



Council Meeting Minutes
Tuesday, September 15, 2009
8:00 a.m.

Committee Room/Council Chambers, Town Hall

Mayor M. Morrison (absent – municipal business)
D. Beffort
N. deBoer
A. Groves (arrived at 9:30 a.m.)
G. McClure
R. Paterak (left at 5:30 p.m. – illness)
J. Payne
A. Thompson (arrived at 8:30 a.m.)
R. Whitehead (arrived at 8:20 a.m.)

Chief Administrative Officer: D. Barnes
Deputy CAO/Director of Corporate Services/Treasurer: R. Kaufman
Director of Administration/Town Clerk: K. Landry
Deputy Treasurer: F. Wong
Deputy Fire Chief: T. Lippers
Town Counsel/Director: N. Koltun
Director of Recreation & Property Services: E. Eglite
Director of Planning & Development: M. Hall
Chief Building Official: G. Middlebrook
Director of Human Resources: R. Moore-Whitsitt
Manager of Public Works & Engineering: D. Atkins
Manager of Development: S. Smith
Community Development Planner: R. Conard
Senior Policy Planner: T. Manley
Business Manager of Arenas: G. Young
Business Manager of Town Properties: B. Davis
Manager of Building Section: M. Schofield
Manager of Parks/Landscape Architect: B. Baird
Manager of Recreation Development: S. Doherty
Community Planner: B. Lauder
Acting Manager of Development: K. Yew
Legislative Services Supervisor/Deputy Clerk: D. Thompson
Acting Legislative Administrator: L. Ricciuti

1. **CALL TO ORDER**

Acting Mayor Councillor Payne called the meeting to order at 8:15 a.m.

2. **APPROVAL OF AGENDA**

Moved by D. Beffort - Seconded by N. deBoer 571-2009

That the agenda for the September 15, 2009 Council Meeting be approved, as amended.
Carried.

Moved by R. Paterak – Seconded by D. Beffort 572-2009

That Council convene into Council Workshop.
Carried.

3. **DISCLOSURE OF PECUNIARY INTEREST** – None stated.

4. **COUNCIL WORKSHOP**

1. Recreation & Parks Master Plan.

Todd Brown of Monteith Brown Planning Consultants reviewed the following information regarding the Recreation & Parks Master Plan:

- To examine the provision of parks and recreational facilities and services to meet the current and future needs.
- Provide the Town with direction and focus to help make decisions based on extensive planning.
- Provide strategies and recommendations to address leisure needs and maximize community benefit.

Demographics:

- 2009 – 57,600 residents
- 2019 – 79,800 residents
- Population growth – 2019
 - South Albion Bolton - 1,011 residents
 - Caledon East - 3,676 residents
 - Mayfield West – 7,764 residents

Population Profile:

- 1996 Median Age
 - Caledon - 38 years old
 - Ontario - 39 years old

Trends:

- Lack of time is a major barrier to participation
- Increased demand for unstructured, “drop in” activities for diverse recreation opportunities
- Income influences participation in recreation
- High levels of inactivity and obesity – a growing concern
- Desire for more resource sharing and partnerships
- In-door and out-door multi-use /multi-generational facility design
- Aging infrastructure requiring strategic investment

Consultation:

- Community Stakeholder Survey
- Community Search Conference
- Key Informant Interviews
- On-line Feedback Form

Recommendations:

The Town should utilize targets in conjunction with other important factors, including trends, spatial and usage data, degree of latent demand, and population growth in respective age groups to make informed decisions pertaining to facility based demand and before finalizing capital investment.

The Town should collect registration data from local organized facility user groups (including but not limited to ice sports, sports field users etc.) in order to better understand current market conditions and demand for activities.

INDOOR RECREATION FACILITIES

Community Centre Recommendations:

The lifecycle assessment should be conducted for existing municipal community centres to determine the extent of capital investment that will be required for maintenance and determine the facility lifecycle strategy. This will allow the Town to make an informed decision as to whether facilities should be improved, repurposed, decommissioned or maintained according to status quo.

Arena/Ice Pad Recommendations:

The Caledon Community Complex should be twinned in the short term (i.e.: prior to 2011) to address the needs of local ice sports.

After the proposed ice pad becomes operational, the Town should monitor growth in demand for local ice sports to determine whether a second new ice pad is required within the master planning period. At this time, the Town should undertake a feasibility study, site selection and business planning process to determine the most appropriate location(s) for these ice pads.

Indoor Aquatics Recommendations:

Selective improvements to enhance the accessibility, functionality, amenity value and general aesthetics is recommended for the Mayfield Recreation Complex pool prior to 2011 in order to leverage federal and provincial funding provisions.

Consider the provision of a new indoor aquatic tank over the course of the master planning period to serve the Town's forecasted population growth, so long as the Town remains committed to providing three tanks to serve its residents, and improvements to the Mayfield Recreation Complex pool are undertaken.

Gymnasium Recommendations:

No new municipal gymnasiums are recommended for development over the course of the master planning period. Instead, the Town should continue to engage the local school boards and other community-based gymnasium providers to facilitate community access to key non-municipal gymnasiums.

Child Leisure Space Recommendations:

A continued emphasis should be placed on programming for children as well as parent and tot activities to provide opportunities for early childhood development and family-based leisure.

Consider the provision of drop-in early childhood development space at the Caledon Centre for Recreation & Wellness and the Mayfield Recreation Complex in order to provide a child supervision service for caregivers using the facilities, while introducing children to leisure activities at an early age.

NOTE: Councillor Whitehead requested that the need for programming for children be verified due to the programs currently offered at the Wellness Centre.

Youth Leisure Space Recommendations:

Expand the existing Youth Centre at the Caledon Centre for Recreation & Wellness prior to 2011 in order to leverage federal and provincial funding provisions. Doing so will increase program capacities through which the promotion of safe and healthy recreation opportunities can be made available to local youth.

Caledon Youth Services should continue to focus its efforts on providing outreach services and programs to local youth by continuing to implement initiatives such as the Mobile Youth Centre and skateboard park, as well as working with schools to provide after-school programming targeted to specific communities.

Continue to engage and empower local youth in decisions surrounding facility and program needs, through the provision of necessary services, employment/volunteer opportunities and consultation initiatives.

Review the relationship and operations with Caledon Youth Services to ensure that the programs and spaces are delivered in an effective and sustainable manner.

Older Adult & Seniors' Space Recommendations:

Investigate the possibility of physically linking the Caledon Seniors' Centre at Rotary Place to the Caledon Centre for Recreation & Wellness as a means to increase intergenerational and cross-programming opportunities for use of these spaces.

Consistently evaluate opportunities to deliver programs aimed at older adults using an outreach model similarly employed for youth services as a means to provide access to residents whose transportation-related challenges may prevent their participation in recreation.

Establishment of an Older Adult's Co-ordinator position is recommended to facilitate the delivery of programming to the growing population of older adults and seniors, as well as monitoring trends in program and facility requirements for these age groups.

NOTE: It was stated that Phase III of the Caledon East facility needs to enhance the role of seniors.

Fitness Space Recommendations:

Continue to operate the fitness centre at the Caledon Centre for Recreation & Wellness, although no new large fitness centres are recommended over the course of the master planning period. Smaller fitness centres and studio spaces should be evaluated on a case by case basis (i.e. through expansion of the Caledon Community Complex)

Evaluate ways to improve existing community meeting spaces to a point where studio-based fitness programming can be delivered to residents across the Town using an outreach model.

With an increasingly older population base, focus should be placed upon enhancing the number of fitness programs opportunities for older adults. At the same time, development of innovative fitness programs targeted to children, youth and adults should also be pursued as a means to increase overall physical activity levels in the community.

Review a "made in Caledon" approach for community-based fitness through market demand and integration into multi-purpose community centres.

Indoor Turf Sports Centre Recommendations:

Municipal involvement in an indoor turf venue should only be considered through a public-private partnership approach, contingent upon an interested community organization(s) or private sector enterprise being willing to bear a considerable portion of the capital and/or operational load associated with such a facility.

Multi-Purpose Community & Program Rooms Recommendations:

Investigate, on a case-by-case basis, the ability of existing municipal community halls and other program spaces to accommodate a broader range of uses in order to maximize their usage and deliver outreach programming to more remote communities of Caledon.

OUTDOOR FACILITIES

Trails & Pathways Recommendations:

At the time of the next Official Plan Review and Update process, a target of 0.8 kilometres of primary trail per 1,000 population should be encouraged.

Undertake an update to the Trails Master Plan to establish a collective vision for the trails system, incorporate principles of active transportation, and set priorities for trail development.

Incorporate elements of active transportation and opportunities to enhance trail connectivity in the design of new subdivisions, while examining ways to enhance active transportation linkages in existing urban areas.

Proceed with resurfacing of the Caledon Trailway prior to 2011 in order to leverage federal and provincial funding provisions.

Continue to work with local, regional and provincial partners in facilitating an interconnected trail network to maximize trail-related transportation across the Town of Caledon.

Design new and existing trails to function as multi-seasonal facilities providing year round transportation choices. The types of permitted uses will have to be established on a trail-by-trail basis in order to match usage to environmental conditions.

Soccer & Multi-Use Field Recommendations:

In the short-term, the Town should provide the equivalent of 10 new unit full size fields to address the demands of soccer. Subsequently, the Town should continue to monitor the growth in soccer and provide additional fields as necessary using a 1 field per 80 participant target for provision.

Wherever possible, new and existing fields should be evaluated for their ability to increase the number of playable hours by installing field enhancements such as lighting, irrigation and drainage systems, and/or artificial turf.

Soccer Fields Recommendations:

The provision of high quality fields, such as artificial turfs, should be developed in partnership with organized sports field users who would contribute to the capital and operational load associated with such facilities.

The construction of sports field complexes containing multiple fields is the preferred approach to field provision due to their ability to offer operational efficiencies for both the municipality and users.

Ball Diamond Recommendations:

The provision of one new lit hardball diamond is recommended.

While no new softball diamonds are recommended, the Town should undertake selective improvements at regularly utilized diamonds to provide a higher quality level of play. This at a minimum, should include reconstruction of washroom and pavilion facilities at the Alton Ballpark and the Caledon East Firehall Ballpark prior to 2011 in order to leverage, federal and provincial funding provisions.

Shift the delivery of organized programs away from underutilized ball diamonds, as appropriate, in order to repurpose these lands to address other high priority park and leisure needs required to address neighbourhood or community level demands.

Other Fields Sports Recommendations:

Construct two multi-use fields that provide equitable access to all sports field users. Artificial turf should be considered for such a field on the condition that the Town is able to procure at least one partner who is willing to devote a significant contribution of its own resources towards the capital and operational responsibilities associated with this amenity.

Tennis Court Recommendations:

The development of six new tennis courts is recommended to meet community needs. At least four courts should be developed as no fee, neighbourhood courts to facilitate casual playing opportunities, while the remaining two courts should be considered at the Caledon East Tennis Club and the Inglewood Tennis Club (i.e. one new court at each) on the condition that these clubs are able to demonstrate their ability to fully utilize the courts and/or contribute capital resources towards the investment.

Basketball & Multi-Use Courts Recommendations:

Develop eight new basketball and/or multi-use courts to serve newly developing residential areas as well as address gaps in existing areas that require access to such neighbourhood-level amenity.

Develop playing courts as multi-use courts, to the greatest degree possible in order to facilitate a broad range of activities within the space, to promote efficiencies in development of parkland. It is preferred that playing courts (including tennis courts) be developed in multiples of two in order to attain capital and operational efficiencies associated with the use of asphalt surfaces.

Playground Recommendations:

Continue to apply a provision target of one playground within 800 metres of urbanized residential areas, unobstructed by major pedestrian barriers, to fill any gaps in service.

In order to ensure that each rural service centre has access to a fully accessible, barrier-free playground, a total of two new barrier-free playgrounds are required to serve Caledon East and Mayfield West. Other playgrounds, both new and existing, should be evaluated for their ability to incorporate smaller scale barrier-free elements.

New playgrounds should meet CSA guidelines and all playgrounds should be regularly inspected by staff trained in playground safety protocol.

Outdoor Aquatics Recommendations:

To reach a long-term goal of providing a splash pad in each of the three rural service centres, a splash pad is recommended for the Mayfield West community in the short to medium term while a splash pad is recommended for the Caledon East community in the longer term.

Evaluate the ability of new and existing parks to incorporate basic cooling amenities in the form of smaller scale, minor splash pads.

Skateboard Parks Recommendation:

To reach a long-term goal of providing a skateboard park in each of the three rural service centres, a skateboard park is recommended for the Mayfield West community in the short to medium term while a skateboard park is recommended for the Caledon East community in the longer term.

Expand the existing skateboard park at the North Hill Park to reconcile the current and future needs of Bolton's skateboarding community. Consultation with local skateboarders should be conducted to determine the preferred design for this expansion as well as for any new skateboard parks being developed in Caledon.

Continue to provide mobile skateboarding services in order to target youth in more remote communities who would not otherwise have access to skateboarding facilities due to a lack of transportation.

Integrate small-scale skateboarding elements (e.g. basic rails, curbs, etc.) into neighbourhood parks to provide an introductory level experience for younger children or those who may not yet have the skill level to skate in a major park.

BMX/Mountain Bike Parks Recommendations:

The provision of one BMX park and one mountain bike course, both of smaller scale, is recommended to test projects to gauge demand and interest in these facilities. Presently, it would appear that Bolton or Mayfield West would be an ideal location for the test project given the large child and youth market in these communities. The design and location of the parks should be determined in consultation with appropriate stakeholders such as users, local youth, conservation authorities, etc.

Informal Park Activities Recommendations:

Through the parkland design process, ensure that sufficient spaces are allocated to facilitate informal activities within all types of parks. Informal spaces should be large enough to accommodate casual play and gathering opportunities, as well as being flexible enough to accommodate any future infrastructure demands that may arise through the needs associated emerging activities.

Integrate opportunities for informal fitness and exercise opportunities within parks by providing appropriate infrastructure such as equipment, internal trails, and spaces in which can be utilized for programmed and unprogrammed active living pursuits.

Outdoor Skating Rinks Recommendations:

The Town should continue to encourage residents to maintain natural ice rinks on municipal land for public use, particularly at future multi-use courts and existing parks and open spaces which are suitable to accommodate the use.

Off-leash Dog Parks Recommendations:

The provision of additional off-leash parks should only be considered if a community partner is willing to assume significant operational responsibility of the park including the establishment, maintenance, enforcement, etc.

Community Gardens Recommendations:

Integration of horticultural displays into the design of public spaces is encouraged at key destinations through improved aesthetics and creation of comfortable places, as a means to encourage for both passive and active leisure activity.

The Town should work with community-based organizations with experience in developing community allotment gardens to find appropriate lands suitable for such purposes.

The Town should implement a community allotment garden program on a trial basis that consist of at least one site – if deemed successful by the Town, additional sites should be secured in partnership within interested community groups.

Horticultural programs should accompany the development of new community gardens, and be delivered by the municipality and its community-based partners.

Other (Indoor & Outdoor) Recreation Recommendations:

The Town should respond to requests for facilities presently not part of the core mandate on a case-by-case basis by evaluating the municipality's role in providing the service in relation to quantified market demand and cost effectiveness of such services, while also identifying potential strategies to address long-term need for such requests should a sufficient level of demand be expressed.

PARKS & OPEN SPACES

Parkland Classification Recommendations:

As part of the Official Plan Review and Update process, the Town of Caledon should revise its parkland classification framework to differentiate between Neighbourhood Parks, Community Parks, District/Special Purpose Parks and Linear Parks.

Through the Official Plan Review and Update process, a parkland provision target of 2.7 hectares per 1,000 population (excluding the Linear Park classification) should be encouraged in order to enhance the quality of life for Caledon's residents.

Parkland Requirements Recommendations:

The majority of residences within a built-up residential area should be served by either a Neighbourhood Park, Community Park and/or District/Special Purpose Park within an 800 metre radius, unobstructed by major pedestrian barriers.

Using the proposed classification system and provision target for municipal parkland a total of 73 hectares is expected to be added if the Town's population grows by 24,000 residents as forecasted by the year 2019. The majority of this parkland should consist of larger Community and District Parks in order to accommodate the outdoor recreation facilities proposed through this Masterplan.

Parkland Acquisition Recommendations:

To compensate for any parkland shortfalls arising from reliance upon the acquiring parks solely through Planning Act provisions, the Town should also employ a range of alternative parkland acquisition mechanisms to obtain the required amount of parkland.

Continue to refrain from accepting parkland conveyances which are negatively impacted by stormwater management facilities or natural hazard lands except in situations where the Town deems such integration as being acceptable.

Parkland Design & Amenities Recommendations:

Provisions to incorporate spaces and amenities encouraging physical activity, wellness and informal use opportunities should be paramount considerations in the design of parks in order to encourage use and facilitate activity levels.

To ensure that safety concerns do not become a barrier to park usage the Town should continue to incorporate CPTED principles in park design and facilitate ambassador programs in consultation with the local police department to encourage civic participation in keeping the local park free of undesirable behaviours.

The Town should continue to design parks that incorporate natural, indigenous vegetation features in order to foster an appreciation for such areas and maintain crucial ecological functions.

Public washroom facilities (through a combination of permanent and portable facilities) should continue to be provided at heavily utilized parks and key trailheads along the greenway systems.

Ensure that adequate signage exists at all municipal parks, trailheads (with appropriate identification and routing information) and recreation and cultural facilities. These signs should be restored or replaced when they deteriorate.

Natural Environment Lands Recommendations:

Continue to expand upon the existing natural parks and trail systems as a means to develop corridors that serve ecological, passive recreational and active transportation purposes.

Continually develop innovative and engaging initiatives in partnership with local conservation authorities and other experts in environmental management that encourage environmental stewardship and the role of individuals in maintaining and enhancing ecological systems in Caledon.

DELIVERING SERVICES

Recommendations – Youth Services:

Develop a Youth Strategy to ensure that youth engagement and empowerment and the resulting benefits to youth and the community continue to be a priority.

Continue to meet the designation requirements of the Youth Friendly City through the Play Works collective in order to promote successes in engaging youth and to address any gaps in the provision/enabling of youth services.

Inventory and promote all opportunities available for youth utilizing technology and local neighbourhood communication vehicles.

Improve the Town's website content to creatively educate and create awareness regarding the benefits of embracing a healthy lifestyle and incorporate self-help tools.

Recommendations – Older Adult Services:

Include park amenities such as shade, water and washrooms to accommodate use by older populations when designing new and refurbishing existing parks, trails and green spaces.

Review the staffing requirements that are needed to support programs and services for the older population with the view of increasing the staff compliment to service older adults.

Consider eliminating reduced rates for older adults in the 55-65 year age range and offer financial assistance for those who cannot afford to participate in programs and services.

Develop an Older Adults Plan to address the changing needs of residents over 55 years of age and an anticipated increased demand due to the aging population.

Recommendations – Environmental Stewardship:

Develop a Greening Strategy that is aligned with community priorities and speaks to the departmental mandates and efforts to:

- Protect and preserve clean air, land and water
- Encompasses parks naturalization, beautification, urban forestry targets, and reduction of waste in facilities and parks
- Education and awareness through the facilities, programs and services
- Reduction of gas emissions through the use of trails for active transportation
- The engagement of children and youth in protecting and enhancing the environment

Pilot programs that support litterless lunches in camps, litterless parks sites and increase recycling and environmentally friendly practices in facilities.

Include interpretive signs along trails and in parks and facilities that speak to environmental efforts and results of being environmental stewards.

Continue to place priority on decreasing energy consumption in parks and in facilities.

Continue to engage and recognize environmental groups and volunteers that support the stewardship efforts.

Recommendations – Attaining Service Excellence:

Develop a customer service plan that sets out to test the level of satisfaction that exists with registrants, stakeholders and users of services, builds on strengths and addresses gaps inclusive of training and rewarding stellar customer service.

Review the policies and procedures of the department to ensure their relevancy and application to current legislative and operational requirements.

Develop a centralized process that articulates the legislative requirements of both the parks and recreation departments and test compliance on an annual basis at a minimum.

Maximize the synergies between parks and recreation through joint planning integration delivery where possible, communications and sharing of resources.

Prioritize the development and use of technology to register participants, standardize booking processes and utilize summary data to improve service delivery.

Develop a Pricing Policy that set about to cost services in a standardize fashion, base pricing consistently and based on the benefit of the program or service to the public as well considers current market values.

Create a set of meaningful performance measures that identify resourcing inputs, service outputs, efficiencies and effectiveness of the programs and services provided by parks and recreation. Ensure that these results are communicated annually to Council, the public and stakeholders.

Develop an annual communications plan that addresses key messages, the audience and appropriate communications vehicles. The plan should also look at cross promotion of key messages and information sharing opportunities with community groups and partner communication vehicles.

Recommendations – Supporting Community Development:

The Town should build on recent successes and adopt a standardized system through which the Department of Parks and Recreation collaboratively plan and execute a seamless recreation and parks service delivery system.

The Departments should embrace the principles of a community development approach and where possible incorporate a more community/neighbourhood based model in certain areas of its program and serve delivery system. Once full implemented, this could result in:

- Activities that are grouped in a set of values articulating the worth and capacity of people working together for mutual goals
- The community's participation in determining required services, service goals, service delivery issues and appropriate responses
- Shared decision making related to issues that are mutually important to the community and the Department
- New types of partnerships and alliances within community organizations that have interest in specific recreation service areas
- A sense of empowerment by community partners through providing meaningful contributions to the recreation delivery system

The Department should assign the responsibility of trend tracing and data analysis to a designated individual or team that would produce information and advice to guide proactive planning. The trend analyst would focus on:

- Global, industry wide issues that should inform Departmental planning
- Provincial information that would be helpful in establishing operational standards and procedures, such as quality assurance and compliance with legislative requirements
- Community and neighbourhood requirements that should be considered when developing the program and service inventories that are specific to certain jurisdictions of the Town of that are unique to certain Community Centre

Include a statement that the Department seeks to be fully inclusive in the Leisure Guide and other Departmental publications, translated into the top 3 predominant languages other than English.

That a departmental policy be developed that seeks to ensure that all advisory and project related committees to support the work of the departments represent the community it serves and includes persons with disabilities, residents of low income, various age groups, a balance of male/female representation and cultural diversity at a minimum.

Develop a policy and articulate the resources required to provide needed translation and interpretive signing where appropriate at community meetings in order to fully engage under represented groups and individuals.

Recommendations – Inclusivity:

Provide more information and first hand testimonials to staff through inclusive forums on the barriers under-represented groups face in accessing services.

Implement a training program for staff to gain the skills and competencies needed to fully engage under represented populations.

Execute an observational audit in parks and recreation facilities on a regular basis and in a systematic fashion to determine how parks and facility use is changing and how best to service the changing needs.

Post the listing of organizations that provide support to under represented groups, goals of the organization and contact information in the Leisure Guide in other appropriate publications and on the Town website.

Aquatics should develop a public education and awareness campaign on the need for all families to learn to swim including drowning and water incident prevention messaging. Targeted presentations, and assisting families to access pools and swimming lessons should also accompany the public education plan.

Foster the development of existing, new and emerging sport and recreation activities, that may be popular with under-represented populations.

Develop opportunities for all residents to learn introductory skills in traditional Canadian sport and recreational opportunities.

That the Town consider childcare provision during programs and recreational opportunities and public meetings primarily in low income areas to start.

Provide a no charge the youth leadership training contribution to low income youth in order to reduce fiscal barriers and increase employment opportunities for youth.

Develop simple but meaningful performance measures (inputs, outputs, efficiencies and effectiveness) with respect to including under-represented groups and report out annually to respective groups and stakeholders.

Continue to place high priority on the subsidy program and financial policy to reduce financial Caledon to participation, include addressing barriers for transportation and equipment.

Continue to provide a balance of no cost/low cost programs and services that are accessible to all residents.

Engage a full range of under represented groups in the development of new and the review of existing programs and services.

Provide staff training to ensure that plain and clear language is utilized in all reports and publications in the future.

Recommendations – Physical Activity:

Work with community partners (Public Health, Education, Libraries, Social Services, etc.) to develop a physical activity plan that set out to increase the level, duration and intensity of physical activity for Caledon residents and in Caledon workplaces.

Compliment the Town of Caledon workplace wellness initiatives through the introduction of staff based physical activity interventions in order for Caledon to demonstrate leadership in the community.

Denote all active choices in the Leisure Guide with a symbol to demonstrate that the active choice will improve physical activity levels.

Promote the benefits of being active on the Town website and in the Leisure Services Guide.

Recommendations – Sport Development:

Coordinate an annual forum in concert with sport deliveries and support organizations to discuss the Sport for Life Model and its implications and application in Caledon with a view to creating one vision to sport and with each organization in the collective playing a contributing role.

Next Steps

- Revise the Draft Masterplan according to feedback received from Council and Town Staff
- Present findings of the Draft Masterplan to the public (September 29) for feedback

- Host a youth workshop (October 1) to receive feedback pertaining to expansion of youth space
- Prepare an Implementation Strategy
- Finalize the Masterplan

Council recessed at 9:45 a.m. and reconvened at 11:00 a.m.

2. Procurement Process.

Karen Kellman reviewed the following information regarding the Procurement Process:

Guiding principle:

- purchasing decisions will be made using fair, transparent and accountable purchasing processes.

By-Law:

- re-written in its entirety
- focus - centralized procurement service

Benefits of Centralized Procurement:

- Purchasing staff who can provide expert procurement advice
- reduces exposure to risk/legalities
- ensures fair, open and transparent process
- central point of contact
- consolidation of products and services
- leads to cost saving initiatives

Policy Amendments:

1. Several policies have been incorporated into the new proposed Purchasing Policy.
 - Hedging; Leasing; P-Card
2. Appendices have been reworked within the Policy.
3. Some Appendices are incorporated/amended into the new Purchasing Policy.
 - Disposal of Surplus Goods
 - Employee Conduct
 - In-House Bids
4. Some key statements are referenced in the Purchasing Policy
 - Green Procurement
 - HST taxes
 - Accessibility for Ontarians with Disabilities Act
 - Risk Management; Insurance; Health and Safety
5. Procedures will be kept separate from the Policy.

Local Business Opportunities:

What we can do to help local business

- open up the competition
- tie breakers mechanism
- advertise in local papers

Example Ads:

CURRENT TENDERS, QUOTES & PROPOSALS

REQUEST FOR TENDER 2009-27

Paving contractor required for:

Part A – Excavate and Pave New Parking Lot Area Adjoining Existing Parking Lot at the Alton Fire Hall, 19630 Main Street, Alton; and

Closing Date: Friday, 4 September, 2009, 2:00 P.M. Local time

All documents and/or further information regarding the above referenced project(s) can be obtained by visiting: <http://www.caledon.on.ca/townhall/tender/>

The Purchasing Division is open from Monday to Friday between 9:00 AM to 4:30 PM, Corporate Services Department, 6311 Old Church Road, Upper Floor, Caledon, Ontario, L7C 1J6 or by calling 905-584-2272, Ext. 4121 or sandi.taferner@caledon.ca.

Bids received after the stated closing time and date will not be opened. Fax or electronic submissions will NOT be accepted. Lowest or any bid not necessarily accepted.

How to Procure Goods and Services:

Summary of Methods Chart:

A chart that provides all the necessary information for staff to procure goods and services:

- Various procurement methods
- When to advertise
- Dollar Value thresholds
- Who administers the procurement
- Conditions that must be satisfied

Value Threshold for Council Approval:

- Recommended to increase the value threshold from \$50,000 to \$250,000

Safeguards in Place with Increased Thresholds:

1. Purchasing would provide quarterly reports to Council and weekly communication through a group email.
2. Council approval required
 - projects over approved budget go to Council
 - projects over \$250,000 go to Council
 - projects not awarded to lowest responsive bid go to Council
 - projects not awarded to the highest responsive proposal go to Council
 - all projects at Council's request to go to Council
3. Purchasing will administer values over \$20,000

Efficient Use of Council and Staff's Time:

- Increased \$ threshold level should reduce time spent on routine Council award reports
- Improves the time lapse by 3-4 weeks in order for Staff to acquire their Goods and Services in a more expeditious manner

\$ Thresholds for Surrounding Municipalities:

City of Brampton

Staff

- Under 1 million approved at senior staff level

Council approval

- over 1 million
- award to vendor who is not the lowest acceptable bidder (tender)
- award to vendor who is not the best value bidder on an (RFP)
- over budget

City of Mississauga

Staff

- report to Council informally (e.g. monthly list of contracts awarded and value)

Council approval

- single source greater than \$100,000

- award to vendor who is not the lowest acceptable bidder (tender)
- award to vendor who is not the best value bidder on an (RFP)

Region of Peel

Staff

- Under \$250,000 approved by CFO
- All values for tenders approved by CFO

Council approval

- Over \$250,000 Proposals & direct negotiation, require Council approval
- award to vendor who is not the lowest acceptable bidder (tender)
- award to vendor who is not the best value bidder on an (RFP)
- over budget

Town of Milton – (currently revising policy)

Staff

- Under \$50,000 for proposals
- Under \$500,000 for tenders
- Approved at senior staff level

Council approval

- award to vendor who is not the lowest acceptable bidder (tender)
- award to vendor who is not the best value bidder on an (RFP)
- over budget

Halton Hills

Staff

- Under \$50,000 for proposals
- Under \$250,000 for tenders

Council approval

- award to vendor who is not the lowest acceptable bidder (tender)
- award to vendor who is not the best value bidder on an (RFP)
- over budget

Town of Newmarket

Staff

- All values approved by CAO

Council approval

- If over budget, not going with low bid (tender) or highest scored (proposal)

Vaughan

- Over \$100,000 requires Council approval

Oakville

Staff

- Under \$250,000 approved at staff level
- Over \$250,000 approved by CAO
- reported quarterly in an information report to Council, if over budget, not going with low bid (tender) or highest scored (proposal)

How to Engage Outside Professional Services:

- qualitative, technical and pricing considerations
- two (2) envelope process
- meets mandatory requirements
- highest score
- debriefings for professional services
- Purchasing will be actively involved throughout the selection process

Prohibited Classes of Vendors:

The Town shall not acquire goods and services from:

- Municipal Councillors;
- staff of the municipality or,
- Corporations or partnerships in which the above individuals hold a controlling interest.

Emergency Situations:

“Emergency” means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

“As defined” by the Emergency Management Act, R.S.O. 1990, Chapter E.9 and the emergency plan approved thereunder by the Town.

- At such time when an emergency occurs, the Director of the department may authorize values up to and including \$25,000 and
- the Chief Administrative Officer may authorize a purchase for values over \$25,000
- Values over \$50,000 must be reported to Council by the CAO

Performance Management:

Special provisions have been identified in the Policy to remedy unsatisfactory work:

- ability to remove a vendor from a competitive process if previous “work unsatisfactory”
- staff will be conducting performance management reviews
- Staff will provide documented evidence
- Steps will be incorporated into the procedures

Manager of Purchasing:

- monitor adherence
- report non-compliance
- ability to join co-operative ventures
- continuous procurement and risk management training

Council:

- may overrule any requirement of this policy on a transaction specific basis through resolution

Policy shall be reviewed:

- every five years in accordance with the Municipal Act or
- on a more frequent basis as per Council’s direction (i.e. every term of Council)

Moved by N. deBoer – Seconded by R. Paterak

573-2009

That Council rise out of Council Workshop.

Carried.

5. CLOSED MEETING

Council was in Closed Meeting from 11:30 a.m. to 12:20 p.m.

Moved by D. Beffort – Seconded by N. deBoer

574-2009

That Council shall go into closed session under Section 239 of the *Municipal Act* for the purpose of:

- Personal matters about an identifiable individual, including municipal or local board employees; and
- Labour relations or employee negotiations.

Carried.

Moved by D. Beffort – Seconded by R. Whitehead

575-2009

That Council move into open session.

Carried.

MATTERS ARISING FROM CLOSED SESSION

1. Confidential Report CS-2009-032 re Personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations.

Moved by A. Thompson – Seconded by R. Whitehead

576-2009

That Confidential Report CS-2009-032 regarding personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations, be received; and

That the 2010 non-union compensation plan as follows be approved:

Non-unionized Employees In same pay range as CUPE Grades 1-6	3.0%
Non-unionized Employees Grade 7	2.5%
Managers/Supervisors Senior Professionals Grades 8, 9	1.5%
Senior Management Grades 10-15	0%
Allow the grid to increase by 3%. Phase in the grid in two steps, half the difference in 2011 and half the difference in 2012. Difference is 3.0% less actual percent increase given in 2010	
Council requested they be attached to the Senior Management grid. 0% - 2010 3% grid increase Phase in grid increase in 2011, 2012	0%

A recorded vote was requested and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Beffort	x			
Councillor deBoer	x			
Councillor Groves	x			
Councillor McClure	x			
Mayor Morrison				x
Councillor Paterak	x			
Councillor Payne	x			
Councillor Thompson	x			
Councillor Whitehead	x			
TOTAL	8			1

Carried.

6. PRAYER AND O CANADA

Councillor Thompson opened the meeting with a prayer.

7. SUMMARY OF ADDENDUM ITEMS – None.

8. DISCLOSURE OF PECUNIARY INTEREST – None stated.

9. INTRODUCTIONS OF NEW STAFF – None.

10. DELEGATIONS

1. Jacqui Viaene, Treasurer, Caledon East Revitalization Committee re: Update on Status of Committee.

Moved by R. Whitehead – Seconded by N. deBoer 577-2009

That the delegation of Jacqui Viaene, Treasurer, Caledon East Revitalization Committee regarding Update on Status of Committee, be received.

Carried.

NOTE: Council advised that the booth fees for the Caledon East Revitalization Committee at Caledon Day would be waived.

2. David Robertson, Vice Chair of Heritage Caledon re: Bolton House Heritage Register.

Moved by D. Beffort – Seconded by G. McClure 578-2009

That the delegation of David Robertson, Vice Chair of Heritage Caledon regarding Bolton House Heritage Register, be received.

Carried.

3. Bob Inman, Inman Holdings Ltd. re: Refund of Planning Fees.

Moved by A. Groves – Seconded by R. Whitehead 579-2009

That the delegation of Bob Inman, Inman Holdings Ltd. regarding the Refund of Planning Fees, be received; and

That this matter be referred back to staff for a report on the request.

Carried.

4. Claire Riepma, Representing Alloa Land Owners Group re: Development issues and other related matters.

Mr. Riepma distributed a draft motion for Council's consideration.

Moved by G. McClure – Seconded by D. Beffort 580-2009

That the delegation of Claire Riepma from Riepma Consultants Inc., representing Alloa Land Owners Group regarding development issues and other related matters, be received; and

That the motion presented by Claire Riepma be referred to staff for a report on November 17, 2009.

Carried.

5. Stan Janes, Bolton Rotary re: Operation Red Nose.

Moved by A. Groves – Seconded by R. Whitehead 581-2009

That the delegation of Stan Janes, Bolton Rotary regarding Operation Red Nose, be received.

Carried.

NOTE: Councillor Groves suggested that the Ward 5 portion of the proceeds from the Caledon Councillor Golf Tournament could be donated to the Rotary Club for the Operation Red Nose initiatives as a source of funding. Other options could be pursued with staff through the various grant programs.

6. Emelia Faita re: Fence Exemption Request, 11 Wood Circle, Bolton.

Moved by R. Whitehead – Seconded by A. Groves 582-2009

That the delegation of Emelia Faita regarding Fence Exemption Request, 11 Wood Circle, Bolton, be received.

Carried.

7. Kathleen Rae re: Fence Exemption Request, 11 Wood Circle, Bolton.

Moved by A. Groves – Seconded by R. Whitehead 583-2009

That the delegation of Kathleen Rae regarding Fence Exemption Request, 11 Wood Circle, Bolton, be received.

Carried.

11. COUNCIL COMMUNICATIONS/INQUIRIES AND ANNOUNCEMENTS

11.1 Announcements.

Councillor Beffort advised that Jordan Grant and Jeremy Grant will receive a Heritage Canada National Achievement Award for their restoration works at the Alton Mill. The presentation by Heritage Canada and Heritage Caledon representatives will take place on September 25, 2009 at the National Conference in Toronto.

11.2 Urgent Business – None.

11.3 Notices of Motion – printed with the agenda.

i) Caledon East Downtown Intensification.

Moved by N. deBoer – Seconded by R. Whitehead 584-2009

Whereas there is an interest to redevelop the downtown core of Caledon East; and

Whereas the core of Caledon East is designated as an area to receive Development Charges exemptions for redevelopment; and

Whereas the Toronto Region Conservation Authority requires that a Flood Mitigation Study to comprehensively assess flood mitigation measures to address flooding in the commercial core be completed prior to redevelopment of lands located in the floodplain;

Therefore be it resolved that staff be asked to include the Caledon East Flood Mitigation Study in the 2010 budget as an unmet need to be completed as early in the year as possible.

Carried.

ii) Bolton House Heritage Register.

Moved by D. Beffort – Seconded by R. Paterak 585-2009

Whereas Council has consulted with the municipal heritage committee regarding the listing of the property at 12131 Regional Road 50; and

Whereas in an email dated August 13, 2009, the municipal heritage committee recommended that the property at 12131 Regional Road 50 be listed in the municipal register;

Be it resolved that Council direct staff to include this property in the register and so notify the Building Department and the property owner.

A recorded vote was requested and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Beffort	x			
Councillor deBoer	x			
Councillor Groves	x			
Councillor McClure	x			
Mayor Morrison				x
Councillor Paterak	x			
Councillor Payne	x			
Councillor Thompson	x			
Councillor Whitehead	x			
TOTAL	8			1

Carried.

NOTE: Staff was requested to engage and work with the property owner regarding a potential commercial use for the property.

iii) Seasonal Produce Advertising Signs.

Moved by A. Thompson – Seconded by N. deBoer

586-2009

Whereas 'Eat Local' grown food is gaining attention for our local farmers; and

Whereas local farmers produce is seasonal and the timeline for selling their produce is limited; and

Therefore be it resolved that staff investigate the possibilities of amending the sign by-laws to permit the placement of two seasonal signs on each side of the road per concession for seasonal Farmer's Market and Roadside produce signs on Town and Regional Roads in the Town of Caledon; and

That staff report back on this matter.

Carried.

iv) Waiving of Procedural By-law to Permit Discussion at the September 22, 2009 Council Workshop.

Moved by R. Paterak – Seconded by A. Thompson

587-2009

That Council waive the procedural by-law to permit discussion with interested parties at the September 22, 2009 Council Workshop.

Carried.

11.4 Notices of Motion – presented at meeting.

i) Councillor Paterak – Highway 10 Widening, Zone Change Application.

Whereas the widening of Highway 10 to 4 lanes will soon be completed within Caledon Village; and

Whereas many of the homes north of Charleston Sideroad will experience increasingly difficult circumstances for day-to-day living, making those homes very unsuitable for full-time habitation; and

Whereas the homes in question could find suitable after lives as professional offices and other low impact commercial applications;

Therefore be it resolved that the Planning Department proceed in early 2010 with a Town initiated rezoning from residential to commercial for all properties on the east side of Highway 10 from Charleston Sideroad, north, up to and including the OPP Station, and on the west side of Highway 10, all properties from George Street to Mistywood; and

Further that this resolution be mailed to all affected property owners.

11.5 Council Inquiries:

i) Smith Court, Bolton

Councillor Groves advised of receipt of a letter from a resident of Smith Court, Bolton regarding issues that have been on going for several years and requested that this correspondence be referred to staff for follow up and response and that a meeting be set up with the Mayor and area Councillors to discuss the matter.

ii) 63 King Street West, Bolton

Councillor Groves advised that she had recently received new information regarding the zone change application at 63 King Street West, Bolton and would like the matter brought forward for further discussion by Council.

Moved by R. Whitehead – Seconded by A. Thompson

588-2009

That Council waive the procedural by-law to bring forward a motion for reconsideration of a matter regarding 63 King Street West, Bolton.

Carried.

Moved by A. Groves – Seconded by A. Thompson 589-2009

That Council waive the procedural by-law to permit a representative from Bolton Village Resident’s Association to address Council.

Carried.

Sherry Brioschi, on behalf of the Bolton Village Residents Association expressed concerns regarding the notification process regarding the zone change application at 63 King Street West, Bolton.

Moved by G. McClure – Seconded by R. Whitehead 590-2009

That Council bring forward for reconsideration resolution 463-2009 from August 4, 2009 Council meeting.

A recorded vote was requested and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Beffort		x		
Councillor deBoer		x		
Councillor Groves	x			
Councillor McClure	x			
Mayor Morrison				X
Councillor Paterak		x		
Councillor Payne	x			
Councillor Thompson		x		
Councillor Whitehead		x		
TOTAL	3	5	---	1

Lost.

Moved by A. Groves – Seconded by G. McClure 591-2009

That 63 King Street West – Family Foot Care rezoning be added as an item to be considered at the September 22, 2009 Council Meeting.

Carried.

iii) Development Notification.

Councillor Groves requested that Council members receive at least 3 to 4 weeks notice of any development applications being brought forward to Council for consideration in order that members may consult with constituents.

iv) Vacuum Trucks.

Councillor deBoer requested staff to consider including the use of vacuum trucks for the clean out of attic insulation when contracting these services in the future.

v) Pinkney House, Shaw’s Creek Road.

Councillor Beffort requested the Heritage Resource Officer and the Mayor’s Office to forward a letter to the owners of the Pinkney house on Shaw’s Creek Road to express the desire to designate the home on the property.

vi) Highway 10 Widening, Drainage Plan.

Councillor Beffort advised we received a response from the Ministry of Transportation regarding the Highway 10 Widening Drainage Plan. Councillor Beffort expressed disapproval of the Ministry of Transportation’s response. The Mayor indicated she would write a letter in response.

12. REGULAR BUSINESS

1. ADM-2009-018 re: 2010 Council Meeting Schedule.
Moved by R. Whitehead – Seconded by N. deBoer 592-2009
That Report ADM-2009-018 regarding the 2010 Council Meeting Schedule, be received;
and
That Council adopt the 2010 Council Meeting Schedule, attached as Appendix “A” to
Report ADM-2009-018; and
That the 2010 Council Meeting Schedule be circulated to the Region of Peel for
information purposes; and
That Council enact a By-law to amend the Procedural By-law to have Council meetings
that are primarily established for the purpose of Council Workshop commence at 9:30
a.m. commencing January 2010.
Carried.
2. ADM-2009-028 re: Fence Exemption Request, 11 Wood Circle, Bolton.
Moved by A. Thompson – Seconded by G. McClure 593-2009
That Report ADM-2009-028 regarding Fence By-law Exemption – 11 Wood Circle, Bolton
be received; and
That Council enact a By-law exempting 11 Wood Circle from the provisions of Section 5
of Town of Caledon Fence By-law 2005-36 with the following conditions:
 - (a) The fence has a maximum height of 2.1 metres (7 feet).
 - (b) The fence does not project further than 1.5 metres (5 feet) into the front yard.That a copy of the petition submitted by Kathleen Rea on September 1, 2009 be
received.
Carried.
3. ADM-2009-027 re: Appointment of Treasurer.
Moved by R. Whitehead – Seconded by A. Groves 594-2009
That Report ADM-2009-027 regarding the Appointment of Treasurer, be received; and
That Council enact a by-law to appoint Fuwing Wong as Treasurer.
Carried.
4. CS-2009-023 re: Use of Auction for Procurement.
Moved by A. Thompson – Seconded by R. Whitehead 595-2009
That Report CS-2009-023 regarding Use of Auctions for Procurement, be received;
Carried.
5. CS-2009-030 re: 2008 Lease Financing Agreements Summary Report.
Moved by N. deBoer – Seconded by R. Whitehead 596-2009
That Report CS-2009-030 regarding the 2008 Lease Financing Agreements be received;
and
That Council accepts and agrees with the opinion of the Treasurer that the total number
of all financing leases of the following categories, already entered into in 2008, remaining
active in 2009 or proposed to be entered into in 2009, have not and will not result in a
material impact for the municipality:
 - all existing non-material financing leases which have been duly entered
into on or before September 15, 2009;

- leases for office equipment including photocopiers, multi-functional printers, mailing/postage machines which have been entered into in accordance with the Town's Purchasing Policy;
- leases of real property where the lease is for nominal, token consideration or consideration that does not exceed the materiality level of the audited financial statements;
- vehicle leases where replacement reserve funding is unavailable for such vehicles or for vehicles subject to extensive usage (mileage and/or hours) over a short lease period; and
- short-term vehicle, equipment, furnishings, and real property/facility leases required for seasonal or project specific activities.

And that Council enact a by-law to amend the "Statement of Lease Financing Policies and Goals", Appendix XVI of the Purchasing By-law 2004-148 to include a category of leases called, "Non-Material Leases" defined as lease agreements which, in the opinion of both Council and the Treasurer, would not result in a material impact to the municipality; and

That the leases outlined in the above recommendation are included in the definition of Non-Material Leases for the amendment to the Purchasing By-law.

Carried.

6. CS-2009-034 re: Town of Caledon 2008 Management Letter.

Moved by R. Whitehead – Seconded by A. Thompson 597-2009

That Report CS-2009-034 regarding the Town of Caledon 2008 Management Letter be received; and

That staff be directed to continue to implement improvements to ensure the safeguarding of the Town's assets and the accuracy of the Town's records.

Carried.

7. CS-2009-033 re: 2008 Treasurer's Investment Report.

Moved by N. deBoer – Seconded by R. Whitehead 598-2009

That Report CS-2009-033 regarding the Treasurer's Investment Report for 2008 be received; and

That the Town of Caledon's Investment Policy be approved.

Carried.

8. HR-2009-002 re: Public Holidays 2010.

Moved by D. Beffort – Seconded by R. Whitehead 599-2009

That Report HR-2009-002 regarding public holidays for 2010, be received; and

Family Day	Monday, February 15, 2010
Good Friday	Friday, April 2, 2010
Victoria Day	Monday, May 24, 2010
Canada Day	Thursday, July 1, 2010
Civic Holiday	Monday, August 2, 2010
Labour Day	Monday, September 6, 2010
Thanksgiving Day	Monday, October 11, 2010
Christmas Day	Monday, December 27, 2010
Boxing Day	Tuesday, December 28, 2010
New Years Day	Friday, December 31, 2010
Floating Holidays (2)	

That Council approve that the Town Hall building, except for the POA office, be closed December 27, 2010 to December 31, 2010, inclusive.

Carried.

9. LS-2009-020 re: Graffiti Initiatives.

Moved by A. Groves – Seconded by A. Thompson

600-2009

That Report LS-2009-020 regarding Graffiti initiatives be received;

That Council support and instruct the Manager of By-law Enforcement and Property Standards to work with the Police Advisory Council of Caledon and the Caledon Detachment OPP and to assist them in implementing an awareness and education campaign as set out in Option A and B of Report LS-2009-020; and

That Council support and instruct the Manager of By-law Enforcement and Property Standards to coordinate with the Town's IT department to create an online form that can be printed out and faxed to the Town and an online link to an email address where residents could send an email to the Town to report any incidences of graffiti in accordance with Option C of Report LS-2009-020.

Carried.

10. LS-2009-040 re: Town Wide Development Charges By-Law 2009-90 Mayfield Station Developers Group Appeal to Ontario Municipal Board.

Moved by A. Thompson – Seconded by R. Paterak

601-2009

That Report LS-2009-040 regarding the Town Wide Development Charges By-law 2009-90 Appeal to the Ontario Municipal Board be received; and

That staff be authorized to continue to negotiate a settlement of the Appeal filed by the Mayfield Station Developers Group and to report to Council when an agreement has been negotiated.

Carried.

11. PD-2009-007 re: Proposed Commercial Plan of Condominium, Part Lot 4, Concession 7 (Albion), designated as Parts 1 and 3 on Plan 43R-17671, 12621 Highway 50, Bolton, Town of Caledon, Applicant: Toonie Loonie Car Wash (Bolton) Inc., File No: 21CDM-08002C.

Moved by A. Groves – Seconded by R. Whitehead

602-2009

That Report PD-2009-007 regarding Proposed Draft Plan of Condominium (Commercial), Part Lot 4, Concession 7 (Albion), designated as Parts 1 and 2 on Plan 43R-32399, 12621 Regional Road 50 (Highway 50), Bolton, Town of Caledon, Owner: Toonie Loonie Car Wash (Bolton) Inc., Applicant/Agent: Baker Schneider Ruggiero LLP, Ward 5, File Number 21CDM-08002C, be received; and,

That the Director of Planning and Development draft approve proposed draft Plan of Condominium 21CDM-08002C, prepared by Krcmar Surveying Limited, dated July 29, 2008 and revised August 24, 2009, subject to the conditions of draft approval attached herein as Schedule "A" Conditions of Draft Approval 21CDM-08002C.

Carried.

12. PD-2009-059 re: Rogers Telecommunications Facility, Part Lots 25, 26, 27, Concession 3 (EHS), 4425 Highway 9, Owner: Mark Glassford, Applicant: Terri Daniels – Rogers Communication Inc., File Number: SPA 08-88T.

Moved by R. Paterak – Seconded by D. Beffort

603-2009

That Report PD-2009-059 regarding Rogers Telecommunication Facility, Part Lots 25, 26, 27, Concession 3 (EHS), 4425 Highway 9, Owner: Mark Glassford, Applicant: Terri Daniels - Rogers Communication Inc., File Number: SPA 08-88T, be received; and,

That Report PD-2009-059 regarding the proposed Rogers Telecommunication Facility at 4425 Highway 9 be forwarded to the Applicant and Industry Canada.

Carried.

13. PD-2009-066 re: Designation By-law of 16563 Horseshoe Hill Road (John Judge Property).

Moved by D. Beffort – Seconded by G. McClure 604-2009

That Report PD-2009-066 regarding Heritage Designation of 16563 Horseshoe Hill Road (John Judge Property) be received; and,

That Council enact a By-law for the purpose of designating this property under Part IV of the Ontario Heritage Act.

Carried.

14. PD-2009-067 re: Parkland Dedication Policy & Procedure.

Moved by A. Groves – Seconded by A. Thompson 605-2009

That Report PD-2009-067 regarding the Town of Caledon Parkland Dedication Policy and Procedure, be received; and,

That Council instruct staff to establish as an unavoidable increase funds in the 2010 Budget to retain a Consultant to undertake a review and prepare a Comprehensive Parkland Dedication Policy & Procedure, and,

That Council enact a By-law exempting Sarina and Vittorio Fantin from the payment of cash-in-lieu of parkland for lands municipally known as 43/47 James Street in the amount of \$1,542.27.

Carried.

NOTE: Staff was requested to look at the feasibility of completing in house.

15. PD-2009-069 re: Caledon East Water Strategy.

Moved by R. Whitehead – Seconded by N. deBoer 606-2009

That Report PD-2009-069 regarding Update Status Report on Water Allocation Caledon East and Mono Road Watermain Serviced Area, be received.

Carried.

NOTE: Staff was requested to work closely with the Region on this matter and to obtain answers regarding allocation.

16. PWE-2009-021 re: Contract 2009-23 – Rental of Winter Maintenance Equipment.

Moved by N. deBoer – Seconded by R. Whitehead 607-2009

That Report PWE-2009-021 regarding Award of Tender 2009-23 Rental of Two (2) Tandem Combination Snow Plow Units complete with Plow, Spreader, Wing and Operator; Rental of Four (4) One Ton Plow Units Complete With Operator, Spreader and Plow for Town of Caledon Winter Maintenance Services be received and awarded to:

Two - Tandem Axle Plow/Spreaders

- Jim's Backhoe & Trucking (1) in the amount of \$80,930.00 (excluding GST)
- Dean Brooks (1) in the amount of \$94,548.00 (excluding GST)

Four - One Ton Plow Trucks with Sander

- Caledon Carriers Inc (1) in the amount of \$51,892.50 (excluding GST)
- Dean Brooks (1) in the amount of \$53,956.00 (excluding GST)
- Dig Con International Limited (1) in the amount of \$56,100.00 (excluding GST)
- Humberview Services (1) in the amount of \$62,210.00 (excluding GST)

funded from Winter Control 2009 and 2010 Current Budget Account 140.45.450.040.2339 and 140.45.450.040.2363; and

That authority be given to award a four year term contract to various contractors which allows for years 2,3 & 4 to have minor price adjustments based on the annual average of the Consumer Price Index for the Province of Ontario as identified in the tender document; and

That the Town reserves the right, at its sole discretion, to extend this contract for three (3) optional twelve (12) month periods based on satisfactory service, performance, necessary funding in approved current or capital budgets, pricing and upon mutual agreement of both parties.

Carried.

17. RPS-2009-030 re: Caledon Day Event Update.

Moved by A. Thompson - Seconded by N. deBoer

608-2009

That Report RPS-2009-030 regarding Caledon Day Update, be received.

Carried.

13. RECEIPT OF MINUTES

Moved by A. Thompson – Seconded by R. Whitehead

609-2009

That the minutes of the following meetings be adopted as written and distributed:

- Council Meetings held September 1, 2009 and September 8, 2009.
- Closed Council Meeting held September 1, 2009.

And that the minutes of the following meetings be received as written and distributed:

- CEAC Meetings held May 27, 2009 and June 24, 2009.
- CVC 445th Board of Directors' Meeting held August 7, 2009.

Carried.

14. PROCLAMATIONS

1. Love Your Library Month – October 2009.

Moved by A. Groves – Seconded by R. Whitehead

610-2009

Whereas Caledon Public Library serves as a community meeting place, contributes to citizen engagement in the democratic process and acts to bring the community together; and

Whereas Caledon Public Library provides access to the information that the residents of Caledon need to succeed in a global, knowledge-based economy; and

Whereas Caledon Public Library promotes literacy and lifelong learning; and

Whereas Caledon Public Library Serves as a focal point in Caledon's development as a vibrant, active, thoughtful community; and

Now therefore be it resolved that Council for the Corporation of the Town of Caledon proclaims October 2009 to be Love Your Library Month.

Carried.

2. Child Abuse & Neglect Prevention Month – October 2009.

Moved by A. Groves – Seconded by R. Whitehead

611-2009

Whereas children are our most precious asset and it is our responsibility to teach, guide and protect them to ensure they have a safe, nurturing environment in which to grow to their full potential, free from violence, abuse and neglect; and

Whereas child abuse and neglect are tragedies inflicted on innocent children, an ever-increasing problem in today's society that crosses all socio-economic boundaries; and

Whereas with increased public awareness, education and support programs, together with community involvement, we can help to ease the pain and suffering and stop the abuse of our children; and

Whereas during Child Abuse Prevention Month, groups and organizations within our community will be holding a variety of events and activities, and will offer information on

the vitally important child abuse support and prevention programs that are available in our town; and

Now therefore be it resolved that Council for the Corporation of the Town of Caledon proclaims October 2009 as Child Abuse Prevention Month.

Carried.

3. Restorative Justice Week - November 15 to November 22, 2009.

Moved by A. Groves – Seconded by A. Thompson

612-2009

Whereas in the face of crime or conflict, restorative justice offers a philosophy and approach that views these matters principally as harm done to people and relationships; and

Whereas restorative justice approaches strive to provide support and opportunities for the voluntary participation and communication between those affected by crime and conflict (victims, offenders, community) to encourage accountability, reparation and a movement towards understanding, feelings of satisfaction, healing and closure; and

Whereas this year's theme for Restorative Justice Week is "Communities Responding to Human Needs", it is an opportunity to learn, educate and celebrate along with other communities across the country about restorative justice during the week; and

Now therefore be it resolved that Council for the Corporation of the Town of Caledon proclaims November 15-22, 2009 as Restorative Justice Week.

Carried.

4. Fire Prevention Week – October 4, 2009 to October 10, 2009.

Moved by D. Beffort – Seconded by R. Paterak

613-2009

Whereas many dedicated citizens have joined with volunteer, professional and industrial fire safety personnel as "Partners in Fire Prevention" in a relentless effort to minimize loss to life, destruction of property and damage to the environment; and

Whereas fire losses in Canada remain unacceptably high in comparison with those in other industrialized nations thereby necessitating improved fire prevention measures; and

Whereas it is desirable that information on fire causes and recommended preventative measures be disseminated during a specific period of the year; and

Whereas the 2009 fire prevention theme for this period is:

"STAY FIRE SMART! DON'T GET BURNED!"

Now therefore be it resolved that Council for the Corporation of the Town of Caledon proclaims the week of October 4-10, 2009 as Fire Prevention Week and further, in appreciation of the many services rendered by the members of the Fire Services of Canada, that October 10, 2009 be designated as Fire Service Recognition Day.

Carried.

15. **CORRESPONDENCE PACKAGE**

1. Moved by R. Paterak – Seconded by R. Whitehead

614-2009

That the correspondence items as listed in the correspondence package for the September 15, 2009, Council meeting, be received.

Carried.

16. **PUBLIC QUESTION PERIOD** – No one in attendance came forward.

17. **BY-LAWS**

Moved by R. Whitehead – Seconded by D. Beffort

615-2009

That the following by-laws be taken as read three times and finally passed in open council:

- 2009-118 To designate a certain property, known as the John Judge Property at 16563 Horseshoe Hill Road, as being of cultural heritage value and interest.
- 2009-119 To adopt Investment Policy.
- 2009-120 To provide an exemption from the payment of cash-in-lieu of conveyance of parkland.
- 2009-121 To appoint Treasurer.
- 2009-122 To amend Election Sign By-law.
- 2009-123 To permit an exemption to the Fence By-law (11 Wood Circle, Bolton)
- 2009-124 To confirm the proceedings of the September 15, 2009 Council Meeting. Carried.

18. ADJOURNMENT

On verbal motion moved by Councillor A. Thompson and seconded by Councillor R. Whitehead, Council adjourned at 7:10 p.m.

Jason Payne, Acting Mayor

Karen Landry, Clerk