing chain link fence, approximately 80% of its perimeter). All the wall openings had been covered with sheets of plywood, as requested in the Property Standards Order.

2013

In response to the Property Standards Order to undertake selective demolition of buildings on the site, the Everlast Group submitted a Heritage Permit application in March 2013 to demolish these buildings. The professional engineer's report submitted in support of the application proposed controlled, partial demolition. Building Services staff reviewed this report and found it acceptable. As a result, through staff report INF-2013-0021 Council, as regulated under Section 34.(2) of the Ontario Heritage Act, consented to demolish portions of buildings deemed unsuitable for reuse.

Halton Hills Cultural Master Plan

In 2013, following extensive community consultation, the Halton Hills Cultural Master Plan was endorsed by Council. The Barber Mill is identified as a key cultural heritage feature in the Halton Hills Cultural Master Plan. The Plan states that *“The old Barber Paper Mill is a heritage jewel in Halton Hills and a resource that should be protected, preserved, and enhanced as a community resource”*. In addition is stated that the preservation of the ruins and the integration of a significant public interpretive feature should be condition of re-developing the site.

The Recommendation in the Cultural Master Plan respecting the Barber Mill is stated as follows:

The development of the Barber Mill as a Heritage Interpretive Feature (Potentials Plan) by:

- *Protecting and preserving the building’s remnants/ruins*
- *Developing the site as a public space with interpretive feature at the site*
- *Preserving access to the river’s edge.*

2015

In 2015 Council directed staff to review and amend the Property Standards By-law as recommended in the GRA report. On June 22, 2015, Council approved Report CS-2015-0020 regarding amendments to the Town of Halton Hills Property Standards By-law 2008-0137. Those amendments included provisions for enforcing maintenance of heritage properties. The report also recommended the contracting of a Built Heritage Specialist to be on retainer to provide expert knowledge on required repairs and maintenance of heritage attributes on designated heritage properties.

In late November, 2015 Council approved the Award of Proposal – Built Heritage Specialist contract, to Spencer R. Higgins, Architect Incorporated (the `Heritage Specialist`).

In addition, in 2015 Everlast Group proposed a 128 unit - 18 storey building on this site through the pre-consultation process. However, the still active OPA, ZBA and Site Plan applications were never updated to reflect the revised 2015 proposal.

2016

The Heritage Specialist commenced inspections of the Barber Mill property in 2016. The complexity of issues surrounding how to protect the remains of the property led to several site visits by the Heritage Specialist and enforcement staff, to examine and record building conditions, note heritage features, and determine best methods to maintain the remains. The Heritage Specialist also attended several meetings with enforcement and planning staff.

A meeting with the property Everlast Group, its representatives, and town staff also took place to discuss issues surrounding securing the site, safety matters and next steps.

2017

The Heritage Impact Assessment on the Barber Mill Paper Mill was completed in 2017. The Heritage Impact Assessment completed by the Heritage Specialist goes into great lengths as to the condition of the property, and a mitigation strategy. The Heritage Specialist needed over a year to complete the impact assessment due to the various complexities, and the high number of site visits required to conduct the necessary research.

2018

Staff reviewed the extensive analysis and recommendations contained in the Heritage Impact Assessment on the Barber Mill Paper Mill undertaken by Spencer R. Higgins, Architect Incorporated. A Confidential staff report, ADMIN-2018-00036, on this Council agenda addresses specific property standards enforcement matters arising from the Heritage Impact Assessment. The Heritage Impact Assessment is available to the public in the Clerks Office.

Contents of the Heritage Impact Assessment

A summary of the general findings from the Heritage Impact Assessment are as follows:

- All of the roofs in the heritage complex are leaking leading to extensive deterioration
- Stabilization of the heritage complex requires utilization of a conservation specialist professional advice and the engagement of contractors experienced in repair and conservation of cultural property
- Expenditures in the order of \$10 million will be necessary to properly stabilize and mothball the site.
- The recommended repairs are summarized as follows:
 - Correct life-saving issues such as missing handrails at floor openings and stabilize loose masonry
 - Provide more effective security to both the site and the structures
 - Remove standing water and debris from building interiors and site
 - Stabilize foundation settlement cracks and potential erosion points at every edge
 - Provide structural repairs
 - Provide repairs to stabilize the brickwork and masonry
 - Repair or replace roofs so structures are weathertight and direct roof runoff away from the buildings
 - Reinststate dry heat and security lighting to the inside of the structures.

COMMENTS:

There have been recent communications between Planning staff and the property owners of the Barber Mill site, Everlast Group regarding a revised proposal. Planning staff indicate that Everlast has also been in contact with staff from Credit Valley Conservation and Halton Region. These have been informal conversations and at this time there have not been any additional submissions by Everlast Group associated with the open development applications related to the Barber Mill site. In addition, the CAO has reached out to the principles of the Everlast Group to discuss what opportunities exist to facilitate moving the development of the Barber Mill site forward. Any new proposal or application for the site will require a Pre-Consultation process so that up to date staff comments and submission requirements can be provided to the Everlast Group.

Next Steps

Staff will continue to make themselves available to discuss redevelopment opportunities with the Everlast Group in a manner that respects the Ontario Heritage Act designation and is in keeping with the Halton Hills Cultural Master Plan. Enforcement staff will continue to monitor the site and work with the Everlast Group to ensure that property standards on the site are maintained. In addition, the CAO will continue to pursue opportunities with the Everlast Group to facilitate redevelopment.

RELATIONSHIP TO STRATEGIC PLAN:

This report is administrative in nature and therefore there is not a direct relationship with the Town's strategic plan.

FINANCIAL IMPACT:

There are currently no financial impacts associated with this report.

CONSULTATION:

Staff from Enforcement & Planning have continually consulted with regard to this property.

PUBLIC ENGAGEMENT:

It is recognized that the Barber Mill property is the subject of widespread community interest and a key cultural heritage feature. Staff will engage the community on the future of the Barber Mill as opportunities arise in keeping with the Town's Public Engagement Charter.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life. This report addresses the Town's cultural vibrancy.

CONCLUSION:

The Barber Mill property is a key cultural heritage feature. The historic importance of the property was recognized by Town Council in 2008 when the property was designated under Part IV of the Ontario Heritage Act. The Town will continue to monitor the site and work with the property owner, the Everlast Group, to identify opportunities for feasible redevelopment of the site that respects its cultural heritage significance.

Reviewed and Approved by,

A handwritten signature in black ink that reads "Brent Marshall". The signature is written in a cursive, flowing style.

Brent Marshall, CAO

MEMORANDUM

TO: Mayor Bonnette and Members of Council

FROM: Keith Hamilton – Planner, Policy

DATE: November 28, 2018

MEMORANDUM NO.: MEM-PLS-2018-0013

RE: Cannabis Retail Stores

PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to inform Council on legislation, passed and proposed, related to Cannabis Retail Stores in Ontario.

BACKGROUND:

Currently the sale of medical cannabis is licensed and regulated by the federal government. This memorandum will focus entirely on the retail sale of recreational cannabis, which is licensed and regulated by the Government of Ontario.

On October 17th, 2018 the production, sale and consumption of recreational cannabis became legal across Canada. While licences for all production-related activities are under regulation of the federal government, the retail sale of recreational cannabis is under the authority of the provinces and territories. In Ontario, current retail sale of cannabis is online only, until April 1, 2019 when private sellers, under the authority of the Alcohol and Gaming Commission of Ontario (AGCO), can begin to open stores.

The Ontario Cannabis Licence Act, also passed on October 17th, regulates licences related to the sale of recreational cannabis; retail store authorization; retail store operation; and enforcement. Additionally this Act provides municipalities the opportunity to 'opt-out' of Cannabis Retail Stores within their boundaries, effectively prohibiting the over-the-counter sale of recreational cannabis. This provision has been discussed in greater detail in other reports to Council (ADMIN-2018-0028 "Cannabis Legalization", and ADMIN-2018-0033 "Cannabis Consultation Plan").

To date, one regulation (468/18) has been passed under the Cannabis Licence Act. This regulation provides rules and restrictions on eligibility to obtain licences, store authorizations, and the operation of retail stores. Greater detail on this regulation will be provided under Cannabis Retail Store Rules in the COMMENTS Section.

COMMENTS:

Retail Licences Available

There are two licences and one authorization governed by the Cannabis Licence Act:

- Retail Operator Licence
- Retail Store Authorization
- Cannabis Retail Manager Licence

The **Retail Operator Licence** permits an applicant to sell cannabis for recreational purposes. In order to sell cannabis under a licence, **Retail Store Authorization** would also be required in order for a person/company to establish a Cannabis Retail Store. This authorization establishes an appropriate site for a retail operation, as approved by the Alcohol and Gaming Commission of Ontario (AGCO) and allows the Retail Operator Licence holder to enter into product distribution contracts with the Ontario Cannabis Retail Corporation. Private retail stores granted authorization will not be permitted to sell cannabis online. A **Cannabis Retail Manager Licence** is required for anyone working in a Cannabis Retail Store who does not possess a Retail Operator Licence who wishes to: oversee or coordinate the sale of cannabis; manage employees within the store; manage compliance issues; or have signing authority to purchase cannabis. Any store that is not a sole-proprietor is required to have one of these licences.

In addition to identifying the types of licences required for Cannabis Retail, the AGCO has recently established application fees for prospective retailers:

- \$6,000 per Retail Operator Licence application
- \$4,000 per Retail Store Authorization application
- \$750 per Cannabis Retail Manager Licence application

Both licences and store authorizations are required to be renewed every 2 or 4 years.

Retail Store Rules

To date, Ontario Regulation 468/18 has been created under the Cannabis Licence Act to regulate the authorization and licensing of Cannabis Retail Stores. This Regulation has helped provide clarity on how Cannabis Retail Stores would be integrated into the business community.

On the physical make-up and organization of a store, Section 9 of the Regulation states all stores will be standalone in nature, more specifically:

- The store must be separated from other establishments by walls and have its own private entrance (i.e. cannot locate within a department, grocery or convenience store, but can be part of a plaza or shopping mall); and,

- The store cannot be combined with any other activities, meaning only cannabis and federally approved cannabis accessories can be sold at an establishment.

In addition to the physical standards set out in Section 9, Section 11 states stores must be setback a minimum of 150 metres from schools (as defined under the Education Act). Maps showing school properties with 150 metre buffers and zones where retail stores are permitted in Halton Hills are provided in Schedule 1 attached to the report.

A set of operating rules are also set out in the Regulation that must be followed by all stores. Section 14 states all distribution contracts for cannabis sold in stores must go through Ontario Cannabis Retail Corporation with the intent of enforcement officials being able to easily identify illegal product. The Regulation also mandates legal operating hours for stores to be 9am to 11pm every day, where actual opening and closing times within these hours are at the discretion of the operator. Additionally, the Regulation permits only those 19 and older are allowed to be in the store, allowing operators to check identification at the door and deny entrance to those they believe to be under 19 years of age.

Retail Stores and Zoning

The Cannabis Licence Act provides the Alcohol and Gaming Commission of Ontario authority over the location of retail stores across the province. This, in effect, takes away the ability of the municipality to control the location of Retail Cannabis Stores through zoning. Communication from the AGCO has revealed Retail Store Authorization applicants must show when they apply that their location would meet local zoning requirements for retail stores. However, prospective operators seeking authorization are not required to notify municipalities on their intent to open a retail store. Additionally, the AGCO has stated municipalities cannot distinguish Cannabis Retail Stores from other retail in their Zoning By-laws. As a result a municipality cannot prohibit a Cannabis Retail Store in a zone where retail is permitted without restricting all retail uses.

Currently in the Town of Halton Hills, retail stores are permitted in the following zones: Downtown Commercial One (DC1); Georgetown Community Node Zones 1-3 (GCN1-3); Secondary Node Commercial (SNC); Corridor Commercial (CC); Local Commercial (LC); Hamlet Community Core (HCC); Hamlet Commercial (HC); Rural Cluster Commercial (RCC) and the Gateway (G) zone in the Premier Gateway. Retail stores are also permitted in Agricultural and Protected Countryside zones on commercial farms to a maximum of 500m² net floor area, where agriculture is the primary activity on the property.

Under Section 4 of the Cannabis Licence Act a federally licenced producer can receive authorization for one store at their production site. At this time, Halton Hills has not identified or regulated cannabis production within its Zoning By-law, which is subject to a separate and ongoing study. Should production be permitted (in the future) in zones

that also permit retail stores, the potential exists for Cannabis Retail to become part of a production operation.

Public Notice and Appeals

The Cannabis Licence Act mandates the AGCO to provide notice of an application for Retail Store Authorization. This notice would appear on the storefront seeking authorization and on the AGCO's website. Municipalities (both upper and lower tier) and their residents can appeal the application within 15 calendar days of the notice. Appeals must argue the location of the store is not in the public interest. Ontario Regulation 468/18 stipulates that for the purposes of the Cannabis Licence Act, matters of the public interest are limited to:

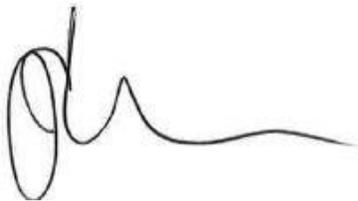
- Protecting health and safety;
- Protecting youth and restricting their access to cannabis; and,
- Preventing illicit activities in relation to cannabis.

After an appeal is made to the AGCO, the Retail Store Authorization applicant has 5 calendar days to respond, after with a Registrar for the Commission will issue a decision issuing authorization or refusing the application.

CONCLUSION:

This memorandum summarizes current provincial policy on Cannabis Retail Stores that will begin operating in participating municipalities as of next April. Information provided is intended to help Council understand how stores would establish themselves in Halton Hills should the Town choose to allow them. As not all legislation related to Cannabis Retail has been finalized, Town staff will continue to monitor and keep Council informed on any changes and additional regulations.

Reviewed and Approved by,

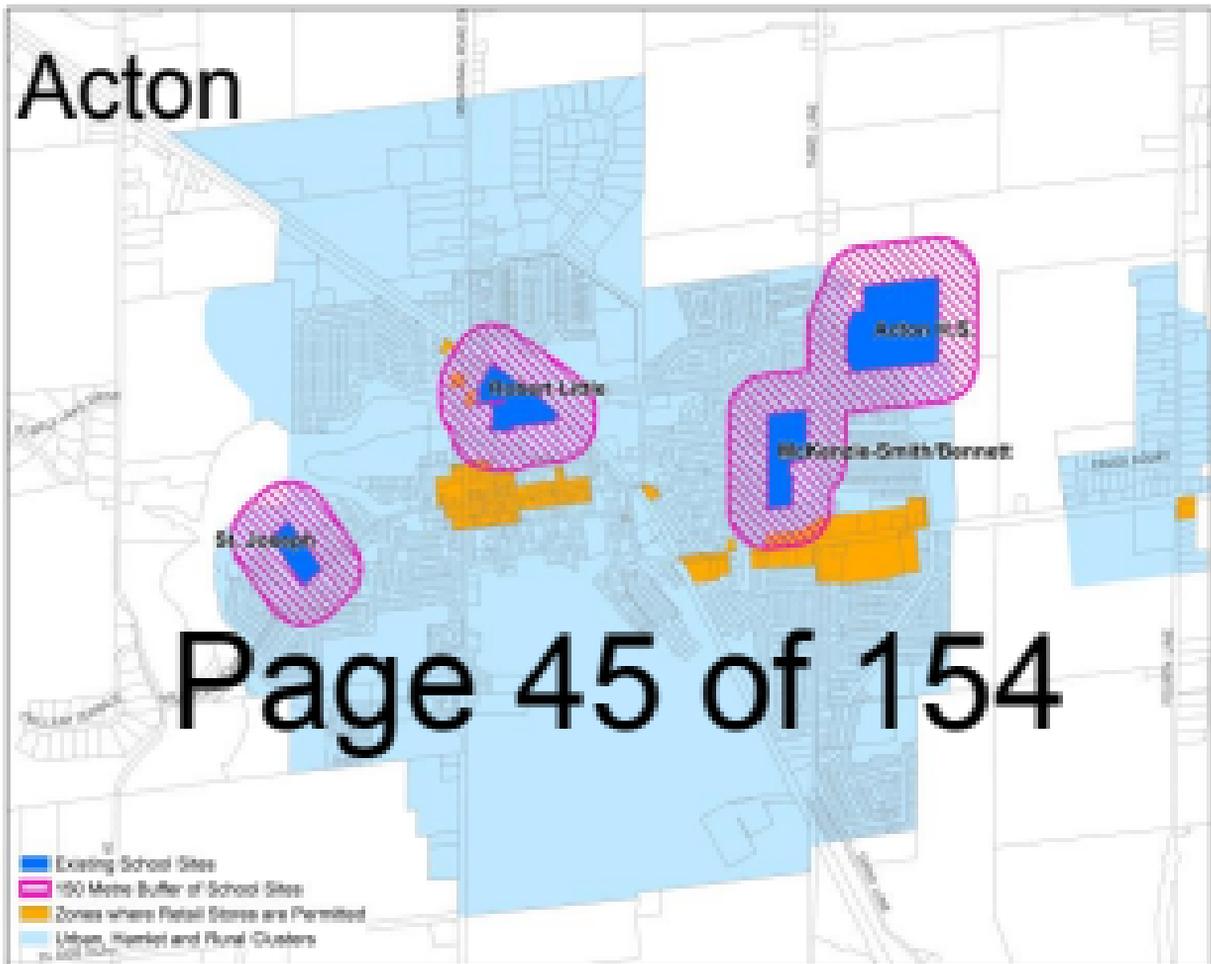


John Linhardt, Commissioner of Planning and Sustainability



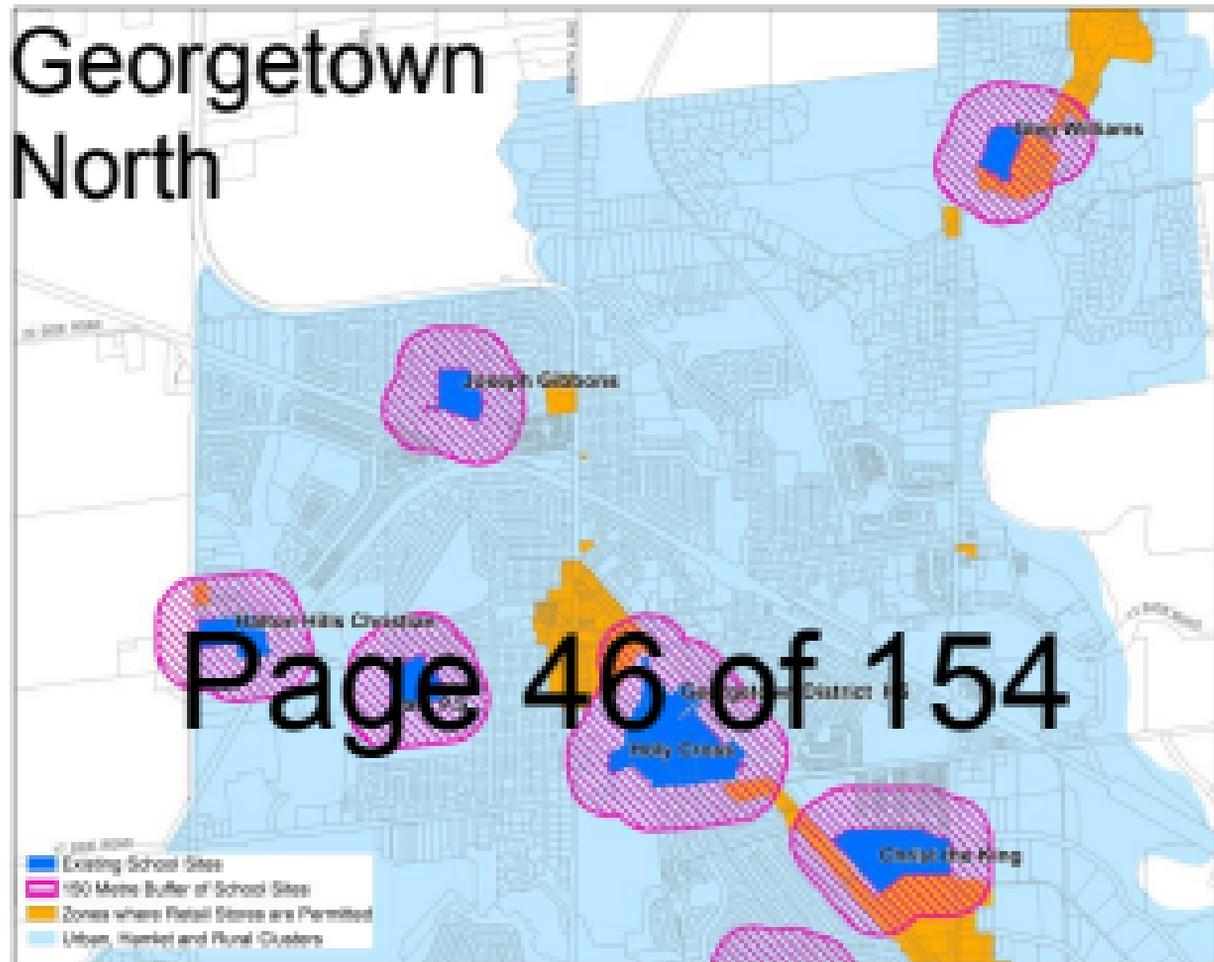
Brent Marshall, CAO

Acton

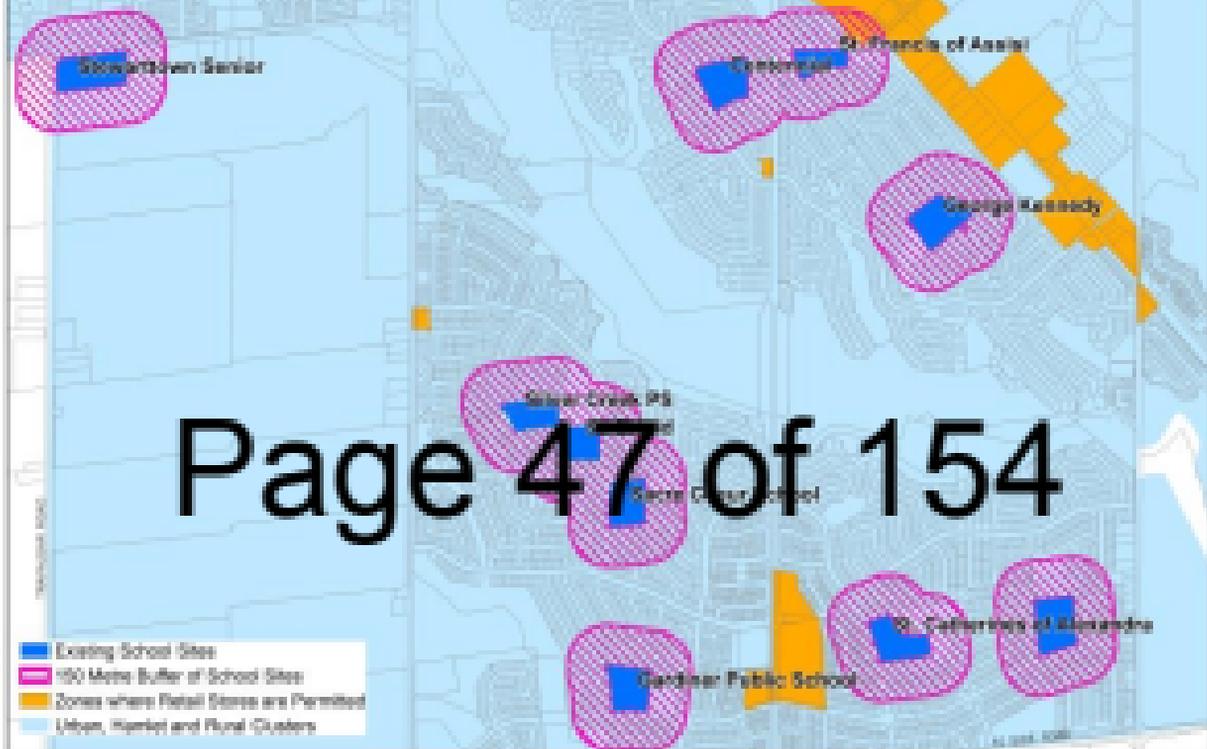


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Georgetown North



Georgetown South



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Wendy O'Donnell, CPA, CGA
Deputy Treasurer and Manager of Revenue and Taxation

DATE: October 15, 2018

REPORT NO.: CORPSERV-2018-0042

RE: 2019 Rates and Fees

RECOMMENDATION:

THAT Report No. CORP-2018-0042 dated October 15, 2018, regarding 2019 Rates and Fees be received;

AND FURTHER THAT the 2019 Rates and Fees be approved by Council as outlined in Appendix A of the accompanying by-law;

AND FURTHER THAT a By-law to establish the 2019 Rates and Fees be approved, and that By-law 2017-0074 be repealed.

BACKGROUND:

As per the Municipal Act, S.O. 2001, c.25 as amended, municipalities are required to submit to Council for approval all rates and fees that will be imposed for the upcoming year. As part of this approval, Council must adopt a by-law annually listing all fees and rates to be levied by the Town of Halton Hills.

Departments look at many factors when they consider a new fees/rates or increases to existing fees/rates for the services they provide. Such consideration will include an in-depth analysis of the cost of service delivery including staff time and/or other resourcing such as equipment, utilities, supplies, postage, etc. Staff will also examine the rates and fees of comparable and/or neighbouring municipalities and take into account market factors such as the potential demand for a service.

COMMENTS:

For the 2019 rates and fees review, staff assessed their departmental fees and rates relative to the cost to provide their services in addition to conducting a review of the fees and rates charged by nearby municipalities, and/or municipalities of similar size. The proposed 2019 rates and fees are listed in Appendix A of the accompanying by-law.

Each department has provided a rationale for any changes in their respective rates and fees as follows:

Office of the CAO - Clerks

The majority of Clerks fees remain unchanged for 2019. Minimal changes were made to Ground Passenger Transportation License fees to bring these in line with similar fees in other categories. The change results in a 1% (from \$71.00 to \$72.00) within the category of Ground Passenger Transportation License.

Corporate Services

The department has added two new fees and increased one fee:

- Annual Financial Report – the Town published its first annual financial report in 2017. This extensive full colour document provides a detailed insight into the financial position of the Town and includes the audited financial statements. The new fee of \$100.00 is for a hard copy of the report. (Note: a copy can be found on the Town's website).
- Annual Operating and Capital Budget Report – provides a full colour, bound copy of the Town's Operating and Capital budgets, along with a detailed business plan for each department and supporting documentation. The new fee of \$250.00 is for a hard copy of the report. (Note: once approved by Council, the budget report can be found on the Town's website).
- Transfer fee – staff is recommending an increase in this fee from \$42 to \$45. The Region and the Provincial Offenses offices can request the Town to collect unpaid water and Provincial Offenses Act fines. This is done through additions to a property tax roll. This fee is utilized to recover staff time and costs associated with the collection of these outstanding invoices

All other fees will remain unchanged for 2019.

Fire Services

Fees will remain unchanged for 2019.

Planning & Sustainability

In 2017, the Town retained Watson & Associates to complete a review of the Planning & Sustainability fees with the primary objective of identifying a new fee structure that:

- better reflects the nature of review being undertaken by Town staff due to the increased number of complex development applications and a greater emphasis being placed on pre-consultation and community engagement;
- balances the Town's need to maximize cost recovery with stakeholder interests, affordability and competitiveness with comparator municipalities; and
- reflects industry best practices.

Watson concluded its review in early 2018, which resulted in the preparation of a new fee structure that supported the above objectives. Council approved the new Planning & Sustainability Fee structure in May 2018 (report PDS 2018-0044), which became effective as of July 1, 2018.

The 2019 Planning & Sustainability fees are not proposed to increase given that the new fee structure only became effective mid-way through 2018.

Transportation and Public Works

Building:

Staff is recommending an increase of 1.5% for the Building Permit Fees based on a full cost recovery approach. The proposed increase in fees does not exceed the increase rate recommended by the 2016 User Fees Update Report.

Engineering:

The requirement for an Engineering Review fee for a Planning Application after Fourth Submission (\$1000 per submission) is identified in the Engineering's Subdivision Manual (1999), but is not currently included in the Approved Fee Schedule. Due to the significant volume of re-submissions (including multiple re-submissions), the application of this new fee has become critical in order to deter incomplete or inaccurate submissions and provide a modest level of cost recovery for the additional staff effort required.

Staff is recommending adding a \$125.00 fee for a new Road Cut Permit Extension to allow applicants to extend road cut permits by one month. Currently these permits expire after 4-months (12-months for a long duration permit) and several applicants have expressed the need to for a few more days/weeks to complete work. Therefore this new fee accommodates these applicants without charging the full costs of a new permit.

Staff is recommending an increase to the Municipal Consent Application Review fee to a total of \$250.00. This will assist in recovering the staff cost to review, process and respond to issues associated with this permit. The size and nature of these permits are expanding to include larger retrofit projects. Furthermore, this increase puts this fee in the mid-range for fees in comparison to other municipalities such as Milton (\$449.00) and Oakville (\$286.00 per application). Halton Region has no fee.

Staff is recommending a 40% increase to the Major Landscaping Relative to Residential Dwelling including Backfill and/or Decommission of Pools fee to assist in recovering the staff cost to review, process and respond to issues associated with this permit (Site Alteration By-law). This permit covers the installation of pools which are becoming more time-consuming due to the size of back-yard projects which encompass the entire rear yard area. The recommended fee is \$200.00 (including tax) putting it in the mid-range with other municipalities such as Oakville (\$350.00) and Burlington (base charge of \$300.00) and Brampton (\$50.00).

Recreation and Parks

Where possible, staff performs Regional rate comparisons for fees that yield high volumes, in order to inform the proposed rates for 2019. The following are noted exceptions to a zero % increase:

- Cemeteries – A number of rates which were significantly below comparable market rates (10% to 87%) were increased by 5% as recommended by the Cemetery Business Plan, approved by Council in 2016. This will be the third of a phased approach to achieve rates that are competitive with the market. Interment charges are 0%, in line with the comparators or as prescribed by the Cemeteries Act. The rates for tree donations were increased by 5% to accommodate market rates and perpetual care for the life of the trees. Two updates for additional cemetery charges were increased for replacement deeds and the transfer of ownership, setting the fee to \$125 and \$200 respectively.
- Park rentals – Rates maintained for most park rental rates to remain on par with local market conditions except non-local/unregistered rates. These rates increased by 2-5% to demonstrate the benefit of being a local and registered group per the Registered Community Group Policy.
- Lights – Springfield lighting has been maintained at 0% due to area market conditions and stable operating costs.
- Event Support - Loan of equipment, event clean up, mobile vendors permit, garbage bags, portable bleacher rental and snow fence supply have had an increase of 3% due to area market conditions or increased materials costs consistent with other Public Works charges.
- Sportsfields – Rates have been increased by 3-5% across the board to bring rates closer to market comparable rates.
- Portable washrooms and hand wash stations rates are set based on the service provider rates secured through a competitive bid, with a 3% rates increase.
- Individual admissions to recreational skate and swimming have been maintained to continue to promote participation and maintain affordable access to recreation. In order to continue to generate increased interest and participation in swimming and skating, passes will continue to include both skating and swimming within all monthly, 90-day and annual passes across all swimming and skating facilities. Due to the seasonal nature of ice, skate-only passes will still be available. Adjustments have been made to the youth swim and skate pass fees to better reflect attendance opportunities and value for fee for each pass.
- Advertising rates have been maintained to remain on par with local market conditions and to continue to attract business. The only adjustment is the marquee advertising with a 3% increase to be in line with the market comparators. In 2017,

the marquee rates received an additional rate and procedure for the new digital marquee at the MMSP. Rates were established in line with the read-o-graph rates at Gellert Community Centre, Acton Arena and Community Centre, and with area market rates. The digital marquee generates more promotion exposure for Town initiatives and more revenue from advertisers because of the ability to display more messages.

