

The Town of Oakville Council met in regular session this 12<sup>th</sup> day of December, 2016 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville commencing at 7:00 p.m.

Staff

- J. Clohecy, Commissioner of Community Development
- G. Lalonde, Commissioner of Corporate Services and Treasurer
- D. Carr, Town Solicitor
- V. Tytaneck, Town Clerk
- J. Barry, Director of Municipal Enforcement
- E. Scalera, Director of Roads and Works Operations
- P. Sauvageot, Director of Internal Audit
- B. Durdin, Fire Chief
- N. de Vaal, Director of Recreation and Culture
- C. Toth, Director of Environmental Policy
- J. Courtemanche, Director of Strategy, Policy and Communications
- N. Chandra, Assistant Town Solicitor
- K. Galione, Senior Manager of Legislative Services
- S. Douglas-Murray, Senior Manager of Cultural Services
- D. Childs, Manager of Policy Planning and Heritage
- J. Knighton, Manager of Realty Services
- N. Sully, Deputy Treasurer and Director of Financial Planning
- D. Brennan, Chief of Staff, Office of the Mayor
- J. Warren, Council and Committee Coordinator

Regrets: Councillors - Marc Grant

**Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

**Confirmation of Minutes of the previous Council Meeting(s)**

Minutes of the Regular Session of Council, **NOVEMBER 14, 2016**

Confidential Minutes of Regular Session of Council, **NOVEMBER 14, 2016**

Minutes of the Planning and Development Session of Council, **NOVEMBER 28, 2016**

Confidential Minutes of Closed Planning and Development Session of Council,  
**NOVEMBER 28, 2016**

Moved by Councillor Adams

Seconded by Councillor Lishchyna

1. That the minutes of the regular session of Council, and the confidential minutes of the closed regular session of Council, dated November 14, 2016 be approved.
2. That the minutes of the Planning and Development session of Council and the confidential minutes of the closed Planning and Development session of Council, dated November 28, 2016 be approved.

CARRIED

**Public Presentations**

Town staff presented Council with the Building Adaptive & Resilient Communities Program Achievement of Milestone 5 from ICLEI.

**Delegation(s)**

Chris Schafer, Public Policy Manager, Uber Canada, re: Transportation Network Company Licensing By-Law 2016-083, Item 10 on the Administrative Services Committee Agenda of December 5, 2016.

**Standing Committee / Committee of the Whole Reports**

**Standing Committee Reports**

**2017 Budget Committee, NOVEMBER 15, 2016**

Moved by Councillor Adams

Seconded by Councillor Hutchins

That the recommendations of the Budget Committee meeting of November 15, 2016, be approved.

CARRIED

**2017 Budget Committee, NOVEMBER 17, 2016**

Moved by Councillor Adams

Seconded by Councillor Hutchins

That the recommendations of the Budget Committee meeting of November 17, 2016, be approved.

CARRIED

**2017 Budget Committee, NOVEMBER 22, reconvened NOVEMBER 24, 2016**

Moved by Councillor Adams

Seconded by Councillor Hutchins

That the recommendations of the Budget Committee meeting of November 22, reconvened November 24 2016, be approved.

CARRIED

**2017 Budget Committee, DECEMBER 6, 2016**

Moved by Councillor Adams

Seconded by Councillor Hutchins

That the recommendations of the Budget Committee meeting of December 6 2016, be approved.

CARRIED

Community Services Committee, DECEMBER 5, 2016

Moved by Councillor Lishchyna      Seconded by Councillor Elgar

That the recommendations of the Community Services Committee meeting of December 5, be approved.

CARRIED

Administrative Services Committee, DECEMBER 5, 2016

*(Memorandum dated December 12, 2016 from Municipal Enforcement Services department regarding Item 10 was distributed at the meeting.)*

Moved by Councillor Elgar      Seconded by Councillor Lishchyna

That the recommendations of the Administrative Services Committee meeting of December 5, 2016, be approved, subject to the separation of Item 10 – Transportation Network Company Licensing By-law 2016-083.

CARRIED

Moved by Councillor Adams      Seconded by Councillor Knoll

That the recommendation of the Administrative Services Committee meeting of December 5, 2016, pertaining to Item 10 – Transportation Network Company Licensing By-law 2016-083, be amended to include additional clause 4, to read as follows:

4. That staff be directed to report back by June 2017 with recommended changes to the taxicab by-law that can be implemented quickly to provide fair and balanced treatment of the ride-selling market.

CARRIED

**AGENDA ITEMS**

**1. Ontario Municipal Board Review**

- **Report from Legal Department and Planning Services Department, November 9, 2016**

Moved by Councillor Lapworth      Seconded by Councillor Chisholm

1. That Town Council endorse the report from the Legal and Planning

Services departments, dated November 9, 2016, regarding the Ontario Municipal Board Review.

2. That the Town Clerk forward a copy of the report to the Ministry of Municipal Affairs, the Ministry of the Attorney General, Halton's MPPs, Halton Region, the City of Burlington, the Town of Halton Hills and the Town of Milton for their information.
3. That the Mayor be authorized to write a supplemental letter to the Ministry of Municipal Affairs and Ministry of Attorney General to include the following recommendations:
  - a) To not allow appeals to a municipality's refusal to amend a new secondary plan for five years;
  - b) That the most up to date provincial policies and up to date planning documents apply to older applications.

