



**REPORT OF THE
COMMUNITY AND CORPORATE AFFAIRS COMMITTEE
Minutes No. CCA-02-2020**

Minutes of the Community and Corporate Affairs Committee meeting held on Monday, January 27, 2020 at 3:00 p.m., in the Council Chambers, Halton Hills, Town Hall.

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

Staff Present: A.B. Marshall, Chief Administrative Officer;
J. Diamanti, Commissioner of Corporate Services;
W. Harris, Commissioner of Recreation and Parks;
H. Olivieri, Chief and Commissioner of Fire Services;
G. Cannon, Chief Librarian;
M. Leighton, Town Treasurer, Director of Accounting;
M. Van Ravens, Director of Transportation;
B. Parker, Director of Planning Policy;
V. Petryniak, Deputy Clerk

Others Present: Councillors M. Albano, B. Lewis

1. CALL TO ORDER

Councillor A. Lawlor called the meeting to order at 3:00 p.m.

2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

There were no disclosures of pecuniary/conflict of interest.

3. COMMITTEE DELEGATIONS/PRESENTATIONS

a. Damian Szybalski, Director of Economic Development, Innovation and Culture/Gerald Pisarzowski, Managing Director, Navigate

Damian Szybalski, Director of Economic Development, Innovation and Culture and Gerald Pisarzowski, Managing Director, Navigate made a presentation to Committee regarding Draft Foreign Direct Investment (FDI) Attraction Strategy. (Refer to Item 4b of this agenda)

b. Lois Ouellette, KPMG

Lois Ouellette, KPMG made a presentation to Committee regarding Audit Planning Report. (Refer to Item 4e of this agenda)

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

a. LIBRARY SERVICES MEMORANDUM NO. LIB-2020-0001 dated January 9, 2020 regarding Programs and Services for individuals living with Alzheimer's or related forms of dementia. (Recommendation No. CCA-2020-0006)

THAT LIBRARY SERVICES MEMORANDUM NO. LIB-2020-0001 dated January 9, 2020 regarding Programs and Services for individuals living with Alzheimer's or related forms of dementia, be received for information.

CARRIED

b. OFFICE OF THE CAO REPORT NO. ADMIN-2020-0002 dated January 14, 2020, regarding the draft Foreign Direct Investment (FDI) Attraction Strategy. (Recommendation No. CCA-2020-0007)

THAT Report No. ADMIN-2020-0002, dated January 14, 2020, regarding the draft Foreign Direct Investment (FDI) Attraction Strategy, be received;

AND FURTHER THAT the draft FDI Attraction Strategy, appended to this report, be approved;

AND FURTHER Town staff report back to Committee and Council with the final FDI Attraction Strategy.

CARRIED

c. OFFICE OF THE CAO REPORT NO. ADMIN-2020-0004 dated January 17, 2020, regarding Public Art Banners Fabrication and Installation Award of Single Source Contract. (Recommendation No. CCA-2020-0008)

THAT Report No. ADMIN-2020-0004, dated January 17, 2020, regarding Public Art Banners Fabrication and Installation Award of Single Source Contract, be received;

AND FURTHER THAT the Senior Manager of Purchasing & Risk Management be authorized to issue a single source purchase order to

Cityscape Displays Inc., 3995 Sladeview Crescent, Mississauga, ON. L5L 5Y1, to an upset limit of \$54,000.00 plus HST;

AND FURTHER THAT \$11,000 be transferred from the Public Art Reserve to the Public Art Banner Project capital project to fund the total costs of the project.

CARRIED

d. CORPORATE SERVICES REPORT NO. CORPSERV-2020-0003 dated January 27, 2020, regarding Award of RFP# 19-135 for Janitorial Supplies. (Recommendation No. CCA-2020-0009)

THAT Report No. CORPSERV-2020-0003, dated January 27, 2020, regarding Award of RFP# 19-135 for Janitorial Supplies be received;

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue a purchase order in the amount of \$135,000 (exclusive of HST) to Wood Wyant Canada Inc., 190 Annagem Boulevard., Mississauga ON L5T 2V5, for Janitorial Supplies for a one (1) year term, with four (4), additional one (1) year options to renew, estimated at \$135,000 per year (exclusive of HST).

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue purchase orders to Wood Wyant Canada Inc., 190 Annagem Boulevard, Mississauga ON L5T 2V5, for the term of the contract.

CARRIED

e. CORPORATE SERVICES REPORT NO. CORPSERV-2020-0004 dated January 10, 2020 regarding the KPMG 2019 Audit Planning Report. (Recommendation No. CCA-2020-0010)

THAT Report CORPSERV-2020-0004 dated January 10, 2020 regarding the KPMG 2019 Audit Planning Report be received as information.

CARRIED

f. CORPORATE SERVICES REPORT NO. CORPSERV-2020-0006 dated January 27, 2020, regarding Award of RFP HCPG-4-2019 Supply and Delivery of Aftermarket Automotive Parts and Related Supplies. (Recommendation No. CCA-2020-0011)

THAT Report No. CORPSERV-2020-0006, dated January 27, 2020, regarding Award of RFP HCPG-4-2019 Supply and Delivery of Aftermarket Automotive Parts and Related Supplies be received;

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue a purchase order in the amount of \$115,000 (exclusive of HST) to NAPA Auto Parts - Wares Automotive & Industrial Supply, 47 Mountainview Road North, Georgetown, ON L7G 4J7 for a two (2) year term, with three (3), additional one (1) year options to renew, estimated at \$115,000 per year (exclusive of HST);

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue purchase orders to NAPA Auto Parts - Wares Automotive & Industrial Supply, 47 Mountainview Road North, Georgetown, ON L7G 4J7, for the term of the contract.

CARRIED

g. RECREATION AND PARKS REPORT NO. RP-2020-0002 dated January 27, 2020, regarding the award and funding of Q-101-19 Replacement of Main Street Pedestrian Bridge. (Recommendation No. CCA-2020-0012)

THAT Report RP-2020-0002 dated January 27, 2020, regarding the award and funding of Q-101-19 Replacement of Main Street Pedestrian Bridge be received;

AND FURTHER THAT the Senior Manager of Purchasing & Risk Management be authorized to issue a purchase order for the award of Q-101-19 for the replacement of the Main Street Pedestrian Bridge in the amount of \$113,950.00 + HST to Hobden Construction of Milton Ontario;

AND FURTHER THAT the amount of \$46,000 for the adjusted cost of the Main Street pedestrian bridge as outlined in Report RP-2020-0002 be derived from the Capital Replacement Reserve.

CARRIED

5. CLOSED SESSION

There were no items for closed session.

6. RECONVENE INTO OPEN SESSION

N/A

7. ADJOURNMENT

The meeting adjourned at 3:51 p.m.

Rick Bonnette, MAYOR

Suzanne Jones, CLERK