- The pool rental rates will increase by 2% which aligns with market comparators and provides opportunities for continued implementation of the recommendations as per the Aquatic User Groups – Rates and Fees Cost Mitigation Strategies outlined in Report R-2012-0029.
- Learn to swim rates will increase by 2% for 2019 and still remain consistent with market comparators. Note: Within the registration software, fees are set up and entered per class and no longer per session. Therefore fees will have slight variances in the learn to swim rate by one or two cents due to system rounding when distributing the rate evenly per class
- A review of municipal comparators indicates that the Town ice rates are currently higher than most comparators. To maintain balance with anticipated operation costs, an increase of 1.5% is proposed for 2019. Floor rental rates will remain at a 0% increase. The surcharge started in 2012 as part of the fundraising campaign for the arena capital expansion program results in a further increase in rental rates.
- Rink board and score-clock advertising rates will increase 3%. These are advertising mediums that the Town has exclusively marketed in the past. Current rates are within the rates of market comparators. The marquee rates will also increase 3% for registered and local groups. Digital marquee rates for commercial applicants will increase 10% to meet current market conditions. The arenas and Gellert Community Centre have a third party marketing video displays within the facilities. They establish their rates and products. The inclusion of a third party marketing group has not adversely impacted the response to the Town-owned advertising products.
- Hall and meeting room space rental rates have been reviewed. Staff recommends holding some facility rental rates for 2019 to continue to promote interest and optimize use of these spaces. Rental rates for licensed events in Halls have been increased by 3% to maintain pace with related operational cost increases for these types of events and rental requirements.
- Theatre rental rates to increase by 3% to maintain a budget balance in facilities with increased operations expenses from maintenance and utilities and to reflect similar increases in comparator facilities/markets. Substantial rental of the facility is through third party “for profit businesses”.

- Fees for Board of Education facilities available for rent under the Reciprocal Agreement have been extracted from each facility category, and consolidated under one listing – Board of Education Rates. These rates are set by the Boards of Education and are included for information purposes only. Note the Public Board and Catholic Board have a 0% increase for September 2019 with the exception of custodial rates.
- As part of the update to the 2007 Recreation and Parks Strategic Action Plan, staff will be undertaking a Pricing Study to confirm the cost recovery model for primary programs and services in late 2018. This will include a review of rates for services like ice rentals, aquatic programs and recreational services and address the true cost of delivery, affordability and a rationale for more of a reliance on the tax base for some services. A cost recovery model will be reflected in the 2020 rate review process.

RELATIONSHIP TO STRATEGIC PLAN:

This report supports Council priorities related to the effective, efficient and economical delivery of the Town’s existing services, and establishing sustainable financing, asset management and master plans to acquire, operate, maintain, renew and replace infrastructure.

FINANCIAL IMPACT:

The revenue collected from these rates and fees offset the impact on the Town’s tax levy.

CONSULTATION:

Each department is responsible for reviewing and recommending any changes to their respective rates and fees.

PUBLIC ENGAGEMENT:

Each department works with their user groups and follows any legislative requirements.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report is not applicable to the Strategy’s implementation.

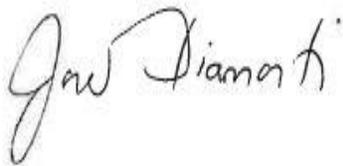
COMMUNICATIONS:

Notification to the residents is made via the local news media, the Council agenda and the Town's website. Special interest groups are notified by each department.

CONCLUSION:

The proposed rates and fees for 2019 as set out in this report represent an important source of revenue for the Town of Halton Hills. These fees assist in offsetting an increase in the Town's general tax levy.

Reviewed and Approved by,

Handwritten signature of Jane Diamanti in black ink.

Jane Diamanti, Commissioner of Corporate Services

Handwritten signature of Brent Marshall in black ink.

Brent Marshall, CAO

Corporate Services

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	2019 RATES				HST Status
			RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

FINANCE

Administration Fee

Annual Financial Report		NEW	\$88.50	\$11.50	\$100.00	0.0%	T
Development Charge Status (Written Confirmation)		\$24.53	\$24.53	\$0.00	\$25.00	0.0%	E
Development Charges Study		\$60.96	\$60.96	\$7.92	\$68.88	0.0%	T
Photocopy - colour	Letter, legal and 11 X 17	\$0.56	\$0.56	\$0.08	\$0.60	0.0%	T
Photocopy 11 X 17	Per Sheet	\$0.48	\$0.48	\$0.06	\$0.50	0.0%	T
Photocopy 8.5 X 11	Per Sheet	\$0.48	\$0.48	\$0.06	\$0.50	0.0%	T
Photocopy 8.5 X 14	Per Sheet	\$0.48	\$0.48	\$0.06	\$0.50	0.0%	T
Retd. Cheques (NSF, body & fig. differ, stale dated etc.)	Per prop./Per cheque	\$45.01	\$45.01	\$0.00	\$45.00	0.0%	E
Town of Halton Hills Budget & Business Plan Binder (Full colour and bound)		NEW	\$221.24	\$28.76	\$250.00	0.0%	T

INFORMATION SERVICES

Geographic Information Systems Digital Products

Coverage Data

OrthoDigital Photo image - 99/02/05/07	per 1 km x 1 km tile	\$60.89	\$60.89	\$7.92	\$68.80	0.0%	T
Topographic data coverage Contours / Building Foot Print	per 1km x 1 km tile	\$134.39	\$134.39	\$18.00	\$152.40	0.0%	T

Image Request

JPEG / PDF format (Export)		\$13.95	\$13.95	\$1.87	\$15.80	0.0%	T
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Geographic Information Systems Paper Products

Black And White (Address, Street Index)

11 x 17		\$9.96	\$9.96	\$1.33	\$11.30	0.0%	T
24 x 36		\$18.00	\$18.00	\$2.34	\$20.34	0.0%	T
36 x 48		\$34.86	\$34.86	\$4.67	\$39.53	0.0%	T
40 x 53		\$44.63	\$44.63	\$5.80	\$50.43	0.0%	T

Colour (Aerials)

11 x 17		\$16.83	\$16.83	\$2.25	\$19.08	0.0%	T
24 x 36		\$32.00	\$32.00	\$4.16	\$36.16	0.0%	T
36 x 48		\$60.76	\$60.76	\$8.14	\$68.90	0.0%	T
40 x 53		\$80.64	\$80.64	\$10.48	\$91.10	0.0%	T
Customized Mapping	per hour	\$47.76	\$47.76	\$0.00	\$47.76	0.0%	

REVENUE AND TAXATION

Property Taxes

Admin Fee Placing A/R with Collection Agency	30% of O/S Balance	\$0.00		\$0.00	\$0.00	0.0%	E
Administration fee for Ownership information change	per request	\$35.00	\$35.00	\$0.00	\$35.00	0.0%	E
Arrears Notice fee (on Arrears greater than \$150)	per notice	\$5.00	\$5.00	\$0.00	\$5.00	0.0%	E
Conducting Tax Sale: preparation for sale, opening and reviewing tenders, awarding to highest bidder, payment of excess funds into court		\$500.00	\$500.00	\$0.00	\$500.00	0.0%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Corporate Services

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	2019 RATES				HST Status
			RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

REVENUE AND TAXATION

Property Taxes

Copy pages of the assessment roll *(for certified copies only)	per page	\$2.00	\$2.00	\$0.00	\$2.00	0.0%	E
Detail Statement of Taxes	Per property	\$34.98	\$34.98	\$0.00	\$35.00	0.0%	E
Extension Agreement		\$350.00	\$350.00	\$0.00	\$350.00	0.0%	E
Extra Ordinary Costs associated with Tax Sale Process	actual costs	\$0.00		\$0.00	\$0.00	0.0%	E
Misc. written confirmation of records	Per property	\$45.78	\$45.78	\$0.00	\$46.00	0.0%	E
Mortgage Company Admin Fee	per Roll	\$5.00	\$5.00	\$0.00	\$5.00	0.0%	E
Older Adult Tax Deferral Program (OATDP) Application Fee	Per Application	\$50.00	\$50.00	\$0.00	\$50.00	0.0%	E
Summary Statement of Taxes	Per property	\$20.00	\$20.00	\$0.00	\$20.00	0.0%	E
Tax Certificate	Per property	\$57.68	\$57.68	\$0.00	\$58.00	0.0%	E
Tax Certificate	Same Day Service	\$75.00	\$75.00	\$0.00	\$75.00	0.0%	E
Tax sale charges added to roll	Per hour of staff time	\$124.12	\$126.61	\$0.00	\$126.61	2.0%	E
Transfer fee (administration fee for adding costs to the tax roll)	per addition	\$41.51	\$45.25	\$0.00	\$45.00	9.0%	E

NOTES:

- *Commissioner of Oath fee also applicable
- Sale of repossessed commercial/land real property
- Sale of repossessed residential real property

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Fire		2019 RATES					
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
TYPE OF REVENUE/USER	UNIT/DESCR						
File Search / Compliance Letter		\$97.58	\$97.58	\$0.00	\$98.00	0.0%	E
Fire Route Determination		\$213.85	\$213.85	\$0.00	\$214.00	0.0%	E
Hazmat Call	Actual Cost recovery of consumables plus 5% administration fee					0.0%	E
Incident Report	Hourly	\$92.99	\$92.99	\$0.00	\$93.00	0.0%	E
Occupant Load Determination		\$213.85	\$213.85	\$0.00	\$214.00	0.0%	E
Requested Fire Safety Inspections	Insp. - Each Additional hour	\$213.85	\$213.85	\$0.00	\$214.00	0.0%	E
Requested Fire Safety Inspections	Inspection - 1st Hour	\$213.85	\$213.85	\$0.00	\$214.00	0.0%	E
Requested Fire Safety Inspections	Report Preparation Per Hour	\$120.35	\$120.35	\$0.00	\$120.00	0.0%	E

FIRE WATCH

Pumper/Crew	Per Hour	\$644.91	\$644.91	\$0.00	\$645.00	0.0%	E
Squad/Crew	Per Hour	\$323.02	\$323.02	\$0.00	\$323.00	0.0%	E
Tanker/Crew	Per Hour	\$429.94	\$429.94	\$0.00	\$430.00	0.0%	E

FIREWORKS PERMIT

Fireworks Display - Large / Pyrotechnics		\$239.73	\$239.73	\$0.00	\$240.00	0.0%	E
Sale of Fireworks		\$239.73	\$239.73	\$0.00	\$240.00	0.0%	E

OPEN AIR BURING - NO PERMIT/CONTRAVENTION OF PERMIT

Second Offence		\$100.00	\$100.00	\$0.00	\$100.00	0.0%	E
Third Offence		\$200.00	\$200.00	\$0.00	\$200.00	0.0%	E
Fourth Offence		\$450.00	\$450.00	\$0.00	\$450.00	0.0%	E

PERMIT TO CONDUCT OPEN AIR BURNING

Commercial disposal of clean waste		\$244.52	\$244.52	\$0.00	\$245.00	0.0%	E
Recreational and/or disposal of yard waste (vegetation)		\$24.76	\$24.76	\$0.00	\$25.00	0.0%	E

PREVENTABLE FALSE ALARMS

First Repeat Offence		\$450.00	\$450.00	\$0.00	\$450.00	0.0%	E
Second Repeat Offence		\$600.00	\$600.00	\$0.00	\$600.00	0.0%	E

STAND-BY CHARGES / PIECE OF EQUIPMENT

Pumper/Crew	Per Hour	\$644.79	\$644.79	\$0.00	\$645.00	0.0%	E
Squad Vehicle/Crew	Per Hour	\$323.03	\$323.03	\$0.00	\$323.00	0.0%	E
Tanker and Crew		\$429.43	\$429.43	\$0.00	\$429.00	0.0%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Office of the CAO		2019 RATES					
TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
Dog Licence - Reactivation		\$5.00	\$5.00	\$0.00	\$0.00	0.0%	

CLERKS

By-Law Enforcement

Cutting Weeds - Actual Cost Plus Admin. Fee			Cost over \$100 - plus 15%				
Cutting Weeds - Actual Cost Plus Admin. Fee			Cost up to \$100 - plus \$15				
Dog Licence - Annual	Each dog	\$33.99	\$33.99	\$0.00	\$34.00	0.0%	E
Dog Licence - Extended 2 year	Each dog	\$54.59	\$54.59	\$0.00	\$55.00	0.0%	E
Dog Licence - Extended 3 year	Each dog	\$81.37	\$81.37	\$0.00	\$81.00	0.0%	E
Dog Licence - Order - Annual	Each dog	\$140.04	\$140.04	\$0.00	\$140.00	0.0%	E
Portable Sign Permit	Flat Rate	\$137.22	\$137.22	\$0.00	\$137.00	0.0%	E
Pound Fee for impounded dog	Per day	\$32.87	\$32.87	\$4.40	\$37.00	0.0%	T
Property Standards Appeals		\$200.00	\$200.00	\$0.00	\$200.00	0.0%	E
Redemption Fee for seized dogs	Each dog	\$32.87	\$32.87	\$4.40	\$37.00	0.0%	T
Replacement Tags		\$7.21	\$7.21	\$0.00	\$7.00	0.0%	E
Service Dogs	Each dog	\$0.00		\$0.00	\$0.00	0.0%	E
Sign Variance Application	Flat Rate	\$692.62	\$692.62	\$0.00	\$693.00	0.0%	E

General

Bazaars			Single Occ./value of prizes- 3%				
Bingos- Prizes up to \$5500			Single Occ./value of prizes - 3%				
Copies of Agendas/Minutes	No Charge			\$0.00		0.0%	
Fence Viewing Request		\$253.24	\$253.24	\$0.00	\$253.00	0.0%	E
FOI Application		\$5.00	\$5.00	\$0.00	\$5.00	0.0%	E
FOI Drawings /Plans (each)		\$5.15	\$5.15	\$0.00	\$5.15	0.0%	E
FOI Records Retrieval - for 1 box		\$42.44	\$42.44	\$0.00	\$42.00	0.0%	E
FOI Records Retrieval Cost per additional box		\$2.12	\$2.12	\$0.00	\$2.10	0.0%	E
LCBO Clearance Letter - New Establishment		\$120.20	\$120.20	\$0.00	\$120.00	0.0%	E
LCBO Clearance Letter of Non Objection		\$14.85	\$14.85	\$0.00	\$15.00	0.0%	E
Nevada Break Open Tickets	3% of value of prize			\$0.00		0.0%	
Raffles- Prizes up to \$50,000			Single Occ./value of prizes - 3%				

Licensing

Accommodation Services

Bed & Breakfast		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Hotel		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Motel		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Recreational Trailer Camp		\$361.83	\$361.83	\$0.00	\$362.00	0.0%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Office of the CAO

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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CLERKS

Licensing

Accommodation Services

Adult Entertainment Establishment Licence

Adult Entertainment Parlour Owner Operator		\$12,888.81	\$12,888.81	\$0.00	\$12,889.00	0.0%	E
Adult Novelty Store	per Licence	\$108.12	\$108.12	\$0.00	\$108.00	0.0%	E
Body Rub Parlour Owner Operator		\$12,888.81	\$12,888.81	\$0.00	\$12,889.00	0.0%	E
Entertainer		\$496.64	\$496.64	\$0.00	\$497.00	0.0%	E

Amusement & Recreation Licence

Amusement Arcade		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Amusement Rides		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Billiards Establishment		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Bowling Centre		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Cinema/Theatre		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Golf Courses and Country Clubs		\$361.83	\$361.83	\$0.00	\$362.00	0.0%	E
Golf Driving Range/Mini-Golf		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Motorized Vehicle Raceway		\$1,230.23	\$1,230.23	\$0.00	\$1,230.00	0.0%	E
Public Hall with or without Catering		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Race track Operation (Horses and Dogs)		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E

Commercial Refreshment Vehicle

Class 'A' CRV		\$434.20	\$434.20	\$0.00	\$434.00	0.0%	E
Class 'B' CRV		\$434.20	\$434.20	\$0.00	\$434.00	0.0%	E
Class 'B' CRV		\$434.20	\$434.20	\$0.00	\$434.00	0.0%	E
Class 'C' CRV		\$434.20	\$434.20	\$0.00	\$434.00	0.0%	E
Class 'D' CRV		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Public Event Food Vendor		\$100.00	\$100.00	\$0.00	\$100.00	0.0%	E

Food Business Licence

Catering Company		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Convenience Store		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Convenience Store/Gasoline Station		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Full Service Supermarket or Department Store		\$289.47	\$289.47	\$0.00	\$289.00	0.0%	E
Pharmacy		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Restaurant		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Restaurant - Take-out		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Retail with Food Sales		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Specialty Food Store		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Supermarket/Grocery Store		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E

Ground Passenger Transportation Licence

Accessible Taxicab Driver		\$70.91	\$71.83	\$0.00	\$72.00	1.3%	E
Accessible Taxicab Owner-First Accessible Plate		\$0.00		\$0.00	\$0.00	0.0%	E
Accessible Taxicab Owner-Subsequent Plates		\$275.52	\$275.52	\$0.00	\$276.00	0.0%	E
Limousine Driver		\$70.95	\$71.87	\$0.00	\$72.00	1.3%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Office of the CAO

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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CLERKS

Licensing

Ground Passenger Transportation Licence

Limousine Owner		\$283.79	\$283.79	\$0.00	\$284.00	0.0%	E
Limousine Tariff Rates	Minimum Per Hour	\$42.47	\$42.47	\$5.52	\$48.00	0.0%	T
Owner's Plate		\$17.22	\$17.22	\$0.00	\$17.00	0.0%	E
Taxi Stand Broker		\$70.91	\$71.83	\$0.00	\$72.00	1.3%	E
Taxi Stand Owner		\$70.91	\$71.83	\$0.00	\$72.00	1.3%	E
Taxicab Broker		\$283.79	\$283.79	\$0.00	\$284.00	0.0%	E
Taxicab Driver		\$70.95	\$71.87	\$0.00	\$72.00	1.3%	E
Taxicab examination		\$34.45	\$34.45	\$0.00	\$34.00	0.0%	E
Taxicab Owner		\$283.79	\$283.79	\$0.00	\$284.00	0.0%	E
Taxicab Re-inspection		\$34.45	\$34.45	\$0.00	\$34.00	0.0%	E
Taxicab Tariff Rates	Drop Charge	\$3.60	\$3.60	\$0.00	\$3.60	0.0%	E
Taxicab Tariff Rates	Each Kilometre	\$1.80	\$1.80	\$0.00	\$1.80	0.0%	E
Taxicab Tariff Rates	Waiting while Engaged Per Hour	\$27.81	\$27.81	\$0.00	\$28.00	0.0%	E
Taxicab Tariff Rates	Waiting while Engaged Per Minute	\$0.46	\$0.46	\$0.00	\$0.46	0.0%	E
Vehicle Plate Transfer		\$70.95	\$71.87	\$0.00	\$72.00	1.3%	E

Non-Store Direct Selling Licence

Auction		\$141.89	\$141.89	\$0.00	\$142.00	0.0%	E
Film and Motion Picture Shoot		\$638.53	\$638.53	\$0.00	\$639.00	0.0%	E
Film and Motion Picture Shoot Refundable Deposit		\$0.00	\$1,000 - \$5,000				
Indoor Mall Trade Show	One Year	\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Indoor Mall Vendor	One Year	\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Newspaper Distribution Box -	11 to 20 Boxes	\$289.47	\$289.47	\$0.00	\$289.00	0.0%	E
Newspaper Distribution Box -	21 to 30 Boxes	\$434.20	\$434.20	\$0.00	\$434.00	0.0%	E
Newspaper Distribution Box -	7 to 10 Boxes	\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Newspaper Distribution Box -	Less than 7 Boxes	\$36.19	\$36.19	\$0.00	\$36.00	0.0%	E
Newspaper Distribution Box -	Over 30 Boxes	\$651.30	\$651.30	\$0.00	\$651.00	0.0%	E
Pawnbroker Shop		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Second Hand Goods Dealer		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Sign Distributor		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Temporary Event Sale		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Temporary Vendor		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E

Other

After Hours Burial Permits		\$31.83	\$31.83	\$0.00	\$32.00	0.0%	E
Burial Permits		\$26.52	\$26.52	\$0.00	\$26.52	0.0%	E
Commissioning non-Town related documents	Up to 3 documents	\$30.00	\$30.00	\$0.00	\$30.00	0.0%	E
Marriage License		\$163.91	\$163.91	\$0.00	\$164.00	0.0%	E
Out-of-Town Death Registration		\$31.83	\$31.83	\$0.00	\$32.00	0.0%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Office of the CAO

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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CLERKS

Licensing

Personal Care Services Licence

Acupuncture Clinic		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Barber Shop		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Beauty Treatment Parlour		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Body and Ear Piercing Parlour		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Esthetician/Electrolysis Service		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Haircutting and Styling Salon		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Manicure and Pedicure Salon		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Micropigmentation or Tanning		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Other Personal Care Service		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E
Tattooing Parlour		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E

Pet Care & Breeding Establishment

Kennel		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Pet and Pet Supplies Store		\$108.55	\$108.55	\$0.00	\$109.00	0.0%	E

Recycling Establishment Licence

Salvage Yard - Existing (Year 4 and subsequent years)		\$438.46	\$438.46	\$0.00	\$438.00	0.0%	E
Salvage Yard - Initial (for first 3 years from initial application)		\$1,096.14	\$1,096.14	\$0.00	\$1,096.00	0.0%	E

Specialty Trade Contractors Licence

Drain Contracting Company-Drain Layer		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Drain Layer		\$72.37	\$72.37	\$0.00	\$72.00	0.0%	E
General Trade Contractor		\$72.37	\$72.37	\$0.00	\$72.00	0.0%	E
General Trade Contractor and Retail Supply		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
HVAC Contracting Company-Master Heating Installer		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Journeyman Plumber		\$72.37	\$72.37	\$0.00	\$72.00	0.0%	E
Master Heating Installer		\$72.37	\$72.37	\$0.00	\$72.00	0.0%	E
Master Plumber		\$72.37	\$72.37	\$0.00	\$72.00	0.0%	E
Plumbing Contracting Company-Master Plumber		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Septic Tank Contracting Company-Septic Tank Installer		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Septic Tank Installer		\$72.37	\$72.37	\$0.00	\$72.00	0.0%	E

Support Activities For Road Transportation Licence

Driving School Operator		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Owner's Plate		\$18.09	\$18.09	\$0.00	\$18.00	0.0%	E
Tow Truck Driver		\$72.37	\$72.37	\$0.00	\$72.00	0.0%	E
Towing Service Company with Storage Compound		\$289.47	\$289.47	\$0.00	\$289.00	0.0%	E
Towing Storage Compound		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E

Vehicle Services Licence

Automobile Dealership (New or Used)		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
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HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Office of the CAO

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
CLERKS							
<i>Licensing</i>							
Vehicle Services Licence							
Full Service - Specialty Vehicle Restoration and Sale/Rental/Leasing of Used Vehicles		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Full Service & Sales - Mechanical, Body, Paint Repair and Sale/Rental/Leasing of New/Used Vehicles		\$217.10	\$217.10	\$0.00	\$217.00	0.0%	E
Limited to Auto Body Shop Paint Interior Repair		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Limited to Car Wash		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Limited to Cleaning and Detailing		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Limited to Mechanical Repair Garage		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Limited to Other Specialty Repair & Maintenance	2	\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E
Limited to Rustproofing		\$144.73	\$144.73	\$0.00	\$145.00	0.0%	E

Town of Halton Hills Planning & Sustainability Fees
Effective January 1, 2019

Combined Applications		Fee Calculation								
Official Plan Amendment and Zoning By-law Amendment Applications received concurrently		Full OPA application fee plus ZBA application Base Fee								
Zoning By-law Amendment and Plan of Subdivision Applications received concurrently		Full SUB application fee plus 75% of ZBA application Base Fee								
Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision Applications received concurrently		Full SUB application fee plus OPA application Base Fee and 75% of ZBA application Base Fee								
		2019 Rates (Effective January 1, 2019)								
Official Plan Amendment (OPA)	2018 Rates (Base Fee)	Base Fee	Variable Fee							
			Per Residential Unit				Per Non-Residential Hectare			
			0-25	26-100	101-200	201-1,000	0-1	1-10	10-20	20-40
<u>OPA Application Fee</u>										
Standard	\$ 22,846	\$ 22,846	\$ 120	\$ 100	\$ 80	\$ 70	\$ 6,000	\$ 3,000	\$ 1,500	\$ 750
Minor and/or Technical	\$ 12,858	\$ 12,858								
OPA Deferral Removal Fee - Town	\$ 4,707	\$ 4,707								
OPA Revision Fee	37% of full fee	37% of full application fees (\$8,959 minimum)								
Halton Region OPA - Town Review Fee	\$ 3,365	\$ 3,365								
Halton Region OPA - Town Review Fee (Filed With Consolidated Town OPA/ZBA)	\$ 2,356	\$ 2,356								
		2019 Rates (Effective January 1, 2019)								
Zoning By-Law Amendment (ZBA)	2018 Rates (Base Fee)	Base Fee	Variable Fee							
			Per Residential Unit				Per Non-Residential Hectare			
			0-25	26-100	101-200	201-1,000	0-1	1-10	10-20	20-40
<u>ZBA Application Fee</u>										
Standard	\$ 19,746	\$ 19,746	\$ 500	\$ 300	\$ 200	\$ 100	\$ 5,000	\$ 3,000	\$ 2,000	\$ 500
Minor and/or Technical	\$ 11,365	\$ 11,365								
ZBA Revision Fee	40% of full fee	40% of full application fees (\$7,807 minimum)								
<u>Holding Removal Application Fee</u>										
Major	\$ 5,500	\$ 5,500								
Minor	\$ 2,870	\$ 2,870								
Special	\$ 574	\$ 574								
ZBA Temporary Use Fee	\$ 19,746	\$ 19,746								
Council Extension of a Temporary Use By-law Fee	\$ 5,396	\$ 5,396								

Site Plan Application (SPA)	2018 Rates (Base Fee)	Base Fee	2019 Rates (Effective January 1, 2019)							
			Variable Fee							
			Per Residential Unit				Per Non-Residential Sq.M. GFA			
			0-25	26-100	101-200	201-1,000	0-5,000	5,001-20,000	20,001-45,000	45,001-100,000
SPA Fee										
Standard	\$ 12,284	\$ 12,284	\$ 400	\$ 200	\$ 125	\$ 90	\$ 2.69	\$ 2.15	\$ 1.34	\$ 0.67
Minor and/or Technical	\$ 8,954	\$ 8,954								
SPA Revision Fee	20% of full fee	20% of full application fees (\$5,127 minimum)								
SPA Extension Fee	\$ 1,121	\$ 1,121								
SPA Agreement	\$ 5,114	\$ 5,114								
Subdivision (SUB), Plan of	2018 Rates (Base Fee)	Base Fee	2019 Rates (Effective January 1, 2019)							
			Variable Fee							
			Per Residential Unit				Per Non-Residential Hectare			
			0-25	26-100	101-200	201-1,000	0-1	1-10	10-20	20-40
SUB Application Fee										
Standard	\$ 24,224	\$ 24,224	\$ 500	\$ 400	\$ 350	\$ 300	\$ 5,000	\$ 4,500	\$ 3,500	\$ 3,000
Minor and/or Technical, Administrative	\$ 24,224	\$ 24,224								
SUB Final Approval Fee										
Standard	\$ 16,991	\$ 16,991								
Minor and/or Technical, Administrative	\$ 2,870	\$ 2,870								
SUB Revision Fee	23% of full fee	23% of full application fees (\$2,526 Minimum)								
SUB Extension of Draft Approval Fee										
Council	\$ 3,671	\$ 3,671								
Staff (Maximum 1 Year Extension)	\$ 917	\$ 917								
SUB Agreement	\$ 6,314	\$ 6,314								
Condominium (CDM)	2018 Rates	2019 Rates January 1, 2019								
		Base Fee								
CDM Application Fee	\$ 28,051	\$ 28,051								
CDM Final Approval Fee										
Primary	\$ 17,909	\$ 17,909								
Secondary	\$ 5,740	\$ 5,740								
CDM Revision Fee	35% of full fee	35% of full application fees (\$7,003 minimum)								
CDM Extension of Draft Approval Fee										
Council	\$ 3,344	\$ 3,344								
Staff (Maximum 1 Year Extension)	\$ 744	\$ 744								
CDM Conversion or Exemption Fee	\$ 28,051	\$ 28,051								
CDM Agreement	\$ 6,314	\$ 6,314								

Part Lot Control Exemption (PLC)	2018 Rates	2019 Rates January 1, 2019		
		Base Fee		
PLC Application Fee	\$ 6,663	\$	6,663	
PLC Extension Application Fee	\$ 1,340	\$	1,340	
PLC By-Law Preparation and Registration Fee	\$ 1,800	\$	1,800	
PLC Extension of By-Law Fee	\$ 1,800	\$	1,800	
Consent (CON)	2018 Rates	2019 Rates January 1, 2019		
		Base Fee		
CON Application Fee	\$ 10,000	\$	10,000	
CON Minor App. Fee (Lot Line Adjustment, Easement)	\$ 4,707	\$	4,707	
CON Revision Fee	\$ 2,729	\$	2,729	
CON Post Approval (Certification) Fee	\$ 2,755	\$	2,755	
Minor Variance (MV)	2018 Rates	2019 Rates January 1, 2019		
		Base Fee		
MV Application Fee	\$ 5,750	\$	5,750	
MV Minor Residential Application Fee	\$ 2,870	\$	2,870	
Legal Fees	2018 Rates	2019 Rates (Effective January 1, 2019)		
		Base Fee	13% HST	Fee Incl. HST
Development Charges Deferral Agreement	\$ 778	\$ 688.50	\$ 89.50	\$ 778.00
Common Ownership Agreement	\$ 1,951	\$ 1,951		
Conditional Building Permit Agreement	\$ 2,353	\$ 2,353		
Development Agreement				
Precedent	\$ 4,707	\$ 4,707		
No Precedent	\$ 14,006	\$ 14,006		
Encroachment Agreement	\$ 3,444	\$ 3,444		
License or Lease Agreement	\$ 4,477	\$ 4,477		
License or Lease Renewal or Extension	\$ 3,444	\$ 3,444		
Model Home Agreement	\$ 2,353	\$ 2,353		
Non-Development Agreement	\$ 3,444	\$ 3,444		
Pre-Servicing Agreement	\$ 4,707	\$ 4,707		
Compliance Letter	\$ 145	\$ 271		
Compliance Statement, Release or Deletion of Registered Instruments				
First 10 Pins	\$ 220	\$ 220		
Each Additional 10 Pins	\$ 50	\$ 50		
Coordination of Disposition of Town Lands	\$ 1,030	\$ 1,030		
Dedication By-laws - Reserves or Assumptions	\$ 2,296	\$ 2,296		
Deeming By-law Fee	\$ 4,012	\$ 4,012		

Other Applications	2018 Rates	2019 Rates January 1, 2019		
		Base Fee		
NEC Plan Amendment / Major Dev. Permit Review Fee	\$ 19,976	\$		19,976
MOECC or MNRF Permit or License Review Fee				
Major (Fee Per Hectare)	\$ 5,511	\$		5,511
Minor	\$ 5,511	\$		5,511
Office of Sustainability Fees				
	2018 Rates	2019 Rates January 1, 2019		
		Base Fee		
Feed-in-Tariff				
Form Review & Completion	\$ 105	\$		105
Support Resolution Request (Ground-Mounted Solar up to 500 kw)	\$ 1,596	\$		1,596
Support Resolution Request (Other)	\$ 3,193	\$		3,193
Zoning Certificate	\$ 298	\$		298
Other Fees				
	2018 Rates	2019 Rates (Effective January 1, 2019)		
		Base Fee	13% HST	Fee Incl. HST
Archived File Retrieval	\$ 38	\$ 37.17	\$ 4.83	\$ 42.00
Newspaper Public Meeting Notice	\$ 575	\$ 508.85	\$ 66.15	\$ 575.00
Research Request - Staff Time x 1.5 Hourly Rate	\$ 40	\$ 35.40	\$ 4.60	\$ 40.00
Administration Fee	\$ 998	\$ 998		
Council Special Consideration	\$ 1,597	\$ 1,597		
Validation of Title	\$ 2,662	\$ 2,662		
Photocopy, Printing & Mapping Requests				
	2018 Rates	2019 Rates (Effective January 1, 2019)		
		Base Fee	13% HST	Fee Incl. HST
Base Maps 11" x 17" (Each)	\$ 17	\$ 15.04	\$ 1.96	\$ 17.00
Base Maps 24" x 36" (Each)	\$ 24	\$ 21.24	\$ 2.76	\$ 24.00
Custom Map or Maps/Documents on CD Fee (Each)	\$ 50	\$ 44.25	\$ 5.75	\$ 50.00
Miscellaneous Maps	\$ 16	\$ 14.16	\$ 1.84	\$ 16.00
Official Plan or Zoning Maps 11" x 17" (Each)	\$ 16	\$ 14.16	\$ 1.84	\$ 16.00
Photocopy & Printing Documents (Per Page)	\$ 0.50	\$ 0.44	\$ 0.06	\$ 0.50
Documents For Sale				
	2018 Rates	2019 Rates (Effective January 1, 2019)		
		Base Fee	13% HST	Fee Incl. HST
Town of Halton Hills Official Plan (January 2017)	\$ 142	\$ 125.70	\$ 16.30	\$ 142.00
Town of Halton Hills Official Plan (CD)	\$ 58	\$ 51.33	\$ 6.67	\$ 58.00
Zoning By-law 2010-0050 (Dec 2016)	\$ 145	\$ 128.35	\$ 16.65	\$ 145.00
401 Corridor Background Planning Report	\$ 54	\$ 47.79	\$ 6.21	\$ 54.00
401 Corridor Scoped Watershed Study	\$ 91	\$ 80.54	\$ 10.46	\$ 91.00
401 Corridor Specific SISs (CD Only)	\$ 35	\$ 30.98	\$ 4.02	\$ 35.00
401 Corridor Urban Design Study	\$ 40	\$ 35.40	\$ 4.60	\$ 40.00
Glen Williams Scoped Subwatershed (Final or Character)	\$ 91	\$ 80.54	\$ 10.46	\$ 91.00
Secondary Plans	\$ 40	\$ 35.40	\$ 4.60	\$ 40.00
Silver Creek Impact Assessment Report	\$ 50	\$ 44.25	\$ 5.75	\$ 50.00
Silver Creek Implementation Report	\$ 33	\$ 29.21	\$ 3.79	\$ 33.00
Silver Creek Subwatershed Characterization	\$ 108	\$ 95.58	\$ 12.42	\$ 108.00

PROVISIONS:

1. The Commissioner of Planning & Sustainability shall:
 - a) be responsible for the administration of the Planning & Sustainability Fees;
 - b) determine the appropriate application of any Planning & Sustainability fees described or set out in the Town's Rates and Service Charges By-law or Schedules to the By-law; and
 - c) ensure compliance with provincial legislative requirements, including but not limited to, completing and submitting any required filings and documentations to satisfy approval and requirements under the Planning Act.