CARRIED

**2. Oakville Enterprises Corporation Quarterly Report and Authorization Report**

- **Report from Commissioner of Corporate Services,  
December 2, 2016**

Moved by Councillor Knoll

Seconded by Councillor Hutchins

1. That the presentation from Rob Lister, President and CEO, regarding the Oakville Enterprises Corporation Quarterly Report be received.
2. That the confidential resolution contained in the confidential correspondence to the Commissioner of Corporate Services, dated December 2, 2016 from Scott Mudie, Chief Operating Officer, be approved.
3. That the Mayor as Shareholder Representative pursuant to the Shareholder Declaration, be authorized to sign the resolution for and on behalf of the Town in its capacity as the sole shareholder.

CARRIED

3. **2016 Strategic Plan Accomplishments**

- **Report from Clerk's Department, October 31, 2016**

Moved by Councillor Elgar

Seconded by Councillor Lapworth

1. That the report dated December 5, 2016 from Strategy, Policy and Communications on the 2016 Strategic Plan Accomplishments be received; and
2. That staff consult the public on 2017–2018 key initiatives and actions through the 2017 Citizen Survey and report back to Council in the spring 2017 with final recommendations.

CARRIED

4. **Federal Infrastructure Programs Incrementality Rules**

- **Report from Office of the Mayor, November 18, 2016**

Moved by Mayor Burton

Seconded by Councillor Lishchyna

WHEREAS, the Town of Oakville is advocating for a principled approach to the design of the federal government's \$81 billion funding commitment known as Canada's Long-Term Infrastructure Plan;

WHEREAS, the Town of Oakville is committed to working together with the Government of Canada and the Province of Ontario to use this funding to support priority infrastructure projects across Ontario which will promote economic growth and job creation today, while supporting jobs in the future;

WHEREAS, the Town of Oakville recognizes that in order to support sound infrastructure planning, it is essential that future programs provide greater flexibility to direct funding towards existing priorities and respecting existing fiscal plans;

WHEREAS, the Town of Oakville recognizes that federal "incrementality" rules undermine sound asset management planning by focusing only on new and accelerated projects, rather than priority projects identified in existing municipal plans;

WHEREAS, a more flexible approach overall, particularly by not imposing "incrementality" requirements for project eligibility, is necessary to properly recognize the many years of critical capital planning and prioritization work already undertaken by the Town of Oakville;

NOW, THEREFORE, BE IT RESOLVED BY Town of Oakville THAT: The Town of Oakville supports this principled approach to the design of federal infrastructure programs and calls upon the Government of Canada not to impose “incrementality” rules as part of its program design.

AND THAT the Mayor write to the Honourable Amarjeet Sohi, Minister of Infrastructure and Communities, advising him of the Town’s position and enclosing a copy of Town Council’s resolution.

AND THAT the Town Clerk forward a copy of Town Council’s resolution to the local MPs, MPPs, the Association of Municipalities of Ontario, the City of Burlington, the Town of Halton Hills, the Town of Milton and Halton Region for their information.

CARRIED UNANIMOUSLY  
on a recorded vote,  
Council voting as follows:

**Recorded Vote**

**Yeas**

Councillor Lishchyna  
Councillor Adams  
Councillor Knoll  
Councillor Lapworth  
Councillor Elgar  
Mayor Burton  
Councillor Hutchins  
Councillor Gittings  
Councillor Chisholm  
Councillor Duddeck  
Councillor O'Meara  
Councillor Robinson

**Nays**

**5. In Consideration of Veterans’ Parking Permits**

Moved by Mayor Burton

Seconded by Councillor Lishchyna

WHEREAS the Town of Oakville recognizes and honours those who have served our country through cenotaphs and memorial walls; and

WHEREAS in 2006 the Town of Oakville introduced a discretionary Veterans’ parking program to provide free parking for Oakville’s resident Veterans aged 65 or older; and

WHEREAS Oakville is home to many other Veterans who have served in the Canadian Armed Forces, Allied Forces or Merchant Navy who are under the age of 65;

THEREFORE BE IT RESOLVED in order to recognize the service of those resident Veterans under the age of 65, the age criteria for eligibility in the Veterans' Parking Permit program be removed, and staff be requested to modify the eligibility to reflect the removal of this criteria.

CARRIED

**6. In Consideration of a Ceremonial Street Sign**

Moved by Mayor Burton

Seconded by Councillor Knoll

WHEREAS the Town of Oakville recognizes and honours all of Canada's Olympic and Paralympic athletes for their inspiring performances; and

WHEREAS Oakville's Diana Matheson earned two Bronze medals for her participation in the 2008 and 2016 Olympic games; and

WHEREAS in addition to her Olympic achievements, Ms. Matheson relentlessly contributes her time and effort through Right To Play's Play Program, working in Aboriginal communities in Canada, as well as her work with iS4, a group which aims to inspire people from coast to coast, as well as build leadership, resilience, synergy and empowerment;

THEREFORE BE IT RESOLVED to recognize Ms. Matheson's ongoing service to her community and her country and to pay tribute to her Olympic achievements, a ceremonial street sign, denoting Diana Matheson Way be created and installed in tandem with the current street sign at Rambler Court.

CARRIED

**7. Response to McCallion Report on Co-ordinated Land Review  
- Report from Office of the Mayor, December 8, 2016**

Moved by Councillor Elgar

Seconded by Councillor Adams

1. That Council endorse a written response by the Mayor, substantially in the form of the letter from Ajax Mayor S. Parish dated November 2016 and attached as Appendix C to the report dated December 8, 2016 from Mayor Rob Burton, with respect to the Greater Toronto & Hamilton Area (GTHA) Mayors and Chairs Summit Report on the Government of Ontario's Co-



ordinated Land Use Planning Review, including the Proposed Growth Plan for the Greater Golden Horseshoe and the Proposed Greenbelt Plan (the "Report") attached as Appendix B to the report dated December 8, 2016 from Mayor Rob Burton; and

2. That Mayor Burton send a letter thanking Ajax Mayor S. Parish for bringing his letter, as found in Appendix C, to the attention of other GTHA Mayors and Chairs.

CARRIED UNANIMOUSLY  
on a recorded vote,  
Council voting as follows:

**Recorded Vote**

**Yeas**

Councillor Lishchyna  
Councillor Adams  
Councillor Knoll  
Councillor Lapworth  
Councillor Elgar  
Mayor Burton  
Councillor Hutchins  
Councillor Gittings  
Councillor Chisholm  
Councillor Duddeck  
Councillor O'Meara  
Councillor Robinson

**Nays**

**NEW BUSINESS**

(Notice of Motion, Emergency, Congratulatory or Condolence)

In accordance with Section 6.1(2) of the Procedure By-law, the following Notice of Motion will be considered at the next Council meeting to be held on January 30, 2017.

**In Consideration of Haitian Disaster Relief**

Moved by Mayor Burton                      Seconded by Councillor Lishchyna

WHEREAS, the Federation of Canadian Municipalities (FCM), the Union des municipalités du Québec (UMQ) and the City of Montreal stand in solidarity with the people of Haiti, who are experiencing ongoing extreme difficulties as a result of Hurricane Matthew;

WHEREAS, FCM, through its Municipal Cooperation Program, has invited municipalities throughout Canada to contribute to the Haiti Emergency Fund; and

WHEREAS the funds collected will help rebuild culverts, bridges and public markets; strengthen protective dikes; clean out surface runoff canals; and replace roofing on public and community buildings in Haiti;

THEREFORE, be it resolved Council for the Town of Oakville will donate \$1,000 to FCM's Hurricane Mathew Relief Fund with the funds to be taken from the Tax Rate Stabilization Reserve.

Councillor Duddeck congratulated Pam Damoff, Member of Parliament for many years of service as Chair of the Oakville Santa Clause Parade Committee.

### **REQUESTS FOR REPORTS**

#### **Options Available to the Oakville Fire Department to Enhance Medical Treatment for Overdose Victims**

Moved by Councillor Hutchins

Seconded by Councillor Adams

That staff be requested to report back to Council on options available to the Oakville Fire Department to enhance medical response capacity by treating victims of overdose due to heroin laced with fentanyl.

CARRIED

### **CONSIDERATION AND READING OF BY-LAWS**

Moved by Councillor Knoll

Seconded by Councillor Robinson

That the following by-law(s) be passed:

- 2016-025     A by-law to amend by-law 2015-075, the Licensing By law, to provide for the licensing and regulation of Commercial Parking Lot Operators. (Re: ASC Item 12)
- 2016-078     A by-law to provide for the establishment of fees to be charged in the processing of applications made in respect of planning matters, subject to Supplemental Notes, and to repeal By-law 2015-109. (Re: Item 2 of the 2017 Budget Committee Meeting of November 15, 2016)

- 2016-083 A by-law to license, regulate and govern transportation network companies, as revised. (Re: ASC Item 10)
- 2016-084 A by-law to provide for an interim tax levy in 2017.  
(Re: ASC Item 2)
- 2016-106 A by-law to amend By-law 1984-1 (The Traffic By-law).  
(Re: CSC Item 1)
- 2016-117 A by-law to provide for the licensing of group homes.  
(Re: ASC Item 11)
- 2016-123 A by-law to expand the boundaries of the Downtown Oakville Business Improvement Area and repeal By-law 1978-60 and By-law 1988-157. (Re: ASC Item 7)
- 2016-125 A by-law to amend By-law 2015-060, being a by-law to make appointments to the Board of Management for the Kerr Village Business Improvement Area.
- 2016-126 A by-law to confirm the proceedings of a meeting of Council.

CARRIED

**ADJOURNMENT**

The Mayor adjourned the meeting at 9:03 a.m.

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VICKI TYTANECK  
TOWN CLERK

**SECOND Meeting - Regular Session**

The 2017 Budget Committee met in regular session this 15<sup>th</sup> day of November 2016, in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville, commencing at 1:00 p.m.

- Present: Chairperson - Councillor Tom Adams
- Mayor - Rob Burton
- Councillors - Allan Elgar
- Nick Hutchins
- Ralph Robinson
- Staff - R. Green, Chief Administrative Officer
- G. Lalonde, Commissioner of Corporate Services
- J. Clohecy, Commissioner of Community Development
- C. Bell, Commissioner of Community Services
- J. Courtemanche, Director of Strategy, Policy and Communications
- N. Sully, Deputy Treasurer and Director of Financial Planning
- C. Hewitson, Manager of Financial Planning
- Senior Management Team members
- K. Patrick, Manager of Council and Committee Services
- Also Present:
- Councillors - Ray Chisholm
- Natalia Lishchyna

**Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

**AGENDA ITEMS**

1. **Overview of the 2017 Operating and Capital Budget and Forecast**  
- **Report from Finance Department, October 28, 2016**

Moved by Councillor Robinson

That the overview presentation from the Deputy Treasurer on the 2017 operating and capital budget and forecast be received.

CARRIED

**2. 2017 Rates and Fees**

**- Report from Finance Department, September 22, 2016**

Moved by Councillor Hutchins

1. That the rates and fees established in the rates and fees schedule attached as Appendix A to the September 22, 2016 report from the Finance department be reviewed for implementation on January 1, 2017 and incorporated into the 2017 Operating Budget.
2. That By-law 2016-078, a by-law to provide for the establishment of fees to be charged in the processing of applications made in respect of planning matters, subject to Supplemental Notes, and to repeal By-law 2015-109, be approved.
3. That amendments to existing by-laws containing fees be presented directly to Council for approval as required.

CARRIED

**ADJOURNMENT**

The Chair adjourned the meeting at 1:56 p.m.

### **THIRD Meeting - Regular Session**

The 2017 Budget Committee met in regular session this 17<sup>th</sup> day of November 2016, in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville, commencing at 1:03 p.m.

- Present: Chairperson - Councillor Tom Adams
- Mayor - Rob Burton  
Councillors - Nick Hutchins  
- Ralph Robinson
- Staff - R. Green, Chief Administrative Officer  
- G. Lalonde, Commissioner of Corporate Services  
- J. Clohecy, Commissioner of Community Development  
- C. Bell, Commissioner of Community Services  
- N. Sully, Deputy Treasurer and Director of Financial Planning  
- C. Hewitson, Manager of Financial Planning  
- Senior Management Team members  
- K. Patrick, Manager of Council and Committee Services
- Regrets: Councillor - Allan Elgar
- Also Present:
- Councillors - Ray Chisholm  
- Natalia Lishchyna  
- Sean O'Meara

### **Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

### **AGENDA ITEMS**

1. **2017 Operating and Capital Budget - Commissioner Presentations**  
- **Report from Finance Department, October 31, 2016**

Moved by Councillor Robinson

That the presentations from each of the town's commissioners be received.

CARRIED

2. **2017 RBC Canadian Open**

- **Report from Economic Development Department and Roads and Works Operations Department, October 17, 2016**

Moved by Councillor Robinson

That this item be deferred to the 2017 Budget Committee meeting of December 6, 2016.

LOST

Moved by Mayor Burton

That the costs for the 2017 RBC Canadian Open, as outlined in the report dated October 17, 2016 from the Economic Development and the Roads and Works Operations departments, be funded from the tax stabilization reserve.

CARRIED

3. **Visit Oakville - Tourism Service Delivery**

- **Report from Economic Development Department, November 1, 2016**

Moved by Mayor Burton

1. That this item be deferred to the 2017 Budget Committee meeting of December 6, 2016; and
2. That staff provide additional information regarding key performance indicators.

CARRIED

4. **Street Lighting LED Conversion Program Update**

- **Report from Roads and Works Operations Department,  
October 24, 2016**

Moved by Mayor Burton

1. That the LED Street Light Conversion Program Update, as detailed in the report from the Roads and Works Operations, dated October 24, 2016, be received;
2. That the \$6,600,000 included in the 2017 capital budget to carry out Phase 2 of the Street Light LED Conversion Program be pre-approved; and
3. That LED street light conversion of the decorative fixtures in the Downtown BIA be deferred until such time that downtown streetscape theme and street light fixture types are confirmed.

CARRIED

5. **Heritage Grant Program**

- **Report from Planning Services Department,  
November 2, 2016**

Moved by Mayor Burton

That this item be deferred to the 2017 Budget Committee meeting of December 6, 2016.

CARRIED

6. **Municipal Enforcement Strategy**

- **Report from Municipal Enforcement Services  
Department, November 4, 2016**

Moved by Mayor Burton

That the report from the Municipal Enforcement Services department, dated November 4, 2016, be received.

CARRIED



7. **Traffic Calming Program and Speed Limit Review Items**  
- **Report from Engineering and Construction Department,  
November 8, 2016**

Moved by Councillor Hutchins

That the report from the Engineering and Construction department, dated November 8, 2016, be received for information.

CARRIED

8. **Utility Permit requirements for working within the Municipal Road Allowance**  
- **Report from Development Engineering Department,  
November 3, 2016**

Moved by Councillor Hutchins

That the report from the Development Engineering department, dated November 3, 2016, be received.

CARRIED

9. **Cultural Plan Implementation Request**  
- **Report from Recreation and Culture Department,  
October 6, 2016**

Moved by Mayor Burton

That this item be deferred to the 2017 Budget Committee meeting of December 6, 2016.

CARRIED

10. **Updated Private Tree Protection By-law**

- **Report from Parks and Open Space Department and  
Development Engineering Department, October 31, 2016**

Moved by Mayor Burton

1. That the report from the Parks and Open Space and Development Engineering departments, dated October 31, 2016, be received;  
and
2. That Budget Committee approve additional 1.5 FTE for the implementation of the updated Private Tree Protection By-law as set out in the report from the Parks and Open Space and Development Engineering departments dated September 28, 2016 and as presented to Community Services Committee and Council on October 11 and October 17, 2016, respectively.

CARRIED

**ADJOURNMENT**

The Chair adjourned the meeting at 3:43 p.m.

#### **FOURTH Meeting - Regular Session**

The 2017 Budget Committee met in regular session this 22<sup>nd</sup> day of November 2016, in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville, commencing at 9:30 a.m.

- Present: Chairperson - Councillor Tom Adams
- Mayor - Rob Burton  
Councillors - Allan Elgar  
- Nick Hutchins  
- Ralph Robinson
- Staff - G. Lalonde, Commissioner of Corporate Services  
- J. Clohecy, Commissioner of Community Development  
- C. Bell, Commissioner of Community Services  
- N. Sully, Deputy Treasurer and Director of Financial Planning  
- C. Hewitson, Manager of Financial Planning  
- Senior Management Team members  
- K. Patrick, Manager of Council and Committee Services

- Also Present:
- Councillors - Natalia Lishchyna  
- Sean O'Meara

#### **Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

#### **AGENDA ITEMS**

1. **Delegations to the 2017 Budget Committee - November 22 and 24, 2016**
  - **Report from Finance Department, November 15, 2016**

The following delegations addressed the 2017 Budget Committee:

Matt Jackson, Manager of Municipal Affairs, Union Gas

**Delegations continued**

Bernadette Ward, Executive Director and Suzy Godefroy, Chair of the Cultural Grants Review Committee, Oakville Arts Council

Valerie Scott, Oakville Masters Swim Club

Moved by Mayor Burton

The 2017 Budget Committee requests an analysis of the following:

1. Do the Oakville operated length swims and adult swim programs cover their costs, and if not, from what source are these costs recovered?
2. What measures could be adopted to reduce any deficit in these programs?
3. What opportunity does the Town have to control variable costs in the swim programs?
4. Information regarding the level of subsidy for various swim programs.

CARRIED

**RECESS**

The Chair recessed the meeting until Thursday, November 24, 2016 at 7:00 p.m. to be reconvened in the Council Chamber of the Oakville Municipal Building.

The meeting recessed at 11:30 a.m.

#### **FOURTH Meeting - Regular Session**

The 2017 Budget Committee reconvened in regular session this 24<sup>th</sup> day of November, 2016 to continue the 2017 Budget Committee meeting of November 22, 2016. The meeting was held in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville, commencing at 7:00 p.m.

Present: Chairperson - Councillor Tom Adams

Mayor - Rob Burton  
Councillors - Allan Elgar  
- Nick Hutchins  
- Ralph Robinson

Staff - G. Lalonde, Commissioner of Corporate Services  
- J. Clohecy, Commissioner of Community Development  
- C. Bell, Commissioner of Community Services  
- N. Sully, Deputy Treasurer and Director of Financial Planning  
- C. Hewitson, Manager of Financial Planning  
- Senior Management Team members  
- K. Patrick, Manager of Council and Committee Services

Also Present:

Councillors - Dave Gittings  
- Natalia Lishchyna  
- Sean O'Meara

1. **Delegations to the 2017 Budget Committee - November 22 and 24, 2016**

- **Report from Finance Department, November 15, 2016**

Moved by Councillor Robinson

1. That staff report on the implications of moving the Wyecroft Bridge project into the 10 year capital forecast.
2. That staff report on suggestions that would more immediately assist with the reduction of traffic congestion on Bronte Road south of the QEW, and any budget implications this may have in 2017.

CARRIED

Moved by Mayor Burton

That the presentations from delegations regarding the 2017 operating and capital budgets be received.

CARRIED

**ADJOURNMENT**

The Chair adjourned the meeting at 7:06 p.m.

### **FIFTH Meeting - Regular Session**

The 2017 Budget Committee met in regular session this 6<sup>th</sup> day of December, 2016 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville, commencing at 9:30 a.m.

Present: Chairperson - Councillor Tom Adams

Mayor - Rob Burton  
Councillors - Allan Elgar  
- Nick Hutchins  
- Ralph Robinson

Staff - R. Green, Chief Administrative Officer  
- G. Lalonde, Commissioner of Corporate Services  
- J. Clohecy, Commissioner of Community Development  
- C. Bell, Commissioner of Community Services  
- N. Sully, Deputy Treasurer and Director of Financial Planning  
- C. Hewitson, Manager of Financial Planning  
- Senior Management Team Members  
- K. Patrick, Manager of Council and Committee Services

Also Present:

Councillors - Ray Chisholm  
- Cathy Duddeck  
- Natalia Lishchyna  
- Sean O'Meara

### **Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

### **AGENDA ITEMS**

1. **Additional Information Requested by Budget Committee in Relation to the 2017 Budget**

- **Report from Finance Department, November 24, 2016**

Moved by Mayor Burton

That the November 24, 2016 report from the Financial Planning department be received.

CARRIED

2. **Wyecroft Road Bridge Project - Timing and Funding Options**  
- **Report from Engineering and Construction Department,  
November 23, 2016**

Moved by Mayor Burton

That the information requested from staff on the implications of moving the Wyecroft Bridge Project into the 10-year capital forecast and what other potential improvements are available to reduce traffic congestion on Bronte Road south of the QEW, as detailed in the report from the Engineering and Construction department, dated December 2, 2016, be received.

CARRIED

3. **Budget Deliberations**  
- **Report from Finance Department, November 23, 2016**

Moved by Councillor Elgar

1. That the 2017 recommended operating budget as presented in the 2017 Operating Budget and the 2018 – 2019 Forecast Budget Document be approved, subject to the following adjustments:
  - a. That the one-time costs associated with the 2017 Canadian Open of \$90,000 be funded from the tax stabilization reserve;
  - b. That assessment growth exceeding 1%, estimated at \$878,500 be transferred to the tax stabilization reserve to mitigate future growth impacts on the tax levy;
  - c. That annual funding of \$50,000 be added to the Visit Oakville budget for 2017, 2018 and 2019;
  - d. That funding of \$90,000 be included in the operating budget to continue the Heritage Grant Program;
  - e. That \$52,500 be added to the Recreation and Culture program to implement Year 1 of the Cultural Plan to be allocated:
    - i. \$25,000 increase to the cultural grants
    - ii. \$27,000 for part-time staff (0.5 FTE) to support cultural programming
    - iii. \$500 to support programs to engage the private sector;
  - f. That an additional \$500,000 be transferred to the capital program to increase the funding for the 2017 road resurfacing program;
  - g. That the additional funding for the road resurfacing program of \$250,000 be removed from the 2018 and 2019 forecasts.



2. That the additional funding for traffic calming (the flashing 40 km/h zone signs program) be referred to the 2018 Budget Committee for consideration subject to Council considering a staff report on the potential use of photo radar technology and that staff report to Council on the potential use of photo radar.
3. That the funding for *Let's Talk Oakville* of \$83,900 and *CivicTrack* of \$6,000 be reallocated by increasing the annual Councillor allocation for outreach, communication, newsletters, education/training, participation in community events and ward business to \$9,000 from \$3,700 for each of the 12 Councillors, and that the Mayor's office budget for newsletters and outreach be increased by \$30,000 in addition to the Mayor's existing \$3,700 allocation for education/training, participation in community events and outreach, and that the Treasurer be directed to make a reduction in the corporate budget of \$3,700, if necessary, to offset the impact of the reallocation.
4. That the CAO undertake service delivery reviews to optimize delivery of town programs and services and that staff report to Council in Q1 2017 on the process(s) to be undertaken and the funding required.
5. That the 2017 recommended capital budget as presented in the 2017 Capital Budget and 10 Year Forecast document be approved, subject to the following adjustments:
  - a. That the following capital projects be moved forward or added to the 2017 capital budget upon approval of funding under the Clean Water and Wastewater Fund and that the town share (25%) of the project costs identified below be funded from the General Working Capital Reserve:
    - i. Project 53381703 Maplehurst Storm Sewer - \$900,000
    - ii. Project 53362202 Culvert Replacement/Rehabilitation – Allocation - \$900,000
    - iii. Project 53371802 Flood Study Update - \$300,000
    - iv. Project 53371604 Storm Pond – Capital Maintenance - \$264,000
    - v. Project 53381701 Storm Sewer Treatment, Inspection, Rehabilitation and Installation – \$411,190
    - vi. Project 53381302 Westminster Drive – Storm Sewer - \$900,000
  - b. That funding for Project 53331604 Road Resurfacing and Preservation Program be increased to \$9,102,000 in 2017, and \$9,611,000 in 2018.

6. That the 2017 net Town of Oakville levy request of \$180,377,900 be approved resulting in a 3.21% increase in the town share of the residential property tax bill representing an approximate 1.99% overall residential tax rate increase, and that the Treasurer be authorized to confirm and adjust these amounts if required, prior to Council's approval of the Budget on December 12, 2016.
7. That, in addition to Council's existing direction to keep overall property tax increases in line with inflation for 2018, the 2019 and 2020 budgets be prepared keeping overall property tax increases in line with inflation.

CARRIED

**ADJOURNMENT**

The Chair adjourned the meeting at 10:20 a.m.

**NINETH Meeting - Regular Session**

The Community Services Committee met in regular session this 5<sup>th</sup> day of December, 2016 in the Bronte and Palermo Rooms of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville commencing at 7:00 p.m.

- Present: Chairperson - Councillor Ray Chisholm
- Councillors - Allan Elgar  
- Marc Grant  
- Nick Hutchins  
- Natalia Lishchyna  
- Ralph Robinson
- Staff - J. Clohec, Commissioner of Community Development  
- C. Bell, Commissioner of Community Services  
- D. Cozzi, Director of Engineering and Construction  
- C. Toth, Director of Environmental Policy  
- D. Doyle, Senior Environmental Policy Analyst  
- T. Henderson, Environmental Policy Coordinator  
- J. Marcovecchio, Council and Committee Coordinator

**Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

**AGENDA ITEM(S)**

1. **Traffic By-law Amendment 2016-106**  
- **Report from Engineering and Construction Department,  
November 4, 2016**

Moved by Councillor Elgar

That By-law 2016-106, a by-law to amend By-law 1984-1 (The Traffic By-law), as detailed in the report from the Engineering and Construction Department dated November 4, 2016, be approved.

CARRIED

2. **Oakville's State of the Environment (SOER) 2016 Annual Report**

- **Report from Environmental Policy Department,  
November 14, 2016**

Moved by Councillor Elgar

1. That the report from the Environmental Policy Department, dated November 14, 2016, regarding Oakville's State of the Environment (SOER) 2016 Annual Report, be received.
2. That prior to finalization the Director, Environmental Policy, be authorized to make minor edits to the 2016 Oakville SOER that do not substantially affect the substance of the report.

CARRIED

3. **Climate Change Strategy - Implementation Report**

- **Report from Environmental Policy Department,  
November 14, 2016**

Moved by Councillor Elgar

1. That the Climate Change Strategy – Implementation Report from the Environmental Policy Department, dated November 14, be received; and
2. That Council continue to support the recommendations within the Strategy to improve the town's climate change readiness in the applicable departmental work plans and budgets brought forward for consideration within each budget year.

CARRIED

**ADJOURNMENT**

Moved by Councillor Lishchyna

That this meeting now adjourn.

CARRIED

The meeting adjourned at 7:14 p.m.

**TENTH Meeting - Regular Session**

The Administrative Services Committee met in regular session this 5<sup>th</sup> day of December, 2016 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville, commencing at 7:00 p.m.

- Present: Chairperson - Councillor Sean O'Meara
- Mayor - Rob Burton  
Councillors - Tom Adams  
- Cathy Duddeck  
- Dave Gittings  
- Jeff Knoll
- Staff - R. Green, Chief Administrative Officer  
- G. Lalonde, Commissioner of Corporate Services and Treasurer  
- J. Clohecy, Commissioner of Community Development  
- N. Sully, Deputy Treasurer and Director of Financial Planning  
- L. Horlor, Deputy Treasurer and Director of Financial Operations  
- G. Birtig, Deputy Fire Chief  
- V. Tytaneck, Town Clerk  
- D. Brennan, Chief of Staff, Office of the Mayor and Council  
- J. Barry, Director of Municipal Enforcement Services  
- P. Sauvageot, Director of Internal Audit  
- J. Tutert, Director of Building Services  
- D. Huctwith, Assistant Town Solicitor  
- N. Chandra, Assistant Town Solicitor  
- J. Knighton, Manager of Realty Services  
- J. van der Heiden, Manager of Account Operations  
- S. Campbell, Supervisor of By-law Services  
- A. Zampieri, Elections and Special Projects Coordinator  
- L. Morgan, Council and Committee Coordinator
- Regrets: Councillor - Roger Lapworth
- Also Present: Councillors - Ray Chisholm  
- Natalia Lishchyna

## **Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

## **AGENDA ITEM(S)**

**1. Tax Apportionments**

**- Report from Finance Department, November 4, 2016**

Moved by Councillor Gittings

That the recommended apportionment of taxes in the amount of \$4,987.36 attached as Appendix A to the report of the Financial Operations department, dated November 4, 2016, be approved.

CARRIED

**2. 2017 Interim Tax Levy By-law - By-law 2016-084**

**- Report from Finance Department, October 27, 2016**

Moved by Councillor Gittings

That By-law 2016-084, a by-law to provide for an interim tax levy in 2017, be approved.

CARRIED

**3. Easement to the Region for a Watermain in Hogg's Back Park at Cross Avenue and Speers Road**

**- Report from Legal Department, November 3, 2016**

Moved by Councillor Gittings

1. That Town staff be granted authority to convey a permanent watermain easement to the Region of Halton over Parts 3, 4, 5 and 7 on Reference Plan 20R-20601, and that all requisite documentation in connection with the easement be executed in accordance with By-law 2013-057; and
2. That the Town Solicitor be authorized to make minor modifications to the agreements that do not affect the substance of the agreements.

CARRIED

**4. Corporate Policy and Procedure Update Report**  
**- Report from Clerk's Department, October 5, 2016**

Moved by Councillor Gittings

1. That the Integrated Risk Management policy A-BMG-001 be reconfirmed as approved, and related Business Continuity procedure A-BMG-001-001 be received.
2. That the updated Financial Control policy F-FOC-001 be approved, and the updated related procedures be received:
  - a. F-FOC-001-001 Banking Services procedure;
  - b. F-FOC-001-002 External Auditors – Year End procedure;
  - c. F-FOC-001-003 Accounts Payable procedure;
  - d. F-FOC-001-004 Accounts Receivable procedure;
  - e. F-FOC-001-005 Petty Cash procedure; and
  - f. F-FOC-001-006 Cash Handling procedure.
3. That the updated Boards, Committees, Agencies, Associations and Community Groups policy G-BRD-002 be approved, and the updated related procedures be approved:
  - a. G-BRD-002-001 Creation, Amendment and Dissolution of Boards and Committees procedure;
  - b. G-BRD-002-002 Council Appointment to Internal Boards and Committees procedure;
  - c. G-BRD-002-003 Council Appointment to External Boards, Committees, Agencies, and Associations procedure; and
  - d. G-BRD-002-004 Citizen Appointments to Advisory Committees and Boards procedure.
4. That the updated Record of Council and Committee Proceedings procedure G-GEN-004-004 be approved.
5. That the updated Accessibility Policy MS-ACC-001 be approved, and the updated related procedures be received:
  - a. MS-ACC-001-001 Accessible Customer Service procedure;
  - b. MS-ACC-001-002 Planning Accessible Meetings procedure;
  - c. MS-ACC-001-003 Accessible Employment procedure;
  - d. MS-ACC-001-004 Accessible Information and Communications procedure;
  - e. MS-ACC-001-005 Accessible Transportation procedure; and
  - f. MS-ACC-001-006 Design of Public Spaces procedure.
6. That the updated Special Event Permits policy MS-PER-001 be approved.

7. That the updated Municipal Alcohol policy MS-PER-003 be approved and related updated procedure MS-PER-003-001 Alcohol at Special Occasion Permitted Events, be received.
8. That the updated Flag Protocol procedure MS-SPR-001-002 be received.
9. That old corporate policy 10-02-02, Sidewalk Construction in New Subdivisions, be rescinded.

CARRIED

5. **2016 Audit Planning Report**  
- **Report from Finance Department, September 28, 2016**

Moved by Councillor Adams

That the Audit Planning Report prepared by KPMG for the 2016 fiscal year be received.

CARRIED

6. **September 30th 2016 Financial Progress Report**  
- **Report from Finance Department, October 4, 2016**

Moved by Councillor Adams

1. That the Progress Report and Financial Results as at September 30th, 2016, be received;
2. That the transfers to and from Reserves and Reserve Funds and transactions contained in the report dated October 4, 2016, from the Finance department be approved;
3. That the Treasurer be authorized to fund and close the capital projects as identified in the report dated October 4, 2016, from the Finance department;



4. That capital project budget adjustments and required transfers from reserves/reserve funds as outlined in the report dated October 4, 2016, from the Finance department be approved;
5. That proposed reserve consolidations/closures as outlined in the report dated October 4, 2016, from the Finance department be approved; and
6. That fuel savings resulting from the rate differential in 2016 be transferred to the Tax Stabilization reserve; and that any savings/shortfalls in fuel budgets in future years be offset by transfer to or from the stabilization reserve to mitigate volatility in the fuel pricing.

CARRIED

7. **Downtown Business Improvement Area Proposed Boundary Expansion - By-law 2016-123**

- **Report from Clerk's Department, November 11, 2016**

Moved by Councillor Gittings

That By-law 2016-123, a by-law to expand the boundaries of the Downtown Oakville Business Improvement Area and repeal By-law 1988-157 and By-law 1978-60 be passed, to come into effect January 1, 2017.

CARRIED

8. **Municipal Development Corporation**

- **Report from Legal Department, November 9, 2016**

Moved by Mayor Burton

1. That the report of the Legal department, dated November 9, 2016 entitled *Municipal Development Corporation*, be received;
2. That a municipal development corporation (the "MDC") be incorporated pursuant to section 203 of the *Municipal Act, 2001*, c. 25, as amended, with articles of incorporation substantially in the form attached to the report of the Legal department, with such minor changes as may be determined by the Town Solicitor;

3. That an Interim Shareholder Direction and Unanimous Shareholder Declaration substantially in the form attached to the report of the Legal Department with such minor changes as may be determined by the Town Solicitor be approved;
4. That the Interim Shareholder Direction and Unanimous Shareholder Declaration be executed in accordance with By-law 2013-057;
5. That a budget of \$100,000 to be funded from the tax stabilization reserve be allocated to cover the cost of obtaining professional advice in respect of how to best structure the MDC; and
6. That the MDC and staff be directed to report back to Council with a budget, and governance proposal, including a proposed board structure and a Final Shareholder Direction and Unanimous Shareholder Declaration, prior to any real estate transactions being undertaken by the MDC.

CARRIED

9. **Permit Fee Waiver Request**

- **Report from Building Services Department,  
November 9, 2016**

Moved by Councillor Gittings

1. That the Building Permit Fee waiver/subsidy request of the Region of Halton (Appendix A) in support of the Region-Wide Basement Flood Mitigation Program be approved;
2. That staff monitor the volume of permits issued as part of this program; and
3. That should permit volumes significantly exceed those predicted by the Region of Halton, staff report back to Council to confirm the continuance or cancellation of the fee waiver/subsidy.

CARRIED

**10. Transportation Network Company Licensing By-law 2016-083**

- **Report from Municipal Enforcement Services Department, November 22, 2016**
- **Memorandum from Municipal Enforcement Services, December 5, 2016** (*Distributed at meeting.*)

**BEYOND THE HOUR**

Moved by Councillor Knoll

That this meeting proceed past the hour of 10:00 p.m., but no later than 10:30 p.m.

CARRIED

Moved by Mayor Burton

1. That By-law 2016-083, being a by-law to licence and regulate Transportation Network Companies, be passed as revised in accordance with the memorandum dated December 5, 2016, from the Municipal Enforcement Services department;
2. That new licensing fees listed in Appendix F to the November 22, 2016 report from the Municipal Enforcement Services department, be approved and effective immediately, and such fees be included in the 2017 rates and fees schedules; and
3. That staff be directed to review the taxicab by-law to address impacts of Transportation Network Company regulations and report back to Council by the first quarter of 2018 with a new taxicab by-law, to ensure fair and balanced treatment of the ride-selling market.

CARRIED

**11. Group Home Registration By-law 2016-117**

- **Report from Municipal Enforcement Services Department, November 22, 2016**

Moved by Mayor Burton

1. That By-law 2016-117, being a by-law to provide for the licensing of group homes in the Town of Oakville, attached as Appendix A to the report from the Municipal Enforcement Services department, dated November 22, 2016, be passed; and

2. That new licensing fees listed in Appendix B to the report from the Municipal Enforcement Services department, dated November 22, 2016, be approved, effective immediately, and such fees be included in the 2016 and 2017 Rates and Fees schedules.

CARRIED

**12. Commercial Parking Lot Licensing By-law 2016-025**  
**- Report from Municipal Enforcement Services**  
**Department, November 22, 2016**

Moved by Mayor Burton

1. That By-law 2016-025, being a by-law to amend Town of Oakville Licensing By-law 2015-075 by adding licensing requirements for commercial parking lot operators, attached as Appendix A to the report from the Municipal Enforcement Services department, dated November 22, 2016, be passed; and
2. That new licensing fees listed in Appendix B to the report from the Municipal Enforcement Services department, dated November 22, 2016, be approved, effective immediately, and such fees be included in the 2016 and 2017 Rates and Fees schedules.

CARRIED

**13. Overtime Review**  
**- Report from Internal Audit Department,**  
**November 14, 2016**

Moved by Mayor Burton

That the report dated November 14, 2016, from the Internal Audit department be received, and that the recommendations and action plans reported be implemented by management.

CARRIED

14. **Accessibility Advisory Committee (November 10, 2016)**

Moved by Mayor Burton

That the minutes of the Accessibility Advisory Committee meeting of November 10, 2016, be received.

CARRIED

**ADJOURNMENT**

The meeting adjourned at 10:15 p.m.