



**REPORT OF THE
COMMUNITY AND CORPORATE AFFAIRS COMMITTEE
Minutes No. CCA-05-2019**

Minutes of the Community and Corporate Affairs Committee meeting held on Monday April 8, 2019 at 3:00 p.m., in the Council Chambers, Halton Hills Town Hall.

Members Present: Mayor R. Bonnette (ex-Officio), Councillor J. Fogal, Chair,
Councillor T. Brown, Councillor J. Hurst, Councillor A. Lawlor;
Councillor C. Somerville, Councillor W. Farrow-Reed

Staff Present: A.B. Marshall, Chief Administrative Officer
S. Jones, Clerk & Director of Legislative Services,
C. Mills, Commissioner of Transportation & Public Works,
J. Linhardt, Commissioner of Planning & Sustainability
W. Harris, Commissioner of Recreation & Parks,
J. Diamanti, Commissioner of Corporate Services,
H. Olivieri, Chief and Commissioner of Fire Services,
M.J. Leighton, Manager of Accounting and Town Treasurer,
G. Cannon, Chief Librarian,
V. Petryniak, Deputy Clerk

Others Present: Councillors M. Albano, B. Lewis, B. Inglis

1. CALL TO ORDER

Councillor J. Fogal called the meeting to order at 3:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary/conflict of interest.

3. COMMITTEE DELEGATIONS/PRESENTATIONS

There were no delegations/presentations.

4. REPORTS & MEMORANDUMS FROM OFFICIALS – SEVEN (7) ITEMS FOR RECOMMENDATION

a. OFFICE OF THE CAO REPORT NO. ADMIN-2019-0010 dated March 27, 2019, regarding Next Steps in Cultural Vibrancy Implementation. (Recommendation No. CCA-2019-0024)

THAT Report No. ADMIN-2019-0010, dated March 27, 2019, regarding Next Steps in Cultural Vibrancy Implementation be received for information;

AND FURTHER THAT a new “Arts and Culture Working Group” be established consisting of representatives of the local cultural community, with the support of Town staff, to continue to strengthen and grow the local cultural sector, and to facilitate effective community cultural communication and engagement;

AND FURTHER THAT, recognizing that the Halton Hills Cultural Roundtable has dissolved, the existing \$42,100 annual budget previously allocated to the Halton Hills Cultural Roundtable, be reallocated to the Cultural Services budget to fund the new Arts and Culture Working Group, support the delivery of arts and culture programs and initiatives, and to augment resources needed to accelerate Cultural Master Plan implementation;

AND FURTHER THAT the existing \$9800 which has been part of the overall Halton Hills Cultural Roundtable-related allocation be reallocated to the Cultural Services budget and continue to be provided from the Cultural Services budget to the Halton Hills Public Library to offset costs related to staffing the John Elliott Theatre Box Office in support of cultural programming;

AND FURTHER THAT any additional necessary funding and/or resource requirements be brought for consideration to the Budget Committee as part of the development of the 2020 Budget.

CARRIED

b. OFFICE OF THE CAO REPORT NO. ADMIN-2019-0011 dated March 20, 2019, regarding the “Tourism Advisory Committee – Terms of Reference”. (Recommendation No. CCA-2019-0025)

THAT Report No. ADMIN-2019-0011, dated March 20, 2019, regarding the “Tourism Advisory Committee – Terms of Reference” be received for information;

AND FURTHER THAT the existing Tourism Advisory Committee members be thanked for their efforts and commitment in advancing initiatives which have contributed to elevating tourism as an important part of Halton Hills' economy;

AND FURTHER THAT the existing Tourism Advisory Committee be dissolved as of April 16, 2019 and that the new Tourism Advisory Committee Terms of Reference be approved as set out in Appendix A to this report, as a basis to re-establish the new Committee;

AND FURTHER THAT Town staff be authorized to proceed with recruiting members for the new Tourism Advisory Committee, an advisory Committee of Council.