 2. The Commissioner of Planning & Sustainability may:
 - a) make regulations and impose conditions deemed necessary for any submitted application;
 - b) define and determine the appropriate category upon which any application is submitted; and
 - c) vary or reduce any Planning & Sustainability fee normally required as per this By-law.

 3. The following rules apply to the reduction of Planning & Sustainability fees:
 - a) The Commissioner of Planning & Sustainability may, in the interest of economic development, reduce any Planning & Sustainability fees by 50% (fifty percent) for:
 - i. federal, provincial, regional and local governments; and
 - ii. medical offices, private institutional or quasi-institutional uses such as non-profit special needs housing.
 - b) The Commissioner of Planning & Sustainability shall reduce any Planning & Sustainability fees by 50% (fifty percent) for:
 - i. industrial, commercial and office uses in the designated General Employment Areas of Acton or Georgetown, excluding any retail uses otherwise not permitted in the Town's Official Plan.
 - c) Any Planning & Sustainability fees may be appealed to Council.

 4. Every person applying for a planning application or services as outlined in the Planning Act shall:
 - a) complete and submit the application form(s) as may be provided from time to time by the Commissioner of Planning & Sustainability;
 - b) submit the fees as set out in the Town of Halton Hills Rates and Services By-law or varied by Schedules to the By-law; and
 - c) provide all documentation as required under the Planning Act and this By-law.
-
- A. Planning Act means the Planning Act, R.S.O. 1990, c. P.13, as amended, including all Regulations enacted thereto;
 - B. Applicant means any owner of land or their authorized representative applying for a planning application, or person requesting a service as outlined in this By-law;
 - C. Town means the Corporation of the Town of Halton Hills;
 - D. Council means the Council of the Corporation of the Town of Halton Hills; and
 - E. Commissioner of Planning & Sustainability means the Commissioner of Planning & Sustainability or their designate, and the Managers of Development Review and Policy.

NOTES:

1. Payment of Fees: All fees shall be paid at the time the application or request is made, unless otherwise noted, as determined by the Commissioner of Planning & Sustainability.
2. Minor and/or Technical Fee: The Commissioner of Planning & Sustainability may apply the Minor and/or Technical Fee to any Official Plan Amendment (OPA), Zoning By-law Amendment (ZBA), Subdivision (SUB) or Site Plan (SPA) applications where cost savings are identified due to:
 - consolidated application processing not currently identified in this By-law;
 - no technical studies are required to be submitted; and/or
 - other circumstances that could result in reduced staff effort in processing an application.

Applicants must attend a pre-consultation meeting with Town staff and/or must prove that the processing cost of a complete application for Town staff will be significantly less than that required to process a Standard application.

3. Variable Fees: The Variable Fee Per Residential Unit shall be applied to any dwelling unit. For residential uses that propose other types of units not defined as “dwelling units” under the applicable Zoning By-law (e.g. residential care facility suites or rooms), the Variable Fee Per Residential Unit shall still apply.

For each Variable Fee the appropriate rate shall apply to each range of dwelling units or non-residential hectare/sq.m. of GFA (e.g. \$120 for each unit between 0-25; \$100 for each unit between 26-100, etc.)

4. Holding Removal Fees: Major and Minor Holding Removal Application Fees are distinguished by the scale of the project and/or the complexity of the conditions of the Holding Provision that must be satisfied, as determined by the Commissioner of Planning & Sustainability.

Special Holding Removal Application Fees apply where the Town Official Plan Policies require the implementation of a development control (i.e. floodplain areas), as determined by the Commissioner of Planning & Sustainability.

5. Secondary Condominium Fee: The Secondary Condominium (CDM) Final Approval Fee applies where the Condominium application is secondary to other planning applications, and therefore less work is required to finalize the condominium approval, as determined by the Commissioner of Planning & Sustainability.
6. Peer Review: The Town of Halton Hills may require the review of reports, drawings or other materials relating to an application by an outside peer review consultant. The Applicant will be responsible for the payment of any fees required to complete the peer review, as determined by the Commissioner of Planning & Sustainability.
7. Legal Fees: Additional legal fees, where required, will be borne by the Applicant unless otherwise specified.
8. Administration Fee: The Administration Fee (Other Fees Section) is calculated annually on files that have been inactive over the preceding 12 months. Application activity is defined as the exchange of documentation such as required plans and/or studies that address and satisfy municipal standards and review comments for the purposes of advancing an application to a decision point or approval. Failure to submit the applicable Administration Fee within 30 days of written notice may result in the closure of the application, as determined by the Commissioner of Planning & Sustainability.

9. Refund Policy: Refunds for withdrawn applications are at the discretion of the Commissioner of Planning & Sustainability. All requests for refunds must be made in writing to the Commissioner of Planning & Sustainability. Refund requests will be evaluated on the following criteria:

- withdrawal of an application prior to circulation to commenting departments and agencies;
- withdrawal of an application during or after circulation but prior to any statutory public meeting, preparation of staff reports or drafting of agreements or by-law; and
- where an application is appealed to the Local Planning Appeal Tribunal (LPAT), at any point in the application process, no refund of fees shall be provided.

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES

EFFECTIVE 2019

Recreation & Parks

TYPE OF REVENUE/USER	UNIT/DESCR	2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

ADMINISTRATION

Administration Fee-Multiple Permits	Each	\$25.00	\$25.00	\$0.00	\$25.00	0.0%	E
Administration Fee-Single Program	Each	\$9.93	\$9.93	\$0.00	\$9.93	0.0%	E

ADVERTISING

Brochure Advertising - Effective March 1, 2019

Back Cover	Per publication	\$1,743.64	\$1,743.64	\$226.67	\$1,970.31	0.0%	T
Brochure	each	\$2.39	\$2.39	\$0.31	\$2.70	0.0%	T
Commercial	Full Page	\$986.27	\$986.27	\$128.22	\$1,114.49	0.0%	T
Commercial	Half Page	\$493.16	\$493.16	\$64.11	\$557.27	0.0%	T
Commercial	Quarter Page	\$297.61	\$297.61	\$38.69	\$336.30	0.0%	T
Inside Back Cover	Per publication	\$1,524.45	\$1,524.45	\$198.18	\$1,722.63	0.0%	T
Local	Full Page	\$616.42	\$616.42	\$80.13	\$696.55	0.0%	T
Local	Half Page	\$308.23	\$308.23	\$40.07	\$348.30	0.0%	T
Local	Quarter Page	\$186.00	\$186.00	\$24.18	\$210.18	0.0%	T
Registered	Full Page	\$536.01	\$536.01	\$69.68	\$605.69	0.0%	T
Registered	Half Page	\$268.02	\$268.02	\$34.84	\$302.86	0.0%	T
Registered	Quarter Page	\$161.75	\$161.75	\$21.03	\$182.78	0.0%	T

NOTES:

Non-local advertisers must add a 20% surcharge on applicable rates.

Display Case

Gellert Community Centre Local - Full Case	7 days	\$87.11	\$89.72	\$11.66	\$101.38	3.0%	T
Gellert Community Centre Local - Half Case	7 days	\$43.56	\$44.87	\$5.83	\$50.70	3.0%	T

NOTES:

"Local/Adult Registered" is for local taxpayers and qualifying adult registered groups.

"Non-Local/Unregistered" is a standard 20% premium applied to groups who are non local and/or unregistered groups.

"Youth registered" is a standard 20% discount applied to qualifying youth registered groups.

"Commercial" – is a standard 40% premium for businesses paying local taxes

Note: In the case of a non-local commercial rental, they would pay both the commercial premium of 40% in addition to the non-local premium of 20% for a total premium of 60%.

Hillsview Newsletter - Effective January 1, 2019

Local	Full Page	\$142.15	\$142.15	\$18.48	\$160.63	0.0%	T
Local	Half Page	\$73.92	\$73.92	\$9.61	\$83.53	0.0%	T

NOTES:

"Registered Rate" - is a standard 20% discount for qualifying registered groups

"Non-Local" – is a standard 20% premium applied to groups who are non-local taxpayers

"Commercial" – is a standard 40% premium for businesses paying local taxes

Note: In the case of a non-local commercial request, they would pay both the commercial premium of 40% in addition to the non-local premium of 20% for a total premium of 60%.

Ice Resurfacer-Effective October 1, 2019

Local	Annual	\$5,000.00	\$5,000.00	\$650.00	\$5,650.00	0.0%	T
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Marquee Advertising

Local - 7 Days	5 Lines	\$110.74	\$114.06	\$14.83	\$128.89	3.0%	T
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NOTES:

"Local/Adult Registered" is for local taxpayers and qualifying adult registered groups.

"Commercial" – is a standard 40% premium for businesses paying local taxes

Note: In the case of a non-local commercial rental, they would pay both the commercial premium of 40% in addition to the non-local premium of 20% for a total premium of 60%.

Digital Marquee Sign Excluded

Rates for Acton Arena and Community Centre and Gellert Community Centre Marquee ONLY

Marquee Advertising-Digital Sign

Commercial Group	7 days	\$108.53	\$119.38	\$15.52	\$134.90	10.0%	T
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HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES

EFFECTIVE 2019

Recreation & Parks

TYPE OF REVENUE/USER	UNIT/DESCR	2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

ADVERTISING

Marquee Advertising-Digital Sign

Local Group/Adult Registered	7 days	\$77.52	\$79.85	\$10.38	\$90.23	3.0%	T
Non Local Group	7 days	\$93.02	\$95.81	\$12.46	\$108.27	3.0%	T
Sport Group Local Junior	Monthly	\$232.55	\$239.53	\$31.14	\$270.67	3.0%	T
Youth Registered Group	7 days	\$62.02	\$63.88	\$8.30	\$72.18	3.0%	T

NOTES:

"Local/Adult Registered" is for local taxpayers and qualifying adult registered groups.

This is for Mold-Masters SportsPlex Digital Sign only.

Rink Board Advertising - Effective October 1, 2019

Local - 1 Panel (Premium)	Annual	\$869.46	\$895.54	\$116.42	\$1,011.96	3.0%	T
Local - 4 Panels (Premium)	Annual	\$2,608.38	\$2,686.63	\$349.26	\$3,035.89	3.0%	T
Local - 6 Panels (Premium)	Annual	\$3,477.86	\$3,582.20	\$465.69	\$4,047.89	3.0%	T

NOTES:

Contact the Facility Supervisor for Terms & Conditions

Score Clock-Effective October 1, 2019

Local	Annual/per panel	\$1,545.00	\$1,591.35	\$206.88	\$1,798.23	3.0%	T
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AQUATICS (ACTON INDOOR POOL & GEORGETOWN INDOOR POOL)

Learn to Swim Lessons - Effective March 1, 2019

30 Minute Class Youth	30 minutes	\$68.58	\$69.95	\$0.00	\$69.95	2.0%	E
45 Minute Class Adult	45 minutes	\$93.23	\$95.09	\$12.36	\$107.45	2.0%	T
45 Minute Class Youth	45 minutes	\$93.17	\$95.04	\$0.00	\$95.04	2.0%	E
45 Minute FAMILY	45 Minutes	\$263.80	\$269.07	\$34.98	\$304.05	2.0%	T
Private (Under Age 14 - tax exempt)	30 minutes	\$292.45	\$298.30	\$0.00	\$298.30	2.0%	E
Semi-private (Under Age 14 - tax exempt)	30 minutes	\$151.34	\$154.37	\$0.00	\$154.37	2.0%	E
Swim Test (Under Age 14 - tax exempt)	Per test	\$11.15	\$11.37	\$0.00	\$11.37	2.0%	E

Pool Rental - Effective September 1, 2019

Additional Lifeguard *	hourly	\$0.00	TBD				
Local - Up to 30 People Including 1 lifeguard	hourly	\$127.47	\$130.02	\$16.90	\$146.92	2.0%	T
Locker Rental	Monthly	\$9.48	\$9.48	\$1.23	\$10.71	0.0%	T
Tot dock rental	day	\$23.70	\$23.70	\$3.08	\$26.78	0.0%	T

NOTES:

*Based on Council approved salary grid (plus benefits).

"Registered Rate" - is a standard 20% discount for qualifying registered groups

"Non-Local" - is a standard 20% premium applied to groups who are non-local taxpayers

"Commercial" - is a standard 40% premium for businesses paying local taxes

Note: In the case of a non-local commercial rental, they would pay both the commercial premium of 40% in addition to the non-local premium of 20% for a total premium of 60%

If more than 30 people in aquatic rental, additional lifeguard required.

Swim - Effective March 1, 2019

Adult	1 Month Pass	\$29.22	\$29.22	\$3.80	\$33.02	0.0%	T
Adult	1 Year Pass	\$206.25	\$206.25	\$26.81	\$233.06	0.0%	T
Adult	3 Month Pass	\$60.72	\$60.72	\$7.89	\$68.61	0.0%	T
Adult	Per swim	\$2.73	\$2.73	\$0.35	\$3.00	0.0%	T
Family	1 Month Pass	\$60.55	\$60.55	\$7.87	\$68.42	0.0%	T
Family	1 Year Pass	\$363.04	\$363.04	\$47.19	\$410.23	0.0%	T
Family	3 Month Pass	\$159.07	\$159.07	\$20.68	\$179.75	0.0%	T
Group	Per swim	\$7.29	\$7.29	\$0.95	\$8.00	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Recreation & Parks

TYPE OF REVENUE/USER	UNIT/DESCR	2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

AQUATICS (ACTON INDOOR POOL & GEORGETOWN INDOOR POOL)

Swim - Effective March 1, 2019

Youth	1 Month Pass	\$14.55	\$11.64	\$1.51	\$13.15	-20.0%	T
Youth	1 Year Pass	\$108.34	\$108.34	\$14.08	\$122.42	0.0%	T
Youth	3 Month Pass	\$40.97	\$32.78	\$4.26	\$37.04	-20.0%	T
Youth	Per swim	\$1.82	\$1.82	\$0.24	\$2.00	0.0%	T

AQUATICS (GELLERT COMMUNITY CENTRE) - EFFECTIVE MARCH 1, 2019

Learn To Swim Lessons

30 Minute Class Youth	30 Minutes	\$75.43	\$76.94	\$0.00	\$76.94	2.0%	E
45 Minute Class Adult	45 Minutes	\$102.53	\$104.58	\$13.59	\$118.17	2.0%	T
45 Minute Class Youth	45 Minutes	\$102.53	\$104.58	\$0.00	\$104.58	2.0%	E
Private (Under Age 14 - tax exempt)	30 Minutes	\$337.94	\$344.70	\$0.00	\$344.70	2.0%	E
Semi-private (Under Age 14 - tax exempt)	30 Minutes	\$175.00	\$178.50	\$0.00	\$178.50	2.0%	E

NOTES:

Fees for learn to swim lessons are based on 9 lessons

Pool Rentals

Local - Entire Aquatic Centre	hourly	\$350.54	\$357.55	\$46.48	\$404.03	2.0%	T
Local - Lap Pool	hourly	\$176.02	\$179.54	\$23.34	\$202.88	2.0%	T
Local - Leisure Pool	hourly	\$191.12	\$194.94	\$25.34	\$220.28	2.0%	T

Swim - Effective March 1, 2019

Recreational Swim

Adult	1 Month Pass	\$39.37	\$39.37	\$5.12	\$44.49	0.0%	T
Adult	1 Year Pass	\$358.17	\$358.17	\$46.56	\$404.73	0.0%	T
Adult	3 Month Pass	\$97.34	\$97.34	\$12.65	\$109.99	0.0%	T
Adult	Per swim	\$3.54	\$3.54	\$0.46	\$4.00	0.0%	T
Family	1 Month Pass	\$81.54	\$81.54	\$10.60	\$92.14	0.0%	T
Family	1 Year Pass	\$488.09	\$488.09	\$63.45	\$551.54	0.0%	T
Family	3 Month Pass	\$185.33	\$185.33	\$24.09	\$209.42	0.0%	T
Group	Per swim	\$8.41	\$8.41	\$1.09	\$9.50	0.0%	T
Youth	1 Month Pass	\$28.13	\$19.69	\$2.56	\$22.25	-30.0%	T
Youth	1 Year Pass	\$167.25	\$150.52	\$19.57	\$170.09	-10.0%	T
Youth	3 Month Pass	\$56.91	\$45.53	\$5.92	\$51.45	-20.0%	T
Youth	Per swim	\$2.21	\$2.21	\$0.29	\$2.50	0.0%	T

Swim Passes - Effective March 1, 2019

Other Passes

Shower Card Plus	Monthly rate	\$15.63	\$15.63	\$2.03	\$17.66	0.0%	T
Shower Card Plus	Per use	\$3.54	\$3.54	\$0.46	\$4.00	0.0%	T

ARENAS

Floor Rentals - Effective April 1, 2019

Floor Rate

Local - Floor	hourly	\$89.21	\$89.21	\$11.60	\$100.81	0.0%	T
Local - Leisure Rink	hourly	\$29.20	\$29.20	\$3.80	\$33.00	0.0%	T
Special Event - Liquor Licence add	hourly	\$33.93	\$33.93	\$4.41	\$38.34	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Recreation & Parks	2019 RATES						
TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status

ARENAS

Floor Rentals - Effective April 1, 2019

Floor Rate

NOTES:

"Registered Rate" - is a standard 20% discount for qualifying youth registered groups. "Non-Local" - is a standard 20% premium applied to groups who are non-local taxpayers. "Commercial" - is a standard 40% premium for businesses paying local taxes. Note: In the case of a non-local commercial rental, they would pay both the commercial premium of 40% in addition to the non-local premium of 20% for a total premium of 60%. Statutory holiday 1.5 times regular rate Minimum 4 hour rental. Minimum 2 hour rental on weekdays, 3 hour rental on weekends

Halton Hills Arena Surcharge - Effective May 1, 2012

Halls & Meeting Spaces	hourly	\$5.00	\$5.00	\$0.65	\$5.65	0.0%	T
Large Rink Surface - All Floor (non-ice) usage	hourly	\$10.00	\$10.00	\$1.30	\$11.30	0.0%	T
Large Rink Surface - All Ice usage	hourly	\$25.00	\$25.00	\$3.25	\$28.25	0.0%	T
Leisure Rink - All Floor (non-ice) usage	hourly	\$5.00	\$5.00	\$0.65	\$5.65	0.0%	T
Leisure Rink - All Ice usage	hourly	\$10.00	\$10.00	\$1.30	\$11.30	0.0%	T

Ice Rental

Ice Rate - Traditional Season - Effective May 1, 2019 - April 30, 2020

Day Time	hourly	\$133.30	\$135.30	\$17.59	\$152.89	1.5%	T
Leisure Ice Rink	hourly	\$52.29	\$53.07	\$6.90	\$59.97	1.5%	T
Non-Prime Time	hourly	\$228.90	\$232.33	\$30.20	\$262.53	1.5%	T
Prime Time	hourly	\$266.69	\$270.69	\$35.19	\$305.88	1.5%	T
Special Events - (except for Prime Time)	hourly	\$215.44	\$218.67	\$28.43	\$247.10	1.5%	T
Statutory Holidays (Min. 4 hr)	hourly	\$269.31	\$273.35	\$35.54	\$308.89	1.5%	T
Youth Registered	hourly	\$213.35	\$216.55	\$28.15	\$244.70	1.5%	T

NOTES:

Daytime: Monday to Friday 6:00 a.m. to 5:00 p.m.

Prime Time: Monday to Friday 5:00 p.m. to 11:00 p.m. and Saturday and Sunday 8:00 a.m. to 10:00 p.m.

Non-Prime Time: Monday to Friday 11:00 p.m. to 6:00 a.m. Saturday and Sunday 10:00 p.m. to 8:00 a.m.

Public Skating - Effective May 1, 2019

Adult & Pre-School Skating

Adult & Pre-School		\$2.65	\$2.65	\$0.34	\$3.00	0.0%	T
Adult Skate	Session	\$2.65	\$2.65	\$0.34	\$3.00	0.0%	T

General Public Skating

Adult	3 Mth Winter Pass	\$31.56	\$31.56	\$4.10	\$35.66	0.0%	T
Adult	6 Mth Winter Pass	\$52.59	\$52.59	\$6.84	\$59.43	0.0%	T
Adult	Session	\$2.65	\$2.65	\$0.34	\$3.00	0.0%	T
Adult	Summer Pass * (May-Sept)	\$31.56	\$31.56	\$4.10	\$35.66	0.0%	T
Family	3 Mth Winter Pass	\$78.88	\$78.88	\$10.25	\$89.13	0.0%	T
Family	6 Mth Winter Pass	\$136.74	\$136.74	\$17.78	\$154.52	0.0%	T
Family	Summer Pass * (May-Sept)	\$78.89	\$78.89	\$10.26	\$89.15	0.0%	T
Group	Session	\$7.08	\$7.08	\$0.92	\$8.00	0.0%	T
Youth	3 Mth Winter Pass	\$21.67	\$21.67	\$2.82	\$24.49	0.0%	T
Youth	6 Mth Winter Pass	\$36.81	\$36.81	\$4.79	\$41.60	0.0%	T
Youth	Session	\$1.77	\$1.77	\$0.23	\$2.00	0.0%	T
Youth	Summer Pass * (May-Sept)	\$21.67	\$21.67	\$2.82	\$24.49	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	2019 RATES				HST Status
			RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

ARENAS

Public Skating - Effective May 1, 2019

Pick Up Ice & Shiny

Stick and Puck-Daytime	Session / person	\$4.43	\$4.43	\$0.58	\$5.00	0.0%	T
Stick and Puck-Primetime	Session / person	NEW	\$8.85	\$1.15	\$10.00	0.0%	T

Room Rental - Effective April 1, 2019

Dressing Room Rental

O.H.A. / Jr. Lacrosse	Month	\$165.54	\$170.51	\$22.17	\$192.68	3.0%	T
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Office Storage/Rooms

Acton Arena	Month		\$25.75 - \$37.10				
Sportsplex	Month		\$25.75 - \$37.10				

COMMUNITY CENTRES (EXCLUDING GELLERT C.C.) - EFFECTIVE JULY 1, 2019

Cedarvale

Local - Small Storage Space	hourly	\$15.75	\$15.75	\$2.05	\$17.80	0.0%	T
Local - Small Storage Space	Monthly	\$38.82	\$38.82	\$5.05	\$43.87	0.0%	T
Tournament/Special Events 5x Aff. Rate	Event	\$80.12	\$80.12	\$10.42	\$90.54	0.0%	T

Monthly Rentals

Credit Valley Artisans	Month, plus utilities	\$291.91	\$300.67	\$39.09	\$339.76	3.0%	T
G.B.A.	Month	\$541.61	\$557.86	\$72.52	\$630.38	3.0%	T
Maple Co-Op Nursery Sch.-Shared use area	Month (now 1/2 days)	\$278.82	\$287.18	\$37.33	\$324.51	3.0%	T
Maple Co-Op Nursery School-Excl. use area	Month	\$868.41	\$894.46	\$116.28	\$1,010.74	3.0%	T
Office / Storage Local	Month	\$156.06	\$160.75	\$20.90	\$181.65	3.0%	T

CULTURAL CENTRE - EFFECTIVE JULY 1, 2019

Helson Gallery

Local	hourly	\$78.94	\$81.31	\$10.57	\$91.88	3.0%	T
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Theatre

Local - Performance Rate	hourly	\$124.43	\$128.16	\$16.66	\$144.82	3.0%	T
Local - Rehearsal Rate	hourly	\$72.15	\$74.32	\$9.66	\$83.98	3.0%	T

Theatre - Weekday Daytime Rehearsal Rate

Dark Day Rate	Day	\$200.72	\$206.74	\$26.88	\$233.62	3.0%	T
Local	hourly	\$35.95	\$37.03	\$4.81	\$41.84	3.0%	T
Technicians - Each additional	hourly	\$24.91	\$25.66	\$3.34	\$29.00	3.0%	T

HALL RENTAL (EXCLUDING GELLERT) - EFFECTIVE JULY 1, 2019

Acton Community Hall - Hillsview Active Living Centre

Kitchen only	hourly	\$22.85	\$22.85	\$2.97	\$25.82	0.0%	T
Licensed Event - 1/2 Hall A/B (incl. kitchen)	hourly	\$48.09	\$49.53	\$6.44	\$55.97	3.0%	T
Licensed Event - 1/2 Hall C	hourly	\$38.47	\$39.62	\$5.15	\$44.77	3.0%	T
Licensed Event - Full Hall	hourly	\$72.42	\$74.59	\$9.70	\$84.29	3.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Recreation & Parks

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	2019 RATES				HST Status
			RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

HALL RENTAL (EXCLUDING GELLERT) - EFFECTIVE JULY 1, 2019

Acton Community Hall - Hillsview Active Living Centre

Local - 1/2 Hall A/B (incl. kitchen)	hourly	\$40.60	\$40.60	\$5.28	\$45.88	0.0%	T
Local - 1/2 Hall C	hourly	\$32.48	\$32.48	\$4.22	\$36.70	0.0%	T
Local - Full Hall	hourly	\$61.01	\$61.01	\$7.93	\$68.94	0.0%	T

Hillsview Active Living Centre Georgetown Hall

Licensed Event	hourly	\$80.31	\$82.72	\$10.75	\$93.47	3.0%	T
Local	hourly	\$67.80	\$67.80	\$8.81	\$76.61	0.0%	T
Lounge & Kitchen	hourly	\$22.85	\$22.85	\$2.97	\$25.82	0.0%	T

MMSP Alcott Hall

Licensed Event	hourly	\$74.59	\$76.83	\$9.99	\$86.82	3.0%	T
Local	hourly	\$62.84	\$62.84	\$8.17	\$71.01	0.0%	T

MMSP Toronto Premium Outlets Hall

Licensed	hourly	\$41.18	\$42.41	\$5.51	\$47.92	3.0%	T
Local	hourly	\$34.76	\$34.76	\$4.52	\$39.28	0.0%	T

MMSP Toronto Premium Outlets Hall (with Meeting room)

Licensed (Package)	hourly	\$59.44	\$61.22	\$7.96	\$69.18	3.0%	T
Local (package)	hourly	\$50.18	\$50.18	\$6.52	\$56.70	0.0%	T

HALL RENTAL (GELLERT COMMUNITY CENTRE) - EFFECTIVE MARCH 1, 2019

Gellert Community Centre - Kinsmen Hall

Licensed Event	hourly	\$111.25	\$114.59	\$14.90	\$129.49	3.0%	T
Local	hourly	\$94.50	\$94.50	\$12.28	\$106.78	0.0%	T

Gellert Community Centre - Kitchen

Kitchen	hourly	\$22.85	\$22.85	\$2.97	\$25.82	0.0%	T
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Gellert Community Centre - Room A

Licensed Event	hourly	\$72.32	\$74.49	\$9.68	\$84.17	3.0%	T
Local	hourly	\$61.44	\$61.44	\$7.99	\$69.43	0.0%	T

Gellert Community Centre - Room B

Licensed Event	hourly	\$83.43	\$85.93	\$11.17	\$97.10	3.0%	T
Local	hourly	\$70.89	\$70.89	\$9.22	\$80.11	0.0%	T

Gellert Community Centre - Wittich Atrium

Licensed Event	hourly	\$72.32	\$74.49	\$9.68	\$84.17	3.0%	T
Local	hourly	\$61.44	\$61.44	\$7.99	\$69.43	0.0%	T

MEETING SPACE (EXCLUDING GELLERT) - EFFECTIVE JULY 1, 2019

Local - Large Meeting Room Cultural Centre Studio / Hillsview Active Living Centres / Prospect Boathouse / ActonCC Multi- Purpose Full Room & *Acton CC Loft	hourly	\$34.76	\$34.76	\$4.52	\$39.28	0.0%	T
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HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

TYPE OF REVENUE/USER	UNIT/DESCR	2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

MEETING SPACE (EXCLUDING GELLERT) - EFFECTIVE JULY 1, 2019

Local - Small Meeting Room Sportsplex / Acton Arena Boardroom / ActonCC Multi-Purpose Half Room	hourly	\$17.23	\$17.23	\$2.24	\$19.47	0.0%	T
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Cedarvale

Dressing Room	hourly	\$19.38	\$19.38	\$2.52	\$21.90	0.0%	T
Large Meeting Room (gym)	hourly	\$34.76	\$34.76	\$4.52	\$39.28	0.0%	T
Local - Small Meeting Room	hourly	\$17.24	\$17.24	\$2.24	\$19.48	0.0%	T

MEETING SPACE (GELLERT COMMUNITY CENTRE) - EFFECTIVE MARCH 1, 2019

Local - Duff Patio	hourly	\$82.22	\$82.22	\$10.69	\$92.91	0.0%	T
Local - Large Meeting Room Rotary Boardroom	hourly	\$34.76	\$34.76	\$4.52	\$39.28	0.0%	T
Local - Small Meeting Room Multipurpose Room	hourly	\$17.26	\$17.26	\$2.24	\$19.50	0.0%	T
Program - Duff Patio	hourly	\$25.90	\$25.90	\$3.37	\$29.27	0.0%	T

MISCELLANEOUS

Local - Wedding Photographs	Use	\$33.60	\$33.60	\$4.37	\$37.97	0.0%	T
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PARK RENTALS - EFFECTIVE MARCH 1, 2019

Entire Park

Greater than 10 Acres

Local/Adult Registered	Day	\$1,651.60	\$1,651.60	\$214.71	\$1,866.31	0.0%	T
Local/Adult Registered	Hourly	\$230.00	\$230.00	\$29.90	\$259.90	0.0%	T
Non-Local/Unregistered Group	Day	\$2,178.62	\$2,265.77	\$294.55	\$2,560.32	4.0%	T
Non-Local/Unregistered Group	Hourly	\$310.96	\$323.40	\$42.04	\$365.44	4.0%	T
Youth Registered	Day	\$1,339.01	\$1,339.01	\$174.07	\$1,513.08	0.0%	T
Youth Registered	Hourly	\$191.00	\$191.00	\$24.83	\$215.83	0.0%	T

NOTES:

"Commercial" – is a standard 40% premium for businesses paying local taxes.

