



COUNCIL MINUTES

Thursday, July 12, 2018 at 7:00 p.m.

Council Chambers

51 Zina Street, Orangeville

Council Members Present:

Warden Paul Mills (Mulmur)
Councillor Jane Aultman (Amaranth)
Councillor Geoff Dunlop (Shelburne)
Councillor Guy Gardhouse (East Garafraxa)
Councillor Earl Hawkins (Mulmur)
Councillor Don MacIver (Amaranth)
Councillor Warren Maycock (Orangeville)
Councillor Ken McGhee (Mono)
Councillor Laura Ryan (Mono)
Councillor Steve Soloman (Grand Valley)
Councillor Darren White (Melancthon)
Councillor Jeremy Williams (Orangeville)

Council Members Absent:

Councillor Ken Bennington (Shelburne)

Staff Present:

Sonya Pritchard, Chief Administrative Officer
Pam Hillock, Clerk/Director of Corporate Services
Alan Selby, Treasurer
Scott Burns, Director of Public Works
Brenda Wagner, Administrator, Dufferin Oaks
Anna McGregor, Director of Community Services
Darrell Keenie, Director of Planning, Economic Development & Culture
Tom Reid, Chief Paramedic Service
Michelle Dunne, Deputy Clerk

Warden Mills called the meeting to order at 7:00 p.m.

The Warden announced that there is no regular Council meeting in August.

The Committee meetings will be held on Thursday, August 23, 2018 in Orangeville at 55 Zina Street in the Sutton Room:

Infrastructure & Environmental Services Committee – 1:00 pm

General Government Services Committee – 3:00 pm

Community Services/Dufferin Oaks Committee – 5:00 pm

He also announced that the Municipal offices will be closed on August 6, 2018 for the Civic Holiday.

1. **APPROVAL OF THE AGENDA**

Moved by Councillor Maycock, seconded by Councillor Ryan

THAT the Agenda and any Addendum distributed for the July 12, 2018 meeting of Council, as amended, be approved.

-Carried-

2. **DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

Councillor Maycock declared a pecuniary interest in Item # 6.2 – General Government Services Minutes – June 28, 2018 Item #3 – Renewal of Paramedic Agreement, Item #7.1 Correspondence from Headwaters Healthcare Centre and By-law 2018-33 – Land Ambulance Agreement as he is a Member of the Headwaters Healthcare Centre Board of Directors.

3. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

Moved by Councillor McGhee, seconded by Councillor Ryan

THAT the minutes of the regular meeting of Council of June 14, 2018 be adopted.

-Carried-

PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

4. **Presentation: The 2018 Bill Hill Scholarship Recipients**

The Warden informed Council that the Scholarship Program was being renamed the Bill Hill Scholarship in memory of former Warden Bill Hill. Mr. Hill's family was in attendance to help present the scholarships.

The Warden announced and presented the Bill Hill Scholarships to:

- Science & Technology: Ethan Luce
- Business & Social Sciences: Claire Jordan
- Agriculture: Nicholas Bannon
- Arts: Annabelle Morgan
- Skilled Trades & Applied Training: Nicholas Semple

5. **Proclamation: International Overdose Awareness Day – August 30, 2018**

The Warden proclaimed August 30, 2018 as "Overdose Awareness Day" in the County of Dufferin. Mr. Tom Reid, Chief Paramedic, was in attendance to accept the proclamation.

6. **Delegation: Ontario Plowmen's Association**

Mr. David Murray, President, Mr. Don Priest, Past President, and Ms. Cathy Lasby, Executive Director, of the Ontario Plowman's Association presented information on hosting the International Plowing Match and Rural Expo. They highlighted the benefits and opportunities of hosting such an event. They asked that Council support, in principle, to bring the International Plowing Match to Dufferin County as early as 2020.

Moved by Councillor Maycock, seconded by Councillor Ryan

THAT staff be directed to consult with other municipalities that have hosted the International Plowing Match and report back to the next term of Council.

-Carried-

7. **PUBLIC QUESTION PERIOD**

Mr. Don Kidd , Orangeville resident commented that the best day he had was when he attended the International Plowing Match and Rural Expo in Harriston with his father and encouraged the County to host one.

PRESENTATION AND CONSIDERATIONS OF REPORTS

8. **Infrastructure and Environmental Services Minutes – June 28, 2018**

Moved by Councillor McGhee , seconded by Councillor Soloman

THAT the minutes of the Infrastructure and Environmental Services meeting held on June 28, 2018, and the recommendations set out, be adopted.

-Carried-

9. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #1

Marsville Lions Club Annual Toll Road

THAT the correspondence from the Marsville Lions Club dated May 15, 2018, requesting a toll road event approval, be received;

AND THAT the request by the Marsville Lions Club to operate a Charity Toll Road on County Road 3 on Monday, September 3, 2018 from 1:00 p.m. to 4:00 p.m. be approved subject to the following conditions:

THAT the following documentation be submitted to staff for review and comment no later than August 17, 2018:

- Insurance:
 - \$5,000,000 liability;
 - Dufferin County named additional insured;
 - Indemnification clause; and
 - Hold harmless clause;
- A traffic management plan illustrating:
 - That the event will safely interact with the roadway such that it does not disrupt the normal flow of traffic;
 - Adequate signage and notification to motorists upon approach and throughout the proposed site; and
 - Ontario Provincial Police presence during the event.

AND THAT the necessary by-law be presented to Council in accordance with Section 3, subsection 3 of the *Safe Streets Act*;

AND THAT confirmation be required that OPP will be on site during the event.

10. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #2
Entrance Relocation

THAT the request from the property owner at 475452 Dufferin Road 11 to relocate their existing entrance outside of the County Entrance Policy 5-3-17 to a location 20 metres to the north, be approved.

11. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #3
Forest Advisory Team Meeting Minutes – May 15, 2018

THAT the minutes of the Forest Advisory Team meeting of May 15, 2018, be adopted.

12. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #4
Volunteer Group – Friends of the Dufferin County Forest

THAT Report, Volunteer Group - Friends of the Dufferin County Forest, from the Director of Public Works/County Engineer, dated June 28, 2018, be received;

AND THAT staff be authorized to proceed with formation of the Friends of the Dufferin County Forest volunteer group as described in the report and the attached Terms of Reference.

- 13. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #5
Trail Planning and Development – Dufferin County’s Role

THAT Report, Recreation and Trails – Dufferin County’s Role, from the Director of Public Works/County Engineer, dated June 28, 2018, be received.

- 14. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #6
County Office Building Accessibility – North Elevator

THAT Report, County Office Building Accessibility – North Elevator, from the Director of Public Works/County Engineer, dated June 28, 2018, be received;

AND THAT staff be approved to proceed with the construction of a new elevator adjacent to the north access of the 55 Zina Street County Office Building;

AND THAT the project be funded through the Rate Stabilization Reserve.

- 15. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #7
Capital Project Update – June 2018

THAT Report, Capital Project Update – June 2018, from the Director of Public Works/County Engineer, dated June 28, 2018, be received.

- 16. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 –
ITEM #8
County Road Issues – Mulmur Township Resolution

THAT Report, County Road Issues – Mulmur Township Resolution, from the Director of Public Works/County Engineer, dated June 28, 2018, be received;

AND THAT the By-law 2005-32 be amended to include the following No Stopping Zone in Schedule B

Dufferin Road	From	To
19	A point situated at 40m south of the centerline of the Primrose Public School entrance	A point situated at 140 m north of the centerline of the Primrose Public School entrance

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Road	