

AGENDA COUNCIL MEETING

Monday, September 9, 2019, Call to Order 4:00 p.m. in Council Chambers, 4:05 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 NONAUDIBLE FUNCTION

Pages

1. OPENING OF THE COUNCIL MEETING

4:00 p.m. Council Chambers

- 2. CLOSED MEETING/CONFIDENTIAL REPORTS FROM OFFICIALS
 - REPORT NO. ADMIN-2019-0031

OFFICE OF THE CAO REPORT NO. ADMIN-2019-0031 dated September, 2019 regarding personal matters about an identifiable individual including municipal or local board employees. (Revoke a Business Licence)

2. MEMORANDUM NO. RP-2019-0007

RECREATION AND PARKS MEMORANDUM NO. RP-2019-0007 dated August 27, 2019 regarding a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organizations. (Special Event Update)

- 3. RECESS AT THE CALL OF THE CHAIR
- 4. RECONVENE INTO OPEN SESSION
- 5. NATIONAL ANTHEM

6. ANNOUNCEMENTS

1. CARF Accreditation for Hillsview Active Living Centres and the Town's Recreation and Parks Department

(Plaque Presentation)

2. Culture Days

(Video)

- 7. EMERGENCY BUSINESS MATTERS
- 8. DISCLOSURES OF PECUNIARY INTEREST/CONFLICT OF INTEREST
- 9. COUNCIL DELEGATIONS/PRESENTATIONS
 - 1. Warren Harris, Commissioner of Recreation and Parks

Presentation to Council regarding the Recreation and Parks Strategic Action Plan Update.

(Refer to Item No. 13.1 of this Agenda, Report of the Community and Corporate Affairs Committee Meeting held on August 26, 2019)

- 10. RESOLUTION PREPARED TO ADOPT THE MINUTES OF THE PREVIOUS MEETING(S) OF COUNCIL
 - 1. Minutes of the Council Meeting held on July 8, 2019.

17

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- 2. Minutes of the Special Council Meeting held on July 8, 2019.
- 3. Confidential Minutes of the Special Council Meeting held on July 8, 2019.

(Under separate cover)

11. GENERAL COMMITTEE

COUNCIL TO CONVENE INTO GENERAL COMMITTEE

Councillor Jon Hurst, Chair

Vet Reports to be considered at General Committee

- 1. Public Meetings / Hearings
- 2. Delegations/Presentations regarding items in General Committee

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.				
	•	will be automatically held if there is a presentation, delegation, or leeting on the matter.			
	a.	REPORT NO. ADMIN-2019-0032	27		
		OFFICE OF THE CAO REPORT NO. ADMIN-2019-0032 dated August 22, 2019 regarding Appointments to the Tourism Advisory Committee (2019-2022).			
	b.	REPORT NO. PLS-2019-0059	31		
		PLANNING AND SUSTAINABILITY REPORT NO. PLS-2019-0059 dated July 29, 2019 regarding Final Recommendation Report for Accessory Dwelling Units (Official Plan Amendment No. 38 and Amendment to Comprehensive Zoning By-law 2010-0050).			
	C.	REPORT NO. PLS-2019-0061	54		
		PLANNING AND SUSTAINABILITY REPORT NO. PLS-2019-0061dated August 19, 2019 regarding Recommendation Report for Removal of Holding (H5) Provision for 25 Beaver Street (Glen Williams).			
	d.	MEMORANDUM NO. PLS-2019-0005	64		
		PLANNING AND SUSTAINABILITY MEMORANDUM NO. PLS-2019-0005 dated August 13, 2019 regarding Cannabis Cultivation and Processing – Notice of Passing.			
	e.	MEMORANDUM NO. PLS-2019-0006	66		
		PLANNING AND SUSTAINABILITY MEMORANDUM NO. PLS-2019-0006 dated August 14, 2019 regarding D09OPA18.001 & D14ZBA18.002 – 284 Queen Street East (Acton) – Notice of Passing.			

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 August 26, 2019.	68
	2.	Report of the Planning, Public Works and Transportation Committee Meeting held on August 27, 2019	74
	3.	Confidential Minutes of the Community and Corporate Affairs Committee Meeting held on August 26, 2019.	
		(Under Separate Cover)	
	4.	Confidential Minutes of the Planning, Public Works and Transportation Committee Meeting held on August 27, 2019.	
		(Under Separate Cover)	
14.	REC	RECEIPT OF MINUTES OF ADVISORY/SPECIALCOMMITTEES	
	1.	Minutes of the Downtown Georgetown BIA Board Meeting held on May 14, 2019.	82
	2.	Minutes of the Committee of Adjustment Meeting held on June 12, 2019.	85
	3.	Minutes of the Committee of Adjustment Meeting held on July 3, 2019.	87
	4.	Minutes of the Downtown Georgetown BIA Board Meeting held on July 9, 2019.	91
	5.	Minutes of the Site Alteration Committee Meeting held on July 18, 2019.	93
	6.	Minutes of the Heritage Halton Hills Committee Meeting held on June 19, 2019.	97
	7.	Minutes of the Heritage Halton Hills Committee Workshop held on July 17, 2019.	102
	8.	Confidential Minutes of the Heritage Halton Hills Committee Meeting held on June 19, 2019.	
		(Under Separate Cover)	
	9.	Confidential Minutes of the Heritage Halton Hills Committee Workshop held on July 17, 2019.	
		(Under Separate Cover)	
15.	PETI	TIONS/COMMUNICATIONS/MOTIONS	
	1.	Motion regarding Temporary Parking Provisions	104
	2.	Motion regarding Allowing Backyard Chickens in Urban Areas	106

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 September 9, 2019, for information. 18. MOTION TO APPROVE CLOSED SESSION ITEMS (Council to reconvene into Closed Session if required) 19. **CONSIDERATION OF BYLAWS** 107 1. BY-LAW NO. 2019-0042 A By-law to delegate authority relating to assessment and taxation appeal matters to the Town Treasurer or his/her designate. (Recommendation No. CCA-2019-0066, Report No. CORPSERV-2019-0035) 109 2. BY-LAW NO. 2019-0043 A By-law to authorize the appointment of the Clerk and Director of Legislative Services and the Information Governance and Records Management Specialist as head of the municipality for the purposes of the Municipal Freedom of Information and Protection of Privacy Act. 110 3. BY-LAW NO. 2019-0044 A By-law to amend By-law No. 2019-0030 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. 112 4. BY-LAW NO. 2019-0045

A By-law to assume the Public Services and Street, namely, Trinity Court, with Subdivision Plan 20M-1023.

(Recommendation No. PPT-2019-0055, Report No. PLS-2019-0057)

5. BY-LAW NO. 2019-0046

113

A By-law to assume the Public Services and Streets within Subdivision Plan 20M-1128.

(Recommendation No. PPT-2019-0056, Report No. PLS-2019-0058)

6.	BY-LAW NO. 2019-0047	114
	A By-law to remove the Holding (H5) Provision from Zoning By-law 2010-0050, as amended for the lands legally described as Lots 1 and 2, Block A, Plan 10, as in 57603, Town of Halton Hills, Regional Municipality of Halton, Municipally known as 25 Beaver Street (Glen Williams).	
	(Refer to Item No. 11.3.c of this agenda, Report No. PLS-2019-0061)	
7.	BY-LAW NO. 2019-0048	116
	A By-law to adopt Amendment No. 38 to the Official Plan of the Town of Halton Hills - Accessory Apartments (Accessory Dwelling Units).	
	(Refer to Item No. 11.3.b of this agenda, Report No. PLS-2019-0059)	
8.	BY-LAW NO. 2019-0049	125
	A By-law to Amend Town of Halton Hills Zoning By-law 2010-0050.	
	(Refer to Item No. 11.3.b of this agenda, Report No. PLS-2019-0059)	
9.	BY-LAW NO. 2019-0050	127
	A By-law to adopt Amendment No. 37 to the Official Plan of the Town of Halton Hills – Downtown Georgetown Secondary Plan (aka Destination Downtown).	
	(Recommendation No. PPT-2019-0053, Report No. PLS-2019-0050)	
10.	BY-LAW NO. 2019-0051	128
	A By-law to adopt the proceedings of the Council Meeting held on the 9th day of September, 2019 and to authorize its execution.	

20. ADJOURNMENT



MINUTES

COUNCIL MEETING

MONDAY JULY 8, 2019

The Town of Halton Hills Council met this 8th day of July, 2019, in the Council Chambers, 1 Halton Hills Drive Town Hall, commencing at 6:00 p.m. with Mayor R. Bonnette in the Chair.

MEMBERS Mayor R. Bonnette, Councillor C. Somerville, Councillor J. Fogal, PRESENT: Councillor M. Albano, Councillor J. Hurst (departed at 7:42p.m.).

ENT: Councillor M. Albano, Councillor J. Hurst (departed at 7:42p.m.), Councillor T. Brown, Councillor B. Lewis,

Councillor W. Farrow-Reed, Councillor M. Johnson,

Councillor B. Inglis, Councillor A. Lawlor

STAFF PRESENT

(Open Session)

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 & Commissioner of Fire Services,

M.J. Leighton, Manager of Accounting and Town Treasurer, G. Cannon, Chief Librarian, V. Petryniak, Deputy Clerk

* Denotes Change From Council Agenda

1. OPENING OF THE COUNCIL MEETING

Mayor R. Bonnette called the meeting to order at 6:00 p.m. in the Council Chambers.

2. CLOSED MEETING/CONFIDENTIAL REPORTS FROM OFFICIALS

N/A

3. RECESS AT THE CALL OF THE CHAIR

N/A

4. RECONVENE INTO OPEN SESSION

N/A

5. NATIONAL ANTHEM

6. ANNOUNCEMENTS

Councillor B. Lewis announced that the Georgetown Raiders are hosting a ball hockey tournament on Sunday September 8th, with proceeds going to the Georgetown Hospital. Further information can be found by calling the Raiders General Manager.

7. EMERGENCY BUSINESS MATTERS

1. Motion regarding reducing litter and waste in our community.

Councillor C. Somerville noted that he will bring forward a motion regarding reducing litter and waste in our community under the General Information portion of the agenda.

2. Recognition of First Nations

Councillor C. Somerville requested that the Mayor and staff contact Chief Laforme of the Mississaugas of the Credit First Nation to discuss Council recognition of First Nations Lands. Staff advised further information will be brought forward to Council third quarter of 2019.

8. DISCLOSURES OF PECUNIARY INTEREST/CONFLICT OF INTEREST

1. Councillor B. Lewis declared a conflict of interest with regards to Item #8 of the Site Alteration Committee Minutes dated June 4th, 2019 (item 14.3 of this agenda), as his granddaughter is a summer employee of the applicant. He did not partake in any discussion or voting on the matter.

9. COUNCIL DELEGATIONS/PRESENTATIONS

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

Resolution No. 2019-0136

Moved by: Councillor T. Brown

Seconded by: Councillor M. Johnson

THAT the following minutes are hereby approved:

- 1. Minutes of the Council Meeting held on June 17, 2019.
- 2. Public Meeting (2019-0008) Minutes dated June 17, 2019.

- 3. Public Meeting (2019-0009) Minutes dated June 17, 2019.
- 4. Minutes of the Council Workshop held on June 6, 2019.
- 5. Confidential Minutes of the Council Meeting held on June 17, 2019.
- 6. Confidential Minutes of the Council Workshop held on June 6, 2019.

CARRIED

11. GENERAL COMMITTEE

Resolution No. 2019-0137

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

THAT Council do now convene into General Committee.

CARRIED

Councillor J. Fogal assumed the role of Presiding Officer.

11.1 Public Meetings / Hearings

11.2 Delegations/Presentations regarding items in General Committee

a. John Linhardt, Commissioner of Planning and Sustainability

J. Linhardt made a presentation to General Committee regarding the GTA West Environmental Assessment - Project Re-initiation.

11.3 Municipal Officers Reports to be Considered by General Committee

a. PLANNING & SUSTAINABILITY REPORT NO. PLS-2019-0056 dated June 26, 2019 regarding the GTA West Environmental Assessment Project Re-initiation.

Recommendation No. GC-2019-0059

THAT Report PLS-2019-0056 dated June 26, 2019 regarding the GTA West Environmental Assessment Project Re-initiation be received for information;

AND FURTHER THAT staff be authorized to continue to review and evaluate the impacts of the future GTA West Corridor as it relates to the Halton Hills Premier Gateway Employment Area, Future Strategic Employment Areas (FSEA) and the Agricultural Areas located within the Focused Analysis Area (FAA);

AND FURTHER THAT staff report back to Council regarding any new information related to the GTA West Environmental Assessment and potential impacts within the Town of Halton Hills;

AND FURTHER THAT the Mayor write the Minister of Transportation outlining the Town of Halton Hills' concerns regarding the GTA West Environmental Assessment Reinitiation, and also include in the correspondence information related to the Town's Climate Change Emergency Declaration;

AND FURTHER THAT the Town Clerk forward a copy of Report PLS-2019-0056 to the GTA West project team, the Region of Halton, the City of Burlington, the Town of Milton and the Town of Oakville for their information.

CARRIED as AMENDED

b. PLANNING & SUSTAINABILITY REPORT NO. PLS-2019-0051 dated June 18, 2019 regarding a "Request for a 3 year extension to Draft Plan Approval for the Subdivision application for 125 McDonald Boulevard (Acton)"

Recommendation No. GC-2019-0060

THAT Report No. PLS-2019-0051, dated June 18, 2019, regarding a "Request for a 3 year extension to Draft Plan Approval for the Subdivision application for 125 McDonald Boulevard (Acton)" be received:

AND FURTHER THAT Draft Plan Approval of Subdivision file D12SUB12.001 for 125 McDonald Boulevard in Acton be extended by Council for a period of 3 years to October 8, 2022, subject to the conditions as generally set out in SCHEDULE 4 – CONDITIONS OF DRAFT PLAN OF SUBDIVISION.

CARRIED

c. PLANNING & SUSTAINABILITY REPORT NO. PLS-2019-0052 dated June 18, 2019, regarding "Halton Region release of 200 SDE to be deposited into the Georgetown Urban Area Water Allocation Pools".

Recommendation No. GC-2019-0061

THAT Report No. PLS-2019-0052, dated June 18, 2019, regarding "Halton Region release of 200 SDE to be deposited into the Georgetown Urban Area Water Allocation Pools" be received;

AND FURTHER THAT 200 single detached equivalents (SDE) of water system capacity be distributed as follows:

- 170 SDE to the Georgetown residential infill pool; and
- 30 SDE to the Georgetown non-residential pool.

CARRIED

d. PLANNING & SUSTAINABILITY REPORT NO. PLS-2019-0054 dated June 19, 2019, regarding "Part Lot Control Exemption for 5, 7 and 11 Langstone Crescent (Georgetown)".

Recommendation No. GC-2019-0062

THAT Report No. PLS-2019-0054, dated June 19, 2019, regarding "Part Lot Control Exemption for 5, 7 and 11 Langstone Crescent (Georgetown)", be received;

AND FURTHER THAT the request to adopt a Part Lot Control Exemption By-law for the lands legally described as Part of Lots 407, 409 and 410 and all of Lot 408, Registered Plan 667, Town of Halton Hills, Region of Halton, as generally set out in SCHEDULE 2 of this report, be approved;

AND FURTHER THAT Council enact the necessary By-law to exempt the lands legally described as Part of Lots 407, 409 and 410 and all of Lot 408, Registered Plan 667, Town of Halton Hills, Region of Halton, from Section 50 of the Planning Act, R.S.O. 1990, as amended.

CARRIED

e. FIRE SERVICES REPORT NO. FIRE-2019-0002 dated June 18, 2019 regarding the Awarding of Tender T-002-19 for a Fire Tanker Pumper.

Recommendation No. GC-2019-0063

THAT Report No. FIRE-2019-0002 dated June 18, 2019 regarding the Awarding of Tender T-002-19 for a Fire Tanker Pumper be received;

AND FURTHER THAT Council award tender T-002-19 for the supply and delivery of one (1) fire department tanker pumper to Camions Carl Thibault Inc., 38 Thibault Street, Pierreville, Quebec at a total amount of \$743,230.00 exclusive of HST;

AND FURTHER THAT Council authorize the Manager of Purchasing to issue a purchase order to Camions Carl Thibault

Inc., 38 Thibault Street, Pierreville, Quebec at a total amount of \$743,230.00 exclusive of HST for the supply and delivery of this apparatus;

AND FURTHER THAT that Council approve the additional financing of \$81,310.84.00 funded from the Equipment Reserve.

CARRIED

11.4 Adjourn back into Council

THAT General Committee do now reconvene into Council.

12. REPORTS AND RECOMMENDATIONS FORWARDED FROM GENERAL COMMITTEE FOR APPROVAL

Resolution prepared to adopt the Recommendations of the General Committee

Resolution No. 2019-0138

Moved by: Councillor J. Fogal

Seconded by: Councillor W. Farrow-Reed

THAT the recommendations regarding the Reports & Memorandums from the Monday, July 8, 2019 General Committee Meeting are hereby adopted:

GC-2019-0059

GC-2019-0060

GC-2019-0061

GC-2019-0062

GC-2019-0063

CARRIED

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

The following amendment to the Community and Corporate Affairs Committee recommendation was put forward at Council:

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

THAT Report RP-2019-0024 dated June 10, 2019 regarding Request for Exemption from the Corporate Advertising Policy 2017-0002 - Alcohol Advertising in Parks, be received;

AND FURTHER THAT the request for banner advertising in parks including alcohol advertising as outlined in Report RP-2019-0024 be approved conditionally until the end of 2021 subject to the banners meeting the criteria outlined in Report RP-2019-0024 based on the proposal's own merits at the discretion of the Community and Corporate Affairs Committee;

AND FURTHER THAT all funds derived from the advertising of banners in parks as outlined in Option C of Report RP-2019-0024 be directed to the Town's Capital Reserve for ball diamond improvements as determined by staff;

AND FURTHER THAT staff report back on the issue of permitting the use of alcohol in parks at a future date upon receipt of legislation details and related regulations from the Province of Ontario.

CARRIED

Resolution No. 2019-0139

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

THAT the following items are hereby approved:

13.1

Report of the Community and Corporate Affairs Committee Meeting held on June 24, 2019, **CARRIED AS AMENDED**

13.2

Report of the Planning, Public Works and Transportation Committee Meeting held on June 25, 2019, **CARRIED AS PRESENTED**

CARRIED

14. RECEIPT OF MINUTES OF ADVISORY/SPECIAL COMMITTEES

Resolution No. 2019-0140

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

THAT the following minutes are hereby received for information:

- 1. Minutes of the Committee of Adjustment Meeting held on May 1, 2019.
- 2. Minutes of the Halton Hills Public Library Board Meeting held on May 8, 2019.

3. Minutes of the Site Alteration Committee Meeting held on June 4, 2019.

CARRIED

15. PETITIONS/COMMUNICATIONS/MOTIONS

16. ADVANCE NOTICE OF MOTION

a. Councillor C. Somerville advised he will bring forward a Notice of Motion regarding Urban Agriculture at the Council meeting of September 9, 2019.

17. MOTION TO RECEIVE AND FILE GENERAL INFORMATION PACKAGE

Prior to receiving the General Information Package the following motion was considered:

Resolution No. 2019-0141

Moved by: Councillor C. Somerville Seconded by: Councillor J. Fogal

WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks, has posted a discussion paper entitled "Reducing Litter and Waste in our Communities";

AN WHEREAS producer responsibility has not been adequately addressed by the Province of Ontario:

AND WHEREAS a successful deposit/return program for single use plastic, aluminum and metal drink containers has been in existence in other Provinces in Canada including Newfoundland, Nova Scotia and British Columbia;

AND WHEREAS these successful program have eliminated many of these containers from the natural environment:

THERFORE BE IT RESOLVED that the Council of the Town of Halton Hills call upon the Province of Ontario, through the discussion paper entitled "Reducing Litter and Waste in our Communities", to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers;

AND FURTHER THAT that the Province of Ontario review current producer requirements and look for extended producer responsibility for all packaging;

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs; the Association of Municipalities of Ontario; the Region of Halton; and all municipalities in the Province of Ontario.

CARRIED

Resolution No. 2019-0142

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

THAT the General Information Package dated July 8, 2019 be received.

CARRIED

18. MOTION TO APPROVE CLOSED SESSION ITEMS

N/A

19. CONSIDERATION OF BYLAWS

Resolution No. 2019-0143

Moved by: Councillor W. Farrow-Reed Seconded by: Councillor A. Lawlor

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. 2019-0030

A By-law to amend By-law No. 2018-0072 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.

BY-LAW NO. 2019-0031

A By-law to Appoint a Municipal Law Enforcement Officer.

BY-LAW NO. 2019-0032

A By-law to Dedicate Reserve Blocks 239-243, inclusive, Plan 20M-1196, as part of the Public Highway System.

BY-LAW NO. 2019-0033

A By-law to appoint members to the Board of Management for the Acton Central Business Improvement Area.

BY-LAW NO. 2019-0034

A By-law to adopt Amendment No. 35 to the Official Plan of the Town of Halton Hills - Cannabis Cultivation and Processing.

BY-LAW NO. 2019-0035

A By-law to Amend Town of Halton Hills Comprehensive Zoning By-law 2010-0050.

BY-LAW NO. 2019-0036

A By-law to Amend 401 Corridor Zoning By-law 2000-138.

BY-LAW NO. 2019-0037

A By-law to Amend Town of Halton Hills By-law 2013-0070 Site Plan Control.

BY-LAW NO. 2019-0038

A By-law to adopt Amendment No. 36 to the Official Plan of the Town of Halton Hills, 284 Queen Street East (Acton) Part of Block A, Plan 670 Town of Halton Hills, Regional Municipality of Halton (File: D09OPA18.001).

BY-LAW NO. 2019-0039

A By-law to amend Zoning By-law 2010-0050, as amended, for the lands described as Part of Block A, Registered Plan 670, Town of Halton Hills (Acton), Regional Municipality of Halton, municipally known as 284 Queen Street East.

BY-LAW NO. 2019-0040

A By-law to provide that Section 50 of the Planning Act, R.S.O. 1990, does not apply to Part of Lots 407, 409, 410 and all of Lot 408, Registered Plan 667.

BY-LAW NO. 2019-0041

A By-law to adopt the proceedings of the Council Meeting held on the 8th day of July, 2019 and to authorize its execution.

CARRIED

20. ADJOURNMENT

Resolution No. 2019-0144

Moved by: Councillor W. Farrow-Reed Seconded by: Councillor B. Lewis

THAT this Council meeting do now adjourn at 7:55 p.m.

,	CARRIED
	Rick Bonnette, MAYOR
	Suzanne Jones, CLERK



MINUTES

SPECIAL COUNCIL MEETING

MONDAY JULY 8, 2019

The Town of Halton Hills Council met this 8th day of July, 2019, in the Council Chambers, 1 Halton Hills Drive Town Hall, commencing at 2:00 p.m. with Mayor R. Bonnette in the Chair.

MEMBERS Mayor R. Bonnette, Councillor C. Somerville, Councillor J. Hurst,

PRESENT: Councillor T. Brown, Councillor B. Lewis,

Councillor W. Farrow-Reed, Councillor M. Johnson,

Councillor B. Inglis, Councillor A. Lawlor, Councillor J. Fogal,

Councillor M. Albano

STAFF PRESENT

A. B. Marshall, CAO,

(Closed Session) 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 & Commissioner of Fire Services,

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

G. Cannon. Chief Librarian.

A. Fuller, Manager of Corporate Communications,

R. Cockfield, Manager of Strategic Planning & Continuous

Improvement,

S. Burke, Manager of Strategic Research & Project Coordinator,

S. Silver, Senior Advisor Strategic Planning & Continuous

Improvement,

W. O'Donnell, Deputy Treasurer/Manager of Revenue and

Taxation

K. Okimi, Manager of Parks & Open Space (Item 3.4),

H. Kaufmann, Recreation Supervisor (Item 3.4),

V. Petryniak, Deputy Clerk

STAFF PRESENT (Open Session)

A. B. Marshall, CAO,

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 & Commissioner of Fire Services,

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

G. Cannon, Chief Librarian, V. Petryniak, Deputy Clerk

Denotes Change from Special Council Agenda

1. OPENING OF THE COUNCIL MEETING

Mayor R. Bonnette called the meeting to order at 2:00 p.m. in the Council Chambers.

2. DISCLOSURES OF PECUNIARY INTEREST/CONFLICT OF INTEREST

Councillor B. Inglis declared a conflict of interest with respect to item 3.2, Report ADMIN-2019-0026, as he is personally mentioned in the report. He did not partake in any discussion or voting on the matter.

3. CLOSED SESSION

Resolution No. 2019-0126

Moved by: Councillor C. Somerville

Seconded by: Councillor W. Farrow-Reed

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

3.1

REPORT NO. ADMIN-2019-0027

OFFICE OF THE CAO REPORT NO. ADMIN-2019-0027 dated June 25, 2019 regarding a trade secret or scientific, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.

3.2

REPORT NO. ADMIN-2019-0026

OFFICE OF THE CAO REPORT NO. ADMIN-2019-0026 dated June 25, 2019 regarding personal matters about an identifiable individual, including municipal or local board employees. (HHCEC Board Appointments)

3.3

REPORT NO. TPW-2019-0028

TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0028 dated June 27, 2019 regarding a proposed or pending acquisition or disposition of land by the municipality or local board.

3.4

REPORT NO. RP-2019-0027

RECREATION AND PARKS REPORT NO. RP-2019-0027 dated June 27, 2019 regarding a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organizations. (Special Event Agreement)

CARRIED

Council moved into Closed Session at 2:05 p.m.

4. RECONVENE INTO OPEN SESSION

Resolution No. 2019-0127
Moved by: Councillor J. Fogal

Seconded by: Councillor C. Somerville

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

CARRIED

Council reconvened in Open Session at 3:35 p.m.

5. GENERAL COMMITTEE

Resolution No. 2019-0128

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

THAT Council do now convene into General Committee.

CARRIED

Councillor J. Fogal assumed the role of Presiding Officer.

1. DELEGATIONS/PRESENTATIONS REGARDING ITEMS IN GENERAL COMMITTEE

a. Lois Ouellette of KPMG and Moya Leighton, Manager of Accounting and Town Treasurer

Presentations were made by L. Ouellette and M. Leighton regarding the Annual Financial Report and Financial Information Return.

2. MUNICIPAL OFFICERS REPORTS TO BE CONSIDERED BY GENERAL COMMITTEE

a. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0015 dated May 21, 2019 regarding the 2018 Financial Statements, Management Discussion and Analysis, and Financial Information Return.

Recommendation No. GC-2019-0051

THAT Report CORPSERV-2019-0015 dated May 21, 2019 regarding the 2018 Financial Statements, Management Discussion and Analysis, and Financial Information Return be received;

AND FURTHER THAT the 2018 audited draft Financial Statements, and Financial Information Return be approved as presented and forwarded to Council for approval;

AND FURTHER THAT the 2018 Management Discussion and Analysis be received as information;

AND FURTHER THAT the 2018 audit findings report (Appendix C) be received as information and forwarded to Council for information.

CARRIED

b. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0028 dated June 13, 2019 regarding the Operating Budget Status as at December 31, 2018 and Final Operating Surplus Distribution.

Recommendation No. GC-2019-0052

THAT Report No. CORPSERV-2019-0003 dated June 13, 2019 regarding the Operating Budget Status as at December 31, 2018 and Final Operating Surplus Distribution be received;

AND FURTHER THAT Council receive for information the 2018 net operating surplus of \$1,644,939;

AND FURTHER THAT Council approve the transfer of \$870,300 of the operating surplus to the Tax Rate Stabilization Reserve and \$51,300 to the Fire Services Reserve for the purposes of funding the approved one-time 2019 contractual positions in the 2019 Operating Budget;

AND FURTHER THAT Council approve the distribution of \$250,000 of the operating surplus to the Tax Rate Stabilization Reserve for the purposes of funding affordable housing initiatives, as per the confidential attachment;

AND FURTHER THAT Council approve the distribution of the remaining 2018 operating surplus to the Library Capital Reserve in the amount of \$85,921 and the Tax Rate Stabilization Reserve in the amount of \$280,531.

CARRIED

c. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0004 dated June 26, 2019 regarding Capital Budget Status as at December 31, 2018.

Recommendation No. GC-2019-0053

THAT Report No. CORPSERV-2019-0004 dated June 26, 2019 regarding Capital Budget Status as at December 31, 2018 be received:

AND FURTHER THAT staff be authorized to transfer \$47,921 from various funding sources including the Capital Replacement Reserve, the Technology Replacement Reserve and the Asset Management Plan project to finance the unfunded balances as outlined in Table 1:

AND FURTHER THAT staff be authorized to transfer \$446,427 of funds from identified capital projects to capital projects of similar scope as outlined in Table 2;

AND FURTHER THAT staff be authorized to transfer \$75,000 of funds from the Brownfield Development Strategy project and \$60,000 of funds from the Green Economic Development project to the Economic Development and Tourism Strategy project.

CARRIED

d. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0017 dated June 3, 2019 regarding 2018 Financial Statements, Financial Information Return and Audit Findings Report.

Recommendation No. GC-2019-0054

THAT Report No. CORPSERV-2019-0017 dated June 3, 2019 regarding 2018 Financial Statements, Financial Information Return and Audit Findings Report be received;

AND FURTHER THAT the 2018 audited Financial Statements and Financial Information Return be approved as presented;

AND FURTHER THAT the Audit Findings Report provided by KPMG LLP be received for information.

CARRIED

e. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0005 dated June 26, 2019 regarding 2018 Completed Capital Projects.

Recommendation No. GC-2019-0055

THAT Report No. CORPSERV-2019-0005 dated June 26, 2019 regarding 2018 Completed Capital Projects be received as information.

CARRIED

f. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0012 dated June 14, 2019 regarding the 2018 Treasurer's statement for development charges reserve funds, parkland dedication reserve fund and the public benefits reserve fund.

Recommendation No. GC-2019-0056

THAT Report No. CORPSERV-2019-0012 dated June 14, 2019 regarding the 2018 Treasurer's statement for development charges reserve funds, parkland dedication reserve fund and the public benefits reserve fund be received.

CARRIED

g. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0029 dated July 3, 2019 regarding the Federal Gas Tax One-Time Payment.

Recommendation No. GC-2019-0057

THAT Report No. CORPSERV-2019-0029 dated July 3, 2019 regarding the Federal Gas Tax One-Time Payment be received;

AND FURTHER THAT Council approve the allocation of the Federal Gas Tax Fund one-time payment to the capital projects identified in Table 1 of Report CORPSERV-2019-0029.

CARRIED

3. ADJOURN BACK INTO COUNCIL

Recommendation No. GC-2019-0058

THAT General Committee do now reconvene into Council.

CARRIED

6. REPORTS AND RECOMMENDATIONS FORWARDED FROM GENERAL COMMITTEE FOR APPROVAL

Resolution No. 2019-0129

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

THAT the recommendations regarding the Reports & Memorandums from the Monday, July 8, 2019 General Committee Meeting are hereby adopted:

GC-2019-0051

GC-2019-0052

GC-2019-0053

GC-2019-0054

GC-2019-0055

GC-2019-0056

GC-2019-0057

CARRIED

7. MOTION TO ADOPT CLOSED SESSION ITEMS

3.1

REPORT NO. ADMIN-2019-0027

OFFICE OF THE CAO REPORT NO. ADMIN-2019-0027 dated June 25, 2019 regarding a trade secret or scientific, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value.

Resolution No. 2019-0130

Moved By Councillor J. Fogal

Seconded By Councillor M. Albano

THAT Report No. ADMIN-2019-0027 dated June 25, 2019 regarding a trade secret or scientific, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value be received;

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

3.2

REPORT NO. ADMIN-2019-0026

OFFICE OF THE CAO REPORT NO. ADMIN-2019-0026 dated June 25, 2019 regarding personal matters about an identifiable individual, including municipal or local board employees. (HHCEC Board Appointments)

Resolution No. 2019-0131

Moved by: Councillor T. Brown

Seconded by: Councillor M. Johnson

THAT Report No. ADMIN-2019-0026 dated June 25, 2019 regarding personal matters about an identifiable individual, including municipal or local board employees (HHCEC Board Appointments) be received;

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

CARRIED

3.3

REPORT NO. TPW-2019-0028

TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0028 dated June 27, 2019 regarding a proposed or pending acquisition or disposition of land by the municipality or local board.

Resolution No. 2019-0132

Moved by: Councillor B. Inglis Seconded by: Councillor B. Lewis

THAT Report No. TPW-2019-0028 dated June 27, 2019 regarding a proposed or pending acquisition or disposition of land by the municipality or local board be received;

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

CARRIED

3.4

REPORT NO. RP-2019-0027

RECREATION AND PARKS REPORT NO. RP-2019-0027 dated June 27, 2019 regarding a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other

negotiations of a person, group of persons, or organizations. (Special Event Agreement)

Resolution No. 2019-0133

Moved by: Councillor W. Farrow-Reed Seconded by: Councillor B. Inglis

THAT Report No. RP-2019-0027 dated June 27, 2019 regarding a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organizations (Special Event Agreement) be received;

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

CARRIED

8. CONSIDERATION OF BYLAWS

Resolution No. 2019-0134

Moved by: Councillor C. Somerville Seconded by: Councillor M. Johnson

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. 2019-0029

A By-law to adopt the proceedings of the Special Council Meeting held on the 8th day of July 2019 and to authorize its execution.

CARRIED

9. **ADJOURNMENT**

Resolution No. 2019-0135 Moved by: Councillor M. Albano Seconded by: Councillor B. Lewis

THAT this Council meeting do now adjourn at 4:30 p.m.

CARRIED
Rick Bonnette, MAYOR
Suzanne Jones, CLERK



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Allison Graham, Economic Development and Tourism

Coordinator

DATE: August 22, 2019

REPORT NO.: ADMIN-2019-0032

RE: Appointments to the Tourism Advisory Committee (2019-2022)

RECOMMENDATION:

THAT Report No. ADMIN-2019-0032 dated August 22, 2019 regarding Appointments to the 2019-2022 Tourism Advisory Committee, be received;

AND FURTHER THAT Council appoint the persons recommended by the selection committee to the Tourism Advisory Committee, as set out in confidential Appendix 1 to this Report.

BACKGROUND:

Through report ADMIN-2019-0011, dated March 20, 2019, Council approved the establishment of a new Tourism Advisory Committee and associated Terms of Reference.

The mandate of the Committee is to advise and make recommendations to staff and Council on matters pertaining to tourism destination development and service delivery. It is an industry-focused body that will represent the interests of tourism stakeholders. The ultimate goal is to maximize the economic benefits of tourism for Halton Hills in terms of local job growth, investment attraction and enhanced quality of life.

COMMENTS:

A media release inviting committee applications was issued on April 29, 2019. A call to apply to the Tourism Advisory Committee was advertised in the Acton Tanner and Independent and Free Press on May 9, 2019. A digital banner with a call to apply ran on The Independent and Free Press website from May 14 to May 22, 2019. The opportunity for applications was also posted on the Town's social media channels and was shared with a wide range of tourism stakeholders by email. The call closed on May 23, 2019.

A total of 17 applications were received, representing an excellent response and community interest in tourism. Applicants were interviewed by Councillor Lawlor (Council representative on the Committee), the Director of Economic Development, Innovation and Culture, and the Economic Development and Tourism Coordinator. Interviews took place in July and August. Applicants to the Tourism Advisory Committee represented a broad range of stakeholders, including residents, business owners, major tourism destinations, and key partner organizations. Together, the recommended Committee membership (see confidential Appendix 1) will provide a wealth of tourism-related knowledge and perspectives to ensure that the economic benefits of tourism are maximized for Halton Hills.

Recognizing the value of a diverse group of volunteers with a wide range of skill sets and interest in contributing to their community, those applicants not selected for the core Advisory Committee will be invited to participate on relevant sub-committees and other initiatives, as appropriate.

Given the broad scope of tourism and the unique skill sets of applicants, not all recommended committee members are residents of Halton Hills. Being a resident is not a requirement of the approved Terms of Reference.

RELATIONSHIP TO STRATEGIC PLAN:

The Town's Strategic Plan recognizes the role of tourism in fostering a prosperous economy and promoting the unique characteristics afforded by the Town's natural, cultural, arts, sports and retail attractions. This report supports the following strategic priorities:

- Work with the Chamber of Commerce, BIAs, the Region and others to promote sports, heritage, countryside, agricultural and eco-tourism.
- Have regard to our "strong sense of community" in welcoming new residents and businesses to Halton Hills.
- Collaborate with community partners to continue to implement the Integrated Community Sustainability Strategy.
- Effective, efficient and economical delivery of the Town's existing services.

FINANCIAL IMPACT:

There is no direct financial impact associated with this report.

CONSULTATION:

Councillor Lawlor, Director of Economic Development, Innovation and Culture, and the Economic Development and Tourism Coordinator formed the selection committee, reviewed the applications and interviewed the applicants.

PUBLIC ENGAGEMENT:

Implementation of the new Tourism Advisory Committee is a valuable form of public engagement. The Town provided an opportunity for members of the public to contribute to the delivery of the Town's priorities - in this case tourism initiatives.

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, does not advance, is not applicable to) the Strategy's implementation.

This report supports the Economic Prosperity and Cultural Vibrancy pillars of Sustainability outlined in the Community Sustainability Strategy by involving members of the community who are knowledgeable and interested in advancing tourism initiatives.

COMMUNICATIONS:

Town staff will be contacting all of the applicants to advise them of Council's decision.

CONCLUSION:

Provided that Council approves the recommendation of this report, staff will proceed with the appointments as recommended by the selection committee for the Tourism Advisory Committee - as set out in confidential Appendix 1 to this report.

With the assistance of the Tourism Advisory Committee, the Town will be able to continue to deliver tourism services in a strategic, efficient and effective manner – thus maximizing tourism's economic benefits.

Reviewed and Approved by,

Damian Szybalski, Director of Economic Development, Innovation & Culture

Brent Marshall, Chief Administrative Officer



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Keith Hamilton, Planner - Policy

DATE: July 29, 2019

REPORT NO.: PLS-2019-0059

RE: Final Recommendation Report for Accessory Dwelling Units

(Official Plan Amendment No. 38 and Amendment to

Comprehensive Zoning By-law 2010-0050).

RECOMMENDATION:

THAT Report No. PLS-2019-0059, dated July 29, 2019, regarding the Final Recommendation Report for Accessory Dwelling Units in Halton Hills (Official Plan Amendment No. 38 and Amendment to Comprehensive Zoning By-law 2010-0050, be received;

AND FURTHER THAT Council adopt Official Plan Amendment No. 38, dated July 2019 (attached as SCHEDULE 1 to this report);

AND FURTHER THAT the municipally initiated Zoning By-law Amendment to Comprehensive Zoning By-law 2010-0050, as amended, as shown on SCHEDULE 2 to this report be approved;

AND FURTHER THAT in accordance with Section 34(17) of the Planning Act, no further notice is determined to be necessary.

BACKGROUND:

This report represents the final stage of the Town's review of planning policies for Accessory Dwelling Units. This review was triggered by amendments made to the Planning Act which mandated expanded permissions for these units in local Official Plans and Zoning By-laws, most notably to permit them wherever single, semi-detached and townhouses are permitted. This report follows a statutory public meeting held on June 17th, 2019 on proposed Official Plan and Comprehensive Zoning By-law amendments.

It should be noted that other policy documents referenced in this report refer to accessory dwelling units by other names, including second units (Planning Act, Regional Official Plan) and accessory apartments (Halton Hills Official Plan). While the names vary, the concept of an accessory dwelling unit, secondary to the primary dwelling unit on a property remains the same.

1. Study to Date

1.1 Background Report

The Accessory Dwelling Units (ADU) Background Report (PLS-2019-0007) was received by the Planning, Public Works and Transportation Committee (PPT) on February 26, 2019. This report was based on preliminary research into provincial policy and current municipal approaches to regulating ADUs through Official Plans and Zoning By-laws. Key highlights from this report include:

- A review of the applicable policy framework for ADUs, including the Planning Act, Provincial Policy Statement, Regional Official Plan, Halton Hills Official Plan and the Comprehensive Zoning By-law.
- Outlining the need to update local Official Plan and Zoning By-law permissions to conform to current Planning Act requirements for ADUs. The Town's Official Plan definition for 'accessory apartment' includes all three housing forms required by the Planning Act, but the use is not currently included in all designations where residential uses are permitted. The Town's Comprehensive Zoning By-law currently does not permit ADUs in semis or townhouses, and does not allow them in all zones where these residential uses are permitted.
- An outline of other proposed amendments that would ease restrictions on the creation of ADUs including removing of the minimum lot frontage requirement and increasing the maximum floor area requirement, currently set at 70m² (or 753.5ft²).

The report concluded with an outline of next steps for the review, including agency and public consultation and the development of draft amendments.

1.2 Public Open House

On April 17th, 2019 Town Planning staff hosted an Open House for the project in the Council Chambers at Town Hall. This event was held in accordance with Planning Act requirements (Section 34) for the updating of municipal zoning by-laws. The Open House provided the public the opportunity to ask questions about the project and raise general concerns about current and proposed policies on accessory dwelling units. Planning staff gave a brief presentation on the project, including background information on relevant policies, and the mandatory and optional changes being proposed. After the presentation, Planning staff received questions on floor area requirements, unit safety, servicing, parking, development charges, unit registration in the Niagara Escarpment Plan Area, and questions related to Building Code requirements. Staff responded to

questions and took notes of issues and suggestions to be incorporated into future reports.

A complete summary of questions asked and staff responses can be found in staff report PLS-2019-0030, which was prepared in advance of the Statutory Public Meeting on June 17th, 2019.

1.3 Statutory Public Meeting

A Statutory Public Meeting was held on June 17th, 2019 with the accompanying report (PLS-2019-0030). The report included:

- A summary of the project, including a policy framework and required changes to the Official Plan and Comprehensive Zoning By-law, as well as additional changes being proposed through the review.
- A summary of the Public Open House held in April of 2019, including public questions received and staff responses.
- A summary of ongoing agency and public consultation undertaken as part of the review.
- Draft Official Plan and Zoning By-law amendments to policies regulating accessory dwellings units in Halton Hills.

The Statutory Public Meeting was held before Council and included a staff presentation based on the content of the Public Meeting Report. The presentation focused closely on consultation efforts made to date, and clearly outlined all policy changes being proposed. Public input from this meeting and staff responses are discussed in detail in Schedule 3 to this report.

1.4 Internal/External Consultation

In March of 2019 planning staff circulated the Background Report and draft amendments to the following departments and external agencies:

- Zoning staff (internal)
- Building staff (internal)
- Development Engineering staff (internal)
- Region of Halton
- Conservation Halton
- Credit Valley Conservation
- Grand River Conservation Authority
- Niagara Escarpment Commission

Responses received through both the internal and external consultation process have been summarized in the chart attached as Schedule 4 to this report.

COMMENTS:

1. Planning Context

Provincial and regional policies that have been reviewed and considered by planning staff over the course of this review include the Planning Act, Provincial Policy Statement (2014), Growth Plan for the Greater Golden Horseshoe (2017), Greenbelt Plan (2017) and Halton Region Official Plan. Some of these policies, in addition to the Halton Hills Official Plan and Comprehensive Zoning By-law, were summarized in the Background Report PLS-2019-0007.

1.1 The Planning Act

In 2012, the Planning Act was amended to require that municipalities authorize second units (or accessory dwelling units) in their Official Plans and Zoning Bylaws. As a result, Section 16(3) of the Planning Act requires municipal Official Plans to authorize second units in detached, semi-detached and row houses (or townhouses). Additionally, Section 35.1 of the Planning Act requires municipalities to update their Zoning By-laws to conform with second unit policies made in accordance with Section 16(3). Local amendments that bring Zoning By-laws into conformity with Section 16(3) cannot be appealed as stated under Section 34(19.1) of the Planning Act.

The Halton Hills Official Plan began to address these changes through Official Plan Amendment 10 (OPA 10) by including single, semi-detached and townhouses in the definition for 'accessory apartment'. Currently permissions in the Official Plan for accessory apartments are only present in the Urban Area.

The Halton Hills Comprehensive Zoning By-law currently does not include semidetached and townhouses in its definition for 'Dwelling, Accessory', and does not permit the use in any zone in the Agricultural/Rural Area.

1.2 Provincial Policy Statement

Section 1.1 of the Provincial Policy Statement (PPS) indicates that municipalities are to provide an appropriate range and mix of housing and to facilitate all forms of residential intensification including second units. Further, section 1.4.3 identifies second units as a form of residential intensification that municipalities should be permitting and facilitating. The proposed amendments (attached as SCHEDULES 1 and 2 to this report) would address this requirement by expanding permissions for accessory dwelling units into the Agricultural/Rural Area and increasing the maximum size requirements, creating greater opportunity for property owners to establish these units.

1.3 Growth Plan for the Greater Golden Horseshoe

Section 1.2.1 of the Growth Plan for the Greater Golden Horseshoe highlights second units to be included as a range housing options in its Guiding Principles. Further, section 2.2.6 requires municipalities to support housing choice by "identifying a diverse range and mix of housing options and densities, including second units and affordable housing to meet projected needs of current and future residents". Through this review, changes proposed by Town staff (larger units in more areas) should increase opportunities to create accessory dwelling units, thereby helping to meet the housing needs of current and future residents.

1.4 Greenbelt Plan

Section 4.5 of the Greenbelt Plan states 'second dwelling units' are permitted where existing residential uses are present within the Protected Countryside Area, but outside the Natural Heritage System. Amendments proposed by Town staff as part of the review would seek to permit accessory dwelling units in the protected countryside, where single detached homes are currently permitted. The proposed amendments would not permit these units within the Natural Heritage System.

1.5 Halton Region Official Plan

Section 86(10) of the Regional Official Plan (ROP) requires local municipalities permit, through their Official Plans and Zoning By-laws, second units within existing dwellings in residential neighbourhoods as of right. The policy does require that parking provisions are met and adequate services (water and wastewater) are available. Additionally, Section 86(10.1) requires that local Official Plans and Zoning By-laws do not include criteria or standards that would prohibit the establishment of second units in accordance with provincial policies.

The amendments for accessory dwelling units being proposed would see them be permitted in single, semi-detached and townhomes. These increased permissions would ensure that local regulations are in keeping with section 86(10) of the ROP. Additionally, the removal of the minimum lot frontage requirement (11m) as proposed in the draft Zoning By-law Amendment (SCHEDULE 2) would support ROP section 86(10.1) in removing a standard that currently restricts the establishment of accessory dwelling units.

1.6 Ongoing Provincial Review of Planning Act Regulations, the Growth Plan and the Provincial Policy Statement

Current reviews of key provincial policies regulating land use planning in Ontario have required municipalities to consider potential changes moving forward. For this report, staff has reviewed proposed changes to Planning Act regulations, the Growth Plan and Provincial Policy Statement for any potential impacts on the Town's review of local policies for accessory dwelling units.

In general, the proposed changes to these provincial policy documents (if implemented) will not have any impact on the Town's accessory dwelling unit review. Similarly, the proposed amendments for accessory dwelling units, if passed, would conform to the current, or amended provincial policies.

Proposed changes to Planning Act regulations include a provision where an accessory dwelling unit in an ancillary building would be permitted in addition to a unit already existing in the primary dwelling, effectively creating a lot with two legal accessory dwelling units.

As was discussed in the Public Meeting Report (PLS-2019-0030), Town staff has had ongoing consultation with Halton Region on the matter of accessory dwelling units being located within an ancillary building. At this time, Regional staff has indicated they would not support this type of unit, but will be considering the matter through the Regional Official Plan Review, which is ongoing and expected to conclude in 2020. As a result, the proposed amendments do not include provisions for accessory dwelling units in ancillary buildings, and will continue to permit them only within a primary dwelling at this time. At the conclusion of the Regional Official Plan Review, Town staff intend to consult with Regional staff further on this matter in the event the Region's position has changed.

2. Revisions to Proposed Amendments

This section outlines changes made to proposed amendments after the Statutory Public Meeting. They reflect information received from both agency/stakeholder group and public consultation. Revisions proposed are as follows:

2.1 Maximum Floor Area for Accessory Dwelling Units

The draft zoning by-law amendment submitted with the Public Meeting Report (SCHEDULE 2 to PLS-2019-0030) proposed a floor area maximum of 95m² (or 1,022ft²). This represented an increase from the permitted maximum floor area of 70m² (or 753ft²) and was supported by comments received through initial public consultation and internal/external circulations.

Based on comments received at the Public Meeting and ongoing internal/external consultations, staff opted to revise the amendments further. Following the Public Meeting, staff consulted with Building and Development Review staff on the following options for maximum floor area:

- Continue with the proposed 95m², or entire basement area;
- 40 per cent of total floor area to a maximum of 110m² (or 1,185ft²), or entire basement area; or
- 35 per cent of total floor area, or entire basement area.

Comments received from staff consulted supported the second option of 40 per cent total floor area to a maximum of 110m², or the entire basement area. Support received was on the basis that this option would allow come flexibility for larger homes, while capping the size to ensure the created unit remains accessory. In particular, as this use is introduced into the Agricultural/Rural Area, it is important ensure the secondary nature of the unit is maintained.

As a result, staff has revised the content under Items 3, 4 and 6 to read as:

"Permitted only within single detached, semi-detached, or townhouse dwellings and provided the accessory dwelling unit occupies no more than 40 per cent or 110.0 square metres of floor area, whichever is lesser; OR the floor area of a basement within permitted dwelling types."

RELATIONSHIP TO STRATEGIC PLAN:

This report relates directly to the implementation of the Town Strategic Plan. Under Section A – Foster a Healthy Community, this report supports Objective A.1 – To promote an adequate supply of housing and range of housing choices to meet the needs of present and future residents, including affordable, accessible and seniors housing. By updating Town policy on accessory dwelling units, the Town is encouraging the creation of new and affordable units and increasing the supply of rental housing locally.

FINANCIAL IMPACT:

There is no financial impact associated with this report.

CONSULTATION:

Town Policy, Development Review and Building staff, as well as Planning staff from Halton Region and Niagara Escarpment Commission were consulted in preparation of this report.

PUBLIC ENGAGEMENT:

Public Engagement feeding into the preparation of this report is summarized as follows:

Public Open House

As part of the review of Town policy on accessory dwelling units, a Public Open House was held on April 17th, 2019. The Open House was held from 6:30-8:30pm and included a presentation by Town Planning staff. Interested members of the public were in attendance and provided valuable questions and feedback to Town staff. Input gathered from this event was summarized in detail in report PLS-2019-0030. Through this engagement, staff has been able to inform and consult with the public, consistent with the Town's Public Engagement Charter.

Statutory Public Meeting

A Statutory Public Meeting, accompanied by a Public Meeting Report and draft amendments, was held on June 17th, 2019 in accordance with the Planning Act. At this meeting Planning staff presented background information and outlined the proposed policy amendments in Council. As it relates to the Town's Public Engagement Charter, this meeting met the Inform and Consult levels of engagement by presenting project information and responding to questions and concerns.

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 supports the Economic Prosperity and Social Pillars of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is Very Good. Specifically this report supports the Social Wellbeing theme of 'Housing' by updating policies for accessory dwelling units to expand permissions and ease restrictions on property owners.

COMMUNICATIONS:

Public Notice of Council's decision regarding the passage of the Official Plan and Zoning By-law Amendments will be completed in accordance with the requirements of the Planning Act.

CONCLUSION:

Staff has completed background research, agency and public consultation as part of a policy review for accessory dwelling units. Background, Statutory Public Meeting, and Final Recommendation Reports have been prepared in support of proposed amendments to the Town's Official Plan and Comprehensive Zoning By-law 2010-0050 for accessory dwelling units. The impetus for the review was amended Planning Act requirements that expanded permissions for these units beyond what is currently permitted in the Halton Hills Official Plan and Comprehensive Zoning By-law. The proposed amendments address the need to comply with Planning Act requirements, and additionally propose changes to Zoning By-law requirements to allow more flexibility in designing and creating these types of dwelling units. In drafting these amendments, staff have ensured they comply with provincial and regional policies.

For these reasons, Planning staff recommends that Council approve the Official Plan and Comprehensive Zoning By-law amendments attached as SCHEDULES 1 and 2 to this report.

Reviewed and Approved by,

Gronwyn Parker.

Bronwyn Parker, Manager of Planning Policy

John Linhardt, Commissioner of Planning and Sustainability

Brent Marshall, Chief Administrative Officer



BY-LAW NO. 2019-00XX

A By-law to adopt Amendment No. 38 to the Official Plan of the Town of Halton Hills -Accessory Apartments

WHEREAS the Council of the Corporation of the Town of Halton Hills is empowered to enact this By-law by virtue of the provisions of the Planning Act, 1990, R.S.O., c.p. 13, as amended;

AND WHEREAS the Regional Municipality of Halton, as the approval authority, has exempted this Official Plan Amendment from their approval;

AND WHEREAS on September 9, 2019, Council for the Town of Halton Hills approved Report No. PLS-2019-0059, dated July 29, 2019, in which certain recommendations were made relating to the Town of Halton Hills Official Plan.

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

- 1. That Amendment No. 38 to the Official Plan of the Town of Halton Hills, being the attached text and schedules is hereby approved;
- 2. That the Town Clerk is hereby authorized to circulate the Official Plan Amendment as provided for by the Planning Act regulating the appeal process.

BY-LAW read and passed by the Council for t	the Town	of Halton	Hills this	9th	day	of
September, 2019.						

MAYOR – Rick Bonnette	
TOWN CLERK – Suzanne Jones	

OFFICIAL PLAN AMENDMENT No. 38

TO THE OFFICIAL PLAN FOR THE TOWN OF HALTON HILLS

PART A: THE PREAMBLE does not constitute part of this Amendment

PART B: THE AMENDMENT consisting of the following Schedule and Text constitutes Amendment No. 38 to the Official Plan for the Town of Halton Hills.

AMENDMENT NO. 38 TO THE OFFICIAL PLAN OF THE TOWN OF HALTON HILLS

The attached text and schedules constitute Amendment No. 38 to the Official Plan of the Town of Halton Hills, which was adopted by the Council of the Town of Halton Hills by By-law 2019-XXXX in accordance with the provisions of the Planning Act, 1990. R.S.O., c.p. 13, as amended;

THE CORPORATION OF THE TOWN	OF HALTON HILLS
MAYOR – Rick Bonnette	
TOWN CLERK – Suzanne Jones	

PART A - THE PREAMBLE

PURPOSE OF THE AMENDMENT

The main purpose of this amendment is to permit accessory apartments under Official Plan designations wherever single detached dwellings are already permitted in the Rural Area. The Amendment also introduces criteria for permitting accessory apartments in the Rural Area in a similar manner to what is already required for these units in the urban area.

LOCATION

The amendment applies to the Halton Hills Rural Area (excluding the Niagara Escarpment Plan Area), specifically to lands where designations permit single detached dwellings. Within the Niagara Escarpment Plan Area, the amendment would seek to permit accessory apartments in the *Escarpment Rural Area* designation, subject to policies of the Niagara Escarpment Plan.

BASIS FOR THE AMENDMENT

The Strong Communities through Affordable Housing Act, 2011, amended the Planning Act to require that municipalities authorize second units (or accessory apartments) in their Official Plans and Zoning Bylaws. As a result, Section 16(3) of the Planning Act requires municipal Official Plans to authorize second units in detached, semi-detached and row houses (or townhouses).

Currently the Halton Hills Official Plan permits single detached dwellings under multiple designations in the Agricultural, Rural, and Escarpment Plan Areas; as well as within the Secondary Plans for Glen Williams and Norval. In order to conform to the Planning Act it is necessary at this time to introduce accessory apartments into these areas and regulate them.

Under the current Official Plan an Accessory Apartment is defined as a "self-contained apartment within a single detached, semi-detached, or townhouse dwelling unit." The use is currently permitted in the Low Density Residential Areas and Medium Density Residential Areas, subject to regulations of the Zoning By-law and criteria listed in Section D1.3.1.6:

- The accessory apartment shall comply with the Ontario Building and Fire Codes;
- Adequate parking is available on the lot for both dwelling units and minimizes the loss of outdoor amenity areas or landscaping;
- The accessory apartment is designed and located in such a manner to not have a
 negative impact on the character of the surrounding neighbourhood and to the end
 any building addition shall be compatible with the massing, height, and setbacks of
 adjacent dwelling units; and,
- Municipal water and wastewater facilities are adequate and available.

In the Rural Area, a similar approach is proposed whereby criteria shall be laid out for all accessory apartments (excluding those permitted in the Escarpment Plan Area).

PART B - THE AMENDMENT

All of this part of the document consisting of the following Schedule and Text constitutes Amendment No. 38 of the Official Plan for the Town of Halton Hills.

DETAILS OF THE AMENDMENT

The Official Plan for the Town of Halton Hills is amended as follows:

1. That Section E1.4 Land Use Policies is amended by adding the following subsection:

E1.4.10 Accessory Apartments

An accessory apartment is permitted on existing lots subject to the regulations of the Zoning By-law and the following criteria:

- a) the accessory apartment shall comply with the Ontario Building and Fire Codes;
- b) adequate parking is available on the lot for both dwelling units and minimizes the loss of outdoor amenity areas or landscaping;
- c) the accessory apartment is designed and located in such a manner to not have a negative impact on the character of the surrounding residential uses and to that end any building addition shall be compatible with the massing, height, and setbacks of adjacent dwelling units; and,
- d) municipal water and wastewater or septic and well facilities are adequate and available to accommodate an additional dwelling unit.
- 2. That Section E1.3 Permitted Uses (Agricultural Area) is amended by adding a new subsection as follows:
 - p) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 3. That Section E2.3 Permitted Uses (Protected Countryside Area) is amended by adding a new subsection as follows:
 - w) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 4. That Section E3.4.1 Hamlet Residential Area is amended by adding a new subsection as follows:
 - e) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 5. That Section E3.4.2 Hamlet Community Core Area is amended by adding a new subsection as follows:
 - j) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 6. That Section E4.3 Permitted Uses (Rural Cluster Area) is amended by adding a new subsection as follows:
 - j) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 7. That Section E5.3 Permitted Uses (Country Residential Area) is amended by adding a new subsection as follows:
 - f) accessory apartments in single detached dwellings subject to Section E1.4.10.

Norval Secondary Plan

- 8. That Section H2.4.2 Permitted Uses (Hamlet Community Core Area) is amended by adding a new subsection as follows:
 - cc) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 9. That Section H2.5.2 Permitted Uses (Hamlet Commercial Area) is amended by adding a new subsection as follows:
 - I) accessory apartments in single detached dwellings subject to Section E1.4.10.

- 10. That Section H2.7.2 Permitted Uses (Hamlet Residential Area) is amended by adding a new subsection as follows:
 - I) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 11. That Section H2.8.2 Permitted Uses (Hamlet Residential/Office Area) is amended by adding a new subsection as follows:
 - f) accessory apartments in single detached dwellings subject to Section E1.4.10.

Glen Williams Secondary Plan

- 12. That Section H4.4.2 Permitted Uses (Hamlet Community Core Area) is amended by adding a new subsection as follows:
 - o) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 13. That Section H4.5.2 Permitted Uses (Hamlet Residential Area) is amended by adding a new subsection as follows:
 - d) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 14. That Section H4.6.2 Permitted Uses (Hamlet Estate Residential Area) is amended by adding a new subsection as follows:
 - c) accessory apartments in single detached dwellings subject to Section E1.4.10.

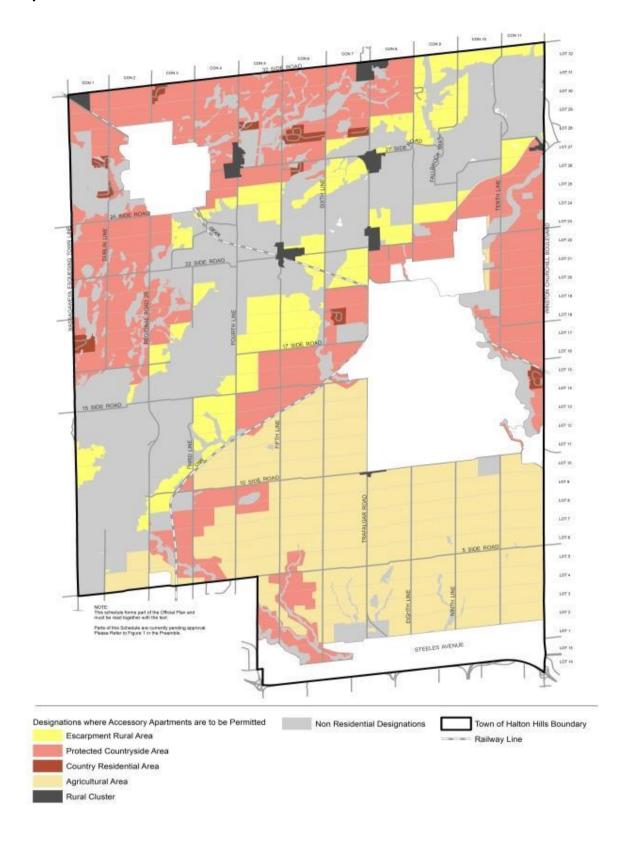
Escarpment Plan Area

- 15. That Section B4.2.3.3 Permitted Uses (Escarpment Rural Area) is amended by adding a new subsection as follows:
 - w) accessory apartments in single detached dwellings subject to Section 2.2 (11) of the Niagara Escarpment Plan.

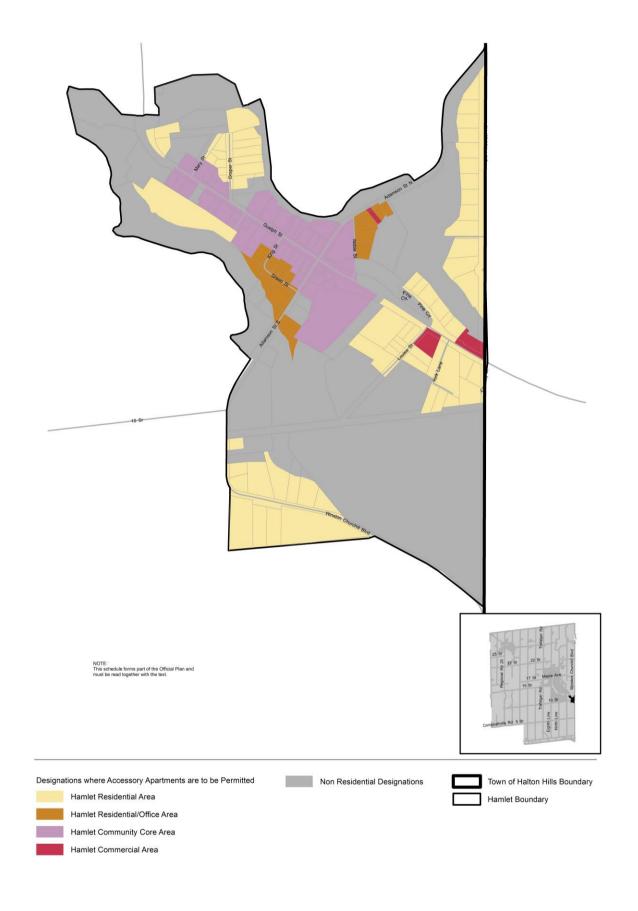
SCHEDULE 1 to OPA No. 38

Maps showing designation change to be included in approved Amendment

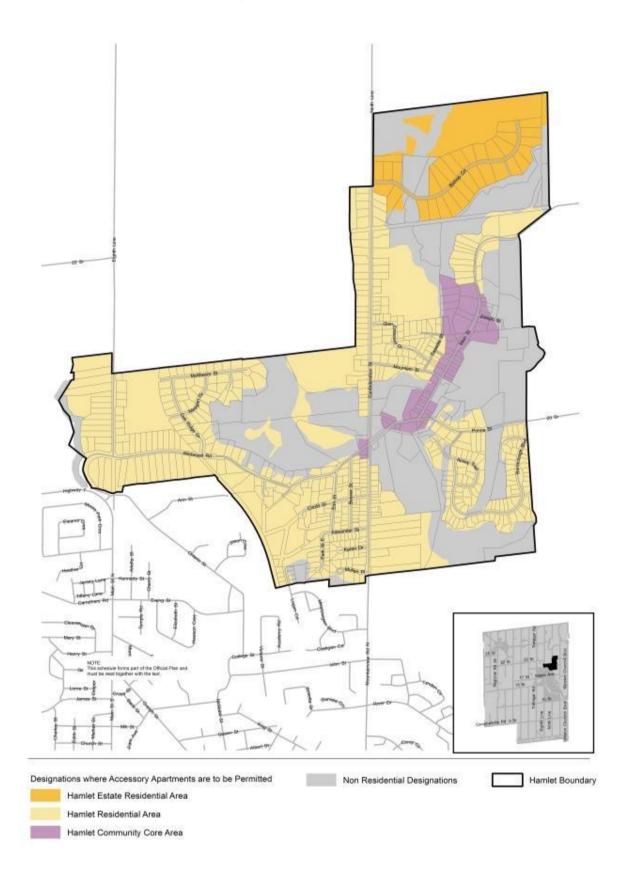
Schedule 1 Map 1 – Halton Hills



Map 2 – Norval Secondary Plan Area



Map 3 – Glen Williams Secondary Plan Area





BY-LAW NO. 2019-00XX

BY-LAW NO. 2019-00XX
Being a By-law to Amend
Town of Halton Hills Zoning By-law 2010-0050

WHEREAS Council is empowered to enact this By-law by virtue of the provisions of Section 34 of the Planning Act, R.S.O.1990, as amended;

AND WHEREAS on September 9, 2019, Council for the Town of Halton Hills approved Report No. PLS-2019-0059, dated July 29, 2019, in which certain recommendations were made relating to amending Zoning By-law 2010-0050;

AND WHEREAS Council has recommended that Zoning By-law 2010-0050 be amended as hereinafter set out;

AND WHEREAS said recommendation conforms to the Official Plan for the Town of Halton Hills;

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

1. That PART 3, DEFINITIONS, of Zoning By-law 2010-0050 is hereby amended as follows:

Dwelling, Accessory shall mean an accessory dwelling unit that is located within a single detached, semi-detached, or townhouse dwelling unit or in a non-residential building;

- **2.** That the Minimum Parking Space Requirement for *Accessory dwelling units*, under Table 5.2 (Residential Parking Requirements) of Zoning By-law 2010-0050 is hereby amended as follows:
 - 1 space per dwelling unit in addition to the requirement for the *single detached*, *semi-detached*, *or townhouse dwelling unit*.
- **3.** That PART 6, URBAN RESIDENTIAL ZONES, of Zoning By-law 2010-0050 is hereby amended as follows:

An Accessory Dwelling Unit is permitted in all Residential Zones in which a Single Detached, Semi-Detached, or Townhouse Dwelling is permitted.

- **4.** That Special Provision 1, for Table 6.1 (Permitted Uses Urban Residential Zones), of Zoning By-law 2010-0050 is hereby amended as follows:
 - 1. Permitted only within single detached, semi-detached, or townhouse dwellings and provided the accessory dwelling unit occupies no more than 40 per cent or 110.0 square metres of floor area, whichever is lesser; OR the floor area of a basement within permitted dwelling types.
- **5.** That Special Provision 13, for Table 7.1 (Permitted Uses in Urban Commercial Zones), of Zoning By-law 2010-0050 is hereby amended as follows:
 - 13. Permitted only within single detached, semi-detached, or townhouse dwellings and provided the accessory dwelling unit occupies no more than 40 per cent or 110.0 square metres of floor area, whichever is lesser; OR the floor area of a basement within permitted dwelling types.
- **6.** That PART 9, NON-URBAN ZONES, of Zoning By-law 2010-0050 is hereby amended as follows:

An Accessory Dwelling Unit is permitted in all Residential Zones in which a Single Detached, Semi-Detached, or Townhouse Dwelling is permitted.

7. That Special Provisions for Table 9.1 (Permitted Uses – Non-Urban Zones), of Zoning By-law 2010-0050 is hereby amended as follows:

That the following Provision be added:

19. Permitted only within single detached, semi-detached, or townhouse dwellings and provided the accessory dwelling unit occupies no more than 40 per cent or 110.0 square metres of floor area, whichever is lesser; OR the floor area of a basement within permitted dwelling types.

BY-LAW read and passed by the Courseptember, 2019.	ncil for the Town of Halton Hills this 9th day of
MAYOR – Rick Bonnette	
TOWN CLERK – Suzanne Jones	

Schedule 3 to PLS-2019-0059: Public Comments and Staff Responses

Proposed amendments to Town policies regarding accessory dwelling units were presented to the public by way of Report No. PLS-2019-0030 and a Statutory Public Meeting on June 17th, 2019. There were approximately 2 (two) interested persons in attendance at the meeting with both of those individuals coming forward to speak to their concerns. Additionally, staff received 1 (one) phone call prior to the Public Meeting from residents in regards to parking permissions for accessory dwelling units. The following sections describe specific public concerns and provide staff responses:

Comment/Issue

Proposed Increase in Floor Area Maximum for Accessory Dwelling Units:

Comments received at the Public Meeting indicated that proposed new maximum floor area requirement of 95m² (or 1,022ft²) would still be too restrictive for main floor accessory dwelling units. It was suggested a separate maximum for main floor units of 140m² (or 1,500ft²) be considered for more flexibility in the design of such units.

Proposed Removal of Floor Area Maximum for Accessory Dwelling Units:

Further comments received at the Public Meeting suggested the floor area maximum for accessory dwelling units should be removed so that they can be designed logically, without the burden of size restrictions.

Staff Response

Staff consulted with both Building and Development Review staff on a potential increase in maximum floor area for accessory dwelling units, beyond the proposed 95m². As will be discussed in greater detail in subsection 4.1, staff has proposed a revised floor area requirement of 40 per cent of total floor area to a maximum of 110m² (or 1,185ft²). While this does not directly meet the size request made, it does provide opportunity for units beyond the initially proposed size of 95m². Additionally, the proposed removal of size restrictions on basement apartments will also provide opportunity for home owners to create larger units than what is currently permitted.

Planning staff have had ongoing consultation with Building and Development Review staff, as well as external agencies. Feedback from these consultations revealed a removal of a floor area maximum for accessory dwelling units would not be supported. As the intent is for the units to secondary to the primary dwelling unit on a property, it is important they remain smaller in floor area. The removal of a maximum could effectively result in the creation of a duplex, which is already defined and regulated separately in the Comprehensive Zoning By-law. Staff is therefore not willing to support the removal of a floor area maximum for accessory dwelling units.

Increasing Maximum Driveway Width to Accommodate Parking:

Comments received prior to the Public Meeting suggested zoning regulations for maximum driveway width and front yard soft landscaping requirements be changed to better accommodate required parking for accessory dwelling units. The comments suggested these changes would help townhouses better accommodate the parking requirement (two spots for the primary dwelling and one for the accessory) for accessory dwelling units.

Section 5.2.14 of the Comprehensive Zoning By-law sets out a maximum driveway width of 7 metres for dwellings units, provided a minimum of 40 per cent soft landscaping is maintained on the yard in which the driveway is located. Soft landscaping refers to green area (grass, trees, shrubs and gardens) not covered by driveways or structures.

In considering the above, staff consulted with both Building and Development Review staff and concluded an increase in maximum driveway width within the Comprehensive Zoning By-law, where soft landscaping requirements would then be reduced, should not be included in this review. Soft landscaping is critical for proper drainage on properties in residential areas while providing environmental and aesthetic value in these areas.

Schedule 4 to PLS-2019-0059: Results of Internal/External Consultation

The Background Report and draft amendments were circulated to external agencies and internal departments for review and comment over the course of the study. Additionally, meetings were held with internal staff from Development Review and the Building department to discuss draft amendment revisions. Planning staff have taken into consideration all comments provided when drafting the final proposed amendments to the Official Plan and Comprehensive Zoning By-law for accessory dwelling units.

Comment/Issue	Staff Response
Expanding Permissions to Permit the	Planning staff supports this
Entire Basement of a Dwelling:	recommendation on the basis that it would
Through consultations with Building and	ease the burden of developing these units
Development Review staff it was	and that basement units are clearly
suggested proposed amendments include	subordinate to the primary main floor units.
a provision to permit the entire basement	As a result, this recommendation was
of a dwelling as an accessory dwelling	incorporated into the draft amendments
unit, regardless of size.	included with the Public Meeting Report
	(PLS-2019-0030). These amendments
	were circulated to external agencies with
	no objections received.
Accessory Dwelling Units in the	Currently the NEC permits ADUs under
Niagara Escarpment Plan Area:	the Escarpment Rural Area designation,
Over the course of this review, Town staff	
has consulted with Niagara Escarpment	be subordinate in size to the single
Commission (NEC) staff on policies for	dwelling". NEC staff has recently
accessory dwelling units in the Niagara	recommended this policy be amended to
Escarpment Plan Area (NEPA). As stated	include a hard cap maximum for floor area.
in the Public Meeting Report (PLS-2019-	
0030), the NEC regulates where	Town staff took this into consideration
accessory dwelling units are permitted	when including a maximum of 110m ² (or
within their plan area, while the Town is	1,185ft²) in the revised zoning by-law
responsible for receiving and approving	amendment (attached as SCHEDULE 2).
two-unit registrations.	
Through angoing consultation NEC staff	
Through ongoing consultation, NEC staff	
has generally supported the proposed	d
amendments, with a preference for a 'har	u

cap' in floor area maximums for units.



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Ruth Conard, Planner – Development Review

DATE: August 19, 2019

REPORT NO.: PLS-2019-0061

RE: Recommendation Report for Removal of Holding (H5) Provision

for 25 Beaver Street (Glen Williams)

RECOMMENDATION:

THAT Report No. PLS-2019-0061, dated August 19, 2019, with respect to "Recommendation Report for Removal of Holding (H5) Provision for 25 Beaver Street (Glen Williams)", be received;

AND FURTHER THAT the request to remove the Holding (H5) Provision from Zoning By-law 2010-0050, as amended, for the lands legally described as Lots 1 and 2, Block A, Plan 10, as in 57603, Town of Halton Hills, Regional Municipality of Halton, Municipally known as 25 Beaver Street (Glen Williams), be approved;

AND FURTHER THAT the necessary By-law be enacted to authorize the removal of the Holding (H5) Provision as generally shown in SCHEDULE 5 of this report.

BACKGROUND:

On July 23, 2019, Matthews Design & Drafting Services Inc. submitted an application to remove the Holding (H5) Provision from the lands municipally known as 25 Beaver Street in Glen Williams; see **SCHEDULE 1 – LOCATION MAP.** The application is seeking to remove the Holding (H5) Provision in order to conduct the following site works:

- Construct a new 2-storey dwelling using a similar footprint as the existing dwelling; and,
- Construct a new 1.5-storey detached garage that would be connected to the dwelling by a breezeway.

Details of the proposal can be found on **SCHEDULE 2 – SITE PLAN** and **SCHEDULE 3 – ELEVATIONS**.

The subject property is zoned Hamlet Residential One (Mature Neighbourhood One) (HR1(MN1)) and is subject to a Holding (H5) Provision under Part 14 of the Town of Halton Hills Zoning By-law 2010-0050, as amended. The Holding (H5) Provision applies to all lands within the regulatory flood limit for Glen Williams as set out in the Glen Williams Secondary Plan and cannot be lifted until Council is satisfied that the policies of the Secondary Plan are met. The policies pertain to matters dealing with development within the flood plain and the conditions under which development can occur. The full text of the respective policies is attached; see SCHEDULE 4 – SECTION H4.9.2.3 AND H4.9.2.4 OF THE GLEN WILLIAMS SECONDARY PLAN.

COMMENTS:

Town staff is satisfied that the applicant has met all of the requirements necessary to lift the Holding (H5) Provision, including the criteria set out under the applicable Glen Williams Secondary Plan policies. Credit Valley Conservation (CVC) staff have also notified the Town that they have no objections to the Holding (H5) Provision being lifted.

The applicant cannot obtain a Building Permit for the dwelling and garage until Council lifts the Holding (H5) Provision.

RELATIONSHIP TO STRATEGIC PLAN:

The lifting of the Holding (H5) Provision is consistent with the Town's strategy to manage growth.

FINANCIAL IMPACT:

The removal of the Holding (H5) Provision is an administrative matter and has no financial impact.

CONSULTATION:

Planning staff has consulted with the appropriate Town departments and Credit Valley Conservation (CVC) in preparation of this report.

PUBLIC ENGAGEMENT:

Public consultation is not required prior to the removal of the Holding (H5) 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 (H5) Provision from the subject lands by enacting the attached By-law, as generally shown in **SCHEDULE 5 – PROPOSED HOLDING REMOVAL BY-LAW**.

Reviewed and Approved by,

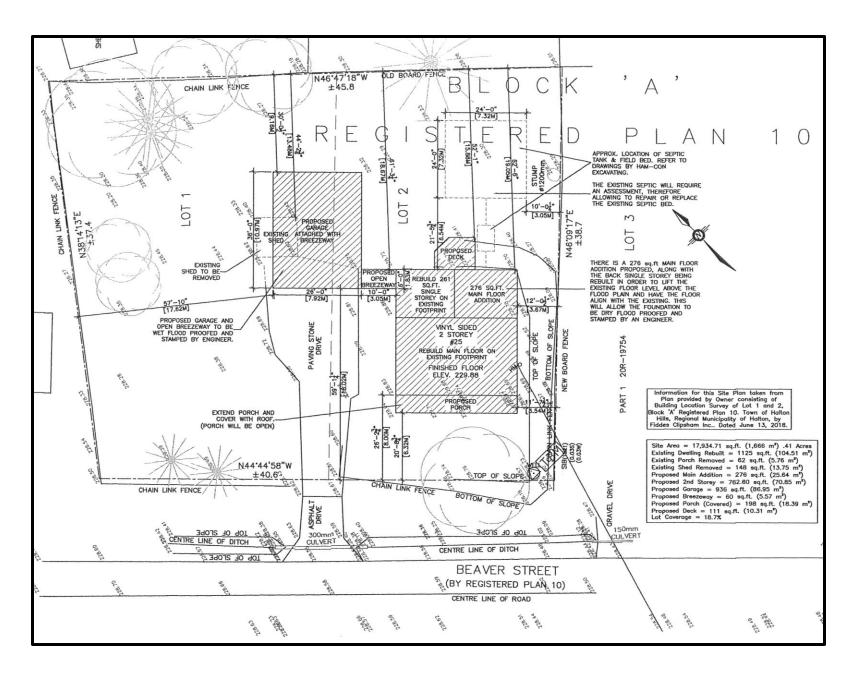
Jeff Markowiak, Manager of Development Review

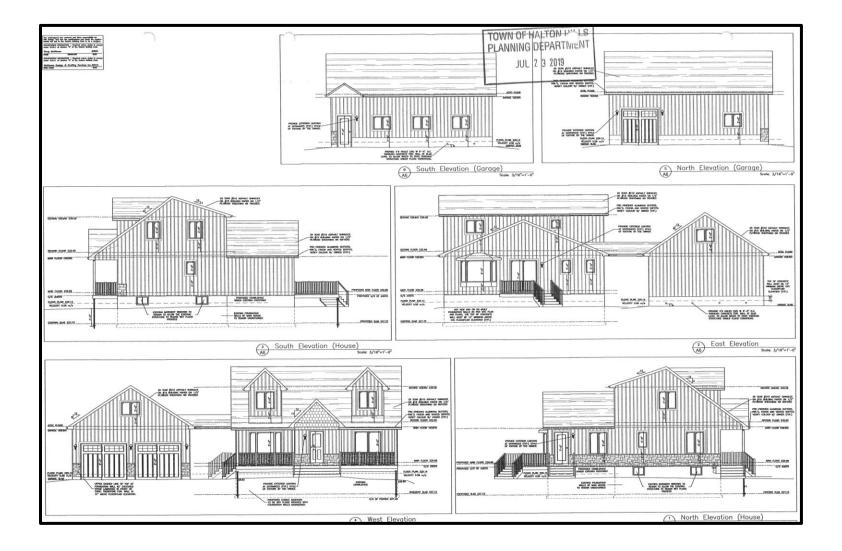
John Linhardt, Commissioner of Planning and Sustainability

Brent Marshall, Chief Administrative Officer

SCHEDULE 1 – LOCATION MAP







SCHEDULE 4 – SECTION H4.9.2.3 AND H4.9.2.4 OF THE GLEN WILLIAMS SECONDARY PLAN

H4.9.2.3 General Land Use Policies:

The erection of buildings and structures or the placing or removal of fill of any kind or any alteration to a watercourse or valley shall be prohibited within lands designated Core Greenlands or lands identified as within the limit of the Regulatory Flood. Buildings or structures associated with the uses in subsection H4.9.2.2 will be developed in accordance with the following:

- a) Any environmental and/or physical hazards which affect the site can be mitigated in a manner consistent with accepted engineering techniques and resource management practices; and,
- b) Such buildings, structures and works are designed in a manner which:
 - recognizes natural ecological systems and processes and ensures they are maintained and enhanced;
 - ii. minimizes disruption to existing landforms and landscape features including vegetation, wetlands, steep slopes and groundwater discharge areas through such approaches as clustering works on less sensitive parts of the site;
 - iii. will result in no changes to the natural quality and quantity of ground and surface water resources;
 - iv. will result in the maintenance and/or enhancement of existing aquatic ecosystem functions;
 - v. will result in the maintenance and/or enhancement of existing terrestrial ecosystem functions; and,
 - vi. the required setbacks established in accordance with the policies of subsection H4.9.4 of this Plan can be met.

H4.9.2.4 Land Use Policies – Replacement or Expansion of Existing Uses:

It is the policy of this Plan to require that any expansion or replacement of existing uses or permitted buildings within Core Greenlands or lands identified as within the limits of the Regulatory Flood, shall only be considered for approval by the Town, in consultation with the Region of Halton and Credit Valley Conservation on the basis of the policies in subsection H4.9.2.3 and the following:

 a) Expansions of existing buildings must be dry flood-proofed to the regulatory flood level and velocity. Floodwater storage and conveyance must also be addressed to the satisfaction of Credit Valley Conservation and the policies of this Plan;

- b) Buildings destroyed by fire or other means will be permitted on the existing footprint providing the reconstruction occurs within two years of the buildings destruction and that the building is designed so that no structural damage will occur from the regulatory flood and the building is flood proofed to the satisfaction of Credit Valley Conservation;
- That safe access is provided to any expanded or replacement development for pedestrian and vehicular access and evacuation routes as determined by the Town of Halton Hills and Credit Valley Conservation;
- d) Notwithstanding the permitted uses of the Institutional Area designation, no nursing homes, daycare facilities, group homes, seniors homes, schools, fire, polices or ambulance stations, or other similar uses shall be allowed to expand or be replaced in the event of destruction; and,
- e) Notwithstanding any policies of this Plan no uses associated with the storage or use of any chemical, hazardous or toxic materials shall be permitted to be reconstructed or enlarged.

SCHEDULE 5 - PROPOSED HOLDING REMOVAL BY-LAW



BY-LAW NO. 2019-00XX

A By-law to remove the Holding (H5) Provision from Zoning By-law 2010-0050, as amended for the lands legally described as Lots 1 and 2, Block A, Plan 10, as in 57603, Town of Halton Hills, Regional Municipality of Halton, Municipally known as 25 Beaver Street (Glen Williams)

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, c. P.13, as amended;

AND WHEREAS notice of removal of the Holding (H5) Provision has been provided in accordance with the Planning Act, R.S.O. 1990, c. P.13, as amended;

AND WHEREAS Council has recommended that the Holding (H5) 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 "A19" of Zoning By-law 2010-0050, as amended, is hereby further amended by removing the Holding (H5) Provision from the lands legally described as Lots 1 and 2, Block A, Plan 10, as in 57603, Town of Halton Hills, Regional Municipality of Halton, as shown on Schedule "1" attached to and forming part of this By-law; and,
- 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 , 2019.

MAYOR – RICK BONNETTE
CLERK – SUZANNE JONES



Legend

Holding Provision (H5) to be removed.



MEMORANDUM

TO: Mayor Bonnette and Members of Council

FROM: Keith Hamilton, Planner – Policy

DATE: August 13, 2019

MEMORANDUM NO.: MEM-PLS-2019-0005

RE: Cannabis Cultivation and Processing – Notice of Passing

PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to inform Council on the recent passing and adoption of amendments related to cannabis cultivation and processing in Halton Hills.

BACKGROUND:

On July 8th Council passed four (4) amendments related to cannabis cultivation and processing:

- By-law 2019-0034 to amendment the Official Plan through Official Plan Amendment (OPA) 35;
- By-law 2019-0035 to amend the Comprehensive Zoning By-law 2010-0050;
- By-law 2019-0036 to amend the 401 Corridor Zoning By-law 2000-0138; and,
- By-law 2019-0037 to amend the Site Plan Control By-law 2013-0070.

The intent of these amendments is to introduce regulations for cannabis cultivation and processing into Town land use planning policies. The passing of these amendments represents the conclusion of a study that began in April of 2018.

COMMENTS:

The appeal period for amendments to the Official Plan, Comprehensive Zoning By-law and 401 Corridor Zoning By-law regarding cannabis cultivation and processing expired on August 8th, 2019 with no appeals received. These amendments are now in force.

The amendments passed reflect the preferred policy approach where all proposals in Urban (and Rural) Employment Areas require Site Plan Approval, and all proposals in the Agricultural/Rural Area require site-specific zoning in addition to Site Plan Approval.

CONCLUSION:

This memorandum summarizes the completion of the Town's study on cannabis cultivation and processing in Halton Hills. Through extensive staff and consultant research, public and agency/stakeholder consultation, proposed amendments were developed to both introduce cultivation and processing into Town policies, and establish regulatory tools for development proposals.

Reviewed and approved by,

Bronwyn Parker, Manager of Planning Policy

John Linhardt, Commissioner of Planning and Sustainability

Brent Marshall, Chief Administrative Officer

Drent Warskal



MEMORANDUM

TO: Mayor Bonnette and Members of Council

FROM: Keith Hamilton, Planner – Policy

DATE: August 14, 2019

MEMORANDUM NO.: MEM-PLS-2019-0006

RE: D09OPA18.001 & D14ZBA18.002 – 284 Queen Street East

(Acton) - Notice of Passing

PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to inform Council on the recent passing and adoption of Official Plan and Comprehensive Zoning By-law amendments for 284 Queen Street East in Acton.

BACKGROUND:

On July 8th Council passed two (2) amendments concerning the Official Plan and Zoning By-law Amendment applications seeking to permit the development of sixteen (16) bungaloft (1.5-storey) townhouse units on the lands municipally known as 284 Queen Street East in Acton:

- By-law 2019-0038 to amend the Official Plan through Official Plan Amendment (OPA) 36; and,
- By-law 2019-0039 to amend the Comprehensive Zoning By-law 2010-0050.

COMMENTS:

The appeal period for amendments to the Official Plan and Comprehensive Zoning Bylaw regarding permissions for bungaloft townhouses at 284 Queen Street East in Acton expired on July 30th, 2019 with no appeals received.

Town approval of the Official Plan and Zoning By-law Amendment applications, and subsequent passing of the amendments, represents the first stage of the approvals process for the development of bungaloft townhouses at 284 Queen Street East. The development is also subject to Site Plan Approval and Plan of Condominium applications. Currently a Site Plan Application (D11SPA19.001) for the development is in progress with a Plan of Condominium application forthcoming.

CONCLUSION:

This memorandum summarizes the completion of the Official Plan and Zoning By-law Amendment applications to permit medium density residential uses at 284 Queen Street East in Acton. Through two submissions, a Public Information Centre, and Statutory Public Meeting, the Applicant was able to meet all requirements for Town staff to recommend approval and adoption of necessary amendments to facilitate the development of 16 bungaloft townhouses on the property.

Reviewed and approved by,

Jeff Markowiak, Manager of Development Review

John Linhardt, Commissioner of Planning and Sustainability

Brent Marshall, Chief Administrative Officer



REPORT OF THE

COMMUNITY AND CORPORATE AFFAIRS COMMITTEE

Minutes No. CCA-10-2019

Minutes of the Community and Corporate Affairs Committee meeting held on Monday, August 26, 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 C. Somerville, Councillor T. Brown, Councillor J. Hurst, Councillor A. Lawlor, Councillor W. Farrow-Reed

Staff Present: A.B. Marshall, Chief Administrative Officer

H. Olivieri, Chief and Commissioner of Fire Services, W. Harris, Commissioner of Recreation and Parks,

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

G. Cannon, Chief Librarian,

L. Lancaster, Manager of Human Resources,

B. Andrews, Director of Engineering.

B. Parker, Manager of Development Review,

S. Jones, Clerk & Director of Legislative Services,

V. Petryniak, Deputy Clerk

Others Present: Councillor B. Lewis

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

a. Catherine McLeod, Cultural Development Coordinator

Catherine McLeod, Cultural Development Coordinator gave a presentation to Committee regarding Cultural Asset Tours - Status and Implementation Update. (Refer to Item 4a of this agenda)

b. Catherine McLeod, Cultural Development Coordinator

Catherine McLeod, Cultural Development Coordinator gave a presentation to Committee regarding Banner Project Update - Public Art Master Plan. (Refer to Item 4b of this agenda)

c. Warren Harris, Commissioner of Recreation and Parks

Warren Harris, Commissioner of Recreation and Parks gave a presentation to Committee regarding Recreation and Parks Strategic Action Plan Update. (Refer to Item 4e of this agenda)

- 4. REPORTS & MEMORANDUMS FROM OFFICIALS NINE (9) ITEMS FOR RECOMMENDATION
 - a. OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0012 dated August 9, 2019 regarding Cultural Asset Tours Status and Implementation Update. (Recommendation No. CCA-2019-0060)

THAT OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0012 dated August 9, 2019 regarding Cultural Asset Tours – Status and Implementation Update, be received for information.

CARRIED

b. OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0013 dated August 9, 2019 regarding Banner Project Update - Public Art Master Plan. (Recommendation No. CCA-2019-0061)

THAT OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0013 dated August 9, 2019 regarding Banner Project Update - Public Art Master Plan be received for information.

CARRIED

c. OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0014 dated August 8, 2019 regarding Project Status Update – Economic Development and Tourism Strategy; and Foreign Direct Investment (FDI) Strategy. (Recommendation No. CCA-2019-0062)

THAT OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0014 dated August 8, 2019 regarding Project Status Update – Economic Development and Tourism Strategy; and Foreign Direct Investment (FDI) Strategy be received for information.

CARRIED

d. LIBRARY SERVICES MEMORANDUM NO. LIB-2019-0004 dated July 23, 2019 regarding Drag Queen Storytime. (Recommendation No. CCA-2019-0063)

THAT LIBRARY SERVICES MEMORANDUM NO. LIB-2019-0004 dated July 23, 2019 regarding Drag Queen Storytime, be received for information.

CARRIED

e. RECREATION AND PARKS MEMORANDUM NO. RP-2019-0004 dated August 9, 2019 regarding Recreation and Parks Strategic Action Plan Update. (Recommendation No. CCA-2019-0064)

THAT RECREATION AND PARKS MEMORANDUM NO. RP-2019-0004 dated August 9, 2019 regarding Recreation and Parks Strategic Action Plan Update be received for information.

CARRIED

f. RECREATION AND PARKS MEMORANDUM NO. RP-2019-0005 dated August 6, 2019 regarding Menstrual Product Dispensers. (Recommendation No. CCA-2019-0065)

THAT RECREATION AND PARKS MEMORANDUM NO. RP-2019-0005 dated August 6, 2019 regarding Menstrual Product Dispensers be received for information.

CARRIED

g. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0035 dated July 24, 2019 regarding the Delegation of Authority Relating to Assessment and Taxation Appeal Matters. (Recommendation No. CCA-2019-0066)

THAT Report No. CORPSERV-2019-0035 dated July 24, 2019 regarding the Delegation of Authority Relating to Assessment and Taxation Appeal Matters be received:

AND FURTHER THAT staff brings forward a by-law to establish the Delegation of Authority Relating to Assessment and Taxation Appeal Matters and repeal By-law 2018-0038.

CARRIED

h. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0037 dated August 20, 2019 regarding Award of the Website Replacement Project Request for Proposal #P-062-19. (Recommendation No. CCA-2019-0067)

THAT Report No. CORPSERV-2019-0037 dated August 20, 2019 regarding Award of the Website Replacement Project Request for Proposal #P-062-19 be received;

AND FURTHER THAT Council approve the award of contract for the website renewal to eSolutions Group, Ltd., 455 Phillip Street, Waterloo ON N2L 3X2 to an upset limit of \$143,150 (excluding HST) for both the Town of Halton Hills Website and the Halton Hills Tourism Website, including year-one hosting and maintenance costs;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to eSolutions Group, Ltd., 455 Phillip Street, Waterloo ON N2L 3X2 in the amount of \$143,150 (excluding HST);

AND FURTHER THAT Council approve the award of the website hosting, maintenance and support contract for both websites to eSolutions Group, Ltd., 455 Phillip Street, Waterloo ON N2L 3X2 in the amount of \$13,250 (excluding HST) per year, beginning in year two (2), for a three (3) year term with the option to renew annually thereafter, subject to satisfactory performance and price negotiations;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to CSDC, 255 Longside Drive Unit 102, Mississauga ON L5W 0G7 for the AMANDA web services module in the amount of \$42,000, including year-one support and maintenance (excluding HST);

AND FURTHER THAT Council approves the funding of this project in the amount of \$188,409 from the capital projects identified in Table A;

AND FURTHER THAT the request for annual operating costs of \$20,250 commencing in 2021 be referred to Budget Committee for consideration;

AND FURTHER THAT the Mayor and Clerk be required to authorize all necessary and ancillary documents with eSolutions Group, Ltd.;

AND FURTHER THAT the Mayor and Clerk be required to authorize all necessary and ancillary documents with CSDC.

CARRIED

i. RECREATION AND PARKS REPORT NO. RP-2019-0026 dated August 9, 2019 regarding requests for municipal assistance. (Recommendation No. CCA-2019-0068)

THAT Report RP-2019-0026 dated August 9, 2019 regarding requests for municipal assistance be received;

AND FURTHER THAT funding in the amount of \$1855.59 for the Halton Hills Chinese Association Moon Festival and Seniors Programs be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$665.86 for Bruce Trail Conservancy Toronto Section Trail Hike event be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$730.44 for Kinsmen Club of Georgetown Christmas Tree Sales be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

CARRIED as AMENDED

5. CLOSED SESSION

Recommendation No. CCA-2019-0069

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

a. MEMORANDUM NO. CORPSERV-2019-0005 dated August 13, 2019 regarding the security of the property of the municipality or local board.

Committee moved into Closed Session at 3:53 p.m.

6. RECONVENE INTO OPEN SESSION

Recommendation No. CCA-2019-0070

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

Committee reconvened into Open Session at 3:55 p.m.

CONFIDENTIAL REPORTS & MEMORANDUMS FROM OFFICIALS - ONE (1) ITEM FOR RECOMMENDATION

CORPORATE SERVICES MEMORANDUM NO. CORPSERV-2019-0005 dated August 13, 2019 regarding the security of the property of the municipality or local board. (Recommendation No. CCA-2019-0071)

THAT CORPORATE SERVICES MEMORANDUM NO. CORPSERV-2019-0005 dated August 13, 2019 regarding the security of the property of the municipality or local board be received for information;

AND FURTHER THAT staff carry out any recommendations as noted in the Confidential Minutes of the Community and Corporate Affairs Committee dated August 26, 2019.

7.	ADJOURNMENT	
	The meeting adjourned at 3:56 p.m.	
		Rick Bonnette, MAYOR
		Suzanne Jones, CLERK



REPORT OF THE

PLANNING, PUBLIC WORKS AND TRANSPORTATION COMMITTEE Minutes No. PPT-10-2019

Minutes of the Planning, Public Works and Transportation Committee meeting held on Tuesday, August 27, 2019 at 3:00 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

Regrets: Councillor B. Inglis

Staff Present: B. Marshall, CAO,

S. Jones, Clerk and Director of Legislative Services, W. Harris, Commissioner of Recreation and Parks, H. Olivieri, Chief & Commissioner of Fire Services,

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

G. Cannon, Chief Librarian,

L. Lancaster, Manager of Human Resources,

B. Andrews, Director of Engineering,B. Parker, Manager of Planning Policy,

R. Brown, Deputy Clerk

Others Present: Councillor T. Brown, Councillor W. Farrow-Reed,

Councillor J. Hurst

1. CALL TO ORDER

Councillor C. Somerville called the meeting to order at 3:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

2.a Mayor R. Bonnette declared a conflict/pecuniary interest with respect to Item No. 5.a of the agenda, Confidential Report No. PLS-2019-0062 dated August 14, 2019 regarding litigation or potential litigation, including matters before administrative tribunals, affecting the local municipality or board (Minor Variance) as his home's backyard is kitty corner to the applicant's backyard at 159 Jeffrey. He left the room and did not participate in any voting or discussion on this matter.

3. COMMITTEE DELEGATIONS/PRESENTATIONS

3.a Ron Palmer of The Planning Partnership

Ron Palmer of the Planning Partnership was present and made a presentation regarding the Destination Downtown Secondary Plan (Official Plan Amendment No. 37).

(Refer to Item No. 4.a of these Minutes, Report No. PLS-2019-0050)

3.b Henry Parasol, President and Director, Valentina Farms Ltd.

Henry Parasol, President and Director, Valentina Farms Ltd. made a presentation regarding opposition to the Rogers Tower.

(Refer to Item No. 4.e of these Minutes, Report No. PLS-2019-0060)

- 4. REPORTS & MEMORANDUMS FROM OFFICIALS TEN (10) ITEMS FOR RECOMMENDATION
 - 4.a PLANNING AND SUSTAINABILITY REPORT NO. PLS-2019-0050 dated August 9, 2019, regarding the final recommended Secondary Plan (Official Plan Amendment No. 37) pertaining to Downtown Georgetown (i.e. Destination Downtown). (Recommendation No. PPT-2019-0053)

THAT Report No. PLS-2019-0050, dated August 9, 2019, regarding the final recommended Secondary Plan (Official Plan Amendment No. 37) pertaining to Downtown Georgetown (i.e. Destination Downtown), be received;

AND FURTHER THAT Council receive for information, in support of Official Plan Amendment No. 37 to the Town of Halton Hills Official Plan, the complete set of background studies, all of which are in Final Draft form, listed on Schedule 2 to this report, and provided under separate cover;

AND FURTHER THAT Town of Halton Hills Official Plan Amendment No. 37, dated August 2019 (attached as Schedule 3 to this report), be adopted as a non-exempt local Official Plan Amendment;

AND FURTHER THAT Town of Halton Hills Official Plan Amendment No. 37 be submitted to the Region of Halton for approval;

AND FURTHER THAT Town staff monitor the approval process for Official Plan Amendment No. 37, and in the event that the Region of Halton post-circulation letter proposes modifications to the Amendment, prepare a report to Council with recommendations concerning any proposed modifications:

AND FURTHER THAT a copy of Report PLS-2019-0050 be sent to the Region of Halton.

CARRIED

4.b TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0025 dated August 6, 2019, regarding the Stormwater Management Strategy. (Recommendation No. PPT-2019-0054)

THAT Report No. TPW-2019-0025, dated August 6, 2019, regarding the Stormwater Management Strategy, be received;

AND FURTHER THAT Council approve the Stormwater Management Strategy Final Report prepared by Amec Foster Wheeler Environment & Infrastructure and Watson & Associates Economists Ltd., dated May 2019, (Appendix A);

AND FURTHER THAT Council approve the Work Plan on page 4 of Report No. TPW-2019-0025 for the preparation of the Terms of Reference for the Stormwater Master Plan.

4.c PLANNING AND SUSTAINABILITY REPORT NO. PLS-2019-0057 dated July 16, 2019 regarding the Town's final assumption of the public services and street installed in the subdivision registered as Plan 20M-1023, in the Town of Halton Hills. (Recommendation No. PPT-2019-0055)

THAT Report PLS-2019-0057 dated July 16, 2019 regarding the Town's final assumption of the public services and street installed in the subdivision registered as Plan 20M-1023, in the Town of Halton Hills, be received:

AND FURTHER THAT staff be authorized to bring forward a by-law to assume the public services and street(s) installed in the subdivision development registered as Plan 20M-1023.

CARRIED

4.d PLANNING AND SUSTAINABILITY REPORT NO. PLS-2019-0058 dated July 16, 2019 regarding the Town's final assumption of the public services and streets installed in the subdivision registered as Plan 20M-1128, in the Town of Halton Hills. (Recommendation No. PPT-2019-0056)

THAT Report PLS-2019-0058 dated July 16, 2019 regarding the Town's final assumption of the public services and streets installed in the subdivision registered as Plan 20M-1128, in the Town of Halton Hills, be received:

AND FURTHER THAT staff be authorized to bring forward a by-law to assume the public services and street(s) installed in the subdivision registered as Plan 20M-1128.

CARRIED

4.e PLANNING AND SUSTAINABILITY REPORT NO. PLS-2019-0060 dated August 13, 2019, regarding a "Request for Municipal Concurrence for a Proposed Telecommunications Tower at 10676 Trafalgar Road (Esquesing)". (Recommendation No. PPT-2019-0057)

THAT Report No. PLS-2019-0060, dated August 13, 2019, regarding a "Request for Municipal Concurrence for a Proposed Telecommunications Tower at 10676 Trafalgar Road (Esquesing)", be received;

AND FURTHER THAT the request for municipal concurrence for the lands legally described as Part Lot 14, Concession 7 Esquesing, Town of Halton Hills, Region of Halton, municipally known as 10676 Trafalgar Road (Esquesing), be granted.

CARRIED

4.f TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0017 dated August 13, 2019, regarding the Dufferin Truck Monitoring Station Update. (Recommendation No. PPT-2019-0058)

THAT Report No. TPW-2019-0017, dated August 13, 2019, regarding the Dufferin Truck Monitoring Station Update, be received;

AND FURTHER THAT the Dufferin Truck Monitoring Station Update, be approved.

CARRIED

4.g TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0027 dated August 27, 2019, regarding Connecting Links Update. (Recommendation No. PPT-2019-0059)

THAT Report No. TPW-2019-0027, dated August 27, 2019, regarding Connecting Links Update, be received;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a Change Order/Purchase Order to GHD Limited, 65 Sunray Street, Whitby, Ontario, L1N 8Y3, in the amount of \$16,000.00 (excluding HST), for the purpose of undertaking the Engineering Design Update for the Main Street North over CNR Bridge, Site 13, Rehabilitation in Halton Hills (Georgetown);

AND FURTHER THAT the Manager of Purchasing be authorized to issue a Change Order/Purchase Order to GHD Limited, 65 Sunray Street, Whitby, Ontario, L1N 8Y3, in the amount of \$250,000.00 (excluding HST), for the purpose of Contract Administration and Inspection of the Main Street North over CNR Bridge, Site 13, Rehabilitation in Halton Hills (Georgetown).

4.h TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0029 dated August 9, 2019, regarding the Single Source Award for the Maple Avenue Cycling Feasibility Study. (Recommendation No. PPT-2019-0060)

THAT Report No. TPW-2019-0029, dated August 9, 2019, regarding the Single Source Award for the Maple Avenue Cycling Feasibility Study, be received;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a single source purchase order to WSP Canada Group Limited, PO Box 4590 Stn. A, Toronto, ON M5W 7B1, to an upset of \$47,415.00 plus applicable taxes.

CARRIED

4.i TRANSPORTATION AND PUBLIC WORKS REPORT NO. TPW-2019-0030 dated August 7, 2019, regarding the Metrolinx Transit Procurement Initiative Multi-Year Governance Agreement. (Recommendation No. PPT-2019-0061)

THAT Report No. TPW-2019-0030, dated August 7, 2019, regarding the Metrolinx Transit Procurement Initiative Multi-Year Governance Agreement, be received;

AND FURTHER THAT the Mayor of the Town of Halton Hills and Town Clerk be authorized to sign any and all required paperwork for participating in the Metrolinx Transit Procurement Initiative (TPI) facilitated by Metrolinx, for the purpose of purchasing transit system vehicles, equipment, technology, facilities, and related supplies on an exclusive basis from suppliers selected pursuant to public procurement processes facilitated by Metrolinx, on terms and conditions set out in the relevant procurement documents and in the Multi-Year Governance Agreement between, among others, Metrolinx and the Town of Halton Hills;

AND FURTHER THAT Council authorize the Manager of Purchasing to be appointed to the TPI Steering Committee and the Manager of Transportation as the Alternate member, to perform any action, and provide any required recommendations, instructions and approvals to complete the procurements within the scope of the Multi-Year Governance Agreement, and to exercise Council's rights of early termination in accordance with Section 9.6 (Termination Without Cause by a Purchaser) of the Multi-Year Governance Agreement.

4.j TRANSPORTATION AND PUBLIC WORKS MEMORANDUM NO. TPW-2019-0017 dated August 22, 2019 regarding On-Street Parking Update. (Recommendation No. PPT-2019-0062)

THAT Memorandum No. TPW-2019-0017 dated August 22, 2019 regarding On-Street Parking Update be received for information.

CARRIED

5. CLOSED SESSION

Recommendation No. PPT-2019-0063

THAT the Planning, Public Works and Transportation Committee hereby convene into Closed Session for the following purposes:

Planning and Sustainability Report No. PLS-2019-0062 dated August 14, 2019 regarding litigation or potential litigation, including matters before the administrative tribunals, affecting the local municipality or board. (Minor Variance)

CARRIED

Committee moved into Closed Session at 3:06 p.m.

6. RECONVENE INTO OPEN SESSION

Recommendation No. PPT-2019-0064

THAT the Planning, Public Work and Transportation Committee hereby reconvene into Open Session.

CARRIED

Committee reconvened into Open Session at 3:16 p.m.

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

5.a Planning and Sustainability Report No. PLS-2019-0062 dated August 14, 2019 regarding litigation or potential litigation, including matters before the administrative tribunals, affecting the local municipality or board. (Minor Variance) (Recommendation No. PPT-2019-0065)

THAT Report No. PLS-2019-0062 dated August 14, 2019 regarding litigation or potential litigation, including matters before the administrative tribunals, affecting the local municipality or board (Minor Variance) be received:

AND FURTHER THAT Staff Carry our Committees direction on this matter.

CARRIED

7. ADJOURNMENT

The meeting adjourned at 4:45 p.m.

Rick Bonnette, MAYOR
Suzanne Jones, CLERK



Downtown Georgetown BIA Board Meeting Minutes – May 14, 2019 meeting To be approved on June 11, 2019 – 9:00 AM Start

Board Members Present: Beverley King (Vice Chair), Sandy Mackenzie, Cindy Robinson (Treasurer), Randy Kerman (Board Chair), Jane Fogal (Council Appointee), Tony Rampulla, Suzanne Clarke (Secretary), Maria Bettencourt, Carolyn Callero

Regrets:	Connie	Ward
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Guests:

Staff Attending: Nikki Jackson (Membership and Events Co-ordinator), Sheena Switzer (BIA manager), Emma Crosbie (Summer Student), Dylan Thring (Summer Student)

1.	Call to order – 9:01 am	By Randy Kerman – Acting Chair

2. Acceptance of Agenda: No vote was given to approve the Agenda.

Motion: To Approve the Amended Agenda

Motion Moved By:_____ Second: _____ Motion passed

3. Declaration(s) of Conflict of Interest None

4. Approval of Previous Meeting Minutes

Motion: To Approve the Meeting Minutes of the March 12, 2019 Board Meeting as amended

Motion Moved By: Maria Bettencourt Second: Cindy Robinson

Motion passed

5. Correspondence - Sheena

a) Maple Co-op Nursery – It asked for donations for its fundraiser. The BIA manager will keep track of the asks and donations/sponsorships for the year and will continue to seek sponsorship approval from the board. The board will review its sponsorship policy for the next budget year.

Motion: To Approve \$50.00 BIA gift certificate donation to Maple Co-op Nursery for its fundraiser

Motion Moved By: Suzanne Clarke Second: Tony Rampulla

Motion passed

- b) Matt Roj Parking update, traffic by-laws enforcement in Downtown Georgetown.
- c) Member Concerns Lack of parking, the ticketing of customers' vehicles, McGibbon update. BIA staff will continue to educate, raise awareness and promote parking at the Edith Street parking lot with printed brochures, sharing parking map via social media, e-newsletters and meeting with members. Emma Crosbie will implement a walkability initiative in the Downtown with signage. The BIA will work to make the McGibbon more attractive for the Downtown. The BIA Manager informed that there are only two store vacancies and a new business will be opening shortly.
- 6. Consent Agenda None

7. Manager's Report

Action: Report accepted with no changes

Attached

- 8. Business arising Sheena
 - a) McGibbon use for advertising and proposal for funding Silvercreek Commercial Properties will take off the signs and awnings and paint black the McGibbon for a proposed total of \$4,500.00 (including HST). 11 re-useable banners promoting the BIA, farmers market, BIA events and a "Coming Soon" sign will be put on the McGibbon exterior. The BIA will submit an



Downtown Georgetown BIA Board Meeting Minutes – May 14, 2019 meeting To be approved on June 11, 2019 – 9:00 AM Start

application for the Façade Improvement Program grant to cover some of the costs. The banners for \$1,187 will come out of the marketing budget.

Motion: To Approve a budget of \$2,500.00 for the McGibbon renovations to be utilized in combination with the Facade grant

Motion Moved By: Sandy Mackenzie Second: Cindy Robinson

Motion passed

b) BIA Open House – It will take place on Thursday, May 23rd, 4:00 – 7:00 PM. A budget was needed to be set for food and furniture. (It's a part of the moving office budget.) BIA board members and staff, key Town staff and councillors, and BIA members are invited to attend.

Motion: To Approve a budget of \$1,000.00 for the BIA Open House 2019 event

Motion Moved By: Suzanne Clarke Second: Beverley King

Motion passed

c) Public Art Banners - Discussion about the Public Art Banners program by the Town and its Culture department and its implementation in the Downtown Georgetown BIA area. The BIA wants to participate in the program.

9. Council update - Jane Fogal

- a) Destination Downtown study Permission is being sought for re-development for higher density, mixed use around the Downtown. Lots of residential development. E.g. 10-storey apartment buildings. Park areas, underground parking. Awaiting final approval.
- **b) Mill street Precinct** Suggested improvements for Mill Street all the way to McNabb Street. Maybe another six months before plans are finalized.
- c) Climate Change Climate Change Resolution was passed by Council.

10. Financial Statements - Cindy Robinson

a) Acceptance of financial statements

Motion: To accept the April financial statements as presented

Motion Moved By: Cindy Robinson Second: Beverley King

Motion passed

11. Committee Updates

- a) Governance Beverley The Constitution and Policies documents will be uploaded into Dropbox for review and comments. The BIA will ask the Town for comments and suggestions. The BIA board will recommend the changes to its members. Members must approve the changes in constitution and policies. Sheena will follow-up with the insurance requirements.
- b) Farmers market Sheena The BIA will continue to make the market more sustainable-friendly, accessing grants when possible. Potentially set a target: In five years, be 50% plastic-free. For this market season, the farmers market is almost sold out of vendor spaces. E-transfer of payments is working well. Handling cash from vendors has been eliminated. The first market day is Saturday, June 1st.
- c) Car Show Sheena Dylan and Emma raised \$1,250.00 in sponsorships in their first week at the BIA. The goal is to raise \$6,000.00 in sponsorships. The BIA is looking to upgrade the stage and sound system.
- **d) Marketing** Sheena is creating a marketing strategy which will involve the BIA website, social media, BIA membership, and digital and print advertising.
- e) Beautification Sheena The weather has not been cooperative with all the additional rain, but Julie from The Flowershed will tidy and plant some annuals in front of the BIA office in time for the Open House. The BIA has also requested the Town to move the tree in front of Silvercreek Café to



Downtown Georgetown BIA Board Meeting Minutes – May 14, 2019 meeting To be approved on June 11, 2019 – 9:00 AM Start

the flowerbed in front of Dini & Co. The BIA will ask Dick Spear if he can pave over the flowerbed in front of Silvercreek Café (like the Wesleyan parking lot) so there is more room for pedestrians in that area.

f) Façade – Sheena Maurizio Abate and Inkwell Montessori's Façade applications were reviewed.
Motion: To approve Maurizio Abate's Façade application for \$944.50; 50% of the project's value of \$1,889.00

Motion Moved By: Beverley King Second: Tony Rampulla

Motion passed

Motion: To approve Inkwell Montessori's Façade application for \$2,000.00; 10.95% of the project's

value of \$8,625.00

Motion Moved By: Beverley King Second: Tony Rampulla

Motion passed

12. New Business - None

13. Meeting Adjournment:

<u> Motion: To Adjourn</u>

Motion Moved By: Cindy Robinson Second: Beverley King

Motion passed

There being no further business to conduct the Georgetown BIA adjourned at 10:28 AM

Next Meeting - Tuesday June 11, 2019 @ 9:00 AM



MINUTES

Committee of Adjustment hearing on **Wednesday**, **June 12**, **2019** at 6 p.m. in the in the Council Chambers, Town Hall, 1 Halton Hills Drive, Halton Hills (Georgetown).

MEMBERS PRESENT:	REGRETS:
Gordon Driedger, Jane Watson, Thomas Hill, Neal Panchuk	Wayne Scott
STAFF PRESENT:	
Ruth Conard, Planner Niloo Hodjati, Secretary-Treasurer, Committee of Adjustment	

- 1. CHAIR'S OPENING REMARKS: The chair identified the hearing procedures.
- 2. DISCLOSURES OF PECUNIARY INTEREST: None declared (see Hearing #2).
- 3. RECEIPT OF PREVIOUS MINUTES:

It was MOVED by Thomas Hill, SECONDED, and CARRIED "THAT the minutes of the Halton Hills Committee of Adjustment hearing held on Wednesday, May 1, be received."

4. APPLICATIONS HEARD BY THE COMMITTEE:

4A. HEARING #1 Minor Variance D13VAR19.011H - Meneses

Location: 45 Charles Street, Town of Halton Hills (Georgetown), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

- 1. To reduce the side yard setback from the minimum 1.2 m to permit a 0.15 m side yard setback (carport).
- 2. To increase the encroachment of the roof overhang from the maximum 50% of the side yard setback (0.076 m from the side lot line) to permit a roof overhang encroachment of 100% (0 m from the side lot line).

To accommodate a proposed carport.

Owner: Heather Meneses, Agent: Matthews Design & Drafting, Doug Matthews

Present (oral submissions): Doug Matthews

The Town Planner noted no objection to approval, subject to read conditions. In response to questions, the agent indicated that the fence post and carport column will not interfere, as the carport column will be screwed into the ground, without excavation.

It was MOVED by Jane Watson, SECONDED, and CARRIED "THAT Minor Variance D13VAR19.011H - Meneses, be approved, subject to conditions."

4B. HEARING #2

Minor Variance D13VAR19.012H - 2620165 Ontario Inc.

Location: 12 Mountainview Road South, Town of Halton Hills (Georgetown), Regional Municipality of Halton

Minor Variance: Requesting relief from Zoning By-law 2010-0050, as amended,

- 1. To reduce the loading spaces from the minimum 1 to permit 0 loading spaces.
- **2.** To reduce the number of required parking spaces from the minimum 35 to permit 31 parking spaces.
- **3.** To reduce the width of the drive aisle providing access to the parallel parking spaces at the rear of the building adjacent to the public lane from 4.0 m to 2.2 m.

To accommodate a proposed karate school.

Permission: To permit the use of a karate school to be included in the definition of a commercial school, which is a permitted use.

To accommodate a proposed karate school.

Owner: 2620165 Ontario Inc., Patrick Fobert, Agent: Arnold, Foster LLP, Herbert Arnold

Present (oral submissions): Herbert Arnold

The Town Planner noted no objection to approval, subject to read conditions. In response to questions, the agent indicated that the shared parking spaces are owned under the same corporate umbrella, and a traffic study was submitted as part of the related Site Plan application. Neal Panchuk declared a pecuniary interest as Herbert Arnold represents a neighbour whom he is in discussions with, regarding a future lot line adjustment. Through discussions, it was identified that the Permission portion of the application is required, as the Zoning By-law defines Karate School in a different section.

It was MOVED by Jane Watson, SECONDED, and CARRIED "THAT Minor Variance D13VAR19.012H - 2620165 Ontario Inc., be approved, subject to conditions."

5.	ADJOURNMENT:	approximately 6:25 p	o.m.
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C: Halton Hills Clerks, Deputy Clerk - Legislation & Elections



MINUTES

Committee of Adjustment hearing on **Wednesday**, **July 3**, **2019** at 6 p.m. in the in the Council Chambers, Town Hall, 1 Halton Hills Drive, Halton Hills (Georgetown).

MEMBERS PRESENT:

Gordon Driedger, Jane Watson, Neal Panchuk, Thomas Hill (arrived at 6:15), Wayne Scott

STAFF PRESENT:

John McMulkin, Planner, Ruth Conard, Planner Niloo Hodjati, Secretary-Treasurer, Committee of Adjustment

- 1. CALL TO ORDER / CHAIR'S OPENING REMARKS.
- 2. **DISCLOSURES OF PECUNIARY INTEREST.** Neal Panchuk declared a pecuniary interest regarding Hearing #1, D13VAR19.013H OMD as Glenn Wellings represents a neighbour whom he is in discussions with, regarding a future lot line adjustment.
- 3. RECEIPT OF PREVIOUS MINUTES.

It was MOVED by Jane Watson, SECONDED, and CARRIED "THAT the minutes of the Halton Hills Committee of Adjustment hearing held on Wednesday, June 12, be received."

- 4. APPLICATIONS TO BE HEARD:
- 4A. HEARING #1 Minor Variance D13VAR19.013H OMD

Location: 9094 & 9096 Regional Road 25, Town of Halton Hills (Esquesing), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

1. To reduce the distance between group homes (measured in a straight line from lot line to lot line) from the minimum 400 m to permit a distance less than 400 m.

To accommodate two existing group homes on the same lot.

Owner: The Ontario Mission of the Deaf, **Agents:** The Bob Rumball Canadian Centre of Excellence for the Deaf / Habitat for Humanity / Wellings Planning Consultants

Present (oral submissions): Glenn Wellings, Karen Chambers

The Town Planner noted no objection to approval. The agent (G. Wellings) stated that separation distance is a discriminatory provision, which many municipalities have removed from their zoning by-laws. In response to questions, the agent (K. Chambers) responded that the cars and traffic seen on the property would be related to the existing driving range on the property, and not the existing group homes.

It was MOVED by Wayne Scott, SECONDED, and CARRIED "THAT Minor Variance D13VAR19.013H - OMD, be approved."

4B. HEARING #2 Minor Variance D13VAR19.014H - Cash International

Location: 74 Main Street South, Town of Halton Hills (Georgetown), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

 To reduce the number of required parking spaces from the minimum 3 to permit 0 parking spaces.

To accommodate the conversion of the second floor from residential to office.

Owner: Cash International Inc., Brandon Hall

Present (oral submissions): Brandon Hall

The Town Planner noted no objection to approval. The owner was present to answer any questions.

It was MOVED by Wayne Scott, SECONDED, and CARRIED "THAT Minor Variance D13VAR19.014H - Cash International, be approved."

- Thomas Hill arrived while the subject hearing was in session, and did not participate in the discussion or vote.
- Prior to commencing hearing #3, the Chair asked if Thomas Hill had any pecuniary interest to disclose none declared.

4C. HEARING #3 Minor Variance D13VAR19.015H - Strk

Location: 36 Princess Anne Drive, Town of Halton Hills (Georgetown), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

1. To reduce the front yard setback from the minimum 6 m to permit a 4.59 m front yard setback (addition).

To accommodate an addition to an existing dwelling.

Owner: Jure Strk

Present (oral submissions): Jure Strk

The Town Planner noted no objection to approval, subject to condition. In response to questions, the owner stated that the existing fence will stay and the landscaping will be kept as much as possible.

It was MOVED by Thomas Hill, SECONDED, and CARRIED "THAT Minor Variance D13VAR19.015H - Strk, be approved, subject to condition."

4D. **HEARING #4** Minor Variance D13VAR19.016H - Doyle

Location: 11 Berton Boulevard, Town of Halton Hills (Georgetown), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

- 1. To reduce the side yard setback from the minimum 1 m to permit a 0.68 m side yard setback (cabana).
- 2. To reduce the rear yard setback from the minimum 1 m to permit a 0.68 m rear yard setback (cabana).
- **3.** To increase the height for a single accessory building from the maximum 3.5 m to permit a height of 3.79 m (cabana).

To accommodate an existing cabana.

Owners: Ryan Doyle & Jessica Luddington

Present (oral submissions): Ryan Doyle

The Town Planner noted that since the report was finalized, an objection was received and reviewed, and the Town still has no objection to approval, subject to condition. As a building permit was not obtained, it was asked if the owner was interested in a deferral in order to alter the structure so that it meets zoning (height) requirements. The owner responded no, indicated that some of the points in the objection were not related to the proposal, and submitted an inspection report from the Electrical Safety Authority. Further discussion took place regarding the objection, proposal, and decision.

It was MOVED by Wayne Scott, SECONDED, and CARRIED "THAT Minor Variance D13VAR19.016H - Doyle, be approved, subject to condition."

• Thomas Hill was not in support of approval, and voted for refusal of the application.

4E. HEARING #5 D13VAR19.017H - Silvercreek Towers

Location: 60 Park Avenue, Town of Halton Hills (Georgetown), Regional Municipality of Halton

Purpose: Requesting relief from Zoning By-law 2010-0050, as amended,

1. To increase the residential units from the existing 212 to permit 218 residential units.

To accommodate the conversion of units from daycare to residential.

Owner: Silvercreek Towers c/o Realstar Property Management, **Agent:** MHBC Planning

Present (oral submissions): Andrea Sinclair

The Town Planner noted no objection to approval. The agent stated that the daycare has already moved out.

It was MOVED by Thomas Hill, SECONDED, and CARRIED "THAT Minor Variance D13VAR19.017H - Silvercreek Towers, be approved."

5. ADJOURNMENT: approximately 6:40 p.m.

Secretary-Treasurer

C: Halton Hills Clerks, Deputy Clerk - Legislation & Elections



Downtown Georgetown BIA Board Meeting Minutes – July 9, 2019 meeting To be approved on August 13, 2019 – 9:00 AM Start

Board Members Present: Randy Kerman (Board Chair), Beverley King (Vice Chair), Cindy Robinson (Treasurer), Suzanne Clarke (Secretary), Jane Fogal (Council Appointee), Marie Bettencourt, Carolyn Callero,

Regrets: Sandy Mackenzie, Tony Rampulla, Connie Ward, Nikki Jackson (Membership and Event Coordinator), and Dylan Thring (Summer Student)

Staff Attending: Emma Crosbie (Summer Student)

Guests: None

1. Call to order – 9:00 am By Randy Kerman – Chair

2. Acceptance of Agenda:

Motion: To Approve the Amended Agenda
Motion Moved By: Cindy Robinson

Motion passed

3. Declaration(s) of Conflict of Interest None

4. Approval of Previous Meeting Minutes

Motion: To Approve the Meeting Minutes of the June 11, 2019 Board Meeting

Motion Moved By: Suzanne Clarke Second: Beverley King

Motion passed

- 5. Correspondence
 - a) Julia Fountain AODA Compliance It was concluded that staff will gather more information and report back to board
- 6. Consent Agenda None

7. Manager's Report

Action: Report accepted with no changes

Attached

Second: Maria Bettencourt

- 8. Business arising
 - a) Accessibility see note under Correspondence
- 9. Council update Jane Fogal
 - a) Amalgamation The Town is waiting on more information
 - **b) Environmental Assessment connection to 401 highway-** This first started in 2007 with a 10-15 year scope. Information will be reported as it becomes available.
 - c) Transit Study was passed, but is on hold until there is more information about the amalgamation

10. Financial Statements - Cindy Robinson

Cindy stated that moving forward, when a contract of employment is created, sign off is needed from the treasurer to ensure the offer fits within the budget.



Downtown Georgetown BIA Board Meeting Minutes – July 9, 2019 meeting To be approved on August 13, 2019 – 9:00 AM Start

a) Acceptance of financial statements

Motion: To accept the June financial statements as presented

Motion Moved By: Cindy Robinson Second: Connie Ward

Motion passed

11. Committee Updates

- a) Executive Committee Randy reported that the new BIA Manager, Yaw Ennin, had been offered and has accepted the position. Yaw's last role was Project Coordinator, Windsor BIA. Yaw will start on July 29.
- b) Governance Beverley reviewed and walked the board through the draft bylaws
- c) Farmers market Emma asked if any Board Members were available to assist with the July 13 Farmer's Market. Due to vacation schedule, additional volunteers are needed. Randy volunteered to help.
 - In addition, it was discussed that a minimum of 2 staff at the Farmer's Market should have First Aid Training.
 - Porta Potti smell Emma report that there had been comments about the smell. Staff were
 directed to determine when the best time is to have the potties cleaned. Beverley mentioned
 that Library bathrooms are available for public use. This could eliminate the need for the porta
 potties altogether. Staff could contact Jamie Smith to discuss the use of the library washrooms
 during the Farmer's Market and the Car Show.
- d) Car Show see Manager's report
- e) Marketing see Social Media Report
- f) Beautification Weeding It was reported that the BIA needs to find a new contractor for weeding. It was concluded that casual labour would be paid \$15/hour. Carolyn stated that she had a contact that she would forward

Additional plantings-Beverley asked if Flower Shed could include in their scope of work the garden around the tree in front of 115 Main Street,

12. New Business - Randy

a) Election Candidates at Farmers Market - Emma reported that the BIA had received a request from a candidate to purchase a stall at the September 7th Farmer's Market. It was determined that the candidate could have a stall, following the same guidelines as a charity.

13. Meeting Adjournment:

Motion: To Adjourn

Motion Moved By: Maria Bettencourt Second: Randy Kerman

Motion passed

There being no further business to conduct the Georgetown BIA adjourned at 11:15AM

Next Meeting - Tuesday, August 13, 2019 @ 9:00 AM



Site Alteration Committee

MINUTES

Minutes of the Site Alteration Committee held on Thursday July 18, 2018, at 3:00 p.m., in the Esquesing Room, Halton Hills Town Hall.

MEMBERS PRESENT: Councillor Ted Brown (Chair)

Andrew Stabins (Vice-Chair)

Ralph Padillo David McKeown

Bill Allison

REGRETS: Councillor Bryan Lewis (due to Conflict of Interest)

Councillor Clark Somerville

STAFF PRESENT: Bill Andrews, Director of Engineering

Steve Grace, Program Manager, Water Resources Jeff Jelsma, Manager of Development Engineering

Nova Bonaldo (Recording Secretary)

OTHERS PRESENT: Michael Van Dongen, Van Dongen's Garden Centre, Landscaping,

Nurseries (Agent)

1. Disclosure of Pecuniary/Conflict of Interest

Councillor Bryan Lewis declared a conflict of interest with respect to Agenda Item #2 as his grand-daughter is employed as a summer student by Van Dongen's Garden Centre, Landscaping, Nurseries. Councillor Lewis did not attend the Site Alteration Committee meeting due to the conflict of interest.

2. Delegation

 SA-18028, Delegation: Michael Van Dongen, Agent representing Agnes and Adrian Van Dongen, Property Owners – 9268 Fifth Line

The Owner's agent presented a request for an exception to the hours of operation and number of loads per day to SA-18028 for a Large Scale/Commercial Site Alteration permit to import fill to the property's rear 8.4 hectares to re-profile the land to better suit the nursery's agricultural needs.

Facts

On July 15, 2019 staff issued the permit for the Large Scale/Commercial Site Alteration at 9268 Fifth Line as all requirements were met with the exception for the requirement for Environmental Impairment/Pollution Liability Insurance (Site Alteration By-law 2017-0040, Schedule C, Item 2.(h)) as per Recommendation No. SA-2019-0001.

The Delegation is requesting an exception to the hours of operation and the number of loads per day. The Delegation is requesting that the hours of operation be extended to 7:00am to 4:30pm and allow 200 truckloads per day, weather permitting.

Analysis & Discussion

The Delegation expressed concerns regarding public and school bus safety and believes approving the exception to the hours of operation would be practical in dealing with safety issues and allow for flexibility during the importing of fill.

The Delegation is requesting up to 200 truckloads per day between 7:00am and 4:30pm during good weather, 70-75 truckloads per day on light rain days, and no truckloads on severe rain days. The Delegation would have a black-out period between 8:00am to 8:45am where no trucks will enter or exit the site to allow safe passage for school busses and suggested a cap could be placed on the number of truckloads on light rain days.

The Delegation expressed that the hours of operations and truckload limits do not coincide with the Site Alteration By-law and would like to make a recommendation that the By-law be revised to allow for 200 truckloads per day, year around, between 7:00am and 4:30pm, weather permitting, with a black-out period while the school buses are running during school months.

Site Alteration Committee Members and staff discussed that the application's current Traffic Management Plan is consistent with the Site Alteration By-law and that the By-law states any site alteration shall not be performed during or within 24 hours of the Town receiving 15 millimeters or more of precipitation within a 24 hour period, as confirmed in writing and provided to the permit holder by the Director of Engineering. The Committee Members raised concern that 200 truckloads a day would result in an excessive amount of trucks on the road and would be equivalent to one truck every three minutes both ways (accessing and egressing the site).

Note: The Vice-Chair suggested that, going forward, the Committee consider whether the roads along the suggested truck routes have recently been re-constructed/paved or will be slated for such work in the near future.

Conclusion

The Site Alteration Committee Members voted that the Delegation abide by the Site Alteration By-law 2019-0040, Schedule C "Terms and Conditions of All Permits", Section 2.(m) and will not allow operations before 8:30am or after 3:00pm during any weekday Monday through Friday, and will not exceed 100 truckloads of fill per day. Approving the

request would allow too many trucks on the road creating an unsafe environment for residents, school buses, and cyclists.

Recommendation No. SA-2019-0002

THAT the Site Alteration Committee does not approve the requested exception to the hours of operation:

AND FURTHER THAT the Site Alteration Committee does not approve the requested exception to the number of loads per day;

AND FURTHER THAT the Site Alteration Committee recommends the "Terms and Conditions of All Permits" listed in Schedule C of the Site Alteration By-law No. 2017-0040 with an exception for the Environmental Impairment/Pollution Liability Insurance Policy identified in Item 2.(h);

AND FURTHER THAT the Site Alteration Committee supports the Large Scale/Commercial Site Alteration permit as approved on July 15, 2019.

CARRIED

Michael Van Dongen (Delegation) is opposed to the Site Alteration Committee's decision to not approve the requested exception to the hours of operation or load limit. He will abide by the Site Alteration By-law but disagrees with certain aspects of the By-law and believes improvements can be made specifically regarding to the hours of operation, load limits, and the insurance requirements.

3. Fill Operations - Updates

Staff provided verbal updates regarding on-going fill operations and responded to Site Alteration Committee questions and concerns.

4. Litigation regarding dumping on 5 Side Road

Bill Allison recounted the events of the illegal dumping of fill at a property on Ninth Line which blocked a farmer's field access entrance on 5 Side Road and the outcome of the litigation. The truck driver received a \$1,000.00 fine which could increase if caught again. Field accesses do not have gates as it could be hazardous to the farmer and the public if the farmer is required to stop on the road and open the gate. Bill suggested that the Town install better signs to discourage illegal dumping.

Steve Grace indicated that illegal dumping and trespassing are not part of the Site Alteration By-law and that it is a civil matter only. The Ministry of Environment, Conservation and Parks is revising its legislation regarding fill to also include that the property owner of a source site will solely be responsible for the excess soil and the responsibility will no longer fall on the contractors. The changes to the Ministry's legislation will affect Site Alteration By-law 2017-0040.

5. Upcoming Items for the next Agenda

No upcoming items for the next agenda.

6. Next Meeting

Thursday, August 22, 2019 at 3:00pm in the Esquesing Boardroom, Town Hall.

7. ADJOURNMENT

The meeting adjourned at 3:36pm.



MINUTES

HERITAGE HALTON HILLS COMMITTEE

Minutes of the Heritage Halton Hills Committee held on Wednesday June 19, 2019, at 6:30 p.m. in the Esquesing Room at Town Hall.

Members Present

D. Brock; Councillor T. Brown (Chair); B. Cosper; R. Denny; A. Douglas; S. Frick; G. Miller; J.M. Rowe; L. Quinlan; A. Walker

Staff Present

S. Burke, Manager of Special Projects and Research; M. Headrick, Heritage Halton Hills Summer Student; A. Mancuso, Information Governance & Records Management Specialist

Regrets

C. Donaldson

General

- 1A Disclosure of Conflict or Pecuniary Interest
- 1A(i) G. Miller declared a pecuniary interest with respect to item no. 5A of the agenda, 2019 Heritage Property Grant Program, specifically item no. 5A(i) as she is the spouse of the applicant who submitted an application to the 2019 Heritage Property Grant Program for the Beaumont Knitting Mill. She did not partake in any discussion or voting on 5A(i).
- 1A(ii) D. Brock declared a pecuniary interest with respect to item no. 5A of the agenda, 2019 Heritage Property Grant Program, specifically item no. 5A(ii) as he is the owner of the Williams Mill and submitted an application to the 2019 Heritage Property Grant Program. He did not partake in any discussion or voting on 5A(ii).
- 1B Receipt of Heritage Halton Hills Committee Meeting Minutes dated May 15, 2019

Recommendation No. HERITAGE-2019-0018

THAT the Minutes of the Heritage Halton Hills Committee meeting held on May 15, 2019, be received for information.

1C Receipt of Heritage Halton Hills Committee Confidential Meeting Minutes dated May 15, 2019

Recommendation No. HERITAGE-2019-0019

THAT the Confidential Minutes of the Heritage Halton Hills Committee meeting held on May 15, 2019, be received for information.

CARRIED

Programs & Properties (Designated, Listed, Other)

- 2A Signage Program
 - J.M. Rowe distributed the newest sign information sheet for 88 Main Street South, Acton, and will deliver it and the sign to the property owners.
- 2B 2019 Summer Student
 - M. Headrick introduced herself to the committee. The 2019 summer student started working in the Archives on Monday and has already begun work on the barn inventory.
- 2C Proposed Replacement of Designation Plaques

A. Mancuso met with staff to review the committee's 2019 operating budget and the replacement of five Syndicate Housing designation plaques and was advised the cost for replacement can be accommodated.

New Designation Plaques: A. Mancuso received a quote for the new plaques which is much higher than originally discussed. The company attributed the increase to their recent switch to a new foundry. A. Mancuso will inquire about a warranty for the plaques. The committee is currently waiting for proofs for Glen Williams Schoolhouse and Andrew Laidlaw Farmhouse.

Proposed Designation and Listed Properties

3A Proposed Designation: Hyde Family Home, 18 Queen Street, Georgetown J.M. Rowe reviewed the designation report with members.

Recommendation No. HERITAGE-2019-0020

THAT Heritage Halton Hills receive the Hyde Family Home Designation Report 2019, authored by J.M. Rowe;

AND FURTHER THAT Heritage Halton Hills supports the designation of Hyde Family Home, located at 18 Queen Street, Georgetown, as presented;

AND FURTHER THAT staff prepare a cover report to advise Council of the committee's recommendation to designate Hyde Family Home, located at 18 Queen Street, Georgetown, under Part IV of the Ontario Heritage Act.

3B 20 James Street, Georgetown

J.M. Rowe is working on a designation report using information initially researched by A. Fisher.

Information, Announcements & Upcoming Events

4A Follow up to 2019 Ontario Heritage Conference (May 30 – June 1) Bluewater/Goderich ON

Councillor T. Brown, D. Brock, A. Douglas, J.M. Rowe and A. Walker attended this year's conference. Some members felt there was not enough time allocated for some of the great tours and site visits. J.M. Rowe noted one of the sessions highlighted the Limehouse Kilns. D. Brock shared that one innovative idea he took away from the conference had to do with "Porch Concerts". Musicians perform on someone's porch at a specified time, then another at another time and so on – gets people moving throughout the district.

The 2020 Ontario Heritage Conference will be held in Markham.

4B S. Burke announced B. Duclos is confirmed for the heritage orientation and training scheduled for July 17.

Closed Meeting

Recommendation No. HERITAGE-2019-0021

THAT Heritage Halton Hills meet in closed session in order to address the following matter:

5A 2019 Heritage Property Grant Program – Personal matters about an identifiable individual, including municipal or local board employees

CARRIED

Heritage Halton Hills Committee convened into Closed Session at 7:19 p.m.

Reconvene into Open Session

Recommendation No. HERITAGE-2019-0022

THAT Heritage Halton Hills reconvene this meeting in open session.

CARRIED

Heritage Halton Hills Committee reconvened into Open Session at 8:13 p.m.

5A Committee recommendations regarding the 2019 Heritage Property Grant Program:

5A(i) Recommendation No. HERITAGE-2019-0023

THAT Heritage Halton Hills receive the 2019 Heritage Property Grant Program application for Beaumont Mill, located at 586 Main Street Glen Williams;

AND FURTHER THAT Heritage Halton Hills approve the request for a full matching grant for the project based on the estimate provided;

AND FURTHER THAT staff advise the Heritage Foundation of Halton Hills of the Committee's request for funding for the 2019 program subject to available funding.

CARRIED

5A(ii) Recommendation No. HERITAGE-2019-0024

THAT Heritage Halton Hills receive the 2019 Heritage Property Grant Program application for Williams Mill, located at 515 Main Street Glen Williams;

AND FURTHER THAT Heritage Halton Hills approve the request for a full matching grant for the project based on the estimate provided;

AND FURTHER THAT staff advise the Heritage Foundation of Halton Hills of the Committee's request for funding for the 2019 program subject to available funding.

CARRIED

5A(iii) Recommendation No. HERITAGE-2019-0025

THAT Heritage Halton Hills receive the 2019 Heritage Property Grant Program applications for the following designated properties:

Glen Williams Town Hall, 1 Prince Street Glen Williams

Syndicate Housing – 69 Bower Street, Acton

Syndicate Housing – 71 Bower Street, Acton

Syndicate Housing – 87 Bower Street, Acton

Syndicate Housing – 89 Bower Street, Acton

AND FURTHER THAT Heritage Halton Hills approve all requests for full matching grants for all projects based on the estimates provided;

AND FURTHER THAT staff advise the Heritage Foundation of Halton Hills of the Committee's request for funding for the 2019 program subject to available funding.

5A(iv) Recommendation No. HERITAGE-2019-0026

THAT Heritage Halton Hills receive the 2019 Heritage Property Grant Program application for Laidlaw House & the Frazier Shop, located at 519-521 Main Street, Glen Williams;

AND FURTHER THAT Heritage Halton Hills does not approve the grant application;

AND FURTHER THAT staff advise the property owner(s).

CARRIED

Adjournment

The meeting adjourned at 8:21 p.m.

Next Scheduled Meeting

Wednesday September 18, 2019 6:30 p.m. Esquesing Room, Town Hall, 1 Halton Hills Drive



MINUTES

HERITAGE HALTON HILLS COMMITTEE WORKSHOP

Minutes of the Heritage Halton Hills Committee held on Wednesday July 17, 2019, at 5:03 p.m. in the Council Chambers at Town Hall.

Members Present

Councillor T. Brown (Chair); B. Cosper; R. Denny; A. Douglas; S. Frick; G. Miller; J.M. Rowe (arrived at 5:06 pm); A. Walker

Staff Present

S. Burke, Manager of Special Projects and Research; A. Mancuso, Information Governance & Records Management Specialist; B. Parker, Manager of Planning Policy; D. Szybalski, Manager of Economic Development, Innovation and Culture (left at 6:15 p.m.)

Regrets

D. Brock; L. Quinlan

Opening of the Heritage Orientation and Training Workshop

The workshop was convened in accordance with Section 6 of the Town of Halton Hills Procedure By-law No. 2015-0060, and was held in Closed Session for the purpose of educating or training members of Heritage Halton Hills Committee regarding heritage matters that in no way materially advanced the business or decision-making of the Committee. No decisions or recommendations were made and discussion was confined to the subject of the workshop.

Disclosure of Conflict or Pecuniary Interest

None was declared.

Closed Session Workshop

Recommendation No. HERITAGE-2019-0027

THAT Heritage Halton Hills meet in closed session for the following matter:

Municipal Heritage Committee Orientation and Training

Heritage Halton Hills Committee convened into Closed Session at 5:04 p.m.

Reconvene into Open Session

Recommendation No. HERITAGE-2019-0028

THAT Heritage Halton Hills reconvene in open session.

CARRIED

Heritage Halton Hills Committee reconvened into Open Session at 9:40 p.m.

Adjournment

The workshop adjourned at 9:40 p.m.

Next Scheduled Meeting

Wednesday September 18, 2019 6:30 p.m. Esquesing Room, Town Hall, 1 Halton Hills Drive

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THE CORPORATION OF THE TOWN OF HALTON HILLS

Moved by:		Date: September 9, 2019
	Councillor M. Johnson	
Seconded by:		Resolution No.:
	Councillor J. Fogal	
		Item No. 15.1

WHEREAS parking in residential areas in Halton Hills has become increasingly difficult over time due to residents owning more cars than can be accommodated on their property;

AND WHEREAS residents have been utilizing the town-owned boulevards, roadsides, town parks and other solutions for parking their cars both overnight and during daytime hours;

AND WHEREAS Town of Halton Hills Council and staff have received numerous complaints from residents regarding people parking in contravention to the Town's parking by-laws including parking inappropriately over sidewalks, on grass boulevards or over the 5 hour maximum parking limit;

AND WHEREAS the Town will be initiating a detailed parking study in the Fall of 2019 with recommendations to address concerns from residents

AND WHEREAS the Study is expected to be completed in the Spring of 2020;

AND WHEREAS residents with disabilities may need to accommodate more vehicles than can be accommodated on their properties due to an attendant or family member being required to stay for periods of time to provide care to the a disabled person;

AND WHEREAS vehicles used to transport disabled persons may be larger than most regular vehicles and therefore, required larger or additional parking spaces, or may require empty space beside them to allow handicapped access;

AND WHEREAS many people with disabilities have expressed frustration about

receiving parking tickets due to the special requirements;

THEREFORE IT BE RESOLVED that on an interim basis, until the Town's Parking Study is completed and recommendations have been approved by Council, the following changes to the existing parking permissions will be made;

- 1. That the existing 5 hour on-street parking limit be extended to 6 hours, and that the 6 hour on-street parking limit become into effect as of <u>September 30, 2019</u> to provide Town staff time to make the necessary changes to signage, parking tickets, parking software, and for the new 6 Hour Set Fine wording to be submitted and approved by the Attorney General as per the required legislation;
- 2. That individuals who have been issued an accessible parking permit by the Province of Ontario will be exempt from on-street parking limits, except during the Winter Control Ban;

AND FURTHER THAT individuals who have been issued an accessible parking permit by the Province of Ontario must clearly display the permit on the front dashboard of the vehicle to ensure it is visible at all times;

AND FURTHER THAT it is the responsibility of individuals who have been issued an accessible parking permit to be aware of Regulation 581 of the Highway Traffic Act – *Accessible Parking For Persons With Disabilities* - to understand restrictions surrounding use of said permit;

AND FURTHER THAT consideration for people with disabilities and their resultant parking needs be considered during the Town Parking Study that will be initiated in the Fall, so that accommodation can be made to meet their needs;

AND FURTHER THAT it is the responsibility of all residents to first utilize available parking spaces in their driveways and garages prior to utilizing on-street parking;

AND FURTHER THAT the changes to parking permissions, as outlined in this motion, be put into force on a temporary basis until the Town Parking Study is completed and approved by Town Council;

AND FURTHE	R THAT the	Town's Winter	Control Parkin	ng Ban remaii	n in effect.

Mayor Rick Bonnette	



THE CORPORATION OF THE TOWN OF HALTON HILLS

Moved by:	On which the Common tills	_ Date: September 9, 2019
	Councillor C. Somerville	
Seconded by:	Councillor M. Albano	Resolution No.:
	Councillor IVI. Albario	Item No. 15.2
	ularity for urban agriculture is grow es including but not limited to Bran n, and Caledon;	<u> </u>
	number of Halton Hills residents ha ens in urban residential areas;	ave enquired about the Town
AND WHEREAS allo	owing backyard hens in urban are unity challenges;	as poses both community
the Town's Public El as to whether they s residential areas of t	RESOLVED that Town staff initiangagement platform, in order for reupport or not support allowing bacthe Town of Halton Hills, and if sufted; such as setbacks, registration	esidents to provide opinion ckyard hens within urban pported what restrictions
	AT the public engagement include lic meeting in order for residents t	, ,
	AT staff report back to Council on commendations by Spring, 2020.	the results of the public
		
	M	avor Rick Ronnette



BY-LAW NO. 2019-0042

A By-law to delegate authority relating to assessment and taxation appeal matters to the Town Treasurer or his/her designate

WHEREAS Section 33, 34, 39.1, 40 and/or 40.1 of the *Assessment Act*, R.S.O. 1990 c. A.31, as amended (hereinafter referred to as the "Act") allows a municipality to complain to the Assessment Review Board (ARB) regarding the assessment value of a property;

AND WHEREAS Section 227 of the Municipal Act 2001 states that it is the role of the officers and employees of the municipality to carry out duties required under any Act and duties assigned by the Municipality;

AND WHEREAS the Council of the Town of Halton Hills deems it appropriate to enact this By-Law for the purposes of delegating its duties and discretion with respect to such complaints to the persons holding the position with the Town of Halton Hills as outlined herein.

AND WHEREAS on September 9, 2019, Council for the Town of Halton Hills approved Report No. CORPSERV-2019-0035, dated July 24, 2019, in which certain recommendations were made relating to the Delegation of Authority relating to assessment and taxation appeal matters.

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

- The authority to attend before the Assessment Review Board on assessment or taxation appeals filed by the Town of Halton Hills and on appeals filed by another person, entity or agent is delegated to the Town Treasurer or his or her designate.
- 2. The authority to execute settlement agreements reached in the course of a taxation appeal is delegated to the Town Treasurer or his or her designate.
- 3. The authority to withdraw any appeal filed by the Town of Halton Hills should it be determined that it is not in the Town's best interest to proceed, be delegated to the Town Treasurer or his or her designate.
- 4. The following persons holding the following positions with the Town of Halton Hills are identified as *Designates* for the purpose of this by-law:
 - Deputy Treasurer
 - Assessment Appeal Analyst
 - Tax Analyst
 - Property Tax Supervisor
- 5. The consulting firm of Municipal Tax Advisory Group act on behalf and represent the Town of Halton Hills in appeal matters.

6.	The authority granted herein shall be in effect for actions with respect to assessment or taxation appeals filed for 2019 and subsequent years and appeals filed in previous years which are not yet completed.	
BY-LAW read and passed by the Council for the Town of Halton Hills this 9 th day of September, 2019.		
	MAYOR – RICK BON	INETTE
	CLERK – SUZANNE	JONES



A By-law to authorize the appointment of the Clerk and Director of Legislative Services and the Information Governance and Records Management Specialist as head of the municipality for the purposes of the Municipal Freedom of Information and Protection of Privacy Act.

WHEREAS the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56 provides for the designation and appointment of the head of the municipality for the purposes of this Act;

AND WHEREAS sections 23.1, 23.2, 23.3 and 23.5 of the *Municipal Act*, 2001, S.O. 2001, c.25 authorize a municipality to delegate certain powers and duties;

AND WHEREAS pursuant to subsection 23.2 (4) of the *Municipal Act*, 2001, S.O. 2001, c.25, Council for the Council of the Corporation of the Town of Halton Hills deems the power being delegated in this By-law is of a minor nature;

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

- 1. That the Council for the Corporation of the Town of Halton Hills hereby delegate their powers and authorities to the Clerk and Director of Legislative Services and the Information Governance and Records Management Specialist to act as head of the municipality for the purposes of administering the *Municipal Freedom of Information and Protection of Privacy Act*, and for decisions made thereunder.
- **2.** That By-law No. 2008-0038 of the Town of Halton Hills is hereby repealed in its entirety.
- 3. This By-law shall come into force and take full effect on its date of passing.

MAYOR – RICK BONNETTE	
CLERK – SUZANNE JONES	



A By-law to amend By-law No. 2019-0030 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 Services 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-laws 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 by removing Gregory NOAKES
- 2. THAT Schedule "1" be amended to add Vincent NGO and Justin NAVARRO:
- 3. THAT the officers named in Schedule "1" have the authority to enforce Parking 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 Ontario Parking Control Bureau;
- **4.** THAT this By-law shall come into full force and effect on its date of passing.

MAYOR – RICK BONNETTE	
WINTON MONDOMETTE	
CLERK – SUZANNE JONES	
CLERN - SUZAININE JUNES	

SCHEDULE "1" TO BY-LAW NO. 2019-0044

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.

Frances Chapman
Alberto Recinos
Robert Hughes
Christian Sensicle
Shawn Frigault
Aziz Azeem
Kevin Fernando
Matthew Robbins
Ann Hamaway
Justin Navarro
Vincent Ngo

Richard D. Chapman



A By-law to assume the Public Services and Street, namely, Trinity Court, with Subdivision Plan 20M-1023

WHEREAS the subdivision development within Plan 20M-1023 meets the requirements of The Corporation of the Town of Halton Hills for final assumption of the public services and the streets installed therein.

AND WHEREAS on September 9, 2019, Council for the Town of Halton Hills approved Report No. PLS-2019-0057 dated July 16, 2019, in which certain recommendations were made relating to the assumption of Subdivision Plan 20M-1023 (Elli-Fin Subd).

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

- 1. THAT the public services installed in connection with Subdivision Plan 20M-1023, be and the same are hereby assumed by The Corporation of the Town of Halton Hills.
- 2. THAT the streets laid out on Subdivision Plan 20M-1023, be and the same are hereby assumed by The Corporation of the Town of Halton Hills.

MAYOR – RICK BONNETTE	
CLERK – SUZANNE JONES	_



A By-law to assume the Public Services and Streets within Subdivision Plan 20M-1128

WHEREAS the subdivision development within Plan 20M-1128 meets the requirements of The Corporation of the Town of Halton Hills for final assumption of the public services and the streets installed therein.

AND WHEREAS on September 9, 2019, Council for the Town of Halton Hills approved Report No. PLS-2019-0058 dated July 16, 2019, in which certain recommendations were made relating to the assumption of Subdivision Plan 20M-1128 (HHVHI 16 Ph 4).

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

- 1. THAT the public services installed in connection with Subdivision Plan 20M-1128, be and the same are hereby assumed by The Corporation of the Town of Halton Hills.
- 2. THAT the streets laid out on Subdivision Plan 20M-1128, be and the same are hereby assumed by The Corporation of the Town of Halton Hills.

MAYOR – RICK BONNETTE
CLERK – SUZANNE JONES



A By-law to remove the Holding (H5) Provision from Zoning By-law 2010-0050, as amended for the lands legally described as Lots 1 and 2, Block A, Plan 10, as in 57603, Town of Halton Hills, Regional Municipality of Halton, Municipally known as 25 Beaver Street (Glen Williams)

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, c. P.13, as amended;

AND WHEREAS notice of removal of the Holding (H5) Provision has been provided in accordance with the Planning Act, R.S.O. 1990, c. P.13, as amended;

AND WHEREAS Council has recommended that the Holding (H5) 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 "A19" of Zoning By-law 2010-0050, as amended, is hereby further amended by removing the Holding (H5) Provision from the lands legally described as Lots 1 and 2, Block A, Plan 10, as in 57603, Town of Halton Hills, Regional Municipality of Halton, as shown on Schedule "1" attached to and forming part of this By-law; and,
- 2. This By-law shall become effective from and after the date of passing hereof.

MAYOR – RICK BONNETTE
CLERK - SLIZANNE IONES

Schedule '1' to By-law 2019-0047



Legend

Holding Provision (H5) to be removed.



A By-law to adopt Amendment No. 38 to the Official Plan of the Town of Halton Hills -Accessory Apartments (Accessory Dwelling Units)

WHEREAS the Council of the Corporation of the Town of Halton Hills is empowered to enact this By-law by virtue of the provisions of the Planning Act, 1990, R.S.O., c.p. 13, as amended;

AND WHEREAS the Regional Municipality of Halton, as the approval authority, has exempted this Official Plan Amendment from their approval;

AND WHEREAS on September 9th, 2019, Council for the Town of Halton Hills approved Report No. PLS-2019-0059, dated July 29th, 2019, in which certain recommendations were made relating to Accessory Dwelling Units.

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

- 1. That Amendment No. 38 to the Official Plan of the Town of Halton Hills, being the attached text and schedules is hereby approved;
- 2. That the Town Clerk is hereby authorized to circulate the Official Plan Amendment as provided for by the Planning Act regulating the appeal process.

BY-LAW read and passed by the Council for the Town of Halton Hills this 9th day of September, 2019.

MAYOR – RICK BONNETTE

CLERK – SUZANNE JONES

OFFICIAL PLAN AMENDMENT No. 38

TO THE OFFICIAL PLAN FOR THE TOWN OF HALTON HILLS

PART A: THE PREAMBLE does not constitute part of this Amendment

PART B: THE AMENDMENT consisting of the following Schedule and Text constitutes Amendment No. 38 to the Official Plan for the Town of Halton Hills.

AMENDMENT NO. 38 TO THE OFFICIAL PLAN OF THE TOWN OF HALTON HILLS

The attached text and schedules constitute Amendment No. 38 to the Official Plan of the Town of Halton Hills, which was adopted by the Council of the Town of Halton Hills by Bylaw 2019-0048 in accordance with the provisions of the Planning Act, 1990. R.S.O., c.p. 13, as amended;

THE CORPORATION OF THE TOWN OF HALTON HILLS	
AAVOD D'I Decembre	
MAYOR – Rick Bonnette	
TOWN CLERK – Suzanne Jones	

PART A - THE PREAMBLE

PURPOSE OF THE AMENDMENT

The main purpose of this amendment is to permit accessory apartments under Official Plan designations wherever single detached dwellings are already permitted in the broader Agricultural/Rural Area. The Amendment also introduces criteria for permitting accessory apartments in the broader Agricultural/Rural Area in a similar manner to what is already required for these units in the Urban Area.

LOCATION

The amendment applies to the Halton Hills broader Agricultural/Rural Area (excluding the Niagara Escarpment Plan Area), specifically to lands where designations permit single detached dwellings. Within the Niagara Escarpment Plan Area, the amendment would seek to permit accessory apartments in the *Escarpment Rural Area* designation, subject to policies of the Niagara Escarpment Plan.

BASIS FOR THE AMENDMENT

The Strong Communities through Affordable Housing Act, 2011, amended the Planning Act to require that municipalities authorize second units (or accessory apartments) in their Official Plans and Zoning Bylaws. As a result, Section 16(3) of the Planning Act requires municipal Official Plans to authorize second units in detached, semi-detached and row houses (or townhouses).

Currently the Halton Hills Official Plan permits single detached dwellings under multiple designations in the Agricultural, Rural, and Escarpment Plan Areas; as well as within the Secondary Plans for Glen Williams and Norval. In order to conform to the Planning Act it is necessary at this time to introduce accessory apartments into these areas and regulate them.

Under the current Official Plan an Accessory Apartment is defined as a "self-contained apartment within a single detached, semi-detached, or townhouse dwelling unit." The use is currently permitted in the Low Density Residential Areas and Medium Density Residential Areas, subject to regulations of the Zoning By-law and criteria listed in Section D1.3.1.6:

- The accessory apartment shall comply with the Ontario Building and Fire Codes;
- Adequate parking is available on the lot for both dwelling units and minimizes the loss of outdoor amenity areas or landscaping;
- The accessory apartment is designed and located in such a manner to not have a
 negative impact on the character of the surrounding neighbourhood and to that end,
 any building addition shall be compatible with the massing, height, and setbacks of
 adjacent dwelling units; and,
- Municipal water and wastewater facilities are adequate and available.

In the broader Agricultural/Rural Area, a similar approach is proposed whereby criteria shall be laid out for all accessory apartments (excluding those permitted in the Escarpment Plan Area).

PART B - THE AMENDMENT

All of this part of the document consisting of the following Schedule and Text constitutes Amendment No. 38 of the Official Plan for the Town of Halton Hills.

DETAILS OF THE AMENDMENT

The Official Plan for the Town of Halton Hills is amended as follows:

1. That Section E1.4 Land Use Policies (Agricultural Area) is amended by adding the following subsection:

E1.4.10 Accessory Apartments

An accessory apartment is permitted on existing lots subject to the regulations of the Zoning By-law and the following criteria:

- a) the accessory apartment shall comply with the Ontario Building and Fire Codes;
- b) adequate parking is available on the lot for both dwelling units and minimizes the loss of outdoor amenity areas or landscaping;
- c) the accessory apartment is designed and located in such a manner to not have a negative impact on the character of the surrounding residential uses and to that end any building addition shall be compatible with the massing, height, and setbacks of adjacent dwelling units; and,
- d) municipal water and wastewater or septic and well facilities are adequate and available to accommodate an additional dwelling unit.
- 2. That Section E1.3 Permitted Uses (Agricultural Area) is amended by adding a new subsection as follows:
 - p) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 3. That Section E2.3 Permitted Uses (Protected Countryside Area) is amended by adding a new subsection as follows:
 - w) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 4. That Section E3.4.1 Hamlet Residential Area is amended by adding a new subsection as follows:
 - e) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 5. That Section E3.4.2 Hamlet Community Core Area is amended by adding a new subsection as follows:
 - j) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 6. That Section E4.3 Permitted Uses (Rural Cluster Area) is amended by adding a new subsection as follows:
 - j) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 7. That Section E5.3 Permitted Uses (Country Residential Area) is amended by adding a new subsection as follows:
 - f) accessory apartments in single detached dwellings subject to Section E1.4.10.

Norval Secondary Plan

- 8. That Section H2.4.2 Permitted Uses (Hamlet Community Core Area) is amended by adding a new subsection as follows:
 - cc) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 9. That Section H2.5.2 Permitted Uses (Hamlet Commercial Area) is amended by adding a new subsection as follows:

- I) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 10. That Section H2.7.2 Permitted Uses (Hamlet Residential Area) is amended by adding a new subsection as follows:
 - I) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 11. That Section H2.8.2 Permitted Uses (Hamlet Residential/Office Area) is amended by adding a new subsection as follows:
 - f) accessory apartments in single detached dwellings subject to Section E1.4.10.

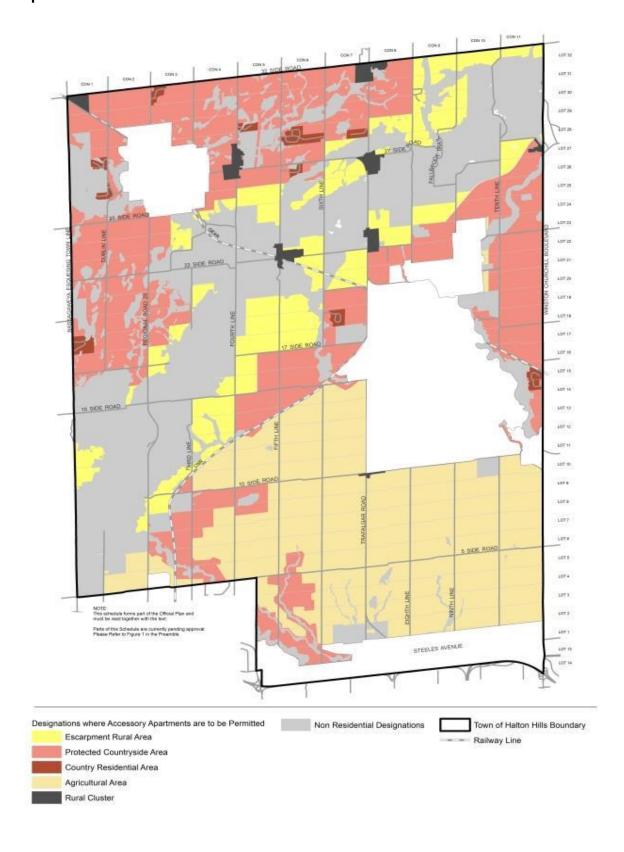
Glen Williams Secondary Plan

- 12. That Section H4.4.2 Permitted Uses (Hamlet Community Core Area) is amended by adding a new subsection as follows:
 - o) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 13. That Section H4.5.2 Permitted Uses (Hamlet Residential Area) is amended by adding a new subsection as follows:
 - d) accessory apartments in single detached dwellings subject to Section E1.4.10.
- 14. That Section H4.6.2 Permitted Uses (Hamlet Estate Residential Area) is amended by adding a new subsection as follows:
 - c) accessory apartments in single detached dwellings subject to Section E1.4.10.

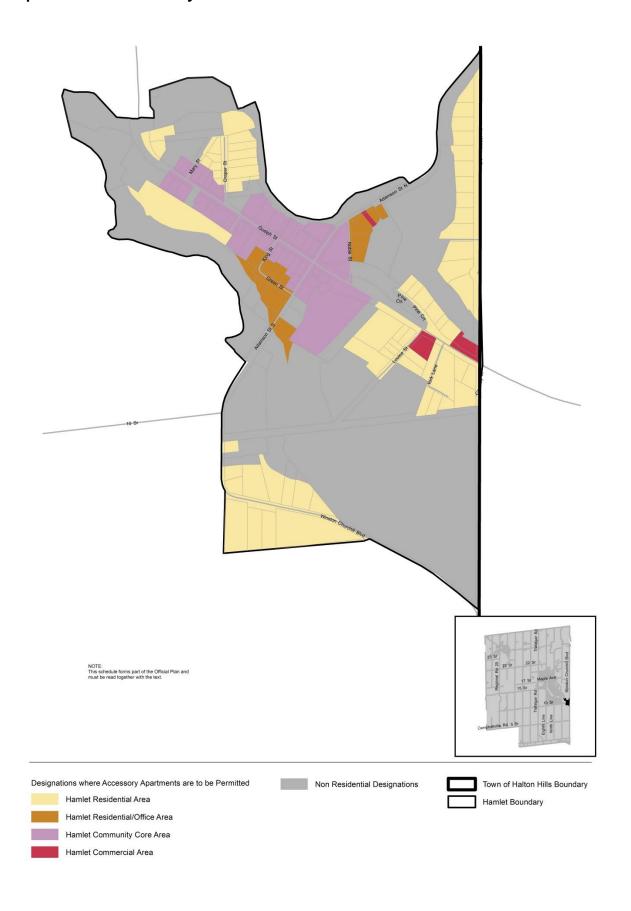
Escarpment Plan Area

- 15. That Section B4.2.3.3 Permitted Uses (Escarpment Rural Area) is amended by adding a new subsection as follows:
 - w) accessory apartments in single detached dwellings subject to Section 2.2 (11) of the Niagara Escarpment Plan.

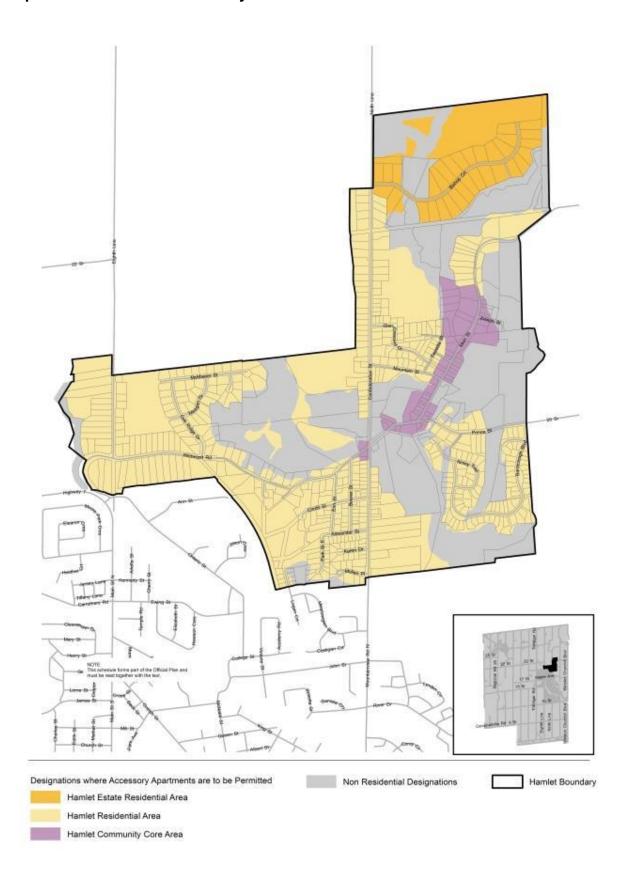
Schedule 1 Map 1 – Halton Hills



Map 2 – Norval Secondary Plan Area



Map 3 – Glen Williams Secondary Plan Area





A By-law to Amend Town of Halton Hills Zoning By-law 2010-0050

WHEREAS Council is empowered to enact this By-law by virtue of the provisions of Section 34 of the Planning Act, R.S.O.1990, as amended;

AND WHEREAS on September 9th, 2019, Council for the Town of Halton Hills approved Report No. PLS-2019-0059, dated July 29th, 2019, in which certain recommendations were made relating to Accessory Dwelling Units.

AND WHEREAS Council has recommended that Zoning By-law 2010-0050 be amended as hereinafter set out;

AND WHEREAS said recommendation conforms to the Official Plan for the Town of Halton Hills:

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

- **1.** That PART 3, DEFINITIONS, of Zoning By-law 2010-0050 is hereby amended as follows:
 - Dwelling, Accessory shall mean an accessory dwelling unit that is located within a single detached, semi-detached, or townhouse dwelling unit or in a non-residential building;
- 2. That the Minimum Parking Space Requirement for *Accessory dwelling units*, under Table 5.2 (Residential Parking Requirements) of Zoning By-law 2010-0050 is hereby amended as follows:
 - 1 space per dwelling unit in addition to the requirement for the *single detached*, *semi-detached*, *or townhouse dwelling unit*.
- **3.** That PART 6, URBAN RESIDENTIAL ZONES, of Zoning By-law 2010-0050 is hereby amended as follows:
 - An Accessory Dwelling Unit is permitted in all Residential Zones in which a Single Detached, Semi-Detached, or Townhouse Dwelling is permitted.
- **4.** That Special Provision 1, for Table 6.1 (Permitted Uses Urban Residential Zones), of Zoning By-law 2010-0050 is hereby amended as follows:
 - 1. Permitted only within single detached, semi-detached, or townhouse dwellings and provided the accessory dwelling unit occupies no more than 40 per cent or 110.0 square metres of floor area, whichever is lesser; OR the floor area of a basement within permitted dwelling types.
- **5.** That Special Provision 13, for Table 7.1 (Permitted Uses in Urban Commercial Zones), of Zoning By-law 2010-0050 is hereby amended as follows:
 - 13. Permitted only within single detached, semi-detached, or townhouse dwellings and provided the accessory dwelling unit occupies no more than 40 per cent or 110.0 square metres of floor area, whichever is lesser; OR the floor area of a basement within permitted dwelling types.

- **6.** That PART 9, NON-URBAN ZONES, of Zoning By-law 2010-0050 is hereby amended as follows:
 - An Accessory Dwelling Unit is permitted in all Residential Zones in which a Single Detached, Semi-Detached, or Townhouse Dwelling is permitted.
- 7. That Special Provisions for Table 9.1 (Permitted Uses Non-Urban Zones), of Zoning By-law 2010-0050 is hereby amended as follows: That the following Provision be added:
 - 19. Permitted only within single detached, semi-detached, or townhouse dwellings and provided the accessory dwelling unit occupies no more than 40 per cent or 110.0 square metres of floor area, whichever is lesser; OR the floor area of a basement within permitted dwelling types.

MAYOR – RICK BONNETTE
CLERK - SUZANNE JONES



A By-law to adopt Amendment No. 37 to the Official Plan of the Town of Halton Hills – Downtown Georgetown Secondary Plan (aka Destination Downtown)

The Council of the Corporation of the Town of Halton Hills, in accordance with the provisions of the Planning Act, 1990, R.S.O., c.P. 13, as amended, hereby enacts as follows:

- 1. That Amendment No. 37 to the Official Plan of the Town of Halton Hills, being the attached text and schedules, is hereby adopted.
- 2. That the Town Clerk is hereby authorized and directed to make application to the Region of Halton for the approval of Amendment No. 37 to the Official Plan of the Town of Halton Hills.

MAYOR – RICK BONNETTE
CLERK – SUZANNE JONES



A By-law to adopt the proceedings of the Council Meeting held on the 9th day of September, 2019 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 bylaw;

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.

MAYOR – RICK BONNETTE
CLERK – SUZANNE JONES