Less than 10 Acres

Local/Adult Registered	Day	\$611.54	\$611.54	\$79.50	\$691.04	0.0%	T
Local/Adult Registered	Hourly	\$87.00	\$87.00	\$11.31	\$98.31	0.0%	T
Non-Local/Unregistered Group	Day	\$793.52	\$825.26	\$107.28	\$932.54	4.0%	T
Non-Local/Unregistered Group	Hourly	\$113.36	\$117.89	\$15.33	\$133.22	4.0%	T
Youth Registered	Day	\$491.43	\$491.43	\$63.89	\$555.32	0.0%	T
Youth Registered	Hourly	\$70.00	\$70.00	\$9.10	\$79.10	0.0%	T

Other Rates

Outdoor Fitness Usage - Commercial	hourly	\$34.25	\$34.25	\$4.45	\$38.70	0.0%	T
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Loan Of Equipment

Equipment loan deposit	Event	\$234.76	\$241.80	\$31.43	\$273.23	3.0%	T
Event Delivery Local - a) small	Load	\$103.00	\$106.09	\$13.79	\$119.88	3.0%	T
Event Delivery Local - b) large	Load	\$309.00	\$318.27	\$41.38	\$359.65	3.0%	T
Event Delivery Local - Barricades - 20	Load	\$309.00	\$318.27	\$41.38	\$359.65	3.0%	T
Event Delivery Local - Bike Racks (7)	Load	\$103.00	\$106.09	\$13.79	\$119.88	3.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Recreation & Parks		2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	
TYPE OF REVENUE/USER	UNIT/DESCR						

PARK RENTALS - EFFECTIVE MARCH 1, 2019

Other Rates

Loan Of Equipment

Event Delivery Local - Picnic Tables - 10	Load	\$309.00	\$318.27	\$41.38	\$359.65	3.0%	T
Event Support On-Site (staff person and vehicle)	hourly	\$77.25	\$79.57	\$10.34	\$89.91	3.0%	T
Garbage Bags	Case	\$28.14	\$28.98	\$3.77	\$32.75	3.0%	T
Garbage Bags	per 20	\$5.63	\$5.80	\$0.75	\$6.55	3.0%	T
Portable bleacher rental	Each Additional Day	\$123.70	\$127.42	\$16.56	\$143.98	3.0%	T
Portable bleacher rental and set up	Base Rate	\$267.99	\$276.02	\$35.88	\$312.00	3.0%	T
Snow Fence per 50 feet	Each	\$39.39	\$40.57	\$5.27	\$45.84	3.0%	T
Snow Fence Ties	per 100	\$11.26	\$11.59	\$1.51	\$13.10	3.0%	T

Special Events/Tournaments

Additional Hand Wash Station	Unit (weekend)	\$103.00	\$106.09	\$13.79	\$119.88	3.0%	T
Additional Washroom Cleaning*	Unit/Day	\$206.00	\$212.18	\$27.58	\$239.76	3.0%	T
Additional Washroom*	Unit (weekend)	\$77.25	\$79.57	\$10.34	\$89.91	3.0%	T
Concession Stand - Georgetown Fairgrounds	Day	\$110.91	\$114.24	\$14.85	\$129.09	3.0%	T
Concession Stand - Georgetown Fairgrounds	Partial Day	\$66.54	\$68.53	\$8.91	\$77.44	3.0%	T
Event Clean Up	per person/per hour	\$81.96	\$84.42	\$10.97	\$95.39	3.0%	T
Mobile Vendors Permit	Season	\$124.35	\$128.08	\$16.65	\$144.73	3.0%	T

NOTES:

*other products available for quotation

Partial Park - no sports field required [including shelter / gazebo (where applicable)]

Large Groups Greater than 50

Local/Adult Registered	Day	\$347.01	\$353.95	\$46.01	\$399.96	2.0%	T
Local/Adult Registered	hourly	\$50.15	\$51.16	\$6.65	\$57.81	2.0%	T
Non-Local/Unregistered Group	Day	\$448.45	\$470.87	\$61.21	\$532.08	5.0%	T
Non-Local/Unregistered Group	hourly	\$62.65	\$65.78	\$8.55	\$74.33	5.0%	T
Youth Registered	Day	\$277.78	\$283.33	\$36.83	\$320.16	2.0%	T
Youth Registered	hourly	\$39.36	\$40.15	\$5.22	\$45.37	2.0%	T

Small Groups Less than 50

Local/Adult Registered	Day	\$157.22	\$160.37	\$20.85	\$181.22	2.0%	T
Local/Adult Registered	hourly	\$22.29	\$22.73	\$2.96	\$25.69	2.0%	T
Non-Local/Unregistered Group	Day	\$203.38	\$213.55	\$27.76	\$241.31	5.0%	T
Non-Local/Unregistered Group	hourly	\$28.82	\$30.26	\$3.93	\$34.19	5.0%	T
Youth Registered	Day	\$123.41	\$125.88	\$16.36	\$142.24	2.0%	T
Youth Registered	hourly	\$17.39	\$17.74	\$2.31	\$20.05	2.0%	T

PARKING LOT

Parking Lot 1-50 Spaces

Local/Adult Registered	Day	\$288.85	\$294.63	\$38.30	\$332.93	2.0%	T
Local/Adult Registered	hourly	\$36.11	\$36.83	\$4.79	\$41.62	2.0%	T
Non-Local/Unregistered Group	Day	\$346.62	\$353.55	\$45.96	\$399.51	2.0%	T
Non-Local/Unregistered Group	hourly	\$43.33	\$44.20	\$5.75	\$49.95	2.0%	T
Youth Registered	Day	\$231.08	\$235.70	\$30.64	\$266.34	2.0%	T
Youth Registered	hourly	\$28.89	\$29.46	\$3.83	\$33.29	2.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Recreation & Parks		2019 RATES					
TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status

PARKING LOT

Parking Lot 1-50 Spaces

SPORTS FIELD RENTALS

Ball Diamond - Effective March 1, 2019

Local/Adult Registered - Intermediate	hourly	\$12.61	\$12.99	\$1.69	\$14.68	3.0%	T
Local/Adult Registered - Major	hourly	\$14.80	\$15.24	\$1.98	\$17.22	3.0%	T
Local/Adult Registered - Minor	hourly	\$9.41	\$9.69	\$1.26	\$10.95	3.0%	T
Non-Local/Unregistered Group - Intermediate	hourly	\$17.63	\$18.51	\$2.41	\$20.92	5.0%	T
Non-Local/Unregistered Group - Major	hourly	\$18.87	\$19.81	\$2.58	\$22.39	5.0%	T
Non-Local/Unregistered Group - Minor	hourly	\$13.28	\$13.94	\$1.81	\$15.75	5.0%	T
Special Rate	hourly	\$27.81	\$28.64	\$3.72	\$32.36	3.0%	T
Youth Registered - Intermediate	hourly	\$6.46	\$6.65	\$0.86	\$7.51	3.0%	T
Youth Registered - Major	hourly	\$7.94	\$8.18	\$1.06	\$9.24	3.0%	T
Youth Registered - Minor	hourly	\$4.57	\$4.70	\$0.61	\$5.31	3.0%	T

NOTES:

Commercial – is a standard 40% premium for businesses paying local taxes.

Lights

Artificial Turf

Local	hourly	\$28.39	\$28.39	\$3.69	\$32.08	0.0%	T
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Hardball

Adult/Youth Registered	Use	\$52.45	\$52.45	\$6.82	\$59.27	0.0%	T
Local/Unregistered Groups	Use	\$60.27	\$60.26	\$7.83	\$68.09	0.0%	T
Non-Local	Use	\$73.35	\$73.35	\$9.54	\$82.89	0.0%	T

Soccer

Adult/Youth Registered	Use	\$43.33	\$43.33	\$5.63	\$48.96	0.0%	T
Local/Unregistered Groups	Use	\$49.67	\$49.67	\$6.46	\$56.13	0.0%	T
Non-Local	Use	\$60.39	\$60.39	\$7.85	\$68.24	0.0%	T

Softball

Adult/Youth Registered	Use	\$34.11	\$34.11	\$4.43	\$38.54	0.0%	T
Local/Unregistered Groups	Use	\$39.45	\$39.45	\$5.13	\$44.58	0.0%	T
Non-Local	Use	\$47.69	\$47.69	\$6.20	\$53.89	0.0%	T

NOTES:

Commercial – is a standard 40% premium for businesses paying local taxes.

Sports Field - Effective March 1, 2019

Local/Adult Registered - Intermediate	hourly	\$13.03	\$13.42	\$1.74	\$15.16	3.0%	T
Local/Adult Registered - Major	hourly	\$16.94	\$17.45	\$2.27	\$19.72	3.0%	T
Local/Adult Registered - Minor	hourly	\$9.90	\$10.20	\$1.33	\$11.53	3.0%	T
Non-Local/Unregistered Group - Intermediate	hourly	\$18.16	\$19.06	\$2.48	\$21.54	5.0%	T
Non-Local/Unregistered Group - Major	hourly	\$20.88	\$21.92	\$2.85	\$24.77	5.0%	T
Non-Local/Unregistered Group - Minor	hourly	\$13.96	\$14.66	\$1.91	\$16.57	5.0%	T
Special Rate	hourly	\$27.81	\$28.64	\$3.72	\$32.36	3.0%	T
Youth Registered - Intermediate	hourly	\$6.46	\$6.65	\$0.86	\$7.51	3.0%	T
Youth Registered - Major	hourly	\$9.00	\$9.27	\$1.20	\$10.47	3.0%	T
Youth Registered - Minor	hourly	\$4.71	\$4.85	\$0.63	\$5.48	3.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Recreation & Parks		2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	
TYPE OF REVENUE/USER	UNIT/DESCR						

SPORTS FIELD RENTALS

Sports Field - Effective March 1, 2019

NOTES:

Commercial – is a standard 40% premium for businesses paying local taxes.

Artificial Sports Field

Local	hourly	\$125.00	\$125.00	\$16.25	\$141.25	0.0%	T
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Tennis Courts / Track - Effective April 1, 2019

Tennis Courts Local/Adult Registered	hourly	\$27.40	\$27.40	\$3.56	\$30.96	0.0%	T
Track Local/Adult Registered-Day	Day	\$111.79	\$111.79	\$14.53	\$126.32	0.0%	T
Track Local/Adult Registered-hourly	hourly	\$14.85	\$14.85	\$1.93	\$16.78	0.0%	T

NOTES:

“Commercial” – is a standard 40% premium for businesses paying local taxes

Note: In the case of a non-local commercial rental, they would pay both the commercial premium of 40% in addition to the non-local premium of 20% for a total premium of 60%.

Georgetown Club: 50% of membership fees up to a maximum of \$1,600 plus 75% hydro for club season

STUDIES

Recreation & Parks Document Studies for Sale	Each	\$34.93	\$44.25	\$5.75	\$50.00	26.7%	T
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Z BOARD OF EDUCATION

District School Boards

Sports Field Rentals

Ball Diamond - Intermediate	hourly	\$17.63	\$17.63	\$2.29	\$19.92	0.0%	T
Ball Diamond - Major	hourly	\$18.86	\$18.86	\$2.45	\$21.31	0.0%	T
Ball Diamond - Minor	hourly	\$13.28	\$13.28	\$1.73	\$15.01	0.0%	T
Sportsfield - Intermediate	hourly	\$18.16	\$18.16	\$2.36	\$20.52	0.0%	T
Sportsfield - Major	hourly	\$20.88	\$20.88	\$2.71	\$23.59	0.0%	T
Sportsfield - Minor	hourly	\$13.96	\$13.96	\$1.82	\$15.78	0.0%	T

Ice Rental

ARENAS - Ice Rate Traditional Season - Effective May 1, 2019 to Apr. 30, 2020

District School Boards	hourly	\$258.77	\$258.77	\$33.64	\$292.41	0.0%	T
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Pool Rental - Halton District School Board - Effective September 1, 2019

AQUATICS (EXCLUDING GELLERT COMMUNITY CENTRE)

Additional Lifeguard *	hourly		TBD				
Local - Up to 30 People Including 1 lifeguard	hourly	\$127.47	\$130.02	\$16.90	\$146.92	2.0%	T

NOTES:

*Based on Council approved salary grid (plus benefits).

If more than 30 people in aquatic rental, additional lifeguard required.

Z SCHOOL FACILITIES PUBLIC EFFECTIVE SEPT. 1, 2018 - AUG. 31, 2019

Cafeteria	hourly	\$28.61	\$28.61	\$3.72	\$32.33	0.0%	T
Classroom	hourly	\$6.52	\$6.52	\$0.85	\$7.37	0.0%	T
Custodial O/T - *Sundays & Holidays	hourly	\$54.27	\$54.27	\$7.06	\$61.33	0.0%	T
Custodial O/T - Monday through *Saturday	hourly	\$41.35	\$41.35	\$5.38	\$46.73	0.0%	T
Forum	hourly	\$12.04	\$12.04	\$1.57	\$13.61	0.0%	T
Gym - Double - Elementary	hourly	\$28.61	\$28.61	\$3.72	\$32.33	0.0%	T
Gym - Double - Secondary	hourly	\$41.04	\$41.04	\$5.34	\$46.38	0.0%	T
Gym - Single - Elementary	hourly	\$18.96	\$18.96	\$2.46	\$21.42	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Recreation & Parks

TYPE OF REVENUE/USER	UNIT/DESCR	2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

Z SCHOOL FACILITIES PUBLIC EFFECTIVE SEPT. 1, 2018 - AUG. 31, 2019

Gym - Single - Secondary	hourly	\$20.34	\$20.34	\$2.64	\$22.98	0.0%	T
Opening/Closing Rates-Saturdays: Custodial flat fee	Use	NEW	\$124.05	\$16.13	\$140.18	0.0%	T
Parking lot - Elementary	hourly	\$17.58	\$17.58	\$2.28	\$19.86	0.0%	T
Parking lot - Secondary	hourly	\$28.61	\$28.61	\$3.72	\$32.33	0.0%	T
Theatre/Fixed Seat Auditorium	hourly	\$83.74	\$83.74	\$10.89	\$94.63	0.0%	T

Z SCHOOL FACILITIES CATHOLIC

Cafeteria	hourly	\$32.45	\$32.45	\$4.22	\$36.67	0.0%	T
Classroom	hourly	\$7.29	\$7.29	\$0.95	\$8.24	0.0%	T
Custodial O/T - *Sundays & Holidays	hourly	NEW	\$54.95	\$7.14	\$62.10	0.0%	T
Custodial O/T - Monday through *Saturday	hourly	NEW	\$41.87	\$5.44	\$47.31	0.0%	T
Custodial O/T - Monday through *Saturday	hourly	NEW	\$41.88	\$5.44	\$47.32	0.0%	T
Forum	hourly	\$13.58	\$13.58	\$1.77	\$15.35	0.0%	T
Gym - Double Elementary	hourly	\$32.45	\$32.45	\$4.22	\$36.67	0.0%	T
Gym - Double Secondary	hourly	\$46.60	\$46.60	\$6.06	\$52.66	0.0%	T
Gym - Single Elementary	hourly	\$21.44	\$21.44	\$2.79	\$24.23	0.0%	T
Gym - Single Secondary	hourly	\$23.02	\$23.02	\$2.99	\$26.01	0.0%	T
Opening/Closing Rates-Saturdays: Custodial flat fee	Use	NEW	\$125.61	\$16.33	\$141.94	0.0%	T
Parking lot - Elementary	hourly	\$19.88	\$19.88	\$2.58	\$22.46	0.0%	T
Parking lot - Secondary	hourly	\$32.45	\$32.45	\$4.22	\$36.67	0.0%	T
Theatre/Fixed Seat Auditorium	hourly	\$95.25	\$95.25	\$12.38	\$107.63	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Cemeteries

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	2019 RATES				HST Status
			RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

CEMETERY

Fairview (F) Greenwood (G) and Hillcrest (H)

A. Single Lots - Adult

10' x 3'6" (F) 10' x 3'4" (G)	Local	\$1,670.79	\$1,670.79	\$217.20	\$1,887.99	0.0%	T
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Fairview (F) Greenwood (G) and Hillcrest (H)

A. Single Lots - Adult

10' x 3'6" (F) 10' x 3'4" (G)	Non-Local	\$2,089.85	\$2,089.85	\$271.68	\$2,361.53	0.0%	T
10' x 3'6" (F) 10' x 3'4" (G) - Care & Maintenance	Local	\$1,113.86	\$1,113.86	\$144.80	\$1,258.66	0.0%	T
10' x 3'6" (F) 10' x 3'4" (G) - Care & Maintenance	Non-Local	\$1,393.23	\$1,393.23	\$181.12	\$1,574.35	0.0%	T

B. Single Lots - Cremation

3'4" x 5' (G) 4' x 4' (F)(G)	Local	\$521.25	\$573.38	\$74.54	\$647.92	10.0%	T
3'4" x 5' (G) 4' x 4' (F)(G)	Non-Local	\$651.55	\$716.70	\$93.17	\$809.87	10.0%	T
3'4" x 5' (G) 4' x 4' (F)(G) - Care & Maintenance	Local	\$347.51	\$382.26	\$49.69	\$431.95	10.0%	T
3'4" x 5' (G) 4' x 4' (F)(G) - Care & Maintenance	Non-Local	\$434.37	\$477.81	\$62.11	\$539.92	10.0%	T

C. Single Lots - Cremation - Flat Markers Only

2' x 2' (F) (G)	Local	\$583.82	\$613.01	\$79.69	\$692.70	5.0%	T
2' x 2' (F) (G)	Non-Local	\$729.79	\$766.28	\$99.62	\$865.90	5.0%	T
2' x 2' (F) (G) - Care & Maintenance	Local	\$389.22	\$408.68	\$53.13	\$461.81	5.0%	T
2' x 2' (F) (G) - Care & Maintenance	Non-Local	\$486.53	\$510.85	\$66.41	\$577.26	5.0%	T

D. Single Lots - Limited Means - Flat Markers Only

10' x 3'6" (F) 10' x 3'4" (G)	Local	\$881.82	\$881.82	\$114.64	\$996.46	0.0%	T
10' x 3'6" (F) 10' x 3'4" (G)	Non-Local	\$1,104.09	\$1,104.09	\$143.53	\$1,247.62	0.0%	T
10' x 3'6" (F) 10' x 3'4" (G) - Care & Maintenance	Local	\$587.88	\$587.88	\$76.42	\$664.30	0.0%	T
10' x 3'6" (F) 10' x 3'4" (G) - Care & Maintenance	Non-Local	\$736.06	\$736.06	\$95.69	\$831.75	0.0%	T

E. Garden Columbarium (G)

Basic Garden Niche (12 x 12 inches)	Local	\$1,995.46	\$2,095.23	\$272.38	\$2,367.61	5.0%	T
Basic Garden Niche (12 x 12 inches)	Non-Local	\$2,494.34	\$2,619.05	\$340.48	\$2,959.53	5.0%	T
Basic Garden Niche (12 x 12 inches) - Care & Maintenance	Local	\$352.14	\$369.75	\$48.07	\$417.82	5.0%	T
Basic Garden Niche (12 x 12 inches) Care & Maintenance	Non-Local	\$440.17	\$462.18	\$60.08	\$522.26	5.0%	T
Basic Garden Niche (12 x 24 inches)	Local	\$2,494.34	\$2,619.05	\$340.48	\$2,959.53	5.0%	T
Basic Garden Niche (12 x 24 inches)	Non-Local	\$3,117.91	\$3,273.81	\$425.60	\$3,699.41	5.0%	T
Basic Garden Niche (12 x 24 inches) - Care & Maintenance	Local	\$440.17	\$462.18	\$60.08	\$522.26	5.0%	T
Basic Garden Niche (12 x 24 inches) - Care & Maintenance	Non-Local	\$550.22	\$577.73	\$75.11	\$652.84	5.0%	T
Garden Niche (12 x 12 inches)	Local	\$2,532.16	\$2,658.77	\$345.64	\$3,004.41	5.0%	T
Garden Niche (12 x 12 inches)	Non-Local	\$3,165.20	\$3,323.46	\$432.05	\$3,755.51	5.0%	T
Garden Niche (12 x 12 inches) - Care & Maintenance	Local	\$446.85	\$469.19	\$60.99	\$530.18	5.0%	T
Garden Niche (12 x 12 inches) - Care & Maintenance	Non-Local	\$558.57	\$586.49	\$76.24	\$662.73	5.0%	T
Garden Niche (12 x 24 inches)	Local	\$3,165.20	\$3,323.46	\$432.05	\$3,755.51	5.0%	T
Garden Niche (12 x 24 inches)	Non-Local	\$3,956.50	\$4,154.33	\$540.06	\$4,694.39	5.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Cemeteries

TYPE OF REVENUE/USER	UNIT/DESCR	2019 RATES					
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status

CEMETERY

Fairview (F) Greenwood (G) and Hillcrest (H)

E. Garden Columbarium (G)

Garden Niche (12 x 24 inches) - Care & Maintenance	Local	\$558.57	\$586.49	\$76.24	\$662.73	5.0%	T
Garden Niche (12 x 24 inches) - Care & Maintenance	Non-Local	\$698.21	\$733.12	\$95.31	\$828.43	5.0%	T
Select Garden Niche (12 x 12 inches)	Local	\$2,912.01	\$3,057.61	\$397.49	\$3,455.10	5.0%	T
Select Garden Niche (12 x 12 inches)	Non-Local	\$3,640.02	\$3,822.02	\$496.86	\$4,318.88	5.0%	T
Select Garden Niche (12 x 12 inches) - Care & Maintenance	Local	\$513.88	\$539.58	\$70.14	\$609.72	5.0%	T
Select Garden Niche (12 x 12 inches) - Care & Maintenance	Non-Local	\$642.36	\$674.48	\$87.68	\$762.16	5.0%	T
Select Garden Niche (12 x 24 inches)	Local	\$3,640.02	\$3,822.02	\$496.86	\$4,318.88	5.0%	T
Select Garden Niche (12 x 24 inches)	Non-Local	\$4,550.02	\$4,777.52	\$621.08	\$5,398.60	5.0%	T
Select Garden Niche (12 x 24 inches) - Care & Maintenance	Local	\$642.36	\$674.48	\$87.68	\$762.16	5.0%	T
Select Garden Niche (12 x 24 inches) - Care & Maintenance	Non-Local	\$802.94	\$843.09	\$109.60	\$952.69	5.0%	T

F. Columbarium (F) (G)

Basic Niche (12 x 12 inches)	Local	\$1,814.06	\$1,904.76	\$247.62	\$2,152.38	5.0%	T
Basic Niche (12 x 12 inches)	Non-Local	\$2,267.57	\$2,380.95	\$309.52	\$2,690.47	5.0%	T
Basic Niche (12 x 12 inches) - Care & Maintenance	Local	\$320.13	\$336.14	\$43.70	\$379.84	5.0%	T
Basic Niche (12 x 12 inches) - Care & Maintenance	Non-Local	\$400.15	\$420.16	\$54.62	\$474.78	5.0%	T
Niche (12 x 12 inches)	Local	\$2,301.96	\$2,417.06	\$314.22	\$2,731.28	5.0%	T
Niche (12 x 12 inches)	Non-Local	\$2,878.35	\$3,022.27	\$392.90	\$3,415.17	5.0%	T
Niche (12 x 12 inches) - Care & Maintenance	Local	\$406.23	\$426.54	\$55.45	\$481.99	5.0%	T
Niche (12 x 12 inches) - Care & Maintenance	Non-Local	\$507.94	\$533.34	\$69.33	\$602.67	5.0%	T
Select Niche (12 x 12 inches)	Local	\$2,647.28	\$2,779.64	\$361.35	\$3,140.99	5.0%	T
Select Niche (12 x 12 inches)	Non-Local	\$3,309.09	\$3,474.54	\$451.69	\$3,926.23	5.0%	T
Select Niche (12 x 12 inches) - Care & Maintenance	Local	\$467.16	\$490.52	\$63.77	\$554.29	5.0%	T
Select Niche (12 x 12 inches) - Care & Maintenance	Non-Local	\$583.96	\$613.16	\$79.71	\$692.87	5.0%	T

G. Interment Charges

Adult	Local	\$948.05	\$948.04	\$123.25	\$1,071.29	0.0%	T
Adult	Non-Local	\$1,185.98	\$1,185.98	\$154.18	\$1,340.16	0.0%	T
Adult - Limited Means	Local	\$825.06	\$825.06	\$107.26	\$932.32	0.0%	T
Adult - Limited Means	Non-Local	\$1,030.55	\$1,030.55	\$133.97	\$1,164.52	0.0%	T
Child	Local	\$417.52	\$417.52	\$54.28	\$471.80	0.0%	T
Child	Non-Local	\$521.91	\$521.91	\$67.85	\$589.76	0.0%	T
Cremated Remains	Local	\$409.50	\$429.97	\$55.90	\$485.87	5.0%	T
Cremated Remains	Non-Local	\$511.86	\$537.45	\$69.87	\$607.32	5.0%	T
Infant	Local	\$256.48	\$256.48	\$33.34	\$289.82	0.0%	T
Infant	Non-Local	\$320.07	\$320.07	\$41.61	\$361.68	0.0%	T
Interment in Niche	Local	\$272.58	\$286.21	\$37.21	\$323.42	5.0%	T
Interment in Niche	Non-Local	\$341.18	\$358.24	\$46.57	\$404.81	5.0%	T
Reflection Garden - Scattering		\$278.60	\$278.60	\$36.22	\$314.82	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Cemeteries

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	2019 RATES				HST Status
			RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	

CEMETERY

Fairview (F) Greenwood (G) and Hillcrest (H)

G. Interment Charges

Reflection Garden - Scattering Care & Maintenance		\$25.00	\$25.00	\$3.25	\$28.25	0.0%	T
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H. Disinterment Charges

Adult (Regular & Double Depth)		\$2,091.94	\$2,196.53	\$285.55	\$2,482.08	5.0%	T
Child		\$2,091.94	\$2,196.53	\$285.55	\$2,482.08	5.0%	T
Cremated Remains		\$647.60	\$679.98	\$88.40	\$768.38	5.0%	T
Infant		\$2,091.94	\$2,196.53	\$285.55	\$2,482.08	5.0%	T

I. Additional Charges

After Hours (1. First 1/2 hour after 3pm)		\$74.02	\$74.02	\$9.62	\$83.64	0.0%	T
After Hours (2. Each additional 1/2 hour)		\$57.41	\$60.28	\$7.84	\$68.12	5.0%	T
Late Notice Fee		\$223.53	\$223.53	\$29.06	\$252.59	0.0%	T
Replacement Deed		\$28.01	\$125.00	\$16.25	\$141.25	346.2%	T
Saturday Interment - Cremation		\$166.43	\$166.43	\$21.64	\$188.07	0.0%	T
Saturday Interment - Full Burial		\$230.04	\$230.04	\$29.91	\$259.95	0.0%	T
Statutory Holidays - Cremation		\$273.24	\$273.24	\$35.52	\$308.76	0.0%	T
Statutory Holidays - Full Burial		\$382.37	\$382.37	\$49.71	\$432.08	0.0%	T
Transfer of Ownership		\$48.26	\$200.00	\$26.00	\$226.00	314.4%	T

J. Columbarium Niche Services

Memorial Plaque (5"x10")		\$553.10	\$575.22	\$74.78	\$650.00	4.0%	T
Memorial Vases		\$707.96	\$707.96	\$92.04	\$800.00	0.0%	T
Niche Lettering (1. First submission)		\$483.13	\$483.13	\$62.81	\$545.94	0.0%	T
Niche Lettering (2. Each additional submission)		\$217.03	\$217.03	\$28.21	\$245.24	0.0%	T

K. Additional Cemetery Services

Full Service Flower Bed		\$171.36	\$179.93	\$23.39	\$203.32	5.0%	T
Memorial Coniferous Tree		\$460.18	\$482.30	\$62.70	\$545.00	4.8%	T
Memorial Deciduous Tree		\$442.48	\$464.60	\$60.40	\$525.00	5.0%	T
Memorial Park Standard Bench		\$1,238.94	\$1,238.94	\$161.06	\$1,400.00	0.0%	T
Memorial Park Steel Backless Bench		\$2,389.38	\$2,389.38	\$310.62	\$2,700.00	0.0%	T
Memorial Park Steel Bench		\$2,389.38	\$2,389.38	\$310.62	\$2,700.00	0.0%	T
Memorial Trail Bench		\$796.46	\$796.46	\$103.54	\$900.00	0.0%	T
Monument Cleaning (up to 24"x48")		\$32.16	\$32.16	\$4.18	\$36.34	0.0%	T
Reflection Garden - Memorial Plaque (2"x6")		\$376.11	\$376.11	\$48.89	\$425.00	0.0%	T

