



**REPORT OF THE  
COMMUNITY AND CORPORATE AFFAIRS COMMITTEE  
Minutes No. CCA-04-2019**

Minutes of the Community and Corporate Affairs Committee meeting held on Monday March 18, 2019 at 3:00 p.m., in the Council Chambers, Halton Hills Town Hall.

Members Present: Mayor R. Bonnette (ex-Officio), Councillor J. Fogal, Chair,  
Councillor T. Brown, Councillor J. Hurst, Councillor A. Lawlor  
Staff Present: S. Jones, Clerk & Director of Legislative Services,  
C. Mills, Commissioner of Transportation & Public Works,  
J. Markowiak, Manager of Development Review,  
W. Harris, Commissioner of Recreation & Parks,  
J. Diamanti, Commissioner of Corporate Services,  
B. Marshall, Deputy Chief, M.J. Leighton, Manager of  
Accounting and Town Treasurer, G. Cannon, Chief Librarian,  
V. Petryniak, Deputy Clerk  
Others Present: Councillor M. Albano

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**1. CALL TO ORDER**

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

**2. DISCLOSURE OF PECUNIARY INTEREST**

Councillor J. Hurst declared a conflict of interest with respect to item 5A (Confidential Report No. RP-2019-0014) as he is the owner of a property adjacent to the property referenced in the report. He did not partake in any discussion or voting on this matter.

**3. COMMITTEE DELEGATIONS/PRESENTATIONS**

**a. Laura Lancaster, Manager of Human Resources**

Laura Lancaster, Manager of Human Resources gave a presentation to Committee regarding the general principles of succession planning with an overview on the efforts being made at the Town to implement a Succession Planning program that suits the Town's needs.

**b. Catherine McLeod, Cultural Development Coordinator**

Catherine McLeod, Cultural Development Coordinator gave a presentation to the Committee regarding the 2018 State of Culture Report outlining the highlights achieved in 2018 and plans for 2019.

<b>4. REPORTS &amp; MEMORANDUMS FROM OFFICIALS – FIVE (5) ITEMS FOR RECOMMENDATION</b>
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**a. OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0005 dated March 7, 2019 regarding 2018 State of Culture Report. (Recommendation No. CCA-2019-0016)**

THAT OFFICE OF THE CAO MEMORANDUM NO. ADMIN-2019-0005 dated March 7, 2019 regarding 2018 State of Culture Report, be received for information.

**CARRIED**

**b. CORPORATE SERVICES MEMORANDUM NO. CORPSERV-2019-0004 dated February 25, 2019 regarding Annual Development Charges Indexing. (Recommendation No. CCA-2019-0017)**

THAT CORPORATE SERVICES MEMORANDUM NO. CORPSERV-2019-0004 dated February 25, 2019 regarding Annual Development Charges Indexing, be received for information.

**CARRIED**

**c. OFFICE OF THE CAO REPORT NO. ADMIN-2019-0012 dated February 25, 2019 regarding Annual Development Charges Indexing. (Recommendation No. CCA-2019-0018)**

THAT Report ADMIN-2019-0012 dated March 4, 2019 regarding the Award of Request for Proposal P-025-19 for the Canine & Wildlife Services Contract for the Town of Halton Hills be received;

AND FURTHER THAT Omega Canine Control Services, 4947 First Line, Erin, Ontario be awarded Proposal P-025-19 to provide Canine Control and Wildlife services for a total of \$644, 406.23 (including HST) for a three (3) year term, with one (1), two (2) year option to renew;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order to Omega Canine Control Services in the amount of \$ 644,406.23 for the three (3) year term and for the optional one (1), two (2) year renewal subject to service and price negotiation;

AND FURTHER THAT the necessary By-law be enacted appointing Robert McIntosh and Rudy deJong as Municipal law Enforcement Officers in order to exercise all the authority, powers and rights of Canine Control Officers for the Town of Halton Hills.

**CARRIED**

**d. CORPORATE SERVICES REPORT NO. CORPSERV-2019-0020 dated February 25, 2019 regarding amendments to the 2019 Personnel Policy Manual. (Recommendation No. CCA-2019-0019)**

THAT report No. CORPSERV-2019-0020 dated February 25, 2019 regarding amendments to the 2019 Personnel Policy Manual be received;

AND FURTHER THAT 2019 Personnel Policy Manual be recommended by the Committee of Community and Corporate Affairs for approval by Council;

AND FURTHER THAT the 2019 Personnel Policy Manual is immediately effective upon Council approval.

**CARRIED**

**e. RECREATION AND PARKS REPORT NO. RP-2019-0012 dated February 26, 2019 regarding requests for municipal assistance. (Recommendation No. CCA-2019-0020)**

THAT Report RP-2019-0012 dated February 26, 2019 regarding requests for municipal assistance be received;

AND FURTHER THAT funding in the amount of \$1,793.62 for the Aynsley Saxe Beautiful Tomorrow Project be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$7,200.00 for Cancer Assistance Service of Halton Hills Tour the Hills event be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$3,339.72 for Georgetown

Cruise Nights be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$5,000 for Heritage Acton 175th Anniversary Celebrations be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$640.32 for the Halton Hills Optimist Club Cross Country Run be derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

AND FURTHER THAT funding in the amount of \$3,296.16 for the Acton Farmers Market on 7 be derived from the Municipal Assistance program as the proposal meets the eligibility criteria;

AND FURTHER THAT funding in the amount of \$4,742.95 for the Head for the Hills Craft Beer Festival be derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

AND FURTHER THAT funding in the amount of \$1,402.47 for the Georgetown Chevrolet Buick GMC be derived from the Municipal Assistance program as the proposal meets the eligibility criteria

AND FURTHER THAT funding in the amount of \$890.45 for the Lion's Club of Georgetown Santa Claus Parade be derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

AND FURTHER THAT funding in the amount of \$578.42 for the Our Kids Network Fall Fun Fair be derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria;

AND FURTHER THAT funding in the amount of \$516.50 for Jesse's Journey Isaac's Trek for Treats be derived from the Municipal Assistance program based on the proposal's own merits as it does not meet the eligibility criteria.

**CARRIED as AMENDED**

**5. CLOSED SESSION**

Recommendation No. CCA-2019-0021

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

- a. RECREATION AND PARKS REPORT NO. RP-2019-0014 dated February 25, 2019 regarding a proposed or pending acquisition or disposition of land by the municipality or local board.

Committee moved into Closed Session at 4:14 p.m.

**CARRIED**

**6. RECONVENE INTO OPEN SESSION**

Recommendation No. CCA-2019-0022

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

Committee reconvened into Open Session at 4:29 p.m.

**CARRIED**

<b>CONFIDENTIAL REPORTS &amp; MEMORANDUMS FROM OFFICIALS – ONE (1) ITEM FOR RECOMMENDATION</b>
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**RECREATION AND PARKS REPORT NO. RP-2019-0014 dated February 25, 2019 regarding a proposed or pending acquisition or disposition of land by the municipality or local board. (Recommendation No. CCA-2019-0023)**

THAT REPORT NO. RP-2019-0014 dated February 25, 2019 regarding a proposed or pending acquisition or disposition of land by the municipality or local board be received;

AND FURTHER THAT staff follow the recommendations as set out in the Confidential Minutes of the Community and Corporate Affairs Committee meeting dated March 19, 2019.

**CARRIED**

**7. ADJOURNMENT**

The meeting adjourned at 4:30 p.m.

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Rick Bonnette, MAYOR

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Suzanne Jones, CLERK