CARRIED

- c. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0006 dated March 13, 2019 regarding Remuneration and Expenses paid to Members of Council and Others during the Year 2018. (Recommendation No. CCA-2019-0026)**

THAT Report No. CORPSERV-2019-0006 dated March 13, 2019 regarding Remuneration and Expenses paid to Members of Council and Others during the Year 2018 be received;

AND FURTHER THAT the attached Treasurer's statement on the remuneration and expenses paid to Members of Council, Local Boards and Committees in 2018 be received as information.

CARRIED

- d. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0007 dated April 8, 2019, regarding the 2018 Insurance Claim Activity. (Recommendation No. CCA-2019-0027)**

THAT Report No. CORPSERV-2019-0007 dated April 8, 2019, regarding the 2018 Insurance Claim Activity be received as information.

CARRIED

- e. **CORPORATE SERVICES REPORT NO. CORPSERV-2019-0011 dated March 20, 2019 regarding Reserves, Discretionary Reserve Funds, Obligatory Reserve Funds and Trust Funds as at December 31, 2018. (Recommendation No. CCA-2019-0028)**

THAT Report No. CORPSERV-2019-0011 dated March 20, 2019 regarding Reserves, Discretionary Reserve Funds, Obligatory Reserve Funds and Trust Funds as at December 31, 2018 be received;

AND FURTHER THAT Council authorize an interim loan of \$1,000,000 to the Recreation & Parks Services DC Reserve Fund from the New Capital Reserve;

AND FURTHER THAT Council authorize an interim loan of \$330,000 to the Library Services DC Reserve Fund from the New Capital Reserve.

CARRIED

- f. **CORPORATE SERVICES REPORT NO. CORPSERV-2019-0014 dated March 15, 2019 regarding the 2018 Annual Report on Investment and Cash Management. (Recommendation No. CCA-2019-0029)**

THAT Report No. CORPSERV-2019-0014 dated March 15, 2019 regarding the 2018 Annual Report on Investment and Cash Management be received for information.

CARRIED

- g. **RECREATION AND PARKS REPORT NO. RP-2019-0017 dated March 22, 2019, regarding the Award of T-037-19 Parks Construction Blanket Order. (Recommendation No. CCA-2019-0030)**

THAT Report RP-2019-0017, dated March 22, 2019, regarding the Award of T-037-19 Parks Construction Blanket Order be received;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order in the amount of \$800,000 plus applicable taxes to Grade Control Ltd., 558 Main St. Glen Williams Ontario, as the parks construction blanket order contractor for a one year period (commencing in April 2019) including options to renew for four (4) one-year terms;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a phased purchase order to an upset limit of \$1,250,000 plus applicable taxes to Grade Control Ltd, for additional park construction projects approved by Council as part of future annual capital budgets.

CARRIED

5. CLOSED SESSION

Recommendation No. CCA-2019-0031

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

- a. OFFICE OF THE CAO REPORT NO. ADMIN-2019-0013 dated March 4, 2019 regarding personal matters about an identifiable individual, including municipal or local board employees.

Committee moved into Closed Session at 3:04 p.m.

CARRIED

6. RECONVENE INTO OPEN SESSION

Recommendation No. CCA-2019-0032

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

Committee reconvened into Open Session at 4:36 p.m.

CARRIED

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

**OFFICE OF THE CAO REPORT NO. ADMIN-2019-0013 dated March 4, 2019 regarding personal matters about an identifiable individual, including municipal or local board employees. (Business Licence)
(Recommendation No. CCA-2019-0033)**

THAT REPORT NO. ADMIN-2019-0013 dated March 4, 2019 regarding personal matters about an identifiable individual, including municipal or local board employees, be deferred;

AND FURTHER THAT staff follow the recommendations as set out in the Confidential Minutes of the Community and Corporate Affairs Committee meeting dated April 8, 2019.

CARRIED

7. ADJOURNMENT

The meeting adjourned at 4:50 p.m.

Rick Bonnette, MAYOR

Suzanne Jones, CLERK