L. Setting Of Markers

Corner Post - set of four		\$112.19	\$117.80	\$15.31	\$133.11	5.0%	T
Corner Post - set of two		\$56.49	\$59.32	\$7.71	\$67.03	5.0%	T
Flat Marker or Footstone greater than 24" x 18"		\$129.44	\$135.92	\$17.67	\$153.59	5.0%	T
Flat Marker or Footstone up to & including 24" x 18"		\$96.98	\$101.83	\$13.24	\$115.07	5.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Cemeteries

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	2019 RATES				HST Status
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CEMETERY

Fairview (F) Greenwood (G) and Hillcrest (H)

M. Foundation Charges

Foundation for Flat Marker greater than 24" x 18"		\$234.11	\$238.79	\$31.04	\$269.83	2.0%	T
Foundation for Flat Marker up to 24" x 18"		\$199.05	\$203.03	\$26.39	\$229.42	2.0%	T
Foundation for Upright Monument (Per cu. ft.*)		\$39.87	\$40.67	\$5.29	\$45.96	2.0%	T

N. Contribution to Care and Maintenance Fund per marker installation:

Flat Marker measuring at least 439.42 sq cm (173 sq in)		\$50.00	\$50.00	\$6.50	\$56.50	0.0%	T
Upright Monument exceeding 4 feet in length		\$200.00	\$200.00	\$26.00	\$226.00	0.0%	T
Upright Monument up to 1.22 m in height or length (4 ft)		\$100.00	\$100.00	\$13.00	\$113.00	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Cemeteries

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CEMETERY

Fairview (F) Greenwood (G) and Hillcrest (H)

C. Single Lots - Cremation - Flat Markers Only

3' x 3' (H)	Local	\$0.00	\$600.00	\$78.00	\$678.00	0.0%	T
3' x 3' (H)	Non-Local	\$0.00	\$750.00	\$97.50	\$847.50	0.0%	T
3' x 3' (H) - Care & Maintenance	Local	\$0.00	\$400.00	\$52.00	\$452.00	0.0%	T
3' x 3' (H) - Care & Maintenance	Non-Local	\$0.00	\$500.00	\$65.00	\$565.00	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Transportation and Public Works

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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BUILDING SERVICES

Other Fees

Compliance Letter - Single Residential Unit	Each	\$145.24	\$147.41	\$0.00	\$147.00	1.5%	E
Compliance Letter Other Properties	Each	\$294.20	\$298.61	\$0.00	\$299.00	1.5%	E
Written response for inquiries	Each	\$125.48	\$127.37	\$0.00	\$127.00	1.5%	E

Other Permits

Pool Enclosure Permit	Flat Rate	\$248.07	\$251.80	\$0.00	\$252.00	1.5%	E
Two Unit House Registration	Flat Rate	\$1,074.64	\$1,090.76	\$0.00	\$1,091.00	1.5%	E

PART A CLASS OF BUILDING PERMITS

Change of Use - 2 unit registration	Flat Rate	\$225.33	\$228.71	\$0.00	\$229.00	1.5%	E
Change of Use Permit	Each	\$621.16	\$630.48	\$0.00	\$630.00	1.5%	E
Conditional Building Permit	Flat Rate	\$1,712.66	\$1,738.35	\$0.00	\$1,738.00	1.5%	E
Demolition Permit	Flat Rate	\$225.30	\$228.23	\$0.00	\$228.00	1.3%	E
Demolition Permit with Additional or General Review	Flat Rate	\$349.54	\$354.78	\$0.00	\$355.00	1.5%	E
Demolition Permit with Environmental Review	Flat Rate	\$446.36	\$453.05	\$0.00	\$453.00	1.5%	E
Minimum Building Permit Fee - Other than Small Residential	Flat Rate	\$295.34	\$299.77	\$0.00	\$300.00	1.5%	E
Minimum Building Permit Fee - Residential	Flat Rate	\$224.86	\$228.24	\$0.00	\$228.00	1.5%	E

PART B GENERAL FEES

Additional Plans Examination Fee (Revisions)	\$/hour + disbursements & 15% administration charge	\$106.82	\$108.42	\$0.00	\$108.40	1.5%	E
Authorizing Partial Occupancy (Other than Small Residential)	Flat Rate	\$396.10	\$402.04	\$0.00	\$402.00	1.5%	E
Building Permit Fee for Construction Commenced without a permit	1.5 times the full permit fee			\$0.00		0.0%	
Building Permit specific agreements (i.e. Limiting Distance)	Flat Rate	\$490.03	\$497.38	\$0.00	\$497.00	1.5%	E
Building Permit Transfer Fee	Flat Rate	\$114.39	\$116.11	\$0.00	\$116.00	1.5%	E
Continuous, Special or Additional Inspection	Mon. to Fri. (Per hr)	\$105.24	\$106.82	\$0.00	\$106.80	1.5%	E
Continuous, Special or Additional Inspection	Sat. & Sun (\$/m2, minimum 4 hours)	\$134.75	\$136.77	\$0.00	\$136.77	1.5%	E
Document - Building Permits including Engineering Documents (Photocopying/prints larger than 11x17)	Per Sheet	NEW	\$7.26	\$0.94	\$8.00	0.0%	T
Document Review Fee	Per hour	\$102.07	\$103.60	\$0.00	\$103.60	1.5%	E
Document Search Fee	Flat Rate	\$44.42	\$45.09	\$0.00	\$45.00	1.5%	E
Document Search Fee - Plan of Survey or Building Location	Flat Rate	NEW	\$15.50	\$0.00	\$15.50	0.0%	E
Early review of House Model Drawings	Per Model	\$1,183.95	\$1,201.71	\$0.00	\$1,202.00	1.5%	E
For phased projects, in addition to the permit fee for the complete building, an additional fee for each phase	Flat Rate (Small Residential)	\$224.95	\$228.33	\$0.00	\$228.00	1.5%	E
For Phased projects, in addition to the permit fee for the complete building, an additional fee for each phase	Flat Rate (Other than Small Residential)	\$290.94	\$295.30	\$0.00	\$295.00	1.5%	E
Permit Extensions (additional review required) - Small Residential	Flat Rate	\$114.08	\$115.79	\$0.00	\$116.00	1.5%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Transportation and Public Works

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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BUILDING SERVICES

PART B GENERAL FEES

Permit Extensions (additional review required) - All Other Occupancies	Flat Rate	\$232.32	\$235.80	\$0.00	\$236.00	1.5%	E
Plans review of Alternative Solution proposal	Flat Rate	\$698.05	\$708.52	\$0.00	\$709.00	1.5%	E
	(additional fee for review exceeding 5hrs, \$108.40/hr)						
Re-examination Fee - (applicable for "Supplemental/01" permits and for review after "Deficiency Letter" has been issued)	(\$/hr + disbursements & 15% administration charge) - Minimum \$228.00 for residential & \$300.00 for non-residential	\$106.83	\$108.43	\$0.00	\$108.40	1.5%	E
Re-examination Fee (administration fee associated with "Undertakings") Part 3	Flat Rate	\$221.42	\$224.74	\$0.00	\$225.00	1.5%	E
Re-examination Fee (administration fee associated with "Undertakings") Part 9	Flat Rate	\$108.38	\$110.01	\$0.00	\$110.00	1.5%	E
Residential Resiting	Flat Rate	\$222.42	\$225.76	\$0.00	\$226.00	1.5%	E
Security for Conditional Permit Agreement	\$/m2 (Minimum determined by CBO based on the scope of work)	\$13.67	\$13.87	\$0.00	\$13.87	1.5%	E
Septic Maintenance Inspection - Third Party	Flat Rate	\$60.00	\$60.90	\$0.00	\$61.00	1.5%	E
Septic Maintenance Inspection - Town	Flat Rate	\$240.00	\$243.60	\$0.00	\$244.00	1.5%	E
Written requests for information concerning a building compliance with the current building code	\$/Hour	\$106.83	\$108.43	\$0.00	\$108.40	1.5%	E
Written requests for information to support Provincial License applications where there is a current permit or application	Flat Rate	\$118.09	\$119.86	\$0.00	\$120.00	1.5%	E

PART C BUILDING PERMIT FEES BASED ON BUILDING CLASSIFICATION

Group A [Assembly Occupancies] - \$/m² unless otherwise indicated

Places of Worship	\$/m2	\$21.10	\$21.41	\$0.00	\$21.41	1.5%	E
Portable Classroom	Flat Rate	\$475.21	\$482.34	\$0.00	\$482.00	1.5%	E
Recreation	\$/m2	\$22.37	\$22.71	\$0.00	\$22.71	1.5%	E
Restaurants	\$/m2	\$22.92	\$23.26	\$0.00	\$23.26	1.5%	E
School/Library	\$/m2	\$21.10	\$21.41	\$0.00	\$21.41	1.5%	E
Alterations/Renovations	\$/m2	\$10.53	\$10.69	\$0.00	\$10.69	1.5%	E
Theatre	\$/m2	\$22.37	\$22.71	\$0.00	\$22.71	1.5%	E
Other	\$/m2	\$22.93	\$23.27	\$0.00	\$23.27	1.5%	E

Group B [Institutional Occupancies]

Alterations/Renovations	\$/m2	\$13.18	\$13.38	\$0.00	\$13.38	1.5%	E
Hospital	\$/m2	\$26.36	\$26.76	\$0.00	\$26.76	1.5%	E
Institutional Building	\$/m2	\$26.36	\$26.76	\$0.00	\$26.76	1.5%	E
Interior Alterations/Partitioning/Renovations for Nursing Homes and Dental, Medical, etc. clinics	\$/m2	\$10.72	\$10.88	\$0.00	\$10.88	1.5%	E
Nursing Home	\$/m2	\$21.11	\$21.42	\$0.00	\$21.42	1.5%	E
Other	\$/m2	\$26.36	\$26.76	\$0.00	\$26.76	1.5%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Transportation and Public Works

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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BUILDING SERVICES

PART C BUILDING PERMIT FEES BASED ON BUILDING CLASSIFICATION

Group C [Residential Occupancies]

Basement finish	\$/m2	\$8.27	\$8.39	\$0.00	\$8.39	1.5%	E
Carport	\$/m2	\$5.71	\$5.79	\$0.00	\$5.79	1.5%	E
Deck	Flat Rate	\$247.48	\$251.20	\$0.00	\$251.00	1.5%	E
Deck - area less than 10m2	Flat Rate	\$225.33	\$228.26	\$0.00	\$228.00	1.3%	E
Garage	\$/m2	\$8.18	\$8.30	\$0.00	\$8.30	1.5%	E
Hotel/Motel	\$/m2	\$23.45	\$23.80	\$0.00	\$23.80	1.5%	E
Mobile Home Installation	Flat Rate	\$621.18	\$630.50	\$0.00	\$630.00	1.5%	E
Porch	Flat Rate	\$247.48	\$251.20	\$0.00	\$251.00	1.5%	E
Relocating or moving of a house	\$/m2	\$12.26	\$12.45	\$0.00	\$12.45	1.5%	E
Residential Additions (Houses)	\$/m2	\$17.16	\$17.42	\$0.00	\$17.42	1.5%	E
Residential Alterations and repairs (Houses)	\$/m2	\$8.94	\$9.08	\$0.00	\$9.08	1.5%	E
Roof over Deck or Porch (Houses)	Flat Rate	\$242.94	\$251.44	\$0.00	\$251.00	3.5%	E
Single/semi dwelling, townhouse (>475m2)	\$/m2	\$22.06	\$22.39	\$0.00	\$22.39	1.5%	E
Single/semi dwelling, townhouse (<325 m2)	\$/m2	\$17.26	\$17.51	\$0.00	\$17.51	1.5%	E
Single/semi dwelling, townhouse (325-475)	\$/m2	\$20.19	\$20.49	\$0.00	\$20.49	1.5%	E
Structures Accessory to Small Residential Occupancies	\$/m2	\$8.18	\$8.30	\$0.00	\$8.30	1.5%	E
Walkouts, Exterior Stairs and Ramps	Flat Rate	\$239.35	\$242.94	\$0.00	\$243.00	1.5%	E
All other multiple unit residential buildings	\$/m2	\$17.16	\$17.41	\$0.00	\$17.41	1.5%	E

Group D [Business and Personal Service Occupancies]

Building Finished	\$/m2	\$19.81	\$20.11	\$0.00	\$20.11	1.5%	E
Building Finishing only (with shell building permit)	\$/m2	\$4.79	\$4.86	\$0.00	\$4.86	1.5%	E
Building Shell	\$/m2	\$12.13	\$12.31	\$0.00	\$12.31	1.5%	E
Alteration/Renovations to existing finished areas	\$/m2	\$9.96	\$10.11	\$0.00	\$10.11	1.5%	E

Group E [Mercantile Occupancies]

Building Finished	\$/m2	\$16.34	\$16.58	\$0.00	\$16.58	1.5%	E
Building Finishing Only (with shell building permit)	\$/m2	\$4.09	\$4.16	\$0.00	\$4.16	1.5%	E
Building Shell	\$/m2	\$12.48	\$12.67	\$0.00	\$12.67	1.5%	E
Alteration/Renovations to existing finished areas	\$/m2	\$8.17	\$8.29	\$0.00	\$8.29	1.5%	E

Group F [Industrial Occupancies]

Alterations/Renovations	\$/m2	\$5.99	\$6.08	\$0.00	\$6.08	1.5%	E
Building Finished (< 1,000 m2)	\$/m2	\$14.36	\$14.58	\$0.00	\$14.58	1.5%	E
Building Finished (>15,000 m2)	\$/m2	\$8.81	\$8.94	\$0.00	\$8.94	1.5%	E
Building Finished (1,000 m2-5,000 m2)	\$/m2	\$11.98	\$12.16	\$0.00	\$12.16	1.5%	E
Building Finished (5,000 m2 - 15,000 m2)	\$/m2	\$10.40	\$10.56	\$0.00	\$10.56	1.5%	E
Building Shell (<1,000 m2)	\$/m2	\$11.52	\$11.69	\$0.00	\$11.69	1.5%	E
Building Shell (>15,000 m2)	\$/m2	\$6.39	\$6.49	\$0.00	\$6.49	1.5%	E
Building Shell (1,000 m2 - 5,000 m2)	\$/m2	\$9.60	\$9.74	\$0.00	\$9.74	1.5%	E
Building Shell (5,000 m2 - 15,000 m2)	\$/m2	\$8.00	\$8.12	\$0.00	\$8.12	1.5%	E
Canopy over pump island	\$/m2	\$5.59	\$5.68	\$0.00	\$5.68	1.5%	E
Car wash, gas station, repair garage	\$/m2	\$13.53	\$13.74	\$0.00	\$13.74	1.5%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Transportation and Public Works

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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BUILDING SERVICES

PART C BUILDING PERMIT FEES BASED ON BUILDING CLASSIFICATION

Group F [Industrial Occupancies]

Interior Finishing (with shell building permit)	\$/m2	\$4.23	\$4.29	\$0.00	\$4.29	1.5%	E
Mezzanines (open storage)	\$/m2	\$7.79	\$7.90	\$0.00	\$7.90	1.5%	E
Parking Garage	\$/m2	\$7.10	\$7.21	\$0.00	\$7.21	1.5%	E
Parking Garage - Repairs	\$/m2	\$3.56	\$3.61	\$0.00	\$3.61	1.5%	E

Miscellaneous

Agricultural - Farm Building	\$/m2	\$4.01	\$4.07	\$0.00	\$4.07	1.5%	E
Agricultural - Pole Barn	\$/m2	\$1.99	\$2.02	\$0.00	\$2.02	1.5%	E
Crane Runway	Per System	\$765.29	\$776.77	\$0.00	\$777.00	1.5%	E
Demising Walls, Fire Separations, Fire Walls (Flat Fee)	Flat Rate	\$445.92	\$452.61	\$0.00	\$453.00	1.5%	E
Exterior Tank and Support	Per Structure	\$560.87	\$569.29	\$0.00	\$569.00	1.5%	E
Fire Protection - Fire Alarm System - Other than Small Residential	Flat Rate	\$892.00	\$905.38	\$0.00	\$905.00	1.5%	E
Fire Protection - Fire Alarm System - Small Residential Buildings	Flat Rate	\$445.96	\$452.65	\$0.00	\$453.00	1.5%	E
Fire Protection - Sprinklers	\$/m2, (Minimum fee \$568 for Other than Small Residential)	\$0.55	\$0.56	\$0.00	\$0.56	1.5%	E
Fire Protection - Standpipe systems	\$/m2, (Minimum fee \$568 for Other than Small Residential)	\$0.55	\$0.56	\$0.00	\$0.56	1.5%	E
Fireplaces, Wood Stoves, Chimneys	Flat Rate	\$326.49	\$331.39	\$0.00	\$331.00	1.5%	E
HVAC - Non-Residential (not proposed with the Original Building Permit)	Flat Rate	\$665.73	\$675.72	\$0.00	\$676.00	1.5%	E
HVAC - Residential (not proposed with the Original Building Permit)	Flat Rate/unit	\$326.67	\$331.57	\$0.00	\$332.00	1.5%	E
Pedestrian Bridge	Per Structure	\$790.50	\$802.36	\$0.00	\$802.00	1.5%	E
Plumbing - Backflow preventer	Flat Rate	\$320.67	\$325.48	\$0.00	\$325.00	1.5%	E
Plumbing - Backflow preventer (to be added if applicable to cost of permit)	Per Unit	\$157.40	\$159.76	\$0.00	\$160.00	1.5%	E
Plumbing - Backflow preventer (up to 3 units or complex design)	Per Flat Rate	\$653.51	\$663.31	\$0.00	\$663.00	1.5%	E
Plumbing - Non-Residential -Inside	Flat Rate	\$665.73	\$675.72	\$0.00	\$676.00	1.5%	E
Plumbing - Residential serving more than one Dwelling - Outside	Per Unit	\$220.11	\$223.41	\$0.00	\$223.00	1.5%	E
Plumbing - Small Residential - Outside	Flat Rate	\$320.50	\$325.31	\$0.00	\$325.00	1.5%	E
Plumbing -Small Residential - Inside	Flat Rate	\$326.49	\$331.39	\$0.00	\$331.00	1.5%	E
Plumbing- Work under RBFM program	Flat Rate	\$222.00	\$225.33	\$0.00	\$225.00	1.5%	E
Retaining Wall	Per/structure	\$481.22	\$488.44	\$0.00	\$488.00	1.5%	E
Sewage System - Repair (including Septic Tank Replacement)	Flat Rate	\$439.82	\$446.42	\$0.00	\$446.00	1.5%	E
Sewage System (Class 4)	Flat Rate	\$771.64	\$783.22	\$0.00	\$783.00	1.5%	E
Sewage System (Other than Class 4)	Flat Rate	\$439.76	\$446.36	\$0.00	\$446.00	1.5%	E
Sewage System Assessment	Flat Rate	\$216.08	\$219.32	\$0.00	\$219.00	1.5%	E
Shelf & Racking System	Flat Rate	\$872.25	\$885.33	\$0.00	\$885.00	1.5%	E
Shelf & Racking System (S. 3.16., OBC)	\$/m2	\$7.79	\$7.91	\$0.00	\$7.91	1.5%	E
Shoring and Underpinning	\$/m1	\$13.05	\$13.25	\$0.00	\$13.25	1.5%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Transportation and Public Works

2019 RATES

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BUILDING SERVICES

PART C BUILDING PERMIT FEES BASED ON BUILDING CLASSIFICATION

Miscellaneous

Sign - Fascia	Flat Rate	\$231.97	\$235.45	\$0.00	\$235.00	1.5%	E
Signs - Self standing	Flat Rate	\$355.38	\$360.71	\$0.00	\$361.00	1.5%	E
Solar Collector, Wind Turbine (Other than Small Residential Projects)	\$/m2. (Minimum fee \$688)	\$3.00	\$3.04	\$0.00	\$3.04	1.5%	E
Solar Collector, Wind Turbine, (Small Residential Projects)	Flat Rate	\$327.06	\$331.97	\$0.00	\$332.00	1.5%	E
Special Systems: Commercial Kitchen Exhaust System, Spray Booths, Dust Collectors, Water Supply for Fire Fighting	Flat Rate	\$666.04	\$676.03	\$0.00	\$676.00	1.5%	E
Stage	Flat Rate	\$231.97	\$235.45	\$0.00	\$235.00	1.5%	E
Structure Accessory to Other than Small Residential Buildings	\$/m2	\$9.60	\$9.74	\$0.00	\$9.74	1.5%	E
Temporary Sales office/Pavilion	\$/m2	\$13.11	\$13.31	\$0.00	\$13.31	1.5%	E
Tent (<225 m2)	Flat Rate	\$239.03	\$242.62	\$0.00	\$243.00	1.5%	E
Tent (>225 m2)	Flat Rate	\$395.98	\$401.92	\$0.00	\$402.00	1.5%	E
The Fees for all other building types, structures and work not provided for in items A to F & Misc. above, will be based on \$17.34 for each \$1,000.00 of Construction Value or part thereof, with a minimum fee of \$228.00 for Residential and \$300.00 for Non-Residential	\$/ \$1,000.00	\$17.08	\$17.34	\$0.00	\$17.34	1.5%	E

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES

EFFECTIVE 2019

Transportation and Public Works

2019 RATES

TYPE OF REVENUE/USER	UNIT/DESCR	2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	HST Status
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BUILDING SERVICES

PART C BUILDING PERMIT FEES BASED ON BUILDING CLASSIFICATION

Miscellaneous

NOTES:

"CONSTRUCTION VALUE", means the value of the proposed construction as determined by the Chief Building Official, whose determination of the value shall be final. Where there is no prescribed construction value the CBO will determine building permit fee based on required time.

Application for a CONDITIONAL PERMIT shall be only accepted in conjunction with a complete full permit submission. All relevant fees, securities and signed Conditional Permit Agreement shall be also provided.

Building Permit Fees for CANOPIES, DECKS and RAMPS for "Other Than Small Residential" will be based on \$/1,000.00 of Construction Value.

CHANGE OF USE PERMIT fee includes up to 3 hrs of plans review & 2 hrs of inspection time. For each additional staff time a \$105.20/hr fee will be added.

Each INDUSTRIAL OCCUPANCY rate includes incidental FINISHED OFFICE SPACE to a maximum of 10% of the total floor area.

Fees for INTERIOR ALTERATIONS / RENOVATIONS for any building classification not provided for in Part C of this fee schedule will be equal to .5 of the fee value proposed for the new construction.

FLOOR AREA shall be measured to the outer face of exterior walls and to the centerline of party walls or demising walls. Except for interconnected floor spaces, no deductions shall be made for openings within the floor area (e.g. stairs and stair openings, ducts, elevators, escalators). Floor areas shall include all habitable areas, including mezzanines, lofts, finished attics, mechanical penthouses or floors and enclosed or covered balconies.

For "All other multiple unit residential buildings" the fee does not include charges for COMMON ROOMS AND PARKING GARAGES, which will be calculated based on the corresponding fees.

For detached, semi-detached and townhouse dwellings UNFINISHED BASEMENTS shall not be included in the area calculations. Except for new houses corresponding fees for porches, decks, roofs over porches and decks, walkouts, exterior stairs and ramps shall be added accordingly.

In addition to the fees calculated in accordance with Parts A, B, or C, each application for consideration of an ALTERNATIVE SOLUTION shall be accompanied by a non-refundable fee of \$678 This fee includes 5 hours of review time. For each additional hour of review time, a \$105.20 fee shall be paid.

In the case of interior alterations or renovations, the AREA OF PROPOSED WORK is the actual space receiving the work (i.e. tenant space).

MINIMUM BUILDING PERMIT FEE fee includes plans review and 2 inspections. Any additional (required) inspections will be added to the minimum Building Permit fee.

REFUND upon return request for COMPLIANCE LETTERS where only administrative functions were carried out will be 65% of the applicable fee.

REGION-WIDE BASEMENT FLOODING MITIGATION PROGRAM (RBFM) includes installation of backwater valves, disconnection of weeping tiles and installation of sump pumps and repairs of substandard private sanitary sewer laterals.

SEWAGE SYSTEM ASSESSMENT fee would be applicable whenever more than 30 minutes of review is required.

The applicable "SHELL" rate shall be applied to the floor areas of a speculative structure, where "the finishing permits" shall be issued for the total area of building.

The applicable rates for new buildings do not include the "SPECIAL SYSTEMS" such as sprinkler or standpipe systems, kitchen exhaust systems, fire alarm systems, water supply for fire fighting & site servicing for other than small residential buildings. (Corresponding fee shall be added accordingly).

The applicable rates for SOLAR COLLECTORS and WIND TURBINES (Other than Small Residential Projects) do not include the fees associated with alterations to the supporting buildings. Corresponding fees for such alterations will be added accordingly.

The occupancy categories in this Section correspond with the major occupancy classification in the Building Code. For MIXED OCCUPANCY floor area, the Service Index for each of the applicable occupancy categories may be used, except where an occupancy category is less than 10% of the floor area.

Upon request, the Chief Building Official may authorize a FAST TRACK service at a rate of 1.5 times the permit fee prescribed herein.

Where an inspector determines that work, for which an inspection has been requested, is not sufficiently complete to allow proper inspection, or an infraction which was previously identified has not been remedied, an ADDITIONAL INSPECTION FEE will have to be paid prior to subsequent inspection being scheduled.

ENGINEERING

Annual Municipal Access Agreement	Each	\$5,000.00	\$5,100.00	\$663.00	\$5,763.00	2.0%	T
Benchmark Manual (survey tech)	Each	\$22.74	\$22.74	\$2.96	\$26.00	0.0%	T
Benchmark Tablet	Each	\$52.72	\$52.72	\$6.85	\$60.00	0.0%	T
Central Business Districts Parking Study (1990)	Each	\$58.02	\$58.02	\$7.54	\$66.00	0.0%	T
Engineering Review fee of Planning Application after fourth submission	(per submission)	NEW	\$1,000.00	\$130.00	\$1,130.00	0.0%	T
Entrance Permit - non residential	Adm. Fee	\$231.70	\$236.34	\$30.72	\$267.00	2.0%	T
Entrance Permit - residential	Adm. Fee	\$115.86	\$118.18	\$15.36	\$134.00	2.0%	T
Lot Grading Resubmission	Per Resubmission	\$236.78	\$241.51	\$0.00	\$241.50	2.0%	E
Lot Servicing Inquiry	Each	\$116.08	\$118.40	\$0.00	\$118.00	2.0%	E
Municipal Consent Application Review Fee	Adm. Fee	\$166.40	\$221.32	\$28.77	\$250.00	33.0%	T
Road Cut Permit (Multiple Excavation or Long Duration)	Adm. Fee	\$1,100.00	\$1,122.00	\$145.86	\$1,267.86	2.0%	T
Road Cut Permit (Single Excavation or Short Duration)	Adm. Fee	\$348.85	\$355.83	\$46.26	\$402.00	2.0%	T
Road Cut Permit Extension	(per month)	NEW	\$110.62	\$14.38	\$125.00	0.0%	T

HALTON HILLS REVIEW OF MUNICIPAL RATES AND SERVICE CHARGES
EFFECTIVE 2019

Transportation and Public Works

TYPE OF REVENUE/USER	UNIT/DESCR	2019 RATES					HST Status
		2018 RATE (NO TAX)	RATES (NO TAX)	13% HST	RATE INCL HST	% INCR	
ENGINEERING							
Road Needs Study	Each	\$98.14	\$98.14	\$12.76	\$111.00	0.0%	T
Stormwater Management Study	Each	\$60.03	\$60.03	\$7.80	\$68.00	0.0%	T
Traffic Accident Data	Per Location	\$56.30	\$56.30	\$0.00	\$56.00	0.0%	E
Traffic Count Data	Per Location	\$55.75	\$55.75	\$0.00	\$56.00	0.0%	E
Traffic Data or Analysis Request	Per Hour	\$114.90	\$114.90	\$0.00	\$115.00	0.0%	E

Damage Deposits

Frontage for each Industrial Institutional or Commercial	Per metre up to max.of \$1,000	\$39.96	\$39.96	\$0.00	\$40.00	0.0%	E
Frontage for each multiple residential lot	Per metre up to max.of \$4,000	\$39.96	\$39.96	\$0.00	\$40.00	0.0%	E
Single family or semi-detached undeveloped lot	Each	\$624.22	\$624.22	\$0.00	\$624.00	0.0%	E

Site Alteration Permit Fees

Alteration of a Site	Add \$50/hectare	\$1,419.13	\$1,447.51	\$0.00	\$1,448.00	2.0%	E
Alteration of a Site - Large Scale / Commercial	Each (+\$0.15/m3)	\$3,000.00	\$3,060.00	\$0.00	\$3,060.00	2.0%	E
Alteration of a site that require/relies on a Subwatershed Impact Study (SIS) or Agreement	Add \$125/hectare	\$3,513.53	\$3,583.80	\$0.00	\$3,584.00	2.0%	E
Construction of an additional Commercial, Industrial or Institutional Building		\$781.55	\$797.18	\$0.00	\$797.00	2.0%	E
Major landscaping relative to a Residential Dwelling & Including backfill and/or decommissioning of inground pools		\$142.83	\$199.97	\$0.00	\$200.00	40.0%	E
Residential Dwelling Construction on an infill lot		\$621.58	\$634.01	\$0.00	\$634.00	2.0%	E

NOTES:

A refundable deposit is required with each permit.

PUBLIC WORKS

ActiVan Fare - Taxi Scrip Program	60% Use fee	\$0.00		\$0.00	\$0.00	0.0%	T
ActiVan fares - After Regular Hours	Per trip	\$4.00	\$4.00	\$0.00	\$4.00	0.0%	E
ActiVan fares - Non-Subscription Service	Per trip	\$3.00	\$3.00	\$0.00	\$3.00	0.0%	E
Construction markers/cones - rental	Each per day	\$4.33	\$4.33	\$0.58	\$5.00	0.0%	T
Construction signs/barricades - rental	Each per day	\$3.61	\$3.61	\$0.48	\$4.00	0.0%	T
Load Exemption Permit	Adm. Fee	\$95.77	\$95.77	\$12.82	\$109.00	0.0%	T
Oversize/Overweight Permit	Adm. Fee	\$299.74	\$299.74	\$38.97	\$339.00	0.0%	T
Parking Lots Overnight Permits	Space	\$26.54	\$26.54	\$3.45	\$30.00	0.0%	T
Single Trip Oversize/Overweight Permit	Adm.Fee	\$135.39	\$135.39	\$18.13	\$154.00	0.0%	T
Spillage or Tracking Cleanup Work for Others	Per Hr./per Veh.	\$189.19	\$189.19	\$25.33	\$215.00	0.0%	T
Tree Seedling Sales on Earth Day	Tree Seedling (ea.)	\$5.00	\$5.00	\$0.00	\$5.00	0.0%	E

NOTES:

A refundable deposit is required with Single Trip Oversize/Overweight Permit.

Activan Fares - Support persons of a person with a disability is no charge.

Cost + Payroll Burden +10% Adm. Overhead charge based on number of hours.

Equipment Rates charged are calculated according to Report Eng.-98-02, based on cost recovery of maintenance and replacement expenditures using 5 year averages and current replacement values respectively.

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Susan Silver, Senior Advisor, Strategic Planning & Continuous Improvement

DATE: November 6, 2018

REPORT NO.: Rpt-ADMIN-2018-0032

RE: Town of Halton Hills Council Strategic Plan Process

RECOMMENDATION:

THAT report No. ADMIN-2018-0032 dated November 6, 2018 regarding Town of Halton Hills Council Strategic Plan Process be received;

AND FURTHER THAT Council endorse the planned approach for the development of the 2019-2022 Strategic Plan;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a single source purchase order to StrategyCorp Inc, 145 King Street East, 2nd Floor, Toronto ON M5C 2Y7 at an upset limit of \$26,500 plus applicable taxes.

BACKGROUND:

In June of 2015, Council approved the 2014-2018 Strategic Action Plan via report PDS-2015-0035 after completing the Council approved approach to develop the Town Strategic Plan brought forward in report PDS-2015-0016. This approach consisted of a 'focused review' in which a check-in was conducted to ensure that the Town Strategic Plan Community Vision, Corporate Mission, Strategic Directions and Goals remained relevant. The outcome from this approach was to develop a new set of priorities for the Council term.

In general, Council concluded that the Community Vision, Corporate Mission, Strategic Directions and Goals of the Town Strategic Plan remained relevant and appropriate for the 2014-2018 Council term and the following Strategic Directions were confirmed.

- Foster a Healthy Community;
- Preserve, Protect and Enhance our Environment;
- Protect and Enhance our Agriculture;
- Foster a Prosperous Economy;
- Preserve, Protect and Promote our Distinctive History;
- Preserve, Protect and Enhance our Countryside;
- Achieving Sustainable Growth; and,
- Provide Responsive, Effective Municipal Government.

With these Strategic Directions confirmed, Council then reviewed the previous Top 10 priorities and after deliberation adopted an updated set of Top 8 priorities for the Council term 2014-2018. The Top 8 Priorities were identified as:

- 1) Municipal Service Delivery
- 2) Financial Sustainability
- 3) Planning for Growth
- 4) Transportation/Mobility
- 5) Sustainability
- 6) Employment Areas Development
- 7) Rural Economic Development
- 8) Communications

A significant input to the assessment was the role of Imagine Halton Hills, the Town's Integrated Community Sustainability Strategy (ICSS) adopted by Council in 2013 after a lengthy and successful period of community engagement to develop a vision for the community to 2060. Council was asked to compare the direction provided by the Vision to 2060 contained in the ICSS (March 2013) against the Community Vision contained in the Town Strategic Plan (June 2011). The overall conclusion at that time was that the Community Vision of the Strategic Plan generally addressed all of the key themes of the ICSS Vision.

With the new term of Council beginning, the purpose of this report is to:

- Outline a process to conduct a review of the existing Strategic Plan
- Provide preliminary timeline and expectations

COMMENTS:

The proposed process builds on past experience and the expected outcome is intended to:

- Confirm the Vision/Mission for the Town of Halton Hills
- Identify and clearly articulate priorities for the new term of Council
- Guide staff in developing departmental business plans and budgets
- Communicate to stakeholders and the community at large

Inputs to the process

The process of evaluating and recalibrating/renewing a long term visionary plan and translating the vision into strategic priorities includes a variety of elements. These elements are critical inputs in the formation of the overall strategy. The following provides a review of the main components necessary to conduct this activity.

➤ **Review of the current Strategic Action Plan**

The Town's Strategic Plan outlines priorities for Council's term. The Plan includes a Community Vision, Corporate Mission and a set of Strategic Directions and Goals, accompanied by Priority Areas. A review of the 2014-2018 Strategic Plan will be completed as input to the 2019-2022 Strategic Plan.

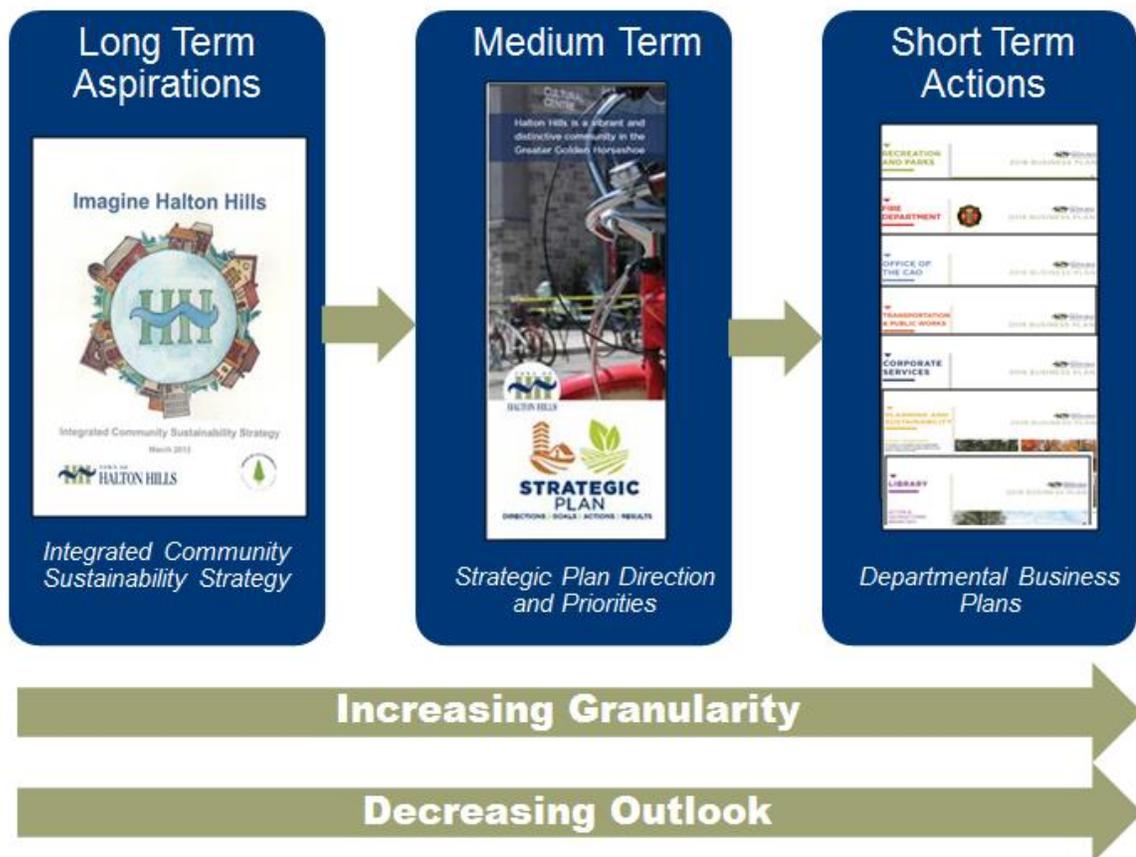


Figure 1: Relationship between ICSS, Strategic Plan and Business Plans

➤ **Environmental Scan**

An environmental scan will include reflection on impacts from other orders of government, trends in society and our own community, wider economic and social issues, and what has changed since the last review. It will help establish a context in which the Town of Halton Hills finds itself from both a local community and a broader perspective. This activity will be facilitated by an outside

consultant to lead Council and Senior Management Team through the exercise and will incorporate insights gathered through the course of the recent election as well as interviews with members of Council. Staff are recommending John Matheson from StrategyCorp as he has worked with Council on previous plans and has in-depth knowledge of the organization.

Process Overview

The process of developing the 2019-2022 Council Strategic Plan will include gathering and analyzing inputs as described above, participating in facilitated workshop(s) to review the inputs, and documenting and confirming the strategic plan. Post development and acceptance, work will also be done to communicate and monitor progress as part of the ongoing execution. Figure 2 represents the process from build to implementation.

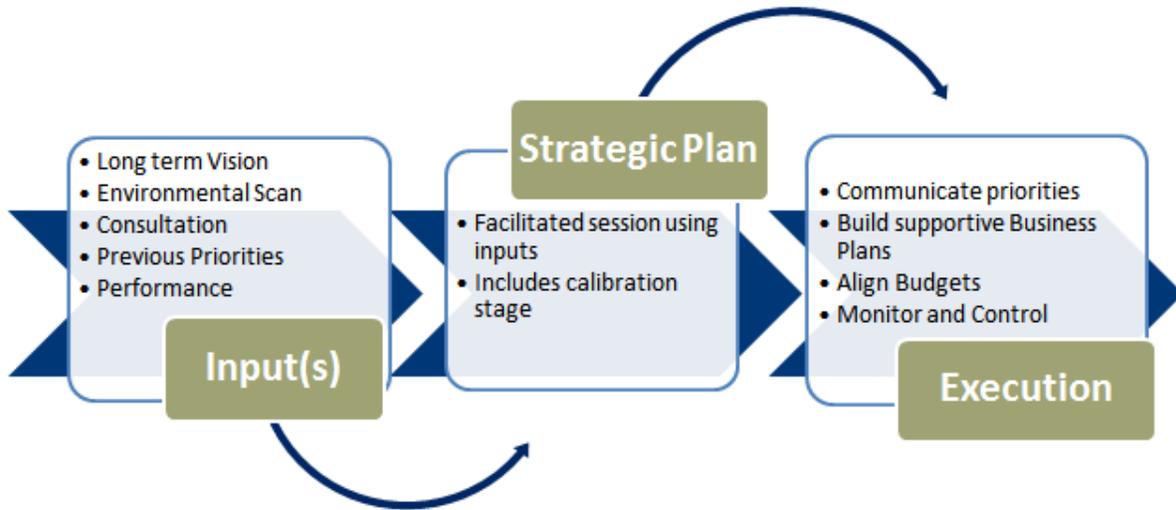


Figure 2: Process Overview

Timeline

It is expected that work will begin in early January. Post 2019 budget adoption, inputs will also be reviewed with Council and Senior Management Team. A workshop will be scheduled for February and/or March, in a timeframe consistent with Council’s needs. Upon finalization of the strategy, staff will prepare a report for approval with the expectation of completion in early Q2.

Figure 3 captures the timeline in alignment with process steps.



Figure 3: Process Steps and Timeline expectations

RELATIONSHIP TO STRATEGIC PLAN:

This report outlines a process to review and establish a Strategic Plan for the 2019-2022 term of Council.

FINANCIAL IMPACT:

Council has approved capital project 1400-10-1801, Strategic Plan Update as part of the 2018 budget.

CONSULTATION:

The Manager of Purchasing has been consulted and is in agreement with the recommendation.

PUBLIC ENGAGEMENT:

This process supports and builds on previous public engagements, specifically those completed under the Imagine Halton Hills program, which was developed through an extensive community-based interaction. Over the course of developing the ICSS, over 2,000 individuals were involved, whether in person or electronically and more than 130 residents, business and community organization actively participated in the Community Sustainability Forum.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life. The recommendation outlined in this report advances the Strategy’s implementation. This report supports the four pillars of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is excellent.

COMMUNICATIONS:

Detailed communication plans will be issued via future reports and upon conclusion of the Strategic Plan Update project, the plan will be shared publically.

CONCLUSION:

The 2019-2022 term of Council has begun. The establishment of Council's Strategic Priorities reinforces and supports the Vision for the Community, a vision rooted in the hopes and dreams of the community as demonstrated by the widespread support and engagement fostered during the development of the Integrated Community Sustainability Strategy. The Strategic Plan will act as a vehicle for communicating the major challenges that face the town now and into the future and how Council intends to respond to those challenges. It will guide staff in developing business plans and budgets.

Reviewed and Approved by,



Simone Gourlay, Manager of Purchasing



Richard Cockfield, Manager Strategic Planning & Continuous Improvement



Brent Marshall, CAO

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Renée Brown, Deputy Clerk – Legislation & Elections

DATE: November 5, 2018

REPORT NO.: ADMIN-2018-0035

RE: 2019, 2020, 2021 & 2022 Corporate Christmas Closures

RECOMMENDATION:

THAT Report No. ADMIN-2018-0035 dated November 5, 2018, regarding 2019, 2020, 2021 and 2022 Corporate Christmas Closures be received;

AND FURTHER THAT the Halton Hills Town Hall be closed from 12 noon on Tuesday, December 24, 2019 through to 8:30 a.m. on Thursday, January 2, 2020 inclusive;

AND FURTHER THAT the Halton Hills Town Hall be closed from 12 noon on Thursday, December 24, 2020 through to 8:30 a.m. on Monday, January 4, 2021 inclusive;

AND FURTHER THAT the Halton Hills Town Hall be closed from 12 noon on Friday, December 24, 2021 through to 8:30 a.m. on Monday, January 3, 2022;

AND FURTHER THAT the Halton Hills Town Hall be closed from 12 noon on Friday, December 23, 2022 through to 8:30 a.m. on Monday, January 2, 2023;

AND FURTHER THAT staff have the option of using vacation time, banked overtime, or a leave of absence without pay to cover three (3) working days in 2019, three (3) working days in 2020, two (2) working days in 2021 and two (2) working days in 2022.

BACKGROUND:

The initiative of a corporate closure at Christmas was introduced in 1993 in response to Social Contract legislation. This practice has continued each year, as there is a low demand for Town administrative services during this holiday season time period.

COMMENTS:

As in past practice, staff will be required to cover three (3) personal days in 2019, three (3) personal days in 2020, two (2) personal days in 2021 and two (2) personal days in 2022 by using vacation days, banked overtime or a leave of absence without pay. It has also been the practice that the municipal operations conclude at noon on the last working day prior to Christmas Day.

The following outlines the proposed closure schedule for the next 4 year cycle:

2019 Christmas Closure Schedule

Town Hall will close as of 12 noon on Tuesday, December 24, 2019 and re-open on Thursday, January 2, 2020. Staff will be required to use three (3) personal days and the statutory days will be observed as set out below:

<u>3 Statutory Holidays</u> (observed)	<u>3 Personal Days</u>
Christmas Day (Wednesday December 25)	Friday, December 27
Boxing Day (Thursday, December 26)	Monday, December 30
New Year's Day (Wednesday, January 1)	Tuesday, December 31

2020 Christmas Closure Schedule

Town Hall will close as of 12 noon on Thursday, December 24, 2020 and re-open on Monday, January 4, 2021. The three (3) personal days and the statutory days will be observed as set out below:

<u>3 Statutory Holidays</u> (observed)	<u>3 Personal Days</u>
Christmas Day (Friday, December 25)	Tuesday, December 29
Boxing Day (Monday, December 28)	Wednesday, December 30
New Year's Day (Friday, January 1)	Thursday, December 31

2021 Christmas Closure Schedule

Town Hall will close as of 12 noon on Friday, December 24, 2021 and re-open on Monday, January 3, 2022. The two (2) personal days and the statutory days will be observed as set out below:

<u>3 Statutory Holidays</u> (observed)	<u>2 Personal Days</u>
Christmas Day (Monday, December 27)	Wednesday, December 29
Boxing Day (Tuesday, December 28)	Thursday, December 30
New Year's Day (Friday, December 31)	

2022 Christmas Closure Schedule

Town Hall will close as of 12 noon on Friday, December 23, 2022 and re-open on Monday, January 2, 2023. The two (2) personal days and the statutory days will be observed as set out below:

3 Statutory Holidays (observed)

Christmas Day (Monday, December 26)

Boxing Day (Tuesday, December 27)

New Year's Day (Friday, December 30)

2 Personal Days

Wednesday, December 28

Thursday, December 29

RELATIONSHIP TO STRATEGIC PLAN:

This is an operational matter thus there is no direct relationship to the strategic plan.

FINANCIAL IMPACT:

There is no direct impact on the budget, as this has been an ongoing administrative practice.

CONSULTATION:

Senior Management has reviewed and concurs with the proposed 2019, 2020, 2021 and 2022 Corporate Christmas Closure schedules.

PUBLIC ENGAGEMENT:

No public engagement required as this is an administrative matter.

SUSTAINABILITY IMPLICATIONS:

The sustainability implications associated with this report were reviewed against the requirements of the Town's Sustainability Implications Worksheet. Since the recommendations of this report are not related to a major project, policy or initiative, sustainability implications are not triggered and hence there are no direct sustainability implications associated with this report.

COMMUNICATIONS:

The Corporate Christmas Closure is advertised in the local newspaper twice in the month of December and notice is also posted at the entrance to Town Hall.

CONCLUSION:

Council approval of Christmas Closure schedules allows staff to forecast operational needs and enables employees to properly allocate vacation days and personal days required to cover the closures.

Reviewed and Approved by,

A handwritten signature in cursive script that reads "Suzanne Jones".

Suzanne Jones, Clerk & Director of Legislative Services

A handwritten signature in cursive script that reads "Brent Marshall".

Brent Marshall, CAO

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Tony Boutassis, Senior Planner – Development Review

DATE: December 10, 2018

REPORT NO.: PLS-2018-0083

RE: Recommendation Report for Removal of the Holding (H4) Provision from 15 Mountainview Road North and Part Lot 68, Plan 617, Part 1, 4 & 5 on Plan 20R-18270 (Georgetown)

RECOMMENDATION:

THAT Report No. PLS-2018-0083, dated December 10, 2018, with respect to a “Recommendation Report for Removal of the Holding (H4) Provision from 15 Mountainview Road North and Part Lot 68, Plan 617, Part 1, 4 & 5 on Plan 20R-18270 (Georgetown)”, be received;

AND FURTHER THAT the request to remove the Holding (H4) Provision from Zoning By-law 2010-0050, as amended, for the lands described as Part Lot 69, Plan 617, Part 1 on Plan 20R-1728 and Part Lot 68, Plan 617, Parts 1, 4 and 5 on Plan 20R-18270, Town of Halton Hills, Regional Municipality of Halton, municipally known as 15 Mountainview Road North (Georgetown), be approved;

AND FURTHER THAT the necessary By-law be enacted to authorize the removal of the Holding (H4) Provision as generally shown in SCHEDULE 3 of this report.

BACKGROUND:

On October 18, 2018, Otis Properties Ltd. submitted a Site Plan application (File No. D11SPA18.009) to facilitate the construction of a 1,388 m² (14,940 sq.ft.) automotive (Nissan) dealership on the subject lands; see **SCHEDULE 1 – LOCATION MAP**. The review of the Site Plan application by Town staff and external agencies is currently ongoing; see **SCHEDULE 2 – PROPOSED SITE PLAN**. The previous automotive dealership building that was located on the property has been demolished.

The lands subject to the dealership proposal currently consist of three separate parcels that are required to be merged under common ownership through the Site Plan application process. The parcels are:

- 15 Mountainview Road North (Part Lot 69, Plan 617, Part 1 on Plan 20R-1728);

- Part Lot 68, Plan 617, Part 1 on Plan 20R-18270; and,
- Part Lot 68, Plan 617, Part Block C, Parts 4 & 5 on Plan 20R-18270.

The consolidated lands are designated Secondary Commercial Sub-Area in the Town's Official Plan, which permits automotive commercial uses. The property is zoned Georgetown Community Node Two (GCN2) Zone and is subject to the Holding (H4) Provision under Town of Halton Hills Zoning By-law 2010-0050, as amended. The GCN2 Zones permits motor vehicle sales and/or rental establishments and accessory automotive repair uses. The Holding (H4) Provision may be lifted once Council is satisfied that the policies under Section D2.5.2.4.3 of the Official Plan have been met.

The Owner has applied to the Town of Halton Hills requesting that the Holding (H4) Provision removal process commence for the subject property to allow the Owner to potentially obtain a Conditional Building Permit for a foundation and footings for the dealership building. The Holding (H4) Provision is required to be lifted prior to the issuance of any type of building permit.

COMMENTS:

The Holding (H4) Provision may be lifted once Council is satisfied that the policies under Section D2.5.2.4.3 (Secondary Commercial Sub-Area – Development and Redevelopment Policies) of the Official Plan have been met. The policies in Section D2.5.2.4.3 require the following before any development can occur:

- a Zoning By-law Amendment; and,
- a Comprehensive Development Plan (CDP) for all contiguous lands in the Secondary Commercial Sub-Area designation.

Town staff is satisfied that the conditions of the Holding (H4) Provision have been satisfied as follows:

Zoning By-law Amendment:

An implementing Zoning By-law is not required as the uses proposed through the Site Plan application comply with Zoning By-law 2010-0050.

Comprehensive Development Plan (CDP):

Section D2.5.2.4.3 of the Official Plan suggests Council may waive the requirement for a CDP provided any proposal demonstrates that it is in keeping with the vision of the Secondary Commercial Sub-Area, which is identified, in part, through criteria that include:

- the development will not compromise the planned function of the designation;
- the uses can be easily integrated with other uses on lands within the *Secondary Commercial Sub-Area* designation;
- the development will generally conform with Section F2 (Urban Design) of this Plan and have appropriate regard for the Urban Design Guidelines contained in

Appendix X4 to this Plan as set out in an Urban Design Brief submitted to the Town in support of the development application;

- the uses will not cause traffic hazards or an unacceptable level of congestion on surrounding roads; and,
- municipal water and wastewater services are adequate and available.

Town staff is satisfied that the submitted Site Plan application for the automotive dealership satisfies the above criteria and that the requirement for a CDP should be waived for this proposal.

RELATIONSHIP TO STRATEGIC PLAN:

The lifting of the Holding (H4) Provision is consistent with the Town's strategy to manage growth.

FINANCIAL IMPACT:

The removal of the Holding (H4) Provision is an administrative matter and has no financial impact.

CONSULTATION:

Planning staff have consulted with the appropriate Town departments in preparation of this report. The Region of Halton did not require any consultation.

PUBLIC ENGAGEMENT:

Public consultation is not required prior to the removal of a Holding (H4) Provision.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendations outlined in this report are not applicable to the Strategy's implementation.

COMMUNICATIONS:

Notice of the Town's intention to pass the Holding Removal By-law was completed in accordance with the requirements of the *Planning Act*.

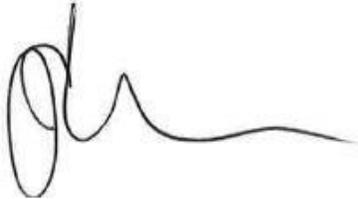
CONCLUSION:

On the basis of the foregoing, Planning staff recommends that Council lift the Holding (H4) Provision from the subject lands by enacting the attached By-law, as generally shown in **SCHEDULE 3 – PROPOSED HOLDING REMOVAL ZONING BY-LAW**.

Reviewed and Approved by,



Jeff Markowiak, Manager of Development Review

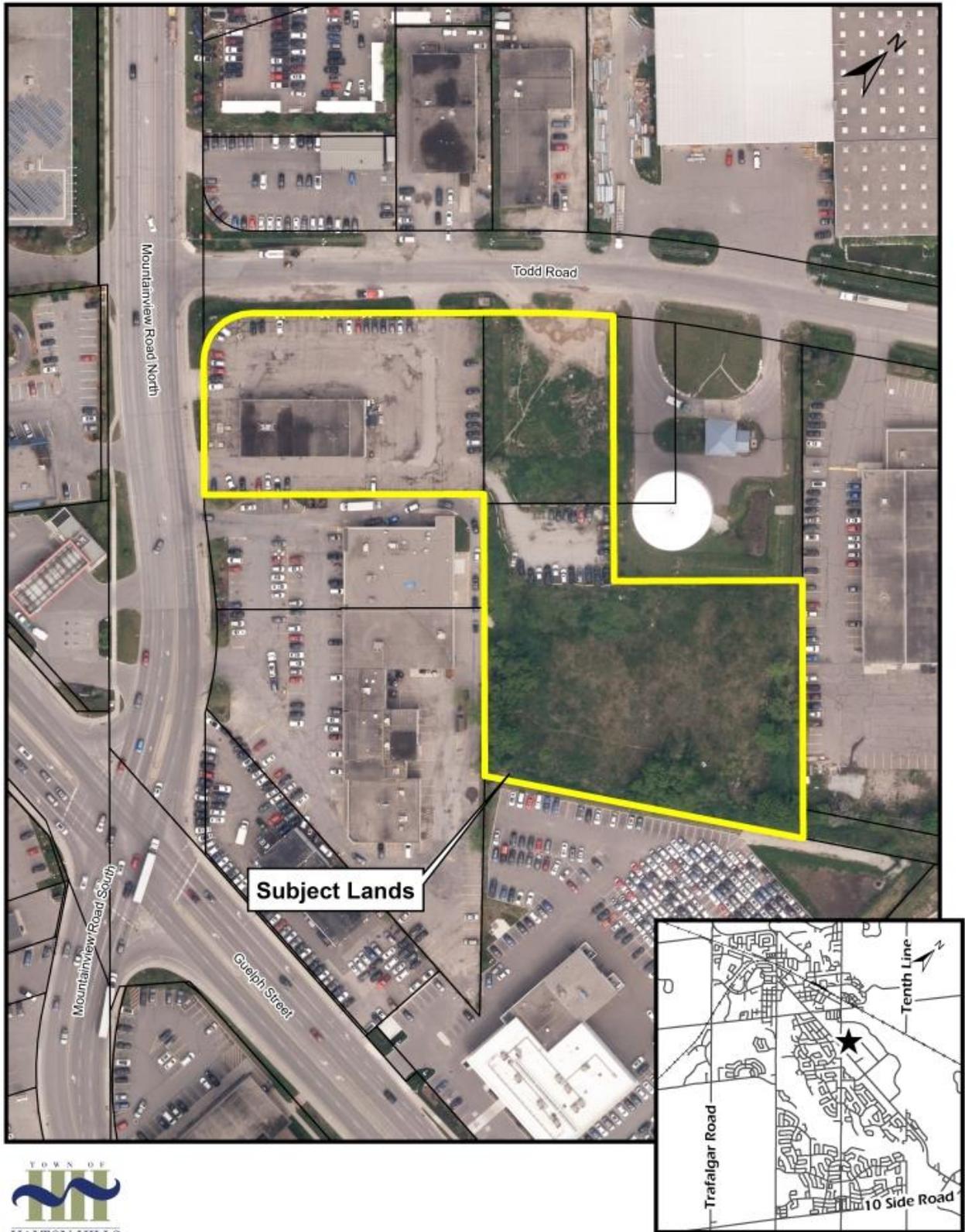


John Linhardt, Commissioner of Planning and Sustainability

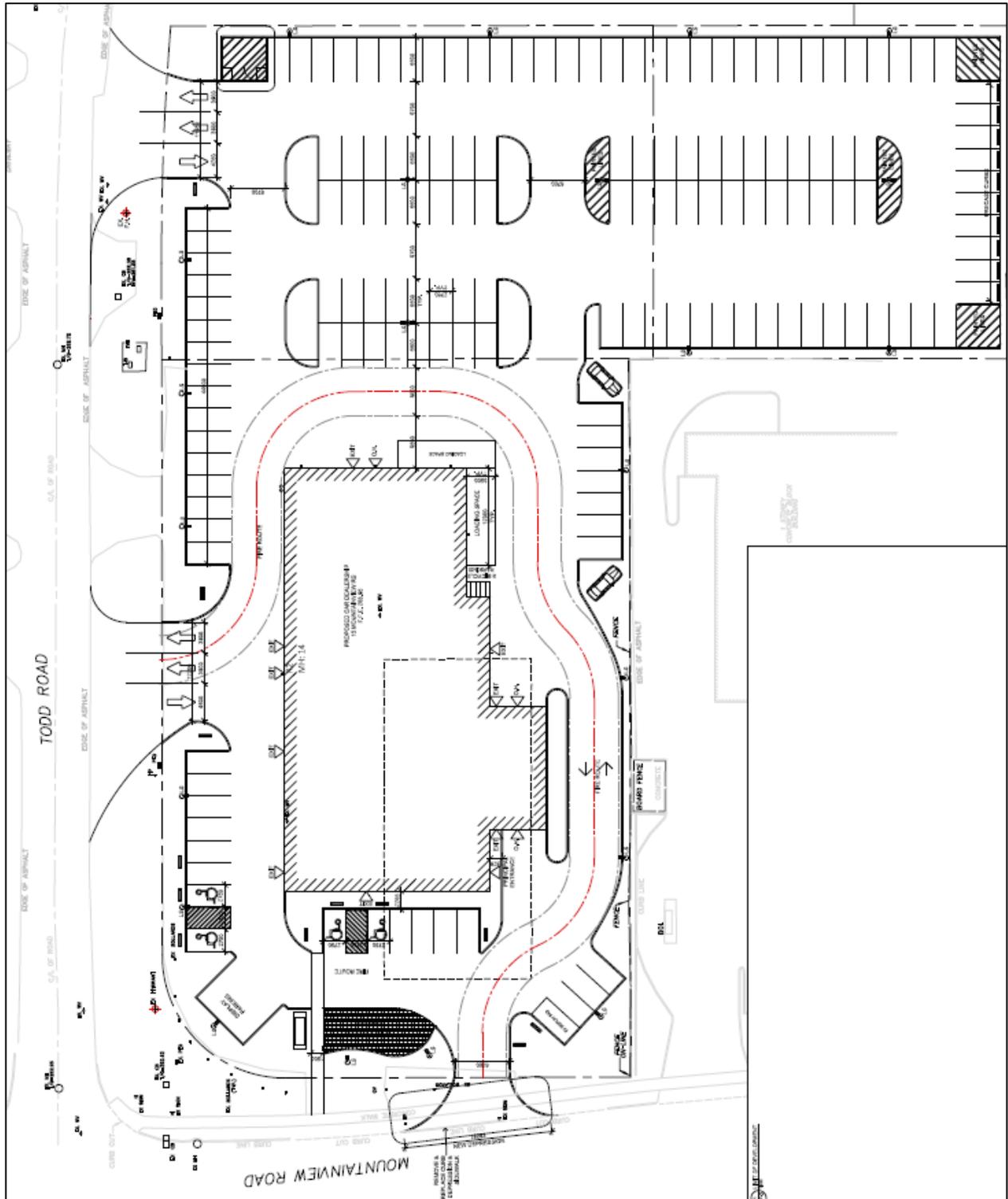


Brent Marshall, CAO

SCHEDULE 1 – LOCATION MAP



SCHEDULE 2 – PROPOSED SITE PLAN



SCHEDULE 3 – PROPOSED HOLDING REMOVAL ZONING BY-LAW



BY-LAW NO. 2018-

A By-law to remove the Holding (H4) Provision from Zoning By-law 2010-0050, as amended, for the lands described as Part Lot 69, Plan 617, Part 1 on Plan 20R-1728 and Part Lot 68, Plan 617, Parts 1, 4 and 5 on Plan 20R-18270, Town of Halton Hills, Regional Municipality of Halton
15 Mountainview Road North (Georgetown)

WHEREAS Council is empowered to enact this By-law by virtue of the provisions of Section 36 of the Planning Act, R.S.O. 1990;

AND WHEREAS notice of removal of the Holding Provision has been provided in accordance with the provisions of the Planning Act, R.S.O. 1990;

AND WHEREAS said By-law conforms to the Official Plan for the Town of Halton Hills;

AND WHEREAS Council has recommended that the Holding Provision be removed from Zoning By-law 2010-0050, as amended, as hereinafter set out;

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. That Schedule "A5" of Zoning By-law 2010-0050, as amended, be amended by removing the Holding (H4) Provision for the lands described as Part Lot 69, Plan 617, Part 1 on Plan 20R-1728 and Part Lot 68, Plan 617, Parts 1, 4 and 5 on Plan 20R-18270, Town of Halton Hills, Regional Municipality of Halton, as shown on Schedule "1" of this By-law.
2. This By-law shall become effective from and after the date of passing hereof.

BY-LAW read and passed by the Council for the Town of Halton Hills this day of
, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES

Schedule '1' to By-law 2018-



Legend

 Holding Provision (H) to be removed.

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Warren Harris, Commissioner of Recreation and Parks

DATE: December 10, 2018

REPORT NO.: RP-2018-0029

RE: Recreation and Parks Strategic Action Plan Terms of Reference

RECOMMENDATION:

THAT Report RP-2018-0029 regarding the Recreation and Parks Strategic Action Plan Terms of Reference be received;

AND FURTHER THAT staff be directed to proceed with the issuance of a Request for Proposal for the Recreation and Parks Strategic Action Plan as outlined in Report RP-2018-0029;

AND FURTHER THAT staff report back on the award of the Request for Proposal for the Recreation and Parks Strategic Action Plan and related project timeline as outlined in Report RP-2018-0029.

BACKGROUND:

In September 2017, Council approved the update on the 2007 Recreation and Parks Strategic Action Plan through GC-2017-0068. In addition to a summary of the Plan's outcomes and project status, Memorandum RP-2017-0007 outlined general terms of reference to support funding of an update to the Plan through the 2018 Capital Budget.

COMMENTS:

The purpose of this report is to seek approval for the terms of reference for the Recreation and Parks Strategic Action Plan project to be launched in 2019.

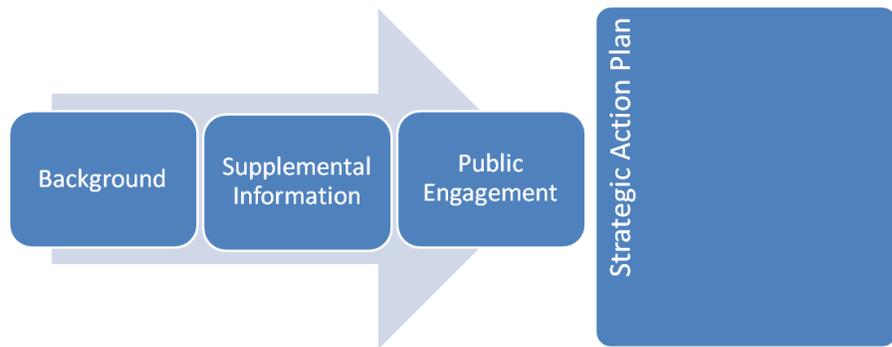
As part of the Recreation and Parks Strategic Action Plan being undertaken in 2018/9, the department expects to reaffirm its mandate and values and address the components of the Framework for Recreation in Canada 2015: Pathways to Wellbeing.



The goal of the Recreation and Parks Strategic Action Plan project is to build upon the background information developed by the Town in order to facilitate discussion and seek input from the community in order to better understand current and future recreational needs.

The successful consultant/consulting team would:

- Analyse, reaffirm and consolidate the key background information collected by staff (mandate/values, demographics, facility inventory/service provisions, and recreation trends) and well as supplementary information (facility usage data, key performance indicators, service level continuum, and rates and fees strategy);
- Oversee the design, development and delivery of a public consultation process.



The key objectives of the strategy are to build on household survey data collected as part of the 2007 Recreation and Parks Strategic Action Plan, analyze changing views and trends, devise and lead a public consultation process with focus groups, world cafes or other innovative consultation methods, and to deliver marketing services related to project branding, graphic recording, and presentation materials to inform Council and the public.

Analytical services are required to assess the information collected to date by staff, and together with feedback from the public consultation, synthesize the material into ten or less key strategic actions.

The primary purpose of the project is to inform a Recreation and Parks Department work program for the next five years in order to meet the changing needs of the community and address the goals of the National Framework for Recreation. The complete Terms of Reference are shown in Appendix A. The relationship of the Strategic Action Plan project to other key departmental initiatives for 2019 is illustrated in the work plan shown in Appendix B.

As directed by Council in March 2018 through Resolution 2018-0055, staff will enter into a Memorandum of Understanding with the YMCA of Oakville to carry out feasibility

based market and capital campaign studies in 2019. This work will align with the timing of the public engagement suggested for the Strategic Action Plan, and be the subject of a future report to Council on a recommended strategy for a potential partnership in Halton Hills.

RELATIONSHIP TO STRATEGIC PLAN:

This report aligns with the following top eight Council priorities:

Municipal Service Delivery: The effective, efficient and economical delivery of the Town's existing services

Financial Sustainability: Establish sustainable financing, asset management and master plans to acquire, operate, maintain, renew and replace infrastructure to provide the desired levels of service in an "efficient, effective and environmentally sustainable" manner.

Sustainability: Address the Social Pillar of Sustainability by focusing on improving services for seniors, youth and the disabled.

Communications: Continue to provide timely and transparent communications with the Town's residents and business owners.

FINANCIAL IMPACT:

There is no direct financial impact related to this report. Funding of \$185,000 was approved in the 2018 Capital Budget (Project 8100-22-1701), which is being allocated to the Rates and Fees Strategy being carried out by Watson & Associates Economists Ltd., a one-time summer student position, and the scope of work outlined in this report for \$90,000.

CONSULTATION:

Staff consulted with the members of the Senior Management Team during the preparation of this report.

PUBLIC ENGAGEMENT:

Public engagement is a primary component of the Recreation and Parks Strategic Action Plan terms of reference, and engagement will be carried out in 2019 in alignment with the Corporate Public Engagement Charter.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances the Strategy’s implementation.

This report supports the Cultural Vibrancy, Social Well-being, and Economic Prosperity pillar(s) of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is Very Good.

COMMUNICATIONS:

A communications strategy will be launched upon award to the successful proponent.

CONCLUSION:

Staff are seeking approval for the terms of reference contained within Appendix A of this report in order to develop a Strategic Action Plan for the department in 2019, with an anticipated completion date of Spring 2020. The Plan will be the foundation for the Department’s work plan over the next five years, and reaffirm its role in improving the quality of life for local residents in line with the objectives of the National Framework for Recreation.

Reviewed and Approved by,

A handwritten signature in black ink that reads "Brent Marshall". The signature is written in a cursive, flowing style.

Brent Marshall, CAO

4.0 Project Terms of Reference

4.1 Project Summary

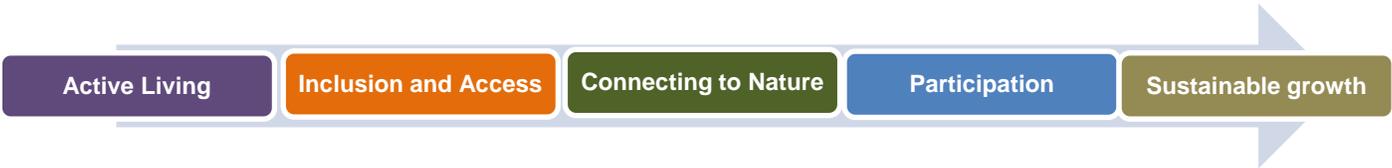
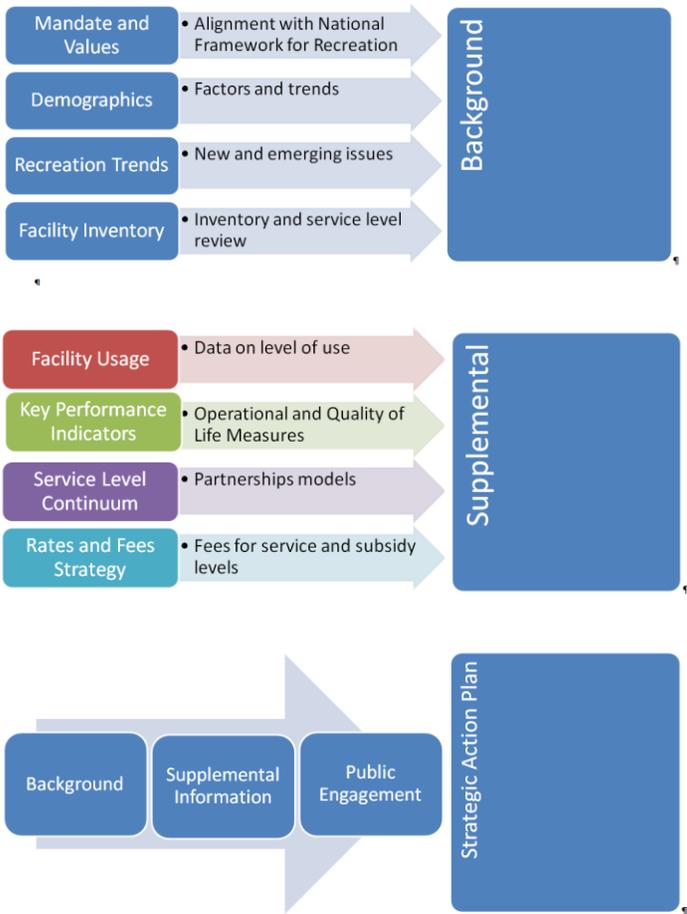
The primary role of the Recreation and Parks Department is to enhance the quality of life for residents of Halton Hills. The department achieves this mandate through:

- **Proactive planning** in order to understand and to respond to the leisure needs of the community;
- Ensuring that the community enjoys a **wide range of choices** for all age groups and genders through quality leisure opportunities;
- Encouraging the **availability and accessibility** of parks, open spaces, recreation and cultural facilities;
- Assisting and **encouraging opportunities** in recreation and cultural activities and programs;
- Creating **public awareness** and stimulating interest in all available leisure opportunities and services;
- Facilitating the **coordination and cooperation of community groups**, agencies and private enterprise that deliver leisure opportunities;
- Assisting in **building leadership capacity** and providing consultation to individuals, local groups, organizations and agencies;
- Recognizing **valuable contributions** by individuals, businesses and groups who enhance the leisure delivery system.

As part of the Recreation and Parks Strategic Plan Update being undertaken in 2018/19, the department expects to reaffirm these core principles with the public and address the components of the **Framework for Recreation in Canada 2015: Pathways to Wellbeing**.

The Town is seeking a consulting team skilled in the areas of:

- Strategic planning
- Trend analysis
- Demographic forecasting
- Communications
- Community engagement



Project Goal

The goal of the plan is to build upon the background information developed by the Town in order to facilitate discussion and seek input from the community in order to better understand current and future recreational needs.

The key Strategic Plan elements for the five year plan being undertaken by staff include:

- Mandate and Values (based on the National Framework for Recreation)
- Demographics
- Recreation Trends
- Facility Inventory and Current Service Levels
- Supplemental information and studies including facility usage, Key Performance Indicators, Service Delivery Continuum, and a Rates and Fees Strategy

Using the information provided, the successful proponent will deliver a Public Engagement process that will collect missing information, test assumptions and preliminary findings and identify issues to be addressed before a Strategic Action Plan is finalized.

The primary purpose of the project is to inform a Recreation and Parks Department work program for the next five years in order to meet the changing needs of the community and address the goals of the National Framework for Recreation

Project Objectives

Staff have identified the following key objectives for the project:

- Analyse the validity of existing background data , identify gaps and test assumptions
- Create branding for the Strategic Plan initiative
- Compare the key outcomes of the 2007 Strategic Action Plan survey and focus group review with new analytics to be completed in 2019
- Engage the community in new, innovative and effective ways to inform the 2019 Strategic Action Plan
- Employ innovative graphic recording and presentation methods to engage citizens
- Comply with the goals and objectives of the Corporate Public Engagement Charter found at <https://www.haltonhills.ca/PublicEngagement/index.php>

4.2 Key Tasks/Deliverables

1. **Analysis/synthesis** of the information provided for the key Strategic Action Plan elements developed by staff ; Mandate and Values, Demographics, Recreation Trends Facility Inventory and Service Levels, and Supplemental information and studies including facility usage, Key Performance Indicators, Service Delivery Continuum, and a Rates and Fees Strategy
2. **Branding** of the Strategic Plan engagement process with marketing materials suitable for print, on-line and social media messaging
3. **Household survey** using “Let’s Talk” site on Town’s web platform and telephone survey



4. Consultation and facilitation through processes like focus groups, world cafes for the four sector groups identified by Town staff (Service providers, active living, community leaders, public event leads), plus two public meetings
5. Identification of gaps, key issues, and **recommended direction** arising from Tasks 1 and 3.
6. **Graphic recording tool** to illustrate community feedback, suitable for use in future Town communications (refer to sample in Background Documents)
7. **Summary document** illustrating the results of the public consultation, major themes and primary actions (less than ten) that will inform the work plan for the next five years.
8. **Graphic presentation** of key demographic information (including geographic analysis) recreation trend assumptions, and facility, program and service needs suitable for use in communications to Council and the public.
9. **Meetings and Presentations:** Minimum of six Committee meetings with Town staff; one Departmental Workshop, one presentation to Senior Management Team; two presentations to Council.

Out of Scope

The Strategic Plan review does not include :

- Cemetery Services
- Parks and Cemeteries Operations
- Cultural Services
- Public Art
- Corporate Asset Management
- Organizational Structuring

4.3 Background Documents

- A. [2018 Community Activity and Service Guide](#)
- B. [Recreation and Parks Strategic Action Plan \(2007\)](#)
- C. Memorandum R&P 2017-0007 Recreation and Parks Strategic Action Plan Update [insert link]
- D. Draft 2018 Mandate and Values Update [insert link]
- E. Draft Recreation Trends [insert link]
- F. Region of Halton demographic, employment and income levels
http://www.halton.ca/living_in_halton/public_health/halton_health_statistics/demo-graphics/halton_hills_at_a_glance/
- G. Draft Demographic data by staff (include geographic analysis example) [insert link]
- H. Draft Facility Inventory/Service Provision data by staff [insert link]
- I. Service Level Comparison Sample: Mississauga Future Directions for Recreation – regional service level comparators
https://www.google.ca/search?q=mississauga+future+directions+for+recreation&rlz=1C1GGRV_enCA754CA754&og=mississauga+future+directions+for+recreation&aqs=chrome..69i57j33.15959j0j8&sourceid=chrome&ie=UTF-8
- J. [Framework for Recreation in Canada 2015 Pathway to Wellbeing](#)
- K. [2007 Household Survey ..\Household Survey\Summary of Household surveys Halton Hills revised March 19 07.pdf](#)



- L. Parks and Recreation Ontario Research Summary
https://www.prontario.org/public/policy/Benefits_Web_2009a.pdf
- M. Sample Graphic Recording
<https://www.letstalkhaltonhills.ca/transit-strategy/photos/5141>
- N. Draft Key Performance Indicators by staff
[insert link]
- O. Rates and Fees Strategy RFP (2018) [insert link]

4.4 Reference Material – Other Studies Available Upon Award

- Town of Halton Hills Official Plan
- Corporate Strategic Plan
- Citizens Satisfaction Study (2015) (Update in 2019 TBC)
- Development Charges Study (2017)
- 2018 Capital Budget
- Trails Master Plan Update (2012 working draft)
- Hungry Hollow Management Plan (2004)
- Fairy Lake Water Quality Study (2009)
- Cemeteries Business Plan (2016)
- Active Living Strategy (2017)
- Youth Needs Study (2011)
- Youth Services Network (2017)
- Seniors Space Needs Study (2009)
- Seniors Service Delivery Project Charter (2018)
- Georgetown Action Sports Feasibility Study (2017)
- Parkland Acquisition Strategy Phase 1
- Vision Georgetown – draft Secondary Plan and Concept (April 2018)
- Corporate Asset Management Plan – Policy (2018)
- Cedarvale Community Centre Feasibility Study (2018 draft)
- Collegiate Pool Feasibility Study Phase 1 (2018 draft)
- Gellert Phase 2 Conceptual (2018-draft)
- Current organizational structure

4.5 Sample Representation of Local Service Providers

(see Service Level Continuum 2007 Strategic Action Plan – Section 4)

- Curling clubs
- Racquet/tennis clubs
- Gymnastics facilities
- Fitness clubs
- Golf courses
- Lawn Bowling
- Community Halls – Acton, Limehouse, Glen Williams
- Volunteer Led Partnership Agreements:
 - Hillsvie Boards
 - Credit Valley Artisans
 - Halton Hills Tennis Club
 - Halton Hills Heritage Sports Museum
 - Halton Hills Gymnastics Club
 - Heritage Acton (Acton Town Hall)
 - Globe Productions (Armoury)
 - Friends of Devereaux House
 - Willow Park Ecology Centre
 - Allotment Gardens
 - Leash Free Halton Hills
 - Kiwanis Field
 - Friends of the Old Seed House Garden
 - Children’s Garden of the Senses
- Local sports organizations
- Social Agencies e.g. Reach Out Centre for Kids
- Service Providers e.g. Sportball
- Public Event Organizers e.g. Fall Fairs



4.5 Governance Model

Refer to **Appendix A** for the proposed governance committee model and **Appendix B** for key project team members.

4.6 Time Frames

The following project timeline is proposed:

Issue RFP	January 7, 2019
Close RFP	February 28, 2019
Interviews	March 18, 2019
Award RFP	April 8, 2019
Project Start	by May 6, 2019
Project Completion	by April 2020

See relation of the Strategic Action Plan with other Departmental work program items in 2018/9 in **Appendix C**.

4.7 Budget

The total budget for this scope of work is \$90,000 including all fees, disbursements and excluding HST.

Provide hourly rates to be used for Provisional Items not included in the above scope of work.



Suggested Project Timelines – 2019 Recreation and Parks Work Plan

Project	2018	2019				2020
	Q4 O-D	Q1 J-M	Q2 A-J	Q3 J-S	Q4 O-D	Q1 J-M
Recreation and Parks Strategic Action Plan	Background	Issue (J) Award (A)	Start (M) Engage (J)	Engage (S)	Draft	Finalise
Cedarvale Community Centre Feasibility Study	Refine	Refine Approve				
Collegiate Pool Review – Phase 1	Engage	Conceptualize	Finalise			
Seniors Service Delivery Review	Start	Draft Engage	Finalise			
Gellert Community Centre Phase 2 – Feasibility Update with CS&P Architects	Conceptualize	Draft	Engage Public	Finalise		
Acton Youth Space Design with CS&P Architects		Award Start	Engage Conceptualize	Finalise		
Rates and Fees Strategy with Watson & Associates Economists Ltd	Award	Start	Engage Public	Finalise		
Parkland Acquisition Strategy		Refine		Engage Public	Finalise	
Market Feasibility (YMCA)			Engage Public	Engage Public		
Capital Campaign Feasibility (YMCA)						



**REPORT OF THE
COMMUNITY AND CORPORATE AFFAIRS COMMITTEE
Minutes No. CCA-11-2018**

Minutes of the Community and Corporate Affairs Committee meeting held on Tuesday December 11, 2018, at 2:08 p.m., in the Council Chambers Halton Hills Town Hall.

Members Present: Mayor R. Bonnette (Ex-Officio), Councillor J. Fogal (Chair),
Councillors C. Somerville, J. Hurst, T. Brown, W. Farrow-Reed,
A. Lawlor
Others Present: Councillors M. Albano, B. Inglis, M. Johnson, B. Lewis

1. CALL TO ORDER

Councillor J. Fogal called the meeting to order at 2:08 p.m.

1.a ELECTION OF VICE CHAIR

Recommendation No. CCA-2018-0085

THAT Councillor A. Lawlor become the Vice Chair for the Community & Corporate Affairs Committee.

CARRIED

2. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

3. COMMITTEE DELEGATIONS/PRESENTATIONS

3.a Pauline Gladstone, Residents of Norval gave a presentation to the Committee regarding Norval Park and Area – Community Engagement. (Item 4k – Report No. RP-2018-0030)

3.b Kathy Gastle, Residents of Norval gave a presentation to the Committee regarding Norval Park and Area – Community Engagement. (Item 4k – Report No. RP-2018-0030)

- 3.c Lois Fraser - Heritage Foundation of Halton Hills gave a presentation to the Committee regarding Norval Park and Area – Community Engagement. (Item 4k – Report No. RP-2018-0030)

4. REPORTS & MEMORANDUMS FROM OFFICIALS – ELEVEN (11) ITEMS FOR RECOMMENDATION

- 4.a OFFICE OF THE MAYOR MEMORANDUM NO. ADMIN-2018-0005 dated November 30, 2018 regarding Representative of CTC Source Protection Committee. (Recommendation No. CCA-2018-0086)**

THAT MEMORANDUM NO. ADMIN-2018-0005 dated November 30, 2018 regarding Representative of CTC Source Protection Committee be received for information;

AND FURTHER THAT Council recommend that Dave Kentner continue, as the Municipal Representative for Halton Region Wellington County, on the CTC Source Protection Committee until his appointment ends in June 2019.

CARRIED

- 4.b FIRE SERVICES MEMORANDUM NO. FIRE-2018-0012 dated November 30, 2018 regarding 2018 Emergency Preparedness Exercise. (Recommendation No. CCA-2018-0087)**

THAT MEMORANDUM NO. FIRE-2018-0012 dated November 30, 2018 regarding 2018 Emergency Preparedness Exercise be received for information.

CARRIED

- 4.c CORPORATE SERVICES REPORT NO. CORPSERV-2018-0043 dated November 26, 2018 regarding the Temporary Borrowing of Funds to meet 2019 Current Operating Expenditures. (Recommendation No. CCA-2018-0088)**

THAT Report No. CORPSERV-2018-0043 dated November 26, 2018 regarding the Temporary Borrowing of Funds to meet 2019 Current Operating Expenditures be received;

AND FURTHER THAT a by-law be passed, authorizing the temporary borrowing of up to \$10,000,000 to meet the current operating expenditures of the municipality for the year 2019;

AND FURTHER THAT any costs of borrowing will be charged to the 2019 operating fund, and reported to Council in the annual report on investments and cash management.

CARRIED

4.d CORPORATE SERVICES REPORT NO. CORPSERV-2018-0045 dated October 26, 2018 regarding Reserves, Discretionary Reserve Funds, Obligatory Reserve Funds and Trust Funds. (Recommendation No. CCA-2018-0089)

THAT Report No. CORPSERV-2018-0045 dated October 26, 2018 regarding Reserves, Discretionary Reserve Funds, Obligatory Reserve Funds and Trust Funds as at September 30, 2018 be received;

AND FURTHER THAT Council authorize the Treasurer to amalgamate funds between Reserves to meet the objectives of the new reserve structure;

AND FURTHER THAT Council authorize the Treasurer to reallocate funds between Reserves as required to meet the needs identified in the Long Range Financial Plan.

CARRIED

4.e CORPORATE SERVICES REPORT NO. CORPSERV-2018-0046 dated October 26, 2018 regarding the 2017 Treasurer's Statement for Cash-In-Lieu of Parkland Reserve Fund. (Recommendation No. CCA-2018-0090)

THAT REPORT NO. CORPSERV-2018-0046 dated October 26, 2018 regarding the 2017 Treasurer's Statement for Cash-In-Lieu of Parkland Reserve Fund be received.

CARRIED

4.f CORPORATE SERVICES REPORT NO. CORPSERV-2018-0048 dated October 31, 2018, regarding the 2019 Interim Property Tax Levy. (Recommendation No. CCA-2018-0091)

THAT Report No. CORPSERV-2018-0048 dated October 31, 2018, regarding the 2019 Interim Property Tax Levy be received;

AND FURTHER THAT a by-law be enacted authorizing Council to provide for an Interim Tax Levy for 2019;

AND FURTHER THAT taxes be due and payable on February 26 and April 26, 2019;

AND FURTHER THAT the payment of taxes for (portions of) properties having a farm designation (FT) as identified by the Municipal Property Assessment Corporation be deferred until September 26, 2019.

CARRIED

4.g CORPORATE SERVICES REPORT NO. CORPSERV-2018-0050 dated November 20, 2018 regarding the Operating Budget Status as at September 30, 2018. (Recommendation No. CCA-2018-0092)

THAT Report No. CORPSERV-2018-0050, dated November 20, 2018 regarding the Operating Budget Status as at September 30, 2018 be received for information.

CARRIED

4.h CORPORATE SERVICES REPORT NO. CORPSERV-2018-0051 dated November 20, 2018 regarding Capital Budget Status as at September 30, 2018. (Recommendation No. CCA-2018-0093)

THAT Report No. CORPSERV-2018-0051 dated November 20, 2018 regarding Capital Budget Status as at September 30, 2018 be received;

AND FURTHER THAT staff be authorized to transfer \$45,000 of unused funds from the Health and Safety Monitoring Software project to the Payroll System Upgrade project;

AND FURTHER THAT staff be authorized to transfer \$8,000 from the Capital Replacement Reserve to the Post 2031 Intensification Study project;

AND FURTHER THAT staff be authorized to transfer \$5,088 from the Capital Replacement Reserve to the Planning, Development and Sustainability User Fee Update project;

AND FURTHER THAT staff be authorized to transfer \$9,988 of unused funds from the Asset Management Plan project to the Levels of Service Phase 1 project;

AND FURTHER THAT staff be authorized to transfer \$5,556 from the Capital Replacement Reserve to the Splash Pad Repairs project;

AND FURTHER THAT staff be authorized to transfer \$9,274 of unused funds from the Acton Library Bridge project to the Acton Rotary Park Bridge Replacement project.

CARRIED

4.i CORPORATE SERVICES REPORT NO. CORPSERV-2018-0052 dated November 23, 2018 regarding Single Source 2019 Awards. (Recommendation No. CCA-2018-0094)

That Report No. CORPSERV-2018-0052 dated November 23, 2018 regarding Single Source 2019 Awards be received;

AND FURTHER THAT the Single Source 2019 requests 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;

AND FURTHER THAT the Manager of Purchasing be authorized to increase the purchase order to Grade Control Limited, 558 Main Street, Glen Williams, ON, L7G 3T3 by \$80,000 plus HST for a total upset limit of \$833,025.00 plus HST.

CARRIED

4.j RECREATION AND PARKS REPORT NO. RP-2018-0028 dated November 28, 2018 regarding the Proposal for an Off-Leash Park at Trafalgar Sports Park. (Recommendation No. CCA-2018-0095)

THAT Report RP-2018-0028 dated November 28, 2018 regarding the Proposal for an Off-Leash Park at Trafalgar Sports Park be received;

AND FURTHER THAT Council endorse the Proposal for an Off-Leash Park at Trafalgar Sports Park in principle, subject to the conditions outlined in Report RP-2018-0028;

AND FURTHER THAT staff report back on the status of fundraising in 2019 along with a detailed financing strategy for consideration by Council as part of the 2020 capital budget deliberations.

CARRIED

4.k RECREATION AND PARKS REPORT NO. RP-2018-0030 dated November 28, 2018 regarding the Norval Park Area – Community Engagement. (Recommendation No. CCA-2018-0096)

THAT Report RP-2018-0030 dated November 28, 2018 regarding the Norval Park Area – Community Engagement be received;

AND FURTHER THAT staff be directed to continue to support the Credit Valley Trail initiative being led by Credit Valley Conservation;

AND FURTHER THAT staff report back on the details of the potential joint project for the Upper Canada College Trail for consideration by the Community and Corporate Affairs Committee;

AND FURTHER THAT future joint partnership projects for Norval Park and the Lucy Maud Montgomery Museum and Literary Arts Centre follow the Joint Capital Policy in coordination with the Public Engagement Charter;

AND FURTHER THAT staff be directed to conduct annual meetings with the Norval user groups as identified in Report RP-2018-0030.

CARRIED

5. CLOSED SESSION

Recommendation No. CCA-2018-0097

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

- a REPORT NO. RP-2018-0026 dated November 28, 2018 regarding a proposed or pending acquisition or disposition of land by the municipality or local board (HRPS Facility)

CARRIED

Committee moved into Closed Session at 3:14 p.m.

6. RECONVENE INTO OPEN SESSION

Recommendation No. CCA-2018-0098

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

Committee reconvened into Open Session at 3:31 p.m.

CARRIED

<p>CONFIDENTIAL REPORTS & MEMORANDUMS FROM OFFICIALS – ONE (1) ITEM FOR RECOMMENDATION</p>

- a. **REPORT NO. RP-2018-0026 dated November 28, 2018 regarding a proposed or pending acquisition or disposition of land by the municipality or local board (HRPS Facility) (Recommendation No. CCA-2018-0099)**

THAT RECREATION AND PARKS REPORT NO. RP-2018-0026 dated November 28, 2018 regarding a proposed or pending acquisition or disposition of land by the municipality or local board (HRPS Facility); be received;

AND FURTHER THAT staff follow the recommendations as set out in the Confidential Minutes of the Community & Corporate Affairs Committee meeting dated December 11, 2018.

CARRIED

7. ADJOURNMENT

The meeting adjourned at 3:32 p.m.

Rick Bonnette, MAYOR

Suzanne Jones, CLERK



**REPORT OF THE
PLANNING, PUBLIC WORKS AND TRANSPORTATION COMMITTEE
Minutes No. PPT-11-2018**

Minutes of the Planning, Public Works and Transportation Committee meeting held on Tuesday, December 11, 2018 at 4:01 p.m., in the Council Chambers Halton Hills Town Hall.

Members Present: Mayor R. Bonnette (Ex-Officio), Councillor C. Somerville (Chair), Councillor J. Fogal, Councillor M. Albano, Councillor B. Lewis, Councillor M. Johnson, Councillor B. Inglis

Staff Present: A.B. Marshall, CAO, C. Mills, Commissioner of Transportation and Public Works, J. Linhardt, Commissioner of Planning and Sustainability, W. Harris, Commissioner of Recreation and Parks, W. O' Donnell, Acting Commissioner of Corporate Services, M.J. Leighton, Manager of Accounting and Town Treasurer, H. Olivieri, Chief and Commissioner of Fire Services; G. Cannon, Chief Librarian, S. Jones, Clerk and Director of Legislative Services, R. Brown, Deputy Clerk

Others Present: Councillors T. Brown, J. Hurst, W. Farrow-Reed, A. Lawlor

1. CALL TO ORDER

Councillor C. Somerville called the meeting to order at 4:01 p.m.

a. ELECTION OF VICE CHAIR

Recommendation No. PPT-2018-0080

THAT Councillor M. Albano become the Vice Chair of the Planning, Public Works and Transportation Committee.

CARRIED

2. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

3. COMMITTEE DELEGATIONS/PRESENTATIONS

There were no delegations or presentations.

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

a. PLANNING AND SUSTAINABILITY REPORT NO. PLS-2018-0081 dated November 14, 2018 regarding the updated draft Terms of Reference for the Staff Sustainability Team. (Recommendation No. PPT-2018-0081)

THAT Report No. PLS-2018-0080, dated November 14, 2018, regarding the updated draft Terms of Reference for the Staff Sustainability Team be received;

AND FURTHER THAT the updated draft Terms of Reference for the Staff Sustainability Team, attached as Appendix '1' to this report be approved;

AND FURTHER THAT the annual costs associated with operating the Staff Sustainability Team, in the amount of \$2,500, continue to be funded through the Office of Sustainability budget.

CARRIED

- b. PLANNING AND SUSTAINABILITY REPORT NO. PLS-2018-0081 dated November 12, 2018 regarding the Staff Sustainability Team 2018 Accomplishments and 2019 Priorities. (Recommendation No. PPT-2018-0082)**

THAT Report No. PLS-2018-0081 dated November 12, 2018 regarding the Staff Sustainability Team 2018 Accomplishments and 2019 Priorities be received for information.

CARRIED

- c. PLANNING AND SUSTAINABILITY REPORT NO. PLS-2018-0082 dated November 28, 2018, regarding the Halton Region 2017 State of Housing Report. (Recommendation No. PPT-2018-0083)**

THAT Report Number PLS-2018-0082 dated November 28, 2018, regarding the Halton Region 2017 State of Housing Report be received for information.

CARRIED

- d. CORPORATE SERVICES MEMORANDUM NO. CORPSERV-2018-0004 dated November 12, 2018 regarding 2019 Rates and Fees. (Recommendation No. PPT-2018-0084)**

THAT Memorandum No. CORPSERV-2018-0004 dated November 12, 2018 regarding 2019 Rates and Fees be received for information.

CARRIED

5. CLOSED SESSION

NIL

6. RECONVENE INTO OPEN SESSION

NIL

7. ADJOURNMENT

The meeting adjourned at 4:23 p.m.

Rick Bonnette, MAYOR

Suzanne Jones, CLERK

Halton Hills Public Library Board

Wednesday, October 3, 2018
Acton Branch – Community Room
7:00 p.m.

Minutes

Present: Ted Brown, Lisa Caissie, Larry Hawes, Matt Kindbom, Ann Lawlor, Bett Leverette (Chair), Heather McAlpine, Tamara Smith, Marilyn Willis

Staff Present: Geoff Cannon, Douglas Davey, Barb Elliott (Recorder), Beverley King

Regrets: April Currey

Guest: Tammy McQueen, Economic Development and Tourism Coordinator

1.0 Declaration of Quorum

- B. Leverette declared that a quorum was present and called the meeting to order at 7:00 p.m.

2.0 Approval of Agenda

Moved by H. McAlpine

That the agenda be approved.

Seconded by T. Smith

10/03/18-1

CARRIED

3.0 Presentation: Tourism Updates

- Tammy McQueen presented information regarding the status of tourism initiatives in Halton Hills. There are a number of current projects, several of which are the hiring of permanent Economic Development and Tourism (EDT) staff, a new local tourism survey, assisting event organizers with social media promotion, data collection and imagery, and providing event organizers with “Tourism Snapshot” reports. Also, there will be an audit of the content and functionality, as well as a refresh and upgrading of the Visit Halton Hills website. EDT staff also participate on a number of regional and local tourism committees.

Discussion:

- There was a suggestion that in the future, the Board may want to consider broadening the Library’s mandate to include expanded services for tourists, through partnerships and cross-promotions.

4.0 Declaration of pecuniary interest

- None

5.0 Minutes

5.1 September 12, 2018

Moved by T. Brown

Seconded by L. Caissie

10/03/18-2

That the Minutes of September 12, 2018 be approved.

CARRIED

5.2 In Camera September 12, 2018

Moved by T. Smith

Seconded by M. Kindbom

10/03/18-3

That the In Camera Minutes of September 12, 2018 be approved.

CARRIED

6.0 Consent Agenda

Moved by H. McAlpine

That Consent Agenda item:

6.1 FOPL AMPLO Report – Sept. 4, 2018

be approved.

Seconded by L. Hawes

10/03/18-4

CARRIED

7.0 Correspondence

- None

8.0 Business Arising

8.1 Legacy Report-update

- B. Leverette reviewed the revised draft of the Board's 2015-2018 Legacy Document. Additional information was noted and will be included regarding outreach to new residents of Vision Georgetown, and planning information for the new southwest Georgetown branch. The final version will be provided at the November Board meeting.

9.0 Council Update

- T. Brown and A. Lawlor reported that candidates' debates have been taking place in advance of the upcoming municipal election.

10.0 Friends of the Library Update

- M. Kindbom reported:
 - The Friends are currently focusing on fundraising for the Georgetown Branch/Cultural Centre Courtyard Plaza. An online auction is being planned, and Caddystacks 4 will take place in the Spring of 2019. It was also noted that a local company has expressed the intention to make a donation toward this project.

- This year's children's Summer Reading Club had 977 participants. The Friends introduced a new incentive this year, the awarding of 'book bucks' based on completing a set amount of reading. The coupons are redeemable for books at the Friends pop-up booksales. \$300 in coupons was awarded, and to date \$100 has been redeemed.
- Ink Writing awards will take place on October 16th. The Friends sponsor this annual creative writing contest for young people in grades 4-8 (Inksters) and grades 9-12 (Inklings).

11.0 Community Connections Update

- Doors Open Halton Hills took place the last weekend of September. The Georgetown Branch and Cultural Centre offered tours on September 30th, and it was noted that many visitors were from out of Town.
- The Library offered a number of well-attended events/programs during Culture Days which took place from September 28-30.

12.0 Financial Report

12.1 Accounts Payable

Moved by H. McAlpine

That the Accounts for the Georgetown and Acton Branch Libraries in the amount of **\$90,635.31** as detailed in the Computer Cheque Register for week **#39 DATED September 27th, 2018** have been examined and are hereby approved for payment.

Seconded by M. Willis
10/03/18-5

CARRIED

Moved by H. McAlpine

That the Accounts for the Georgetown and Acton Branch Libraries in the amount of **\$3,116.95** as detailed in the Computer Cheque Register for week **#37 DATED September 13th, 2018** have been examined and are hereby approved for payment.

Seconded by M. Willis
10/03/18-6

CARRIED

12.2 Month End Report (August)

- G. Cannon reported that the target remaining is near the expected level. The staffing gaps experienced during the first part of 2018 are being addressed and have been significantly narrowed.
- The Month End Report was received by the Board.

13.0 New Business

13.1 Report No. LBD-2018-019 re: Review of Financial Reports

- G. Cannon presented for Board consideration, Report No. LBD-2018-019 regarding the review of financial reports and the removal of the receipt of accounts payable documentation.

Moved by A. Lawlor

That Report No. LBD-2018-019 dated September 17, 2018 regarding the Board's review of financial reports be received;

AND FURTHER THAT the Halton Hills Public Library Board approves to remove the receipt of the accounts payable documentation, subject to consultation with the Town Treasurer by the Chief Librarian.

Seconded by L. Hawes

10/03/18-7

CARRIED

13.2 Library Board Self-Evaluation

- G. Cannon provided a copy of the previous Board Self-Evaluation Questionnaire for review, to see if any revisions are recommended for the scheduled Term-end self-evaluation process by Board members.
- There was consensus that the previous questionnaire be administered as presented.
- To assure anonymity, B. Elliott will post the questionnaire to Survey Monkey and provide the link to Board members. Results of the self-evaluation will be presented at the November Board meeting.

13.3 Report No. LBD-2018-018 re: Proposed 2019 Board Meeting Schedule

- B. Elliott presented for Board consideration, Report No. LBD-2018-018 regarding the proposed dates for scheduled Library Board meetings during 2019.

Moved by M. Willis

That Report No. LBD-2018-018 dated September 18, 2018 regarding the proposed 2019 Library Board Meeting Schedule be received;

AND FURTHER THAT the Halton Hills Public Library Board approves the Library Board Meeting Schedule for 2019.

Seconded by T. Smith

10/03/18-8

CARRIED

14.0 Health & Safety Report

- G. Cannon reported that there had been no Health and Safety incidents since the September Board meeting.

15.0 Next Meeting

Wednesday, November 14, 2018
7:00 p.m.
Georgetown Branch - Board Room

16.0 Adjournment

Moved by M. Kindbom
Seconded by L. Hawes
10/03/18-9
The meeting adjourned at 8:25 p.m.

That the meeting be adjourned.

CARRIED

Signed: _____
Bett Leverette, Chair
Halton Hills Public Library Board

Signed: _____
Geoff Cannon, Chief Librarian
Halton Hills Public Library Board

APPROVED: November 14, 2018
DATED: November 14, 2018



TOWN OF
HALTON HILLS
COMMITTEE OF ADJUSTMENT

MINOR VARIANCE OR PERMISSION (The *Planning Act*, 1990, Section 45)
 CONSENT (The *Planning Act*, 1990, Section 53)

MINUTES

Committee of Adjustment hearing on **Wednesday, November 07, 2018** at 7:00 p.m. in the in the Council Chambers, Town Hall, 1 Halton Hills Drive, Halton Hills (Georgetown).

MEMBERS PRESENT: Allan Cook (Chair), Todd Jenney, Blair Roedding	REGRETS: Wayne Scott
STAFF PRESENT: Tony Boutassis, Senior Planner Niloo Hodjati, Secretary-Treasurer, Committee of Adjustment	

1. CHAIR'S OPENING REMARKS.
2. DISCLOSURES OF PECUNIARY INTEREST: None declared.
3. THE MINUTES OF OCTOBER 03, 2018 WERE ACCEPTED.
4. REQUESTS FOR DEFERRAL (FROM APPLICANTS): None.
5. APPLICATIONS FOR MINOR VARIANCE OR PERMISSION, AND/OR FOR CONSENT, HEARD BY THE COMMITTEE:

5A. HEARING #1

MINOR VARIANCE APPLICATION D13VAR18.041H - 1792318 ONTARIO INC
 REQUESTING RELIEF FROM ZONING BY-LAW 2010-0050, AS AMENDED,

1. TO INCREASE THE FLOOR AREA FOR A SINGLE ACCESSORY BUILDING FROM THE MAXIMUM 80 SQ M TO PERMIT A 313 SQ M ACCESSORY BUILDING (EXISTING HERITAGE BUILDING).
2. TO INCREASE THE HEIGHT FOR A SINGLE ACCESSORY BUILDING FROM THE MAXIMUM 5 M TO PERMIT A HEIGHT OF 6.85 M (EXISTING HERITAGE BUILDING).
3. TO PERMIT THE EXISTING DETACHED ACCESSORY BUILDING (EXISTING HERITAGE BUILDING) ON THE LOT, WHEREAS NO DETACHED ACCESSORY BUILDING OR STRUCTURE SHALL BE ERECTED ON A LOT PRIOR TO THE ERECTION OF THE MAIN BUILDING ON THE LOT.

4. TO INCREASE THE WIDTH OF THE DRIVEWAY (IN THE FRONT YARD OF THE PROPOSED NEW DWELLING) FROM THE MAXIMUM 7 M TO PERMIT A 7.7 M DRIVEWAY WIDTH.

TO ACCOMMODATE A PROPOSED DRIVEWAY, AND THE CONVERSION OF AN EXISTING HERITAGE DWELLING TO AN ACCESSORY STRUCTURE.

LOCATION: 9111 THIRD LINE (ESQUESING)

OWNER(S): 1792318 ONTARIO INC., RANBIR DHALIWAL

Present:

- Ranbir Dhaliwal, owner
- Pat Farley (48 Baylor Crescent)
- Robert Merry (9110 Fourth Line)

T. Boutassis: Noted that since the report, it has been determined that two additional conditions related to the heritage structure agreement and insurance are required. Advised that the Secretary-Treasurer spoke with the applicant and he has no issues with the revised conditions.

R. Dhaliwal: Stated that he will fulfill all the conditions listed.

P. Farley: Spoke in favour of the creative solution in saving a heritage building.

R. Merry: Asked if the house is designated, and noted that 2 dwellings cannot exist on the same lot.

T. Boutassis: Responded that the house is designated, and is being preserved as an accessory structure, and there will only be one dwelling on the lot.

R. Merry: Asked if he could also do this on his property.

T. Boutassis: Responded that he cannot comment and staff with expertise in Heritage would need to review any proposal.

R. Merry: Asked what happens if they take the house down.

T. Boutassis: Responded that they will not be able to obtain a demolition permit.

It was MOVED by Blair Roedding, SECONDED by Todd Jenney, AND CARRIED "THAT MINOR VARIANCE APPLICATION D13VAR18.041H - 1792318 ONTARIO INC, BE APPROVED, SUBJECT TO CONDITIONS."

- Reasons for decision: The Committee considered the variance(s) to be minor in nature, to be desirable for the appropriate use of the land, building or structure, to meet the intent and purpose of the Official Plan, and the Zoning By-law.
- The associated Planning report is dated October 31, 2018.
- The Chairman informed those in attendance of the 20-day appeal period.

5B. HEARING #2

MINOR VARIANCE APPLICATION D13VAR18.042H - DEVEAUX

REQUESTING RELIEF FROM ZONING BY-LAW 2010-0050, AS AMENDED,

1. TO INCREASE THE FLOOR AREA FOR A SINGLE ACCESSORY BUILDING FROM THE MAXIMUM 40 SQ M TO PERMIT A 56 SQ M ACCESSORY BUILDING (DETACHED GARAGE).
2. TO REDUCE THE SIDE YARD SETBACK FROM THE MINIMUM 1 M TO PERMIT A 0.46 M SIDE YARD SETBACK (DETACHED GARAGE).

TO ACCOMMODATE AN EXISTING DETACHED GARAGE.

LOCATION: 38 JOHN STREET SOUTH (ACTON)

OWNER(S): GORDON DEVEAUX

Present:

- G. Deveaux

T. Boutassis: Noted no objection to approval.

G. Deveaux: Thanked staff for help during the process.

It was MOVED by Todd Jenney, SECONDED by Blair Roedding, AND CARRIED "THAT MINOR VARIANCE APPLICATION D13VAR18.042H - DEVEAUX, BE APPROVED."

- Reasons for decision: The Committee considered the variance(s) to be minor in nature, to be desirable for the appropriate use of the land, building or structure, to meet the intent and purpose of the Official Plan, and the Zoning By-law.
- The associated Planning report is dated October 29, 2018.
- The Chairman informed those in attendance of the 20-day appeal period.

6. OTHER MATTERS. No discussions occurred.

7. ADJOURNMENT (NEXT HEARING: NOVEMBER 20, 2018 AT 7:00 P.M.)
The hearing adjourned at approximately 7:15 p.m.

Secretary-Treasurer

C: Halton Hills Clerks, Attention: Council and Committee Services Coordinator

 TOWN OF
HALTON HILLS
COMMITTEE OF ADJUSTMENT

MINOR VARIANCE OR PERMISSION (The *Planning Act*, 1990, Section 45)
CONSENT (The *Planning Act*, 1990, Section 53)

MINUTES

Committee of Adjustment hearing on **Tuesday, November 20, 2018** at 7:00 p.m. in the in the Council Chambers, Town Hall, 1 Halton Hills Drive, Halton Hills (Georgetown).

MEMBERS PRESENT:

Allan Cook (Chair), Todd Jenney, Blair Roedding, Wayne Scott

STAFF PRESENT:

Jeff Markowiak, Manager of Development Review

John McMulkin, Planner

Niloo Hodjati, Secretary-Treasurer, Committee of Adjustment

1. CHAIR'S OPENING REMARKS.
2. DISCLOSURES OF PECUNIARY INTEREST: None declared.
3. THE MINUTES OF NOVEMBER 07, 2018 WERE ACCEPTED.
4. REQUESTS FOR DEFERRAL (FROM APPLICANTS): None.
5. APPLICATIONS HEARD BY THE COMMITTEE:

5A. HEARING #1

MINOR VARIANCE APPLICATION D13VAR18.043H - FOBERT

REQUESTING RELIEF FROM ZONING BY-LAW 2010-0050, AS AMENDED,

1. TO REDUCE THE FRONTAGE FROM THE MINIMUM 15 M TO PERMIT AN 11 M FRONTAGE (LANDS TO BE SEPARATED).
2. TO REDUCE THE REAR YARD SETBACK FROM THE MINIMUM 7.5 M TO PERMIT A 3.36 M REAR YARD SETBACK (LANDS TO BE SEPARATED).
3. TO REDUCE THE EXTERIOR SIDE YARD SETBACK FROM THE MINIMUM 4.5 M TO PERMIT A 3.7 M EXTERIOR SIDE YARD SETBACK (LANDS TO BE SEPARATED).
4. TO REDUCE THE FRONT YARD SETBACK FROM THE MINIMUM 6 M TO PERMIT A 4 M FRONT YARD SETBACK (LANDS TO BE RETAINED).
5. TO REDUCE THE REAR YARD SETBACK FROM THE MINIMUM 7.5 M TO

**PERMIT A 7 M REAR YARD SETBACK (LANDS TO BE RETAINED).
TO ACCOMMODATE THE CREATION OF A NEW LOT, AND 2 NEW RESIDENTIAL
DWELLINGS.**

LOCATION: 111 CHARLES STREET (GEORGETOWN)

OWNER(S): PATRICK FOBERT, NADINE FOBERT & MARK CACHIA

AGENT: ARNOLD, FOSTER LLP, HERBERT ARNOLD

Present (oral submissions):

- Herbert Arnold, owners' lawyer

J. McMulkin: Stated that the application is related to a Consent approved by the Committee, which was appealed to the Local Planning Appeal Tribunal (LPAT) by Ian Droppo on behalf of the objecting neighbours. Advised that the new plan, which better reflects the surrounding neighbourhood requires zoning relief. Summarized the conditions and note, and indicated that LPAT will make any needed amendments.

H. Arnold: Stated that a Minor Variance was required to reflect the reconfiguration of the lots, and that he worked with the appellant, who in turn worked with the public, in order for all parties to agree on the conditions.

W. Scott: Asked about previous conditions excluded (*related to Consent application*).

J. McMulkin: Responded that some conditions are no longer applicable and that LPAT will amend the conditions, if needed.

**It was MOVED by Wayne Scott, SECONDED by Todd Jenney, AND CARRIED
"THAT MINOR VARIANCE APPLICATION D13VAR18.043H - FOBERT, BE
APPROVED, SUBJECT TO CONDITIONS."**

- Reasons for decision: The Committee considered the variance(s) to be minor in nature, to be desirable for the appropriate use of the land, building or structure, to meet the intent and purpose of the Official Plan, and the Zoning By-law.
- The associated Planning report is dated November 15, 2018 - conditions revised on November 20, 2018.
- The Chairman informed those in attendance of the 20-day appeal period.

6. OTHER MATTERS. No discussions occurred.

7. ADJOURNMENT: the hearing adjourned at approximately 7:20 p.m.

Secretary-Treasurer

C: Council and Committee Services Coordinator



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

Moved by: _____ Date: December 17, 2018
Mayor R. Bonnette

Seconded by: _____ Resolution No.: _____

Item No. 15.1

WHEREAS, under the Cannabis Licence Act, 2018, subsection 41 (1) a municipality may, by resolution passed no later than January 22, 2019, prohibit cannabis retail stores from being located in the municipality;

AND WHEREAS under Ontario Regulation 468/18 section 22, a municipality shall provide to the Registrar (Alcohol and Gaming Commission of Ontario) written notice of a resolution passed under that subsection no later than three business days after the resolution is passed;

AND WHEREAS, due to the short time frame municipalities are expected to make this decision and the uncertainty of details associated with how stores are to be sited, and in keeping with the Town of Halton Hills Public Engagement Charter that the public be consulted on this matter;

THEREFORE BE IT RESOLVED, that the Council for the Town of Halton Hills has decided to opt out of having cannabis retail stores within their jurisdiction;

AND FURTHER THAT the Town Clerk is directed to advise the AGCO with written notification of this decision by providing a certified copy of the resolution including the date the resolution was passed by email to municipal@agco.ca no later than January 22, 2019;

AND FURTHER THAT the Town of Halton Hills understands that this prohibition may be lifted at a future date by further resolution and that lifting the prohibition would be final and may not be subsequently reversed;

AND FURTHER THAT that Town of Halton Hills will re-examine this decision once public consultation is completed;

AND FURTHER THAT this resolution be forwarded to the Region of Halton, City of Burlington, and the Towns of Milton and Oakville.

Mayor Rick Bonnette



BY-LAW NO. 2018-0072

A By-law to amend By-law 2018-0057 for the appointment of Municipal Law Enforcement Officers for the purpose of enforcing the Town's Parking By-laws, and other By-laws as designated by the Clerk & Director of Legislative Services

WHEREAS Section 15 of the Police Service Act, R.S.O. 1990, Chapter P.15, authorizes Councils to pass by-laws for the appointing of municipal law enforcement officers;

AND WHEREAS Section 227 of the Municipal Act, S.O. 2001, Chapter 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council;

AND WHEREAS the Ontario Parking Control Bureau who performs parking enforcement services for the Town requires additional Officers to perform parking enforcement.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. THAT Schedule "1" be amended to add Matthew Robbins
2. THAT the officers named in Schedule "1" have the authority to enforce Park by-laws and other by-laws of the Corporation of the Town of Halton Hills as designated by the Clerk & Director of Legislative Services, on his/her delegate upon agreement with the Ontario Parking Control Bureau;
3. THAT this By-law shall come into full force and effect on its date of passing.

BY-LAW read and passed by the Council for the Town of Halton Hills this 17th day of December, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES

SCHEDULE "1" TO BY-LAW NO. 2018-0072

The following officers are hereby appointed Municipal Law Enforcement Officers for the purpose of enforcing all parking by-laws, Parks by-laws and other by-laws of the Corporation of the Town of Halton Hills as designated by the Clerk & Director of Legislative Services, or his/her delegate upon agreement with the Ontario Parking Control Bureau.

Richard D. Chapman

Frances Chapman

Alberto Recinos

Robert Hughes

Christian Sensicle

Shawn Frigault

Aziz Azeem

Gregory Noakes

Kevin Fernando

Matthew Robbins



BY-LAW NO. 2018-0073

A By-law to amend By-law No. 2012-0026 and to repeal By-law No's. 2006-0184 and 1987-0121 to appoint a Municipal Law Enforcement Officer and appoint a Weed Inspector for the Town of Halton Hills

WHEREAS Section 15 of the *Police Services Act*, R.S.O. 1990, Chapter P. 15, authorizes Councils to pass by-laws for appointing a municipal law enforcement officer;

AND WHEREAS Section 15.1 of the *Building Code Act*, S.O. 1992, C.23 authorizes Councils to pass by-laws for appointing a property standards officer;

AND WHEREAS Subsection 8(1) of the *Weed Control Act*, S.O. 2001 as amended, Chapter 25, authorizes Councils to pass by-laws for appoint such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council;

AND WHEREAS it is deemed necessary to remove a former Town of Halton Hills employee from the by-laws.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. THAT Section "4" to By-law 2012-0026 be repealed in its entirety.
2. THAT By-law No. 1987-0121 be repealed in its entirety.
3. THAT By-law No. 2006-0184 be repealed in its entirety.
4. THAT in all other respects, By-law No. 2012-0026, as amended shall remain in full force and effect

BY-LAW read and passed by the Council for the Town of Halton Hills this 17th day of December, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES

BY-LAW NO. 2018-0074

A By-law to borrow funds temporarily to meet current expenditures during the fiscal year ending December 31, 2019

WHEREAS Section 407 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides authority for a Council by By-Law to authorize the Head of Council or the Treasurer or both of them to borrow from time to time, such sums as the Council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the municipality for the year;

AND WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended;

AND WHEREAS on December 10, 2018, Community & Corporate Affairs Committee for the Town of Halton Hills approved Report No. CORPSERV-2018-0043, dated November 26, 2018, in which certain recommendations were made relating to Temporary Borrowing of Funds to meet 2019 current expenditures.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. The Head of Council and the Treasurer are hereby authorized to borrow from time to time during the 2019 fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
2. The lender(s) from whom amounts may be borrowed under authority of this By-law shall be **The Bank of Nova Scotia** and such other lender(s) as may be determined from time to time by By-law of Council.
3. The total amount which may be borrowed at any one time under this By-law plus any outstanding amounts of principal borrowed and accrued interest under Section 407 together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1st to September 30th of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1st to December 31st for the current year, 25 percent of the total of estimated revenues of the Municipality as set out in the budget adopted for the current year or \$10,000,000 whichever is less.
4. The Treasurer shall, at the time when any amount is borrowed under this By-law, ensure that the lender is or has been furnished with a certified copy of the By-law, (a certified copy of the resolution mentioned in section 2 determining the lender) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, that have not been repaid.
5. a) If the budget for the current year has not been adopted at the time an amount is borrowed under By-law, the limitation on total borrowing, as set out in section 3 of this By-law, shall be temporarily calculated until such budget is adopted using the

estimated revenues of the Municipality as set forth in the budget adopted for the previous year.

b) If the budget for the current year has not been adopted at the time an amount is borrowed under this By-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the previous year and the nature and amount of the revenues received for and on account of the current year.

6. **For purposes of this By-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from; a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.**
7. The Treasurer is hereby authorized and directed to apply payment to all or any sums borrowed under this by-law, together with interest thereon, all or any of the monies hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. Evidences of indebtedness in respect of borrowing made under section 1 shall be signed by the head of the Council or the Treasurer or both of them.
9. The Bank shall not be responsible for establishing the necessity of temporary borrowing under this By-law or the manner in which the borrowing is used.
10. This By-law shall take effect on the final day of passing.

BY-LAW read and passed by the Council for the Town of Halton Hills this 17th day of December, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES



BY-LAW NO. 2018-0075

A By-law to Levy 2019 Interim Taxes and Establish Penalty and Interest Rates.

WHEREAS Section 317 of the Municipal Act (Municipal Act, 2001, S.O., 2001, c. 25, as amended) provides the authority for the Council of the Town of Halton Hills to levy interim taxes and to charge penalty and interest rates for the default of payments;

AND WHEREAS it is deemed desirable before the adoption of the final 2019 tax rates, to levy on the whole of the assessment (with special provisions for 'F/T' portions) according to the last returned assessment roll, a sum equal to 50% of the calculated 2019 interim notional tax rates on each applicable property class.

AND WHEREAS on December 17, 2018, Council for the Town of Halton Hills approved Report No. CORPSERV-2018-0048, dated October 31, 2018, in which certain recommendations were made relating to 2019 Interim Tax Rates.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. The Treasurer is hereby authorized to levy in 2019 on the whole of the assessment for taxable property according to the last revised assessment roll, the sum produced by applying a notional tax rate (a tax rate derived from determining an amount not exceeding 50% of the 2018 approved budget when applied to the phased in assessment as delivered by MPAC for the 2019 taxation year).
2. The Treasurer is hereby authorized to adjust the interim levy of any property at the request of the property owner if the taxes imposed by this by-law significantly exceed 50% of the taxes paid by the property in 2018, adjusted to annualize any assessment changes incurred during 2018. No adjustment made shall reduce the 2019 interim levy to below 50% of the 2018 adjusted tax amount. No adjustment will be made until after the final 2019 taxes for the property have been calculated.
3. The Treasurer is authorized and directed to serve personally or to mail or cause to be mailed notices of the taxes hereby levied to the person or persons taxed. Notices will be sent to the person's residence or place of business or upon the premises in respect of which the taxes are payable by such person, or to the ratepayer's mortgage company or third party designated by the property owner.
4. Properties not registered in the 10-payment pre-authorized payment plan will have property taxes levied under this by-law due and payable in equal installments on the February 26 and April 26, 2019.
5. Upon default of the payment of the interim levy as set out above, a penalty of one and one quarter percent (1.25%) of the amount in default shall be added on the 1st day of each and every month thereafter during which the default continues until December 31, 2019 and thereafter interest at the rate of one and one quarter percent (1.25%) shall be payable for each month, of default after that date.

6. That when in default of payment of any installment of taxes or any part of any installment by the days named herein for the payment thereof the subsequent installment or installments shall forthwith become due and payable.
7. That the Treasurer is authorized to accept part payment from time to time on account of the oldest outstanding interest, then the oldest outstanding taxes, then penalty charges and then current years taxes due, or alternatively is authorized to refuse acceptance of any such part payment.

BY-LAW read and passed by the Council for the Town of Halton Hills this 17th day of December, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES



BY-LAW NO. 2018-0076

A By-law to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property and to repeal By-law No. 2017-0074

WHEREAS the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may pass by-laws imposing fees or charges on any class or persons;

AND WHEREAS the Building Code Act, 1992, S.O. 1992, c. 23, as amended provides that a municipality may pass by-laws imposing fees and charges;

AND WHEREAS the Cemeteries Act (Revised), R.S.O. 1990, c. C.4, as amended, provides that a municipality may pass by-laws imposing fees and charges;

AND WHEREAS the Planning Act, R.S.O. 1990, c. P.13, as amended, provides that a municipality may pass by-laws imposing tariffs, fees and charges;

AND WHEREAS on December 17, 2018, Council for the Town of Halton Hills approved Report No. CORPSERV-2018-0042 dated October 15, 2018, in which certain recommendations were made relating to 2019 Rates and Fees.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. THAT the rates and fees, as outlined in Appendix A attached hereto and forming part of this by-law, be implemented and take effect on January 1 2019 unless otherwise noted in Appendix A.
2. THAT such services and activities will not be provided until payment of the appropriate fee or charge has been received.
3. THAT payment of any fee or charge in this By-law shall be in Canadian currency.
4. THAT interest be added to rates, fees and charges including any collection costs, that are due and unpaid after 30 days at the rate of 1.25% per month.
5. THAT By-law No. 2017-0074 is hereby repealed effective the date that new fees are implemented as outlined in Appendix A of this By-law.

BY-LAW read and passed by the Council for the Town of Halton Hills this 17th day of December, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES



BY-LAW NO. 2018-0077

A By-law to remove the Holding (H4) Provision from Zoning By-law 2010-0050, as amended, for the lands described as Part Lot 69, Plan 617, Part 1 on Plan 20R-1728 and Part Lot 68, Plan 617, Parts 1, 4 and 5 on Plan 20R-18270, Town of Halton Hills, Regional Municipality of Halton
15 Mountainview Road North (Georgetown)

WHEREAS Council is empowered to enact this By-law by virtue of the provisions of Section 36 of the Planning Act, R.S.O. 1990;

AND WHEREAS notice of removal of the Holding Provision has been provided in accordance with the provisions of the Planning Act, R.S.O. 1990;

AND WHEREAS said By-law conforms to the Official Plan for the Town of Halton Hills;

AND WHEREAS Council has recommended that the Holding Provision be removed from Zoning By-law 2010-0050, as amended, as hereinafter set out;

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. That Schedule "A5" of Zoning By-law 2010-0050, as amended, be amended by removing the Holding (H4) Provision for the lands described as Part Lot 69, Plan 617, Part 1 on Plan 20R-1728 and Part Lot 68, Plan 617, Parts 1, 4 and 5 on Plan 20R-18270, Town of Halton Hills, Regional Municipality of Halton, as shown on Schedule "1" of this By-law.
2. This By-law shall become effective from and after the date of passing hereof.

BY-LAW read and passed by the Council for the Town of Halton Hills this 17th day of December, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES



Legend

 Holding Provision (H) to be removed.



BY-LAW NO. 2018-0078

A By-law to adopt the proceedings of the Council Meeting held on the 17th day of December, 2018 and to authorize its execution.

WHEREAS Section 5(3) of *The Municipal Act*, 2001, c.25, as amended, provides that Council's powers shall be exercised by by-law;

AND WHEREAS certain actions of Council do not require the enactment of a specific by-law;

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. Subject to Paragraph 3 of this by-law, the proceedings of the above-referenced Council meeting, including all Resolutions, By-laws, Recommendations, Adoptions of Committee Reports, and all other motions and matters decided in the said Council Meeting are hereby adopted and confirmed, and shall have the same force and effect, as if such proceedings were expressly embodied in this by-law.
2. The Mayor and Clerk are hereby authorized to execute all such documents, and to direct other officials of the Town to take all other action, that may be required to give effect to the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law.
3. Nothing in this by-law has the effect of conferring the status of a by-law upon any of the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.
4. Any member of Council who complied with the provisions of Section 5 of the *Municipal Conflict of Interest Act*, R.S.O. 1990, Chapter M.50 respecting the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law shall be deemed to have complied with said provisions in respect of this by-law.

BY-LAW read and passed by the Council for the Town of Halton Hills this 17th day of December, 2018.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES