

# TOWN OF HALTON HILLS – GENERAL INFORMATION PACKAGE

## COUNCIL MEETING – July 4, 2022

### ADVISORY/SPECIAL COMMITTEES AND BOARD MEETING MINUTES

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### GENERAL CORRESPONDENCE

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42-43	MUNICIPAL ENGINEERS ASSOCIATION – The Retention of Professional Engineers at Ontario Municipalities (June 13, 2022)
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49-51	AMO – WatchFile (June 16, 2022)
52-54	AMO – WatchFile (June 9, 2022)

## **PASSED RESOLUTIONS**

<b>PAGE</b>	<b>INFORMATION</b>
55-66	CITY OF BRAMPTON – Resolution passed at its Council meeting held on May 4, 2022 regarding Better Utilization of the Existing Highway 407 ETR.
67-68	CITY OF CAMBRIDGE – Resolution passed at its Council meeting held on May 31, 2022 regarding Request to the Province of Ontario for a Plan of Action to Address Joint and Several Liability.
69-71	TOWN OF AURORA – Resolution passed at its Council meeting held on May 24, 2022 regarding Private Member's Bill C-233 "Keira's Law".



**HERITAGE HALTON HILLS COMMITTEE**

**MINUTES**

Minutes of the Heritage Halton Hills Committee meeting held on  
Wednesday June 15, 2022 Via Zoom.

**Members Present:** Councillor T. Brown, Chair, B. Cosper, R. Denny, C. Donaldson,  
S. Frick, M. Rowe, A. Walker, G. Miller, L. Quinlan

**Others Present:** Les Sallay, Property Owner 152 Confederation

**Staff Present:** L. Loney, Senior Heritage Planner; T. Jayaveer, Planner  
Policy/Development; D. Chan, Heritage Student; L. Bateson,  
Administrative Coordinator; R. Brown, Deputy Clerk

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**1. CALL TO ORDER**

Councillor T. Brown, Chair called the meeting to order at 6:30 p.m.

**2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**

There were no disclosures of pecuniary/conflict of interest declared.

**3. RECEIPT OF PREVIOUS MINUTES**

Recommendation No. HH-2022-0023

THAT the Minutes of the Heritage Halton Hills Committee Meeting held on May  
18, 2022, be received.

CARRIED

#### **4. SCHEDULED ITEMS FOR DISCUSSION**

##### **4.a Research & Evaluation Report and next Steps– 1 Park Avenue (Old Armoury)**

D. Chan provided the committee with the historical context of the building noting the modifications that have been made and the military history. The armoury is an example of an historical military drill shed and there are very few left in existence and this building does retain some of the architectural features specific to drill sheds.

D. Chan advised that staff recommend designation of the property.

Committee noted that though the windows have been changed the window openings were original and therefore should be included in the Research and Evaluation Report as heritage attributes.

##### Recommendation No. HH-2022-0024

THAT Heritage Halton Hills recommend that Council designate the property at 1 Park Avenue under Part IV of the Ontario Heritage Act in accordance with the Research and Evaluation Report for the property as presented by staff with minor edits, including the inclusion of the existing window openings on the building as heritage attributes.

CARRIED

##### **4.b 152 Confederation Street**

L. Sallay owner of 152 Confederation was present and advised the committee that he wishes to sell the property but is finding that being listed on the registry may be a deterrent to buyers. He let the committee know that some of the features of that home that appear to be heritage are in fact not, they are faux. He asked questions about how he could go about having the property removed from the heritage registry. L. Loney explained the options and responded to questions.

No action will be taken at this time.

##### **4.c Cultural Heritage Master Plan**

L. Loney noted that the Draft of the Cultural Heritage Master Plan is just the first draft with more to follow. L. Loney noted that the plan incorporates all things that make heritage important.

L. Loney asked the Committee members to review and submit written comments by Friday.

#### **4.d Heritage Property Spotlights**

- Craiglea presentation will be posted on the Let's Talk Halton Hills page on Friday.
- Draft of the Beatty House and Moorecroft presentation to be reviewed.
- Lilac Lawns is being worked on
- Rolling Hills Farm is upcoming

#### **4.e July & August HHH Meetings**

Only one meeting will be needed between July and August. TBD

Councillor T. Brown offered to have the next meeting in-person at his residence, Date and Time TBD.

### **5. SUB-COMMITTEES AND WORKING GROUPS**

NIL

### **6. CLOSED SESSION**

NIL

### **7. ITEMS TO BE SCHEDULED FOR NEXT MEETING**

- Update on 152 Confederation Street
- Update on Heritage Conference

### **8. ADJOURNMENT**

The meeting adjourned at 7:25 p.m.

DOWNTOWN ACTON BIA  
**BOARD OF MANAGEMENT MEETING**  
**Monday, June 13<sup>th</sup>, 2022**

**Online and In-Person Meeting**

**AGENDA**

**I. Call to Order**

Monica Parker-Galway, Chair, called meeting to order at 6:39pm.

**II. Attendance**

Present: Monica Parker-Galway. SangWon Bak. Alex Hilson. Joba Debi. Patricia Daleman. Norman Paulsen. Chris Cambouris. Zina Pallister.

Regrets: Michael Albano.

**III. Declaration of Pecuniary Interests – none.**

**IV. Approval of Agenda**

Motion to approve agenda.

Motion: Norman Paulsen – Acton Motors

Second: Joba Debi – The Clay Oven

All in favour.

*Motion carried.*

**V. Adoption of May 9<sup>th</sup>, 2022, Minutes**

Motion: Adoption of May 9<sup>th</sup>, 2022 Meeting Minutes

Motion: Norman Paulsen – Acton Motors

Second: Joba Debi – The Clay Oven

All in favour.

*Motion carried.*

**VI. Coordinator's Report – Alex Hilson**

*Attached after formal minutes.*

**VII. Monthly Task Calendar**

*Attached after formal minutes.*

## VIII. Events

- **Farmers' Market:** Our market started Thursday, June 2<sup>nd</sup> and had a strong start with twenty vendors. We have a slightly different event footprint, with our vendor booths starting a bit back from Mill Street.
- **Leathertown:** We had a meeting on May 16<sup>th</sup> talking about the festival. We have another one on Monday, June 20<sup>th</sup>. Vendor applications are continuing to come in. Alex is working with Anthony Andrews to put together stage sets. Some marketing has started.
- **Canada Day:** We will be holding a small celebration before the fireworks in Prospect Park. 6:00pm to 8:00pm on July 1<sup>st</sup>.

## IX. Beautification

- **Flowers:** The flowers will be getting planted soon. Alex is working to finalize his watering set-up.
- **Flags:** Zina has finished them. Halton Hills Electrical will be putting them up as soon as they can.

## X. Treasurer's Report

Deferred for June.

## XI. Other Business

- **Titan Tek** is holding their one year anniversary. More details to come.

## XII. Adjournment

Meeting was adjourned at 7:15pm.

Motion: Norman Paulsen – Acton Motors

Second: Patricia Daleman – Grant Thornton LLP

All in favour.

*Motion Carried.*

Next Meeting: Monday, July 11<sup>th</sup>, 6:30pm

**June 13<sup>th</sup>, 2022**

***Coordinator's Report***

*Alex Hilson*

- Our busy season has begun. Our flowers showed up at the end of last week. As of my writing this, the planters have not been filled but they will be soon.
- We have started mowing the lawn in the parkette and weeding the flower beds.
- With my co-op students, we changed the soil in the planters downtown. It took 78 bags this year.
- Since the last meeting, we built eight wooden window boxes to replace the rotting planters on the bridge at Main Street. They look quite good. Take a look if you are driving that way.
- Our Farmers' Market has begun. We're two weeks in. We had a good start with our first market – twenty vendors. That is stronger than the previous couple years.
- In community updates, Leanne Monaghan, one of our business owners downtown, recently won an award for her work. Sarah Brophy had a celebration for her first year as owner of Escarpment Realty. The owners of 17 Mill Street – the former TDI building – are continuing renovations and will be intermittently diverting pedestrian traffic between Willow and Main Street as they prepare their unit for rental.
- The Acton District School ABC Program is in full swing. There are two businesses that have received funding this year. One is a clothing design company, and the other is selling frozen treats. If all goes well, they will both be attending our market and Leathertown.
- The Halton Hills Chamber's Business After Hours event that we co-hosted with Titan Tek was very successful. Chris and Ashley packed the place, and it was good to see Patricia at the event, as well. It showcased food from several of our members – the Clay Oven, the Mexican Way, Olympic Greek and 70 Below.



# JUN 2022

SUN	MON	TUE	WED	THU	FRI	SAT	
				<b>01</b>	<b>02</b>	<b>03</b>	<b>04</b>
		-	ABC Mentoring Session	First Farmers' Market		-	
<b>05</b>		<b>06</b>	<b>07</b>	<b>08</b>	<b>09</b>	<b>10</b>	<b>11</b>
	-	Town of Halton Hills Staff BBQ	ABC Mentoring Session	Market			
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	
	- BIA Board Meeting	Acton BIA Check-In	ABC Mentoring Session	Market		-	
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	
	- Leathertown Meeting	-	ABC Mentoring Session	Market		-	
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>			
	-	Acton BIA Check-In		Market		-	

TASK / PROJECT:	DEADLINE:
Planning and Coordination of Farmers Market preparation, permits and Vendor applications	Current / Ongoing
Keep garden beds weeded.	Ongoing
Cut grass.	Ongoing
Pay WSIB Premium.	By mid-June
Beautification Progress: Coordinate with Town on installation of garbage cans etc. *Make TIMELINE of Deliveries / Installs	Garbages to be installed as soon as possible
Organize intermodal container for easy use.	A.S.A.P. / Ongoing
Organize the office to be tidy and visitor friendly for any meetings or drop-ins. To be kept as a professional looking office space.	A.S.A.P. / Ongoing
Create and implement a Monthly Events Calendar of promotions and events. Include weekly BIA Promotional incentives that reward BIA Bucks for participation. Advertise promos to social media.	Ongoing. Weekly promotions can be logo scavenger hunts, photo ops, etc.
Assign tasks to Co-op Students	Everyday
Get BIA Materials to board and business members.	At least five days before the next board meeting.
Add Monthly Task Calendar as an item of discussion to Monthly BIA Meeting Agenda	Monthly
Prepare for Leathertown.	Ongoing until event.
Hang flags.	ASAP.
Prepare for flowers.	Coming in June.
Water Flowers.	Daily or as required from when they are planted.
Canada Day event? Plan for July 1 <sup>st</sup> .	Ongoing to July
Communicate any COVID guidance from other levels of government.	Ongoing.
Send BIA Board Meeting Minutes to Town and Membership.	By end of week that meeting takes place.
Concrete Pad Project. Check in with Town. Finish paperwork. Get quotes.	Ongoing
BIA social media presence.	Ongoing.



**MINUTES OF THE  
TOURISM ADVISORY COMMITTEE MEETING  
JUNE 2, 2022**

Minutes of the Tourism Advisory Committee meeting held on Thursday,  
June 2, 2022 at 2:00 p.m. Via Zoom

**MEMBERS PRESENT:** Councillor A. Lawlor, Chair, C. Bower, K. Gastle (arrived at 2:25 p.m.), M. Frazer, G. Coman, S. Mazhari, C. Thibeault (left at 3:00 p.m.),

**STAFF PRESENT:** A. Nap, Economic Development and Tourism Officer; E. Kaiser, Manager of Economic Development and Innovation; M. Lawr, Deputy Clerk – Legislation; E. Gormley, Tourism & Economic Development Assistant

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**1. CALL TO ORDER**

Councilor A. Lawlor, Chair called the meeting to order 2:08 p.m.

**2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**

There were no disclosures of pecuniary/conflict of interest.

**3. RECEIPT OF PREVIOUS MINUTES**

**3.a Minutes of the Tourism Advisory Committee Meeting held on February 17, 2022.**

Recommendation No. TAC-2022-0002

THAT the Minutes of the Tourism Advisory Committee Meeting held on February 17, 2022 be received.

**CARRIED**

#### 4. SCHEDULED ITEMS FOR DISCUSSION

**4.a Tourism Program Update** – A. Nap reviewed the tourism strategy and objectives for 2021-2026. A. Nap provided an update on the Visit Halton Hills website users and page views. The committee reviewed the 2022 Summer goals and the Tourism brochure. Some committee members will pick up packages of brochures to distribute around Town. A box of brochures have already been dropped off at the outlet mall, golf courses, BIA offices and farms for distribution. Emma the summer student will continue distribution throughout the summer. A. Nap reviewed the digital ad campaign. C. Bower suggested putting a QR code in the newspaper ad linking people to the Tourism brochure. After discussion, the committee agreed on adding a sixth ad to cover the category of sports.

1. **New Tourism & Economic Development Assistant, Emma** – Emma was introduced and she will be in attendance at the tourism events this summer.
2. **Culinary Tourism Alliance Membership** – Engaging local businesses and encouraging local businesses to become members. There are incentives for local restaurants and farm businesses.
3. **Paid Marketing Campaign**

#### 4.b Visitor Surveys

1. **Questions to support visitor profiles** – The committee reviewed the 2022 Visitor Survey. This is the first year that the surveys are electronic. A. Nap will bring forward survey results to the September meeting. Additional questions that were suggested:

- Would you come back to Halton Hills?
- Have you visited Halton Hills before?
- How many times in a year do you visit Halton Hills?

#### 4.c Tourism Relief Fund Sign Project

1. **Sign Locations and Information** – A. Nap gave an overview of this project. These signs would be installed in high traffic pedestrian areas. The committee discussed what elements should be on the signs and what locations the signs should be installed in. M. Frazer suggested including a QR code on the signs and having some interesting ‘Did you know?’ facts. The committee agreed that items on the signage should be kept relevant since the signs should last 5 plus years. G. Coman suggested including maps pending on size of

sign. G. Coman suggested having Toronto Premium Outlets as a location with the possibility of a digital touch screen sign. Other locations that were suggested are Downtown Georgetown and Glen Williams. K. Gastle suggested that the signs could include directions to other areas of the Town as well. Councillor A. Lawlor suggested pulling information from the map included on the brochure.

## **5. COMMITTEE MEMBER NEWS AND UPDATES**

C. Bower advised that she attended the Rendez Vous conference last week in Toronto. A common theme throughout the conference was that people are seeing a lack of staffing resources.

S. Mazhari advised that the small business recovery program was recently launched including a 'Back to Business' webinar series.

K. Gastle advised that Norval had an art gallery open for the month of May, which included 130 participants. The art gallery will continue into June. The Lucy Maud Montgomery Garden is a participant with the Year of the Garden.

## **6. ITEMS TO BE SCHEDULED FOR NEXT MEETING**

## **7. ADJOURNMENT**

The meeting adjourned at 3:30 p.m.



## HERITAGE HALTON HILLS COMMITTEE

### MINUTES

Minutes of the Heritage Halton Hills Committee meeting held on  
Wednesday May 18, 2022 Via Zoom.

**Members Present:** Councillor T. Brown, Chair, B. Cosper, R. Denny, C. Donaldson,  
S. Frick, M. Rowe, A. Walker, G. Miller

**Regrets:** L. Quinlan

**Staff Present:** L. Loney, Senior Heritage Planner; D. Chan, Heritage Student;  
R. Brown, Deputy Clerk

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#### 1. CALL TO ORDER

Councillor T. Brown, Chair called the meeting to order at 6:30 p.m.

#### 2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

There were no disclosures of pecuniary/conflict of interest declared.

#### 3. RECEIPT OF PREVIOUS MINUTES

Recommendation No. HH-2022-0018

THAT the Minutes of the Heritage Halton Hills Committee Meeting held on April  
20, 2022, be received.

CARRIED

#### **4. SCHEDULED ITEMS FOR DISCUSSION**

##### **4.a Introduction – Dawn Chan**

L. Loney introduced Dawn Chan, Heritage Summer Student to the committee.

##### **4.b Research & Evaluation Report – McNiven-Elliott House (76 Bower Street)**

L. Loney provided an overview of the research and evaluation report and that the owners and staff are in support of designation.

Recommendation No. HH-2022-0019

THAT Heritage Halton Hills Committee recommend that Council designate the property at 76 Bower Street (McNiven-Elliott House) under Part IV of the Ontario Heritage Act in accordance with the findings in the Research and Evaluation Report for the property as presented by staff.

CARRIED

##### **4.c Research & Evaluation Report – Former Gregory Theatre (72 Mill Street)**

L. Loney provided an overview of the research and evaluation report noting that the property does NOT meet evaluation criteria of the Heritage Act and therefore staff do not recommend designation but rather recommend that the property stay on the heritage register for documentation prior to demolition.

Recommendation No. HH-2022-0020

THAT Heritage Halton Hills Committee recommend that the property at 72 Mill Street remain on the Heritage Register and that the property be fully documented prior to any future demolition applications for the property.

CARRIED

##### **4.d Heritage Property Spotlight Updates**

L. Loney advised the committee that the Craiglea presentation is ready for voiceover work.

S. Frick will be working on the Beatie and Moorcroft property. S. Frick advised that she has lots of information on the property so she will need to

narrow it down. Expecting to have editing completed by the end of the month.

D. Chan will be commencing the research and set up for the Lilac Lawns presentation.

#### **4.e Upcoming Reports to Council**

L. Loney advised that the following reports will be going on the June Council Agenda:

- Removal of 8140 Trafalgar Road from the Heritage Registry
- Designation Report for 26 Queen Street
- Designation Report for 76 Bower Street

#### **4.f Request for Removal from the Heritage Register – 9608 Eighth Line**

L. Loney advised that a request for removal from the heritage register was received for 9608 Eighth Line. The property owner was issued property standards order on April 11, 2022. A structural engineer completed a structural and building condition assessment report and the report has recommended demolition of the property due to neglect. The property has sustained too significant damage and it is not feasible to preserve the property. Staff support the recommendations contained within the report.

##### Recommendation No. HH-2022-0021

THAT Heritage Halton Hills Committee recommend that the property at 9608 Eighth Line be removed from the Heritage Register and that the property be fully documented prior demolition.

CARRIED

#### **5. SUB-COMMITTEES AND WORKING GROUPS**

NIL

#### **6. CLOSED SESSION**

NIL



## **7. ITEMS TO BE SCHEDULED FOR NEXT MEETING**

M. Rowe advised that he has been approached by a neighbour wishing to have their property removed from the heritage registry in case of a perceived barrier for resale. The neighbour has noted that though the property looks good from the road the heritage features are not original and are just MDF.

L. Loney noted the process for removal and M. Rowe will relay the information to the requester.

L. Loney advised the committee members about the upcoming Heritage Conference that is taking place in Brockville, ON June 14-16. L. Loney asked if any members were interested in attending, M. Rowe indicated that he would like to attend.

L. Loney advised that multiple members could attend just need approval from the committee to spend the money from the Committees budget.

### Recommendation No. HH-2022-0022

THAT the Heritage Halton Hills Committee recommends that any committee member interested in attending the Heritage Conference in Brockville be permitted to attend the conference and that the cost of registration and mileage required for attendance be covered by the Heritage Halton Hills Committee training budget.

CARRIED

## **8. ADJOURNMENT**

The meeting adjourned at 7:11 p.m.

**Halton Hills Public Library Board**

Wednesday, May 11, 2022

Zoom Videoconference

7:00 p.m.

**Minutes**

**Present:** Lisa Caissie, Betsy Cosper, Matt Kindbom, Ann Lawlor, Keith Medenblik (Chair), James Schumacker, Tamara Smith

**Staff Present:** Barb Elliott (Recorder), Clare Hanman, Beverley King, Jodie Mandarino, Mary Querques, Dennis Roberts, Melanie Southern

**Guests:** Greg Young, Director, TCI Management Consultants  
Jon Linton, Director, TCI Management Consultants  
Susan McGibbon, Chief Experience Officer, 360 Collective

**Regrets:** Ted Brown, Joanna Meler, Marilyn Willis

**1.0 Declaration of Quorum**

K. Medenblik declared a quorum was present and called the meeting to order at 7:03 p.m.

**2.0 Land Acknowledgement**

We would like to begin by acknowledging that the land on which we gather is part of the Treaty lands and Territory of the Mississaugas of the Credit First Nation on Treaty 19.

**3.0 Approval of Agenda**

Moved by M. Kindbom

That the agenda be approved as presented.

Seconded by L. Caissie

**05/11/22-1**

**CARRIED**

**4.0 Declaration of pecuniary interest**

None declared.

**5.0 Minutes of April 13, 2022**

Moved by B. Cosper

That the Minutes of April 13, 2022 be approved as presented.

Seconded by J. Schumacker

**05/11/22-2**

**CARRIED**

**6.0 Consent Agenda**

Moved by B. Cosper

That Consent Agenda item:

**6.1** Board Policy: Social Media Policy – Final  
be approved.

Seconded by J. Schumacker

**05/11/22-3**

**CARRIED**

## 7.0 Correspondence - None

## 8.0 Delegations/Presentations

### 8.1 TCI Management re: Overview of work to date

G. Young presented the Strategic Plan Report and the proposed Strategic Plan 2023 – 2027.

Moved by J. Schumacker

That the Strategic Plan 2023 – 2027 Report be received as presented;

AND ALSO THAT the Strategic Plan 2023 – 2027 be approved in principle.

Seconded by M. Kindbom

**05/11/22-4**

**CARRIED**

S. McGibbon provided background information around brand development and the elements of an identity system. Aspects of the identity system developed for HHPL were outlined; these aspects were based on the Environics research and brand survey results that were presented at the April Board meeting.

Three brand concepts (logos) were presented for the Board's consideration. In evaluating the 3 options, Board members were asked to consider if an option would appeal to library members, if it would set HHPL apart from other libraries, and if it reflects HHPL's brand personality.

Board members were provided an anonymous poll to vote on the 3 options. Results were split with no clear preference for Option 1 or Option 3. Option 2 was eliminated.

After further discussion a second poll was held with Option 1 receiving the majority of votes.

There was consensus that the Board endorses moving forward with Option 1. The designer will apply the Option 1 concept further and apply it to collateral pieces.

## 9.0 Business Arising – None

## 10.0 Updates – including sub-committees

### 10.1 Advocacy Committee – No update

### 10.2 Friends of the Library

M. Southern reported that the Friends met on April 28 and elected their Directors for 2022-2023. Members of the Executive are planning to be in attendance at the opening of the Acton Reading Deck on Saturday May 14.

### 10.3 Council Update

No updates.

### 10.4 Community Connections Update

M. Southern reported that Community Foundation Halton North (CFHN) will be holding a gala on Thursday, June 23 where they will be highlighting past recipients. Each highlighted charity will be making a 5-minute presentation about their work. Board members were encouraged to consider attending. Additional details will be provided when available.

## 11.0 Financial Report

### 11.1 Month End Report (verbal update)

M. Southern reported that while Town network issues are being resolved, the financial report is not available this month. Current information indicates that spending is at the expected level. Staffing gaps continue to be filled. It is expected that the financial report and the first quarter metrics report will be available for the June meeting.

## 12.0 New Business

### 12.1 Report No. LBD-2022-021 re: Board Policy Review – Materials Selection Policy, Disposal of Library Materials Policy (First Review)

M. Querques presented Report No. LBD-2022-021 for Board consideration.

This report recommended that the Materials Selection Policy be expanded and renamed Collections Management Policy. The changes would include edits for clarity, and provide additional information that incorporates current library best practices and those adopted by other Ontario libraries.

It was recommended that the Disposal of Library Materials Policy be renamed to Disposal of Library Equipment Policy. The changes would include minor edits for clarity, and remove information related to the disposal of Library materials from this policy and transfer it to the Collection Management Policy.

Moved by B. Cosper

That Report No. LBD-2022-021 re: Board Policy Review – Materials Selection Policy, Disposal of Library Materials Policy be received, and the revisions be approved as presented.

Seconded by T. Smith

05/11/22-5

**CARRIED**

### 12.2 Report No. LBD-2022-019 re: Board Recruitment Brochure

In preparation for the next term of the Library Board, M. Southern presented an updated draft of the recruitment brochure for consideration. This document would provide information to potential Board members about the purpose of the Board, what it does, and how to submit an application.

It was suggested that the brochure be simplified and interested parties be referred to a landing page on HHPL's website. Promotion will be coordinated and developed closer to the recruitment time frame.

Moved by M. Kindbom

That Report No. LBD-2022-019 dated May 5, 2022 regarding the Board Recruitment Brochure be received for review and comment.

Seconded by T. Smith

05/11/22-6

**CARRIED**

### 12.3 Report No. LBD-2022-022 re: Status of Fines and Accountability Mechanism – May 2022 Update

M. Southern presented Report No. LB-2022-022 as an information update on the impact of the new Fines and Accountability Mechanism that was introduced in October 2021. At that time fines were reintroduced for adult library accounts, a shorter overdue notice schedule,

and an increase to the balance-owing threshold were instituted. In general, items are being returned in a more timely manner, and fines and damaged/lost fees revenue have increased although, collected amounts are still under budget. Positive comments about these changes have been received from youth, teachers and other library users.

Staff will provide additional information at the next meeting regarding the financial impact if the library were to adopt a fines-free model.

**12.4 Report No. LBD-2022-017 re: Chief Librarian’s Report – May 2022**

Highlights noted from the Chief Librarian’s Report – May 2022:

- HHPL is working with the Positive Space Network (PSN) to develop a process for trans and non-binary youth to receive gender-affirming gear in a safe and anonymous manner. Items supplied by PSN will be available to pick up at the library through an anonymous account. This service will launch in May.
- The annual Wines & Spines event will return as an in-person event on June 15 in the John Elliott Theatre. Once again, the Dewey Divas will provide book recommendations for summer reading and book clubs.
- Adulthood 101 is a new program for young adults that is receiving positive feedback. This program is run in partnership with Halton Hills Youth Centres, Food for Life, Halton Community Legal Services and Credit Canada Education, and provides participants a range of life-skills information.
- Four co-op students joined HHPL in May and will be assisting staff over the summer with a number of programs and projects.

**13.0 Health & Safety Report**

M. Southern reported that there had been no Health & Safety incidents reported since the April Board meeting.

**14.0 Next Meeting**

Wednesday, June 8, 2022  
7:00 p.m.  
Location TBA

**15.0 Adjournment**

Moved by M. Kindbom  
Seconded by B. Cosper  
**05/11/22-7**  
The meeting adjourned at 8:55 p.m.

That the meeting be adjourned.

**CARRIED**

**Signed:** \_\_\_\_\_  
Keith Medenblik, Chair  
Halton Hills Public Library Board

**Signed:** \_\_\_\_\_  
Melanie Southern, Chief Librarian & CEO  
Halton Hills Public Library

APPROVED: June 8, 2022

DATED: June 8, 2022

**To Attend:** Derek Smith (Board Chair), Beverley King (Secretary), Cindy Robinson (Treasurer), Randy Kerman (Past Chair), Jane Fogal (Council Appointee), Suzanne Clarke, Ted Flanagan, Ron Quinlan, Jamie Watt (Vice Board Chair)

**Regrets:**

**Staff Attending:** Nikki Jackson (BIA Manager)

**Guests:** None

1. Declaration of Quorum and meeting called to order 9:03 AM by Derek Smith, Chair
2. Approval of Agenda - approved as presented
3. Declaration of Interest – none declared
4. Approval of Previous Meeting Minutes

**Motion to approve minutes of April 12, 2022.**

Moved by Beverley King, Seconded by Ted Flanagan. Motion passed.

5. Correspondence
  - a) Town of Halton Hills' tender ready package for Downtown Georgetown lighting projects  
**Motion to move forward on lighting the metal tree using the Town contractor up to \$6,500.**  
Moved by Jamie Watt, Second Ted Flanagan. Motion passed.
  - b) OBIAA Main Street Means Business Ontario Election 2022
  - c) Resignation from executive board member Jamie Watt

6. Financial Report – Cindy
  - Discussion of financials.

**Motion to accept April 2022 financial statements as presented.**

Moved by Cindy Robinson, Seconded by Randy Kerman. Motion passed.

7. Manager's Report – Nikki  
Highlights include:
  - OBIAA Conference
    - Revitalization efforts post COVID, moving away from events and focusing on Activations
    - OMAFRA First Impressions Community Exchange Program
  - Town's Sponsorship webinar applicable for Car Show
  - Summer Students start next week
    - Events Coordinator
    - Marketing Assistant

8. Business arising
  - a) Lighting update: metallic tree – Jamie  
Discussed under correspondence with motion to move forward.
  
9. Council Update  
Councillor Fogal provided update on the current issues at Council including:
  - Approval of McGibbon demolition permit
  - Opening of trail, contract approved to complete second to Norval
  - Application at Outlet Mall, 8<sup>th</sup> Line and Steels, entertainment facility
  - Election nominations are open
  
10. Committee updates
  - a) Marketing and Events Committee
    - Nothing new to report, meeting will be scheduled
  
  - b) Farmers Market
    - Remapped farmer's market
    - FMO requirements have explained we have to revisit vendor split for next season to ensure we meet 51% farmers based on the number of farmers not the number of booths
    - Committee would like to have a financial report on Farmer's Market to see if they can have a separate craft market not insured by FMO
    - Potentially investigate alternative insurance policy
    - Demand for number seasonal booths has been high, pushed out some of previous non-farm seasonal vendors to increase number of farmers, no vendors with retail space have been approved, no BIA members were approved
    - Chantel, committee chair and Derek as Board Chair will help with vendors who are challenging application decisions
  
  - c) Beautification Committee
    - Hardscape – waiting on designs and quotes
    - Flower Shed – going ahead
    - Town requested future budget implications for beautification plans e.g. electrical outlets, etc.- working on list
  
  - d) Strategic Planning Committee
    - Nothing to report
  
11. New Business
  - a) Mr. Penney: recognition for work anniversaries
    - 2001, 10 year received plaque, 20<sup>th</sup> anniversary no acknowledgement due to covid
    - Consult personnel policy
  - b) BIA members: recognition for business anniversaries
    - No formal policy
    - Strategic Plan committee will review
  - c) Job descriptions for BIA Manager and Events Manager
    - Revised part-time job description into new Events Manager position, posted and currently recruiting
    - Potential
  - d) Election of executive board members
    - Call for nominations
    - Jamie Watt nominated Ron Quinlan

- Beverley King nominated Randy Kerman
- Ballot vote was taken
- Randy Kerman was successfully elected Vice Chair

e) Board volunteers for BIA events

- Ask for help with specific tasks
- Car Show has a community of volunteers

12. Next Meeting:  
June 14, 2022

13. Adjournment

**Motion to Adjourn.**

Moved by Beverley King. Seconded by Cindy Robinson. Motion passed.



DOWNTOWN ACTON BIA  
**BOARD OF MANAGEMENT MEETING**  
**Monday, May 9<sup>th</sup>, 2022**

**Online and In-Person Meeting**

**AGENDA**

**I. Call to Order**

Monica Parker-Galway, Chair, called meeting to order at 8:04pm.

**II. Attendance**

Present: Monica Parker-Galway. Michael Albano. SangWon Bak. Alex Hilson. Joba Debi. Patricia Daleman. Norman Paulsen. Chris Cambouris. Zina Pallister. Chris Golden. Brittany Sedore.

**III. Declaration of Pecuniary Interests – none.**

**IV. Approval of Agenda**

Motion to approve agenda.

Motion: Patricia Daleman – Grant Thornton LLP

Second: SangWon Bak – Acton Discount

All in favour.

*Motion carried.*

**V. Adoption of April 11<sup>th</sup>, 2022, Minutes**

Motion: Adoption of April 11<sup>th</sup>, 2022 Meeting Minutes

Motion: Norman Paulsen – Acton Motors

Second: Michael Albano – Town of Halton Hills

All in favour.

*Motion carried.*

**VI. Coordinator's Report – Alex Hilson**

*Attached after formal minutes.*

**VII. Monthly Task Calendar**

*Attached after formal minutes.*

## VIII. Events

- **Mother's Day Market:** Took place on April 24<sup>th</sup>. Not as successful as our Easter Market but still did well.
- **Farmers' Market:** We are reaching out to our vendors and preparing them for the start of our market season on Thursday, June 2<sup>nd</sup>. We have done the revised event application with the Town. Mike asks about produce. We are down a significant produce vendor, but we are looking at others. We are also dealing with the Erin Market being held the same day this year. We are reaching out to them and seeing if there is anything that can be done.
- **Leathertown:** Kim Duncanson has had to step away from her leadership role with the festival, making the BIA take on a larger role. A meeting will be held on May 16<sup>th</sup> focusing on the Festival.  
Motion: To spend up to \$1500.00 on Porta Potties for Leathertown Festival.  
Motion: Patricia Daleman – Grant Thornton LLP  
Second: SangWon Bak – Acton Discount  
All in favour.  
*Motion carried.*
- **Canada Day:** Alex has talked with an ice cream truck about coming in the evening for a Canada Day Celebration similar to what we had planned in 2020. We will aim to get some more food and a little entertainment for the day.

## IX. Beautification

- **Flowers:** Alex has talked with Julie from the Flower Shed. He will get an invoice and coordinate with her closer to planting in June.  
Motion: To spend up to \$600.00 on materials to build new window boxes for bridge on Main Street.  
Motion: SangWon Bak – Acton Discount  
Second: Patricia Daleman – Grant Thornton LLP  
All in favour.  
*Motion carried.*
- **Flags:** Zina is working on finishing them. They will be hung as soon as possible.

## X. Treasurer's Report

Motion: To approve the May Treasurer's Report.

Motion: SangWon Bak – Acton Discount  
Second: Norman Paulsen – Acton Motors  
All in favour.  
*Motion carried.*

## XI. Adjournment

Meeting was adjourned at 8:36pm.

Motion: SangWon Bak – Acton Discount Variety  
Second: Michael Albano – Town of Halton Hills  
All in favour.  
*Motion Carried.*

Next Meeting: Monday, April 11<sup>th</sup>, 6:30pm

## Coordinator's Report

May 9<sup>th</sup>, 2022

- We're coming into our busy season. Tulips are poking out at the Parkette. We have filled in our Coordinator's Form with Halton Regional Health for the Farmers' Market this year. Sponsorship and vendor applications continue to come in for Leathertown. There's a lot going on.
- We had a great Mother's Day market. It wasn't quite as busy as our Easter event but definitely worth the effort.
- We took down our Easter Parkette display. It looked good, despite some tough weather. We also brought back Matt's idea to put up bunny feet in windows downtown as a contest. That turned out better than last year – we were careful to make sure the feet were more visible this year.
- We need to rebuild the fitting on our watering tank before we use it to water. Our co-op students and I got the old one off and we're getting parts for it.
- Monica and I went to the Ontario BIA Conference. It was a good learning and networking experience.
- I met with Fuad who did the work on the Town Hall. I am hopeful he will be able to build the concrete pads we need in our downtown. I will continue to update the board.

# MAY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
<b>01</b>		<b>02</b>	<b>03</b>	<b>04</b>	<b>05</b>	<b>06</b>
		- IFP Meeting - Market Meeting		-		-
<b>08</b>	<b>09</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
Mother's Day	- BIA AGM	- Economic Support Meeting - Market		-		
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
	-	- Food Focus Group - BIA/Town Meeting	- ABC Pitch Day	-		-
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
	- Victoria Day	-	- ABC Ment or Meeti	- Business After Hour		-
<b>29</b>	<b>30</b>	<b>31</b>				
	- Have watering apparatus ready	-				-

TASK / PROJECT:	DEADLINE:
Planning and Coordination of Farmers Market preparation, permits and Vendor applications	Current / Ongoing until event
Run Indoor Market	Ongoing
Keep tulips weeded. Cut grass.	May
Pay WSIB Premium.	By mid-April
Beautification Progress: Coordinate with Town on installation of garbage cans etc. *Make TIMELINE of Deliveries / Installs	Garbages to be installed as soon as possible
Organize intermodal container for easy use.	A.S.A.P. / Ongoing
Organize the office to be tidy and visitor friendly for any meetings or drop-ins. To be kept as a professional looking office space.	A.S.A.P. / Ongoing
Create and implement a Monthly Events Calendar of promotions and events. Include weekly BIA Promotional incentives that reward BIA Bucks for participation. Advertise promos to social media.	Ongoing. Weekly promotions can be logo scavenger hunts, photo ops, etc.
Assign tasks to Co-op Students	Everyday
Get BIA Materials to board and business members.	At least five days before the next board meeting.
Add Monthly Task Calendar as an item of discussion to Monthly BIA Meeting Agenda	Monthly
Prepare for Leathertown.	Ongoing until event.
Hang flags.	In May.
Prepare for flowers.	Coming in June.
Canada Day event? Plan for July 1 <sup>st</sup> .	Ongoing to July
Communicate any COVID guidance from other levels of government.	Ongoing.
Send BIA Board Meeting Minutes to Town and Membership.	By end of week that meeting takes place.
Concrete Pad Project. Check in with Town. Finish paperwork. Get quotes.	Ongoing
BIA social media presence.	Ongoing.

**DOWNTOWN ACTON BIA  
ANNUAL GENERAL MEETING  
Monday, May 9<sup>th</sup>, 2022 at 6:30PM  
Online and In Person Meeting**

**AGENDA**

**I. Call to Order**

Monica Parker-Galway, Chair, called meeting to order at 6:33pm on May 9<sup>th</sup>, 2022.

**II. Attendance**

Present from BIA: Patricia Daleman. Mike Albano. Alex Hilson. Norman Paulsen. Monica Parker-Galway. SangWon Bak. Joba Debi.

Also Present: Victor Alksnis. Erin Kaiser. David Smelsky. Zina Pallister. Brittany Sedore. Chris Golden. David Mclean. Chris Cambouris. Ellen Kim. Stephanie Mazhari.

**III. Presentation by Erin Kaiser – Town of Halton Hills, Economic Development**

**IV. Presentation by Stephanie Mazhari – Region of Halton, Economic Development**

**V. Introduction of Board, Staff and General Membership**

**VI. Declaration of Pecuniary Interests – none.**

**VII. Approval of 2021 Annual General Meeting Minutes**

Motion: Norman Paulsen – Acton Motors  
Second: Michael Albano – Town of Halton Hills  
All in favour.  
*Motion carried*

**VII. Nominations for New Board Members**

There were two nominations for new board members. Chris Cambouris from Titan Tek and Zina Pallister from Concept Leather. SangWon will take on the role of Treasurer and Chris will become Vice-Chair.

Motion: to accept new board members.

Motion: Norman Paulsen – Acton Motors  
Second: SangWon Bak – Acton Discount  
All in favour.  
*Motion carried*

## **VIII. Auditor's Report**

Patricia Daleman discussed 2021 Auditor's Report.

Motion: to approve 2021 Auditor's Report.

Motion: Patricia Daleman – Grant Thornton LLP

Second: Michael Albano – Town of Halton Hills

All in favour.

*Motion carried*

## **IX. 2022 Highlights and Proposed Plan – Alex Hilson**

*Attached after formal minutes.*

As an action item, Victor Alksnis asks that Alex tell candidates running in Provincial Election not to put their signs in the Parkette.

## **X. Motion to Adjourn**

Meeting was adjourned at 8:02pm.

Motion: Norman Paulsen – Acton Motors

Second: Patricia Daleman – Grant Thornton LLP

All in favour.

*Motion Carried.*

- It's been a heck of a year. Last year around this time, we were still locked down. I took over from Norm watering the flowers, which was a learning curve for all of us. We successfully got through the season.
- Our Farmers' Market continued to grow with us having over thirty vendors on a number of occasions. We, once again, weren't able to hold an in-person Leathertown Festival but we were able to hold a "Little Leathertown" – shutting down all of Willow Street for a one day, Acton bash.
- Through this, I was fortunate to have Brittany Sedore step-up with our market. We did a holiday market and then, this year, an Easter and Mother's Day market. All indoors. It was an experiment and far from perfect at times but, ultimately, we have provided a new outlet both for vendors in our community and for residents to enjoy our downtown.
- With this, we also held a Culture Days market. We brought out a number of artists and local art businesses to our Downtown. This was Mike's idea and turned out really well. We're looking forward to building on it this year.
- Something we brought back was our Trick-or-Treat on Main and Mill event. There was tremendous community support and it turned out really well.
- We participated in the Acton Santa Claus Parade and held our Pictures with Santa event at the Roxy, once again. Events like these encourage individuals to visit our Downtown.
- Since our last AGM, I have been to two Ontario BIA Conferences. I was able to meet and learn from a wide variety of interesting individuals in September. For this year's conference in April, I was able to sit on the organizing committee and moderated a session. Monica was also able to join me this past conference which, I believe, was an invaluable experience for both of us.
- We have continued building our social media presence. I remember joining the BIA, when we had around 800 followers on Facebook, 900 on Twitter and 400 on Instagram. We now have over 1000 followers on Twitter and Instagram and over 1900 on Facebook. These are important outlets to share the work we do throughout the year and I hear lots of positive feedback about these pages.
- Something else we have continued to do is keep our Parkette decorated. I hear lots of good things about our Christmas, Valentine's, Easter and Fall displays. We have been able to tie most of them to contests with BIA Bucks as the prize and these have proven popular as well.
- This year we also purchased new benches and waste bins for downtown. The benches have been installed and the bins are slowly being brought downtown.
- So, what's the plan? For the most part, our downtown is running well. We have a low vacancy rate, lots of great business owners and a town that is ready to recover from COVID and support community events like our Farmers' Market. We are looking towards our first in-person Leathertown Festival in three years. We are looking towards another great season with our Farmers' Market. We will continue to share the positive news that filters in and out of our downtown. I believe we have an important role to play in our community, one that continues to develop in new ways as the years go on. I'd like to thank the board and our community for their support as I move towards my third year with the BIA. It's been an honour.



DOWNTOWN ACTON BIA  
**COMMUNITY UPDATE**  
**Monday, April 11<sup>th</sup>, 2022**

**Online Meeting**

**AGENDA**

**I. Call to Order**

Alex Hilson, Coordinator, called meeting to order at 7:09pm.

**II. Attendance**

Present: SangWon Bak. Alex Hilson. Kim Duncanson. Patricia Daleman. Norman Paulsen. Zina Pallister. Chris Cambouris.

Regrets: Monica Parker-Galway. Michael Albano. Joba Debi.

**III. Coordinator's Report – Alex Hilson**

*Attached after formal minutes.*

**IV. Monthly Task Calendar**

*Attached after formal minutes.*

**V. Events**

- **Easter and Mother's Day Markets:** Our Easter Market was very successful. We are looking towards our Mother's Day market on April 24<sup>th</sup>.
- **Farmers' Market:** We are reaching out to our vendors and preparing them for the start of our market season on Thursday, June 2<sup>nd</sup>. We have done the revised event application with the Town.
- **Leathertown:** Kim and Alex have updated previous year's literature and reached out to vendors. The initial response has been very positive.
- **Canada Day:** Alex has talked with an ice cream truck about coming in the evening for a Canada Day Celebration similar to what we had planned in 2020. We will aim to get some more food and a little entertainment for the day.
- **AGM:** Monday, May 9th, 6:30pm at the Acton Town Hall Centre.

**VI. Beautification**

- **Flowers:** Alex has talked with Julie from the Flower Shed. He will get an invoice and coordinate with her closer to planting in June. We might also need to replace the window baskets on the bridge at Main Street South. Sang invites Alex to go to flower show with him.
- **Bench at Medical Centre:** Sang helped Alex with sketches. Alex is reaching out to another contractor for support.

**VII. MOU**

Alex had an initial meeting with Economic Development about the Memorandum of Understanding. They are putting together a document for the BIA Board to look over.

## **VIII. Other Business**

### **OBIAA Conference:**

Alex and Monica are getting ready to attend the OBIAA Conference at the end of April.

## **IX. Adjournment**

Meeting was adjourned at 7:48pm.

Next Meeting: Monday, May 9<sup>th</sup>, 6:30pm

**April 11<sup>th</sup>, 2022**

Coordinator's Report

- We got through March and St. Patrick's Day. Our display got battered around by the weather we have been experiencing but, ultimately, we received lots of positive feedback. If we choose to still have faces on the Leprechauns, we will need to redo them next year because the existing ones are quite worn.
- Our March Contest was also very well received. Kim Wang won that and came to the office to pick up their prizes.
- Our co-op students have been a big help cleaning up the office and the Public Works Yard. We got our Easter Display up and that has been doing fairly well over the last couple weeks.
- Our Easter Market was a resounding success. We had thirty-eight vendors, and that was after a couple cancellations. We had good foot traffic. It was our first market held on a Sunday and it did really well. Thanks, as usual, to Brittany Sedore and our other volunteers for making it happen.
- We gave Matt a gift basket and card from the BIA. We're sorry that Matt no longer has his storefront but are happy to see he is now working at the Salvation Army Thrift Store.
- We are moving towards Leathertown and our Farmers' Market. There is a lot of enthusiasm for the summer, and we are getting closer all the time.
- Monica and I are getting ready to attend OBIAA's Conference at the end of the month. I will be speaking and moderating one of the sessions. We're looking forward to an informative event.
- The ABC Company program has started again, and I will be speaking tomorrow to the business class at Acton High. It will be good to see what business ideas the youth can think up.
- Zina Pallister has taken on our flags. She has the material and is getting them done. Hopefully, we will be able to fly them in about a month.

# APR 2022

SUN	MON	TUE	WED	THU	FRI	SAT
					<b>01</b>	<b>02</b>
		-		-		-
<b>03</b>	<b>04</b>		<b>05</b>	<b>06</b>	<b>07</b>	<b>08</b>
Easter Market	- Co-op Student Check In	-	IFP Meeting	-	OBIA A Conferen	
<b>10</b>	<b>11</b>		<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
	- BIA Board Meeting	-	ABC Presentatio n at Acton High	-	Good Friday	-
<b>17</b>	<b>18</b>		<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
Easter Sunday	- Easter Monday	-	-	-	OBIA A Conferen	-
<b>24</b>	<b>25</b>		<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
Mother's Day Market OBIAA	- OBIAA Conferenc e	-	OBIAA Conference	OBIAA Conference		Meet Our Neighborhood Activator
						<b>30</b>

TASK / PROJECT:	DEADLINE:
Planning and Coordination of Farmers Market preparation, permits and Vendor applications	Current / Ongoing until event
Run Indoor Market	Ongoing
Take down Easter Display	By late-April
Put up Spring Display	By the end of the month.
Pay WSIB Premium.	By mid-April
Beautification Progress: Coordinate with Town on installation of garbage cans etc. *Make TIMELINE of Deliveries / Installs	Garbages to be installed as soon as possible
Organize intermodal container for easy use.	A.S.A.P. / Ongoing
Organize the office to be tidy and visitor friendly for any meetings or drop-ins. To be kept as a professional looking office space.	A.S.A.P. / Ongoing
Create and implement a Monthly Events Calendar of promotions and events. Include weekly BIA Promotional incentives that reward BIA Bucks for participation. Advertise promos to social media.	Ongoing. Weekly promotions can be logo scavenger hunts, photo ops, etc.
Assign tasks to Co-op Students	Everyday
Get BIA Materials to board and business members.	At least five days before the next board meeting.
Add Monthly Task Calendar as an item of discussion to Monthly BIA Meeting Agenda	Monthly
Prepare for Leathertown.	Ongoing until event.
Order and prepare flags.	For March.
Prepare for flowers.	Coming into Spring.
Canada Day event? Plan for July 1 <sup>st</sup> .	Ongoing to July
Communicate any COVID guidance from other levels of government.	Ongoing.
Send BIA Board Meeting Minutes to Town and Membership.	By end of week that meeting takes place.
Concrete Pad Project. Check in with Town. Finish paperwork. Get quotes.	Ongoing
BIA social media presence.	Ongoing.



MINUTES of the Halton Hills Community Energy Corporation 2020 Annual General Meeting held on Monday August 31<sup>st</sup>, 2020 in the Council Chambers at the Halton Hills Town Hall, 1 Halton Hills Drive, Halton Hills, Ontario and via Zoom at 1:30 p.m.

MEMBERS OF COUNCIL

PRESENT:

Mayor Richard Bonnette  
Councillor B. Inglis  
Councillor M. Johnson  
Councillor M. Albano  
Councillor A. Lawlor  
Councillor B. Lewis  
Councillor C. Somerville  
Councillor J. Fogal  
Councillor T. Brown  
Councillor J. Hurst  
Councillor W. Farrow-Reed

REGRETS:

ALSO IN

ATTENDANCE:

Arthur A. Skidmore, President & CEO  
Kelly Reid, HR, Board Secretary & Executive Assistant

1. CALL TO ORDER

The Mayor called the meeting to order at 1:32 p.m.

2. PURPOSE OF THE MEETING

Mr. Skidmore noted Section 9.1 of Halton Hills Community Energy Corporation General By-Law No. 4 which states:

“Subject to any Unanimous Shareholder Agreement or Shareholder Direction the Annual Meeting of Shareholders shall be held at such time in each year as the Board may from time to time determine in accordance with the Act, for the purpose of considering the financial statements and report required by the Act to be placed before the annual meeting, electing Directors, appointing an Auditor, fixing or authorizing the Director to fix the remuneration payable to the Auditor and for the transaction of such other business as may properly be brought before the meeting.”

## COINCIDENT MEETINGS

Mr. Skidmore noted, “We are conducting four Annual General Meetings at the same time. One for Halton Hills Community Energy Corporation and, for each of its three subsidiaries: Halton Hills Hydro, SouthWestern Energy Corporation and Quality Tree Service.”

### 3. NOTICE AND CONSTITUTION OF MEETING

All of the members of Council and Directors of the Corporation having received the requisite notice of the meeting and with a quorum being present, the Meeting was declared properly constituted for the conduct of business.

The Agenda for the meeting, previously distributed to the Members of Council and the Directors, was received.

### 4. MINUTES OF THE 2018 ANNUAL GENERAL MEETING

#### Resolution 20-01

“BE IT RESOLVED THAT the Minutes of the 2019 Annual General Meeting of the Shareholders for each of the Corporations be received as presented.”

Moved by: Councillor Hurst  
Seconded by: Councillor Farrow-Reed  
Carried.

### 5. ANNUAL REPORT

#### Resolution 20-02

“BE IT RESOLVED THAT the Annual Report be received as presented.”

Mr. Skidmore referred to the 2019 Annual Report, highlighted the contents therein and, responded to questions from the members.

*See Annual Report for information...*

HHCEC – met objectives of Shareholder  
HHHI – adopted online platform to for customer engagement, recognized by the EDA with the Communication Excellence Award, reached 250,000 work hours of zero lost time in November 2019  
SWE – COR application submitted to IHSA  
QTS – Tree Risk Assessment qualification achieved

Mr. Skidmore expanded on items in the report to Council with respect to the ownership and use of EV charging stations and Cybersecurity.

Motion to receive the Annual Report.

Moved by: Councillor Albano  
Seconded by: Councillor Somerville  
Carried.

6. FINANCIAL STATEMENTS FOR THE CORPORATION AND ITS AFFILIATES FOR THE PERIOD ENDING DECEMBER 31<sup>ST</sup>, 2019.

Resolution 20-03

“BE IT RESOLVED THAT the Financial Statements for each Corporation for the year ending December 31<sup>st</sup>, 2019 be approved as presented.”

Moved by: Councillor Johnson  
Seconded by: Councillor Brown  
Carried.

7. AUDITOR FOR THE CORPORATION

Resolution 20-04

“BE IT RESOLVED THAT KPMG LLP be appointed Auditor of Halton Hills Community Energy Corporation to hold office until the next Annual General Meeting of the Shareholders of the Corporation or until their successors are appointed, at such remuneration as may be fixed by the Directors of Halton Hills Community Energy Corporation and, that the Directors of Halton Hills Community Energy Corporation be authorized to fix such remuneration.”

Moved by: Councillor Johnson  
Seconded by: Councillor Inglis  
Carried.

8. WAIVERS OF AUDITORS FOR SUBSIDIARY

Resolution 20-05

“BE IT RESOLVED THAT an Auditor for SouthWestern Energy Inc. and 20008949 Ontario Inc. o/a Quality Tree Service for the 2020 fiscal period of the Corporation be dispensed with.”

Moved by: Councillor Lewis  
Seconded by: Councillor Fogal  
Carried.



9. OTHER BUSINESS

Mr. Skidmore addressed the impact of Covid-19 on operations, staffing and revenue and discussed the protocols the HHCEC has put into place for staff and public safety.

10. ADJOURNMENT

Being no further business to discuss, the meeting adjourned at 2:20 p.m.

\_\_\_\_\_, Chair of HHCEC

**Jun 13, 2022**

## **Municipal Councils of Ontario**

### **Subject: The Retention of Professional Engineers at Ontario Municipalities**

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The purpose of this letter is to stress the importance that municipal engineers play in the successful operation of cities, counties, towns, and townships across Ontario.

The Municipal Engineers Association (MEA) is a non-profit association representing the municipal engineering field in Ontario. We have a membership base of over 1,000 municipal engineers across Ontario who are employed as professional engineers at Ontario municipalities and other provincial agencies serving in the engineering/public works field.

We advocate for sustainable municipal infrastructure practices and our members provide significant input into the development of processes, standards, and specifications for use in municipal infrastructure systems such as drinking water delivery, wastewater collection and treatment, storm water management, waste management and transportation systems.

The MEA has been the proponent for the *Municipal Class Environmental Assessment* process since the mid-1980s. We are also a co-proponent of *Ontario Provincial Standards & Specifications* that many Ontario municipalities use when planning for and tendering municipal engineering projects.

There are a number of examples in various current legislation, where the use of a professional engineer is referenced. Key tasks include roles in transportation, natural resources, health and safety, consumer services, environment, tourism, agriculture, climate change, and energy. It is essential that municipalities consider the appointment of professional engineers, especially within the areas of engineering and public works, to afford municipal councils the appropriate due diligence toward public safety. Unfortunately, we are observing a concerning trend where this is no longer the case.

Professional engineers, through education and practical experience requirements, have the knowledge and foresight to not only understand the 'how' of an issue, but also understand the 'why' behind issues as well. Professional engineers are licensed to practice in Ontario through the *Professional Engineers Act* and are bound by statutory accountabilities, which includes a code of ethics. Under this code, professional engineers are required to act at all times with fidelity to public needs; professional engineers regard their duty to public welfare and safety as paramount.

Professional engineers also provide significant value to municipalities through their understanding of risk management, which assists in lowering exposure to claims against a municipality. With insurance premiums rising every year, it is prudent that municipalities appoint a professional engineer to guide these decision-making processes.

As of December 31, 2019, there were 57,134 practicing professional engineers licensed and practicing in the Province of Ontario. Of this number, only 136 professional engineers work for municipalities with a population of 50,000 or less. This represents only 0.2% of licensed and practicing Ontario Professional Engineers being employed by Ontario municipalities serving populations of less than 50,000. Many of these smaller municipalities have a Public Works/Engineering Department head and would benefit by appointing a Professional Engineer.

The vast majority of professional engineers working at Ontario municipalities are employed by larger urban centres having a population greater than 50,000.

For smaller municipalities that do not have the financial resources to employ a full-time professional engineer on their staff, the MEA recommends the appointment of a professional engineer through a licensed consulting firm so that your municipality may meet the needs only a professional engineer can provide.

We would also like to take this opportunity to promote membership in the MEA. There are Ontario municipalities that currently do not have representation in the MEA. If you have a professional engineer(s) on staff and they are not MEA members, we encourage your municipality to have them apply. The MEA offers members access to knowledge, learning and the ability to stay up to date with current industry practices. It truly is great value for a very nominal fee.

On behalf of the MEA, we thank you for taking time to review this letter. Should you have any questions, please reach out to the MEA's Executive Director, Dan Cozzi, P. Eng. at [dan.cozzi@municipalengineers.on.ca](mailto:dan.cozzi@municipalengineers.on.ca).

Yours sincerely,



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**Jason Cole, P. Eng.,**  
**MEA President 2021 - 2022**



# Town of Caledon Multi-Modal Transportation Master Plan

## Notice of Opportunity for Study Input

The Town of Caledon (Town) is undertaking a study to develop a Multi-Modal Transportation Master Plan (MMTMP) for Caledon. The MMTMP will expand upon the 2017 Transportation Master Plan (TMP), the Province and the Region's plans and initiatives to address mobility needs to 2051, which is consistent with the new Official Plan planning horizon (currently under development).

The MMTMP is a long-term strategy that guides the planning, policies, and infrastructure needs of the Town's multi-modal transportation system to accommodate future growth and development.

The Study will inform the process of creating a transportation system that meets the varying needs for different residential areas and businesses through creation of a vision and goals for all modes of travel. The aim of the MMTMP will be to ensure that by 2051, the Town will manage future transportation demand with a well-connected, convenient, reliable, safe, and accessible network and provides a diversity of travel choices that supports livable communities and complete streets. The Study will identify active transportation system constraints and opportunities. It will define required infrastructure to ensure the continued safe and efficient movement of people and goods to year 2051 and will form the basis to guide future transportation decisions for the development of streets, trails/paths and transit service to fully align with the Town's vision and goals.

### Process

The Study is being carried out in accordance the requirements of Phases 1 and 2 of the *Municipal Class Environmental Assessment* (October 2000, as amended in 2007 and 2011), which is approved under the *Ontario Environmental Assessment Act*. The MMTMP Study will consider and evaluate solutions to determine an efficient, environmentally, and economically sustainable, and efficient transportation network.

### Public Consultation

We want to hear from you, as your involvement is key to the success of the MMTMP. The first and second Public Information Centres (PICs) were held virtually on **March 24, 2021 and May 12, 2022**. This notice aims to provide additional opportunity for you to involve in this Study. If you have interests or concerns related to transportation in the Town, we encourage you to become involved. A copy of all presentations and engagement material from the PICs are available on the study website at <https://haveyoursaycaledon.ca/mmtmp>.

The Town encourages the public to visit the study website to provide feedback by **June 17, 2022**.

If you or someone you know has issues accessing the presentations and engagement material or if you would like to be added to the Project Contact List, please contact either of the following Project Team members:

Arash Olia, Ph.D., P.Eng.  
Manager, Transportation Engineering  
Town of Caledon  
6311 Old Church Road  
Caledon, Ontario L7C 1J6  
T 905-584-2272 x 4073  
Arash.Olia@caledon.ca

Ray Bacquie, P.Eng. MBA  
Consultant Project Manager  
R. J. Burnside & Associates Limited  
6990 Creditview Road, Unit 2  
Mississauga, ON L5N 8R9  
T 905-821-5891  
CaledonMMTMP@rjburnside.com

Project and notice information will be made accessible upon request in accordance with the Accessibility Standard for Information and Communication under the *Accessibility for Ontarians with Disabilities Act, 2005*. Information will be collected in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. With the exception of personal information all comments will become part of the public record.

**This Notice First Issued on June 2, 2022.**



June 23, 2022

### **In This Issue**

- Call for nominations to AMO Board of Directors.
- Conservation Authorities Act Regulations Webinar – Recording Available Soon.
- Survey Reminder: Flood Hazard Identification Mapping Program.
- Last Chance to Request Your Delegation Meeting.
- AMO 2022 Conference Programming – Supporting Members Needs!
- Get the risk and claims system your municipality deserves.
- Final Countdown – One week to energy reporting deadline.
- Blog: Advantages of E-Permitting for Municipal Governments and Citizens.
- Careers.

### **AMO Matters**

In accordance with the Association's governing by-law, the Secretary-Treasurer is requesting nominations to the 2022-2024 AMO Board of Directors. [Nomination package available here](#). To participate in the AMO Board of Directors election and caucus lunches, make sure to choose your caucus when [registering](#) for the 2022 AMO Conference.

Conservation Ontario and AMO co-hosted a webinar on Wednesday, June 22nd to discuss the second phase of regulations under the Conservation Authorities Act. A recording will be available through next week's WatchFile.

### **Federal Matters**

A survey on the [Federal Flood Hazard Identification and Mapping Program](#) closes this week. Municipalities are encouraged to complete a [survey](#) expressing early interest in pursuing funding for eligible projects and can find a webinar with program details [here](#).

### **Eye on Events**

Your opportunity to request delegation meetings with Provincial Cabinet Ministers ends tomorrow – Friday June 24 at 5pm! Do not miss this opportunity to discuss local issues of concern at AMO 2022. To request a meeting [click here](#). To register for AMO 2022 [click here](#).

Programming for this year's conference provides all the insights and education AMO members are looking for. This includes a conversation with municipal trailblazers Steve Anderson, Deputy Mayor for the Town of Shelburne and a Regional Councillor for the County of Dufferin and Senator Bernadette Clement, former Mayor of Cornwall, who will share their experiences and insights to benefit present and future leaders. Haven't registered for AMO 2022? Do so [today](#).

Are you still using spreadsheets to manage claims and risk? On June 29 at 1 pm ET, join AMO and [ClearRisk](#) for a [webinar](#) where you will learn more about one of our latest offerings - a risk management information system that saves you time and money.

## **LAS**

We're in the home stretch – only one week left to submit your reports to the Ministry of Energy. [O. Reg. 507/18](#) reports for energy used in 2020 is due by July 1, 2022. For questions, email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

Building permits are an essential layer in safe construction, but the work surrounding them can often slow down community development. [Read](#) how municipal governments can issue online building permits 80% faster than paper-based systems.

## **Careers**

[Director, Divisional Delivery Branch/ Integration Branch - Ministry of Northern Development, Mines, Natural Resources and Forestry](#). The Director, Divisional Delivery Branch provides operational leadership to the division's direct delivery programs and functions to effectively implement province-wide programs and initiatives. The Director, Integration Branch provides strategic planning and coordination to support the delivery of natural resources programs and operational policies to enable effective delivery across the province. [Apply online](#) by June 23.

[Construction Project Manager, Technical Services - Housing Services Corporation](#). Responsible for providing project management services for clients who operate social and affordable housing across Ontario. Apply to [humanresources@hscorp.ca](mailto:humanresources@hscorp.ca) by July 16.

[Supervisor, Property Maintenance and Capital Projects - District of Parry Sound Social Services Administration Board](#). This position will implement, co-ordinate and monitor the completion of all capital projects. Apply to [jobs@psdssab.org](mailto:jobs@psdssab.org) July 6.

[Program Analyst, Corporate Asset Management - City of Hamilton](#). Responsible for supporting the engagement of asset owners from across the organization on the evolution of managing all corporate assets cohesively. [Apply online](#) by June 29.

[Sr. Manager, Watershed Plans & Source Water Protection - Credit Valley Conservation](#). Responsible for the strategic and daily management of the drinking water source protection program for the CTC Source Protection Region. Apply to [hr@cvc.ca](mailto:hr@cvc.ca) by July 3.

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## **About AMO**

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## **AMO Contacts**

[AMO Watchfile](#) Tel: 416.971.9856

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[ONE Investment](#)

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## **In This Issue**

- Call for nominations to AMO Board of Directors.
- June 22nd Webinar for Phase 2 of the Conservation Authority Regulations.
- Have your say: National Adaptation Strategy.

- Federal flood mapping survey - due Friday!
- Get the risk and claims system your municipality deserves.
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The Government of Canada's National Adaptation Strategy is open for public consultation until July 15, 2022. For more information [click here](#).

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As municipalities move from paper to electronic filing, authentication of these files is a critical challenge. On June 22 at 12 pm ET, join AMO's partner, Notarius, and learn how ConsignO Cloud can reduce the signing time of documents and allow anyone to sign legally reliable documents electronically with a phone, a tablet, or a computer. [Register here](#).

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June 16, 2022

### **In This Issue**

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- June 22nd Webinar for Phase 2 of the Conservation Authority Regulations.
- Have your say: National Adaptation Strategy.
- Federal flood mapping survey - due Friday!
- Get the risk and claims system your municipality deserves.
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For questions, email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

## Careers

Director, Vital Statistics Registry Branch - Ministry of Government and Consumer Services. Direct and manage the operations of the Office of the Registrar General (ORG) and effectively administer Ontario's Vital Statistics Act, Marriage Act and Change of Name Act, associated regulations, and sections of related statutes. Apply online by June 21.

Chief Executive Officer (CEO) - CityHousing Hamilton. Reporting to the Board of Directors of CityHousing Hamilton, you will provide leadership and support to the Board, and direct CHH operations. Apply to [careers@phelpsgroup.ca](mailto:careers@phelpsgroup.ca) by July 9th.

CSWBP Coordinator - Bruce and Grey County. Community Safety and Well-Being Planning (CSWBP) Coordinator is a joint Bruce and Grey role created by the Ministry of Solicitor General as a crime prevention initiative to work with various committees and agencies to successfully facilitate and implement the Community Safety and Well-Being Plan. Apply online by June 29.

Manager of Revenue and Deputy Treasurer - Town of Gravenhurst. Lead responsibility for the billing, accounting, collection and reporting of property taxes, corporate revenues and receivables; the Town Development Charges by-law, policies, and administration. Apply to [HumanResources@gravenhurst.ca](mailto:HumanResources@gravenhurst.ca) By June 30.

Financial Analyst - County of Dufferin. Responsible for financial and program monitoring and reporting for the Community Services Department including monthly, quarterly, and annual reports. Apply to [hr@dufferincounty.ca](mailto:hr@dufferincounty.ca) by July 15.

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June 9, 2022

### **In This Issue**

- Call for nominations to AMO Board of Directors.
- ?Consultation on National Adaptation Strategy ends July.
- Federal flood mapping survey - due June 17.
- Request your delegation meetings at AMO 2022.
- AMO offering two new dates for in-demand training!
- AMO 2022 Conference programming - Supporting members needs!
- Get the risk and claims system your municipality deserves.
- Jump-start your digital transformation with an e-signature solution.
- Energy reporting deadline just around the corner.
- Blog: Can you risk manage climate change at the municipal level?
- Have you read OMSSA's Knowledge Exchange Blog?
- Free virtual workshop: Healthy Shorelines, Healthy Lakes.
- Have your say on Enbridge Gas' Net Zero future.
- Careers: Uxbridge, Ministry of Transportation, Kitchener and Deep River

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Municipal governments who are in need of flood mapping are encouraged to respond to Canada's Flood Hazard Identification and Mapping Program [survey](#) by June 17.

### **Eye on Events**

Delegation meetings with Cabinet Ministers are a key feature of the AMO Conference experience. You can now request an in-person meeting with a minister or parliamentary assistant at the AMO conference. The **deadline to submit your request is June 24**. To request a meeting [click here](#). To register for AMO 2022 [click here](#).

AMO's advanced land use planning training provides the supports and insights Ontario's elected officials need. AMO's Navigating Conflict for Elected Officials is also a critical support to leaders providing insight and strategies in how to best manage difficult situations. Limited space available for the June 14 planning session and Navigating Conflict training session June 15-16. Register [here](#) and [here](#). Elected officials only.

Programming for this year's conference provides all the insights and education AMO members are looking for. This includes a conversation with municipal trailblazers **Steve Anderson**, Deputy Mayor, Town of Shelburne and a Regional Councillor for Dufferin County and **Senator Bernadette Clement**, former Mayor of Cornwall, who will share their experiences and insights to benefit present and future leaders. Haven't registered for AMO 2022? Do so [today](#).

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## **LAS**

The July 1 energy reporting deadline for [O. Reg. 507/18](#) is approaching quickly. Submit your annual energy reports to the Ministry of Energy for energy used in 2020. In case you missed it, a Ministry-hosted reporting webinar is on [June 21](#) at 11 am. For questions, email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

With global surface temperatures on the rise, the frequency and severity of catastrophic property losses are on the rise. Municipalities must pivot to climate adaptation. [Read more](#) from our Risk Management partner, Intact Public Entities.

## **Municipal Wire\***

OMSSA's [Knowledge Exchange Blog](#) highlights key human services topics and what's happening across Ontario. Learn more about how human services works in your community by reading about what's happening elsewhere.

Municipal councillors and planners are invited to a free half-day virtual workshop to showcase municipal tools to promote healthy shorelines. The focus of this June 14 workshop will be on planning authorities and municipal policy to restore vegetation to protect lakes and water quality. [Register here](#).

Enbridge Gas is leading Ontario's transition to a net zero energy future by investing in Integrated Resource Planning (IRP) energy solutions that improve energy efficiency and lower emissions, while meeting customers energy needs affordably and reliably. We'll be holding engagement activities in fall 2022, offering the opportunity to learn about IRP plans. [Sign up](#) to be included in future opportunities.

## **Careers**

[Payroll Administrator and Accounting Analyst - Township of Uxbridge](#). The position will administer and coordinate the payroll system, employee benefits, OMERS Pension Plan and perform general accounting tasks. Apply to [tlee@uxbridge.ca](mailto:tlee@uxbridge.ca) by June 25.

[Head, Maintenance - Ministry of Transportation \(Thunder Bay\)](#). Lead the delivery of effective highway maintenance across northwestern Ontario through staff oversight of large-scale maintenance contractors. [Apply online](#) by June 20.

[Head, Maintenance - Ministry of Transportation \(Toronto\)](#). Lead the delivery of effective highway maintenance across central Ontario through staff oversight of large-scale maintenance contracts. [Apply online](#) by June 21.

Director, Equity, Anti-Racism and Indigenous Initiatives - City of Kitchener. Provide leadership, expertise and senior-level competencies in issues of equity, anti-racism, inclusion and Indigenous reconciliation. Apply online or to [diana.rucchin@odgersberndtson.com](mailto:diana.rucchin@odgersberndtson.com) by July 7th.

Treasurer - Town of Deep River. The role will provide support, guidance and advice on financial matters, as well as monitoring the implementation of all financial policies and programs. Apply to [jmellon@deeperiver.ca](mailto:jmellon@deeperiver.ca) by June 20.

## About AMO

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May 31, 2022

Sent via email*See Distribution List on pages 6-12***Re: Better Utilization of the Existing Highway 407 ETR**

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The following recommendation of the Committee of Council Meeting of April 27, 2022 was approved by Council on May 4, 2022:

**CW209-2022**

WHEREAS the Province of Ontario the proposed Highway 413 even if approved would not provide any congestion relief for at least another ten years if not longer; and,

WHEREAS the Province of Ontario initiated an Environment Assessment process in 2007 for the planning and construction of the GTA-West Corridor:

“The Purpose of this study is to examine long-term transportation problems and opportunities and consider alternatives solutions to provide better linkages between urban Growth Centres in the GTA West Corridor Preliminary Study Area.”

"The Focus will be on developing an integrated, multi-modal transportation system that offers choices for the efficient movement of people and goods."; and

WHEREAS the final recommendation of the Stage 1 Provincial Environmental Assessment (2012) was to first put in place the transportation system management components, rapid transit, freight rail improvements and expansion of existing highways prior to construction of a new expressway; and

WHEREAS the Stage 2 Environmental Assessment (design and route of Highway 413) undertaken by the previous provincial government was shelved because of strong objections by an Expert Advisory Panel in the fields of rural development, renewable cities, agriculture, environment, and efficient transportation who sounded alarms over predicted irreversible ecological harm caused by the uncontrolled, low density urban sprawl enabled by Highway 413 and identified several other solutions that should be reviewed; and

WHEREAS the current Provincial government revived the Highway 413 proposal in 2018, saying it could relieve congestion issues in the fast-growing Toronto suburbs and boost Ontario's economy in the absence of addressing any of the concerns set out in the Expert Advisory Panel Report; and

WHEREAS the Federal Government designated the GTA West Corridor/Highway 413 as a project that has the potential to have adverse negative impacts on critical endangered species habits under federal jurisdiction on May 3, 2021 and is still awaiting for the initial project description from the Province of Ontario's Ministry of Transportation; and

WHEREAS even if built Highway 413 will not provide any congestion relief for at least ten years and Highway 407 offers a solution to immediately provide congestion relief; and

WHEREAS the current toll rates provide a disincentive to increase usage of the Highway 407 ETR and this results in increased usage and congestion on surrounding local and regional roads; and,

WHEREAS the 407ETR was created as a truck by-pass in order to relieve congestion on Highway 401, but the 407ETR was tolled, thereby limiting the amount of relief provided by the 407ETR; and

WHEREAS several reasonable road improvement alternatives to Highway 413 exist and were recommended by the Expert Panel, including congestion pricing on other highways, shifting truck traffic to the under-utilized 407ETR including the reduction or elimination of tariffs, and transportation system management on other highways (ramp metering, speed harmonization. (freight, rail improvements, underpasses); and

WHEREAS on February 22, 2022 the provincial government announced removing tolls on highway 412 and 418; and

WHEREAS maximizing use of existing infrastructure, transit investments and good land use planning decisions are vital to creating complete communities which are economically vibrant, where people and goods are moved effortlessly, and where multiple modes of transportation support the community including a focus on active transportation; and

WHEREAS the City of Brampton spends approximately \$1,000,000 a year on 407 toll charges to support Brampton Transit routes; and

WHEREAS analysis has shown (<https://ontario.transportation.ca>) that investment in various unfunded rapid transit projects, including GO Transit and LRT/BRT projects, can move 4 times the number of people as Highway 413, for the same invested dollars; and



WHEREAS 407 International Inc. was granted relief by the Province from traffic volume penalties in 2020 and could be amenable to negotiation to provide tariff relief on its highway in lieu of penalties for 2021; and

WHEREAS the Canadian Pension Plan Investment Board (CPPIB) is a 50.01% shareholder of 407 International Inc.; and

WHEREAS CPPIB believes it is their responsibility to take Climate Change into account to ensure sound investments as we transition to a low carbon economy; and

WHEREAS CPPIB seeks to work with high emitting investors to and discuss strategies to help manage and improve GHG emissions; and

WHEREAS supporting increased usage of Highway 407 ETR would be consistent with CPPIB approach to Climate Change and assist all levels of government achieving progress on GHG emission reductions and provide immediate congestion relief; and,

NOW THEREFORE, BE IT RESOLVED:

THAT the Council of the City of Brampton strongly supports initiatives that will promote better utilization of the existing Highway 407 ETR; and

THAT the City of Brampton advocate to have the provincial government pay for the toll charges associated with transport trucks and Brampton Transit routes; and

THAT the Council of the City of Brampton continues to support an integrated GTHA rail transit network which includes new GO Train service to Bolton (Caledon); and

THAT the Council of the City of Brampton fully supports a complete Federal Environmental Impact Study pursuant to s.9(1) of the Impact Assessment Act (I.A.A.), prior to any advancement of Highway 413; and

THAT the Council of the City of Brampton requests that the Government of Canada, the Province of Ontario work with the CPPIB and 407 International Inc., and the CPPIB to discuss strategies to increase Highway 407 ETR usage to provide immediate congestion relief on surrounding roads consistent with the recommendations of the Expert Advisory Panel Report; and

THAT if Highway 413 does not proceed, that capital costs of funding the proposed GTA West Corridor should be redirected to provide for rapid transit for the Regions of York, Peel and Halton such as investment in improved GO service on the Kitchener and Milton lines, a new GO transit line to Bolton, 407 Transitway and BRT on Queen Street; and

THAT the Council of the City of Brampton recommends that the province undertake a comprehensive economic benefits analysis of the potential for transit orientated communities along the GO Rail Transit Network and any new LRT/BRT lines for the Greater Golden Horseshoe as well the GTA regional transportation plan / sustainable communities strategy to provide holistic comprehensive policies for achieving affordable housing near transit-oriented communities stations; and

THAT a copy of this resolution be provided to the Region of York, Peel and Halton, the cities of Richmond Hill, Vaughan, Markham, Mississauga, Toronto and the Towns of Milton, Orangeville and Halton Hills; and

AND further that this Resolution be forwarded to:

1. Doug Ford, Premier of Ontario;
2. Peter Bethlenfalvy, Minister of Finance;
3. Caroline Mulroney, Minister of Transportation;
4. Kinga Surma, Minister of Infrastructure and Transit-Oriented Communities;
5. David Piccini, Minister of Environment and Climate Change;
6. Stan Cho, Associate Minister of Transportation (GTA);
7. Steve Clark, Minister of Municipal Affairs and Housing;
8. Lisa Thompson, Minister of Agriculture, Food and Rural Affairs;
9. Victor Fedeli, Minister of Economic Development, Job Creation and Trade;
10. Andrea Horwath, Leader of The Official Opposition and Ontario NDP Party;
11. Steven Del Duca, Leader of The Ontario Liberal Party;
12. All Members of Federal Parliament in The Regional Municipality of York, Peel and Halton;
13. All Members of Provincial Parliament in The Regional Municipality of York, Peel and Halton;
14. All Members of Regional Council in The Regional Municipality of York, Peel and Halton;
15. All City Clerks in the Regional Municipalities of York, Peel and Halton;
16. Rt Hon. Justin Trudeau, Prime Minister of Canada;
17. Chrystia Freeland, Federal Minister of Finance;
18. Hon Omar Alghabra, Federal Minister of Transport;
19. Hon Marie Claude Bibeau, Minister of Agriculture and Agr-Food;
20. Melanie Joly, Federal Minister of Economic Development;

21. Dominic Leblanc, Federal Minister of Infrastructure and Communities;
22. Jonathan Wilkinson, Federal Minister of Natural Resources;
23. Steven Guilbeault, Federal Minister of Environment and Climate Change;
24. Nando Iannicca, Chairman, Peel Region;
25. John Mackenzie, CEO, Toronto and Region Conservation Authority;
26. Phil Verster, President and CEO, Metrolinx;
27. David Mcfadden, Chairman, 407ETR;
28. Javier Tamargo, President and CEO 407ETR;
29. Nando Iannicca, Chairman, Peel Region.

Yours truly,

*Sonya Pacheco*

Sonya Pacheco  
Legislative Coordinator  
City Clerk's Office  
Tel: 905-874-2178 / Fax: 905-874-2119  
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(CW – 11.3.1)

**Distribution List:**

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## **Members of Parliament**

### **Regional Municipality of Peel:**

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The Honourable Anita Anand, MP - Oakville  
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Pam Damoff, MP - Oakville-North Burlington  
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The Honourable Karina Gould, MP – Burlington  
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Adam van Koeverden, MP - Milton  
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**Members of Provincial Parliament for the Regional Municipalities of Peel, York and Halton**

*Note: Correspondence will be sent to the MPPs for the above-noted regions following the 2022 Provincial Election.*

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Aretha Adams, Regional Clerk  
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Diana Rusnov, Director, Legislative Services and City Clerk  
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Laura Hall, Director, Corporate Services, and Town Clerk  
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Peter Fay, City Clerk  
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**Municipalities of Halton Region:**

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**Municipalities of York Region:**

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Mike Parks, Acting Commissioner, Public Works and Engineering  
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**The Corporation of the City of Cambridge  
Corporate Services Department  
Clerk's Division  
The City of Cambridge  
50 Dickson Street, P.O. Box 669  
Cambridge ON N1R 5W8  
Tel: (519) 740-4680 ext. 4585  
[mantond@cambridge.ca](mailto:mantond@cambridge.ca)**

June 1, 2022

**Re: Motion from Councillor Liggett – Request to the Province of Ontario for a Plan of Action to Address Joint and Several Liability**

At the Special Council Meeting of May 31, 2022, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS the cost of municipal insurance in the Province of Ontario has continued to increase with especially large increases going into 2022; and

WHEREAS Joint and Several Liability continues to ask property tax payers to carry the lion's share of a damage award when a municipality is found at minimum fault; and

WHEREAS these increases are unsustainable and unfair and eat at critical municipal services; and

WHEREAS the Association of Municipalities of Ontario outlined seven recommendations to address insurance issues including:

1. That the Provincial Government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations and whether a 1-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.

5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non-profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its own and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

NOW THEREFORE BE IT RESOLVED that the Council for the Corporation of the City of Cambridge call on the Province of Ontario to immediately review these recommendations despite COVID-19 delays, as insurance premiums will soon be out of reach for many communities and

BE IT FURTHER RESOLVED that this motion be provided to the Premier of Ontario, the Minister of Finance, the Attorney General, the Council of the Region of Waterloo, all Ontario municipalities.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,

A handwritten signature in blue ink that reads "Danielle Manton". The signature is written in a cursive, flowing style.

Danielle Manton  
City Clerk

Cc: (via email)  
Hon. Premier Ford  
Ontario Minister of Health, Christine Elliot  
Association of Municipalities of Ontario  
City of Cambridge Council

Legislative Services  
Michael de Rond  
905-726-4771  
clerks@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

May 31, 2022

**Delivered by email**  
**justin.trudeau@parl.gc.ca**  
**karina.gould@parl.gc.ca**

The Right Honourable Justin Trudeau, P.C., M.P.  
Prime Minister of Canada  
80 Wellington Street  
Ottawa, ON K1A 0A2

The Honourable Karina Gould, P.C., M.P.  
Minister of Families, Children and Social Development  
House of Commons  
Ottawa, ON K1A 0A6

Dear Prime Minister Trudeau and Minister Gould:

**Re: Town of Aurora Council Resolution of May 24, 2022**  
**Motion 10.1 - Councillor Humfryes; Re: Private Member's Bill C-233 "Keira's Law"**

Please be advised that this matter was considered by Council at its meeting held on May 24, 2022, and in this regard, Council adopted the following resolution:

**Whereas violence against women is a Canadian public health crisis that demands urgent action; and**

**Whereas one in four women experience domestic violence in their lifetime. One woman or girl is killed every other day, on average, somewhere in our country; and**

**Whereas the most dangerous time for a victim of abuse is when she separates from her partner. According to research from the U.S. Centre for Disease Control and Prevention, when there is a history of coercive control, violence and a recent separation, a woman's risk of domestic homicide goes up 900 times; and**

**Whereas the current Canadian court system is not equipped to protect women. According to the National Judicial Institute, there is no mandatory education for Judges on domestic violence. Judges need education on what constitutes domestic violence or coercive control. A formal education program would ensure**

**another line of defense for victims, as well as preventing violence and abuse before it happens; and**

**Whereas the COVID-19 pandemic has only exacerbated the domestic violence crisis. Women’s shelters and crisis centres have reported a marked increase in requests for services this year. The concerns for children are significant. According to recent research from The Children’s Hospital of Eastern Ontario, doctors have seen more than double the number of babies with serious injuries as this time last year. These include head injuries, broken bones or in some cases death. Institutions across the country are reporting a similar trend; and**

**Whereas, according to Article 19 of the UN Convention on the Rights of the Child, children must be protected from “all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation, including sexual abuse, while in the care of parent(s), legal guardian(s) or any other person who has care of the child.” Our current family justice system often fails our children in this regard; and**

**Whereas, in worst case scenarios, children are killed by a violent parent. As reported by the Canadian Domestic Homicide Prevention Initiative, recent separation and domestic violence are the two biggest risk factors for domestic violence related child homicides; and**

**Whereas custody disputes are an additional risk factor. Each year in Canada, about 30 children are killed by a parent. Mothers are responsible about 40 per cent of the time, often due to postpartum depression or mental illness. In the 60 per cent of cases where fathers are the murderers, anger, jealousy or post-separation retaliatory revenge are the usual motivations; and**

**Whereas Keira’s Law is named after four-year-old Keira Kagan, who was killed while in the custody of her father, in 2020; and**

**Whereas many cases of domestic violence are inappropriately labelled as “high conflict” in the family court system. According to research by Rachel Birnbaum, a Social Work Professor at the University of Western Ontario who specializes in child custody, approximately one third of cases called “high conflict” by the court had substantiated evidence of valid concerns about domestic violence. These cases must be recognized and treated differently by judges; and**

**Whereas voting in favour of “Keira’s Law”, contained in Private Member’s Bill C-233, will not only protect victims of violence and children, it will save lives by**

**amending the *Judges Act* to establish seminars for judges on intimate partner violence and coercive control;**

- 1. Now Therefore Be It Hereby Resolved That Aurora Town Council calls upon the House of Commons to support Member of Parliament Anju Dhillon's Private Member's Bill C-233, that will raise the level of education on domestic violence and coercive control for federally appointed Judges; and**
- 2. Be It Further Resolved That a copy of this resolution be sent to: The Right Honourable Justin Trudeau, Prime Minister of Canada; The Honourable Karina Gould, MP, Minister of Families, Children and Social Development; The Honourable Candice Bergen, Interim Leader of the Conservative Party of Canada; Yves-Francois Blanchet, MP, Leader of the Bloc Quebecois; Jagmeet Singh, MP, Leader of the New Democratic Party; MP Tony Van Bynen; and MP Leah Taylor Roy; and**
- 3. Be It Further Resolved That a copy of this resolution be circulated to all Ontario municipalities and the Federation of Canadian Municipalities (FCM).**

The above is for your consideration and any attention deemed necessary.

Yours sincerely,



Michael de Rond  
Town Clerk  
The Corporation of the Town of Aurora

MdR/lb

Copy: Hon. Candice Bergen, M.P., Interim Leader of the Conservative Party of Canada  
Yves-François Blanchet, M.P., Leader of the Bloc Québécois  
Jagmeet Singh, M.P., Leader of the New Democratic Party of Canada  
Tony Van Bynen, M.P. Newmarket—Aurora  
Leah Taylor Roy, M.P. Aurora—Oak Ridges—Richmond Hill  
Federation of Canadian Municipalities (FCM)  
All Ontario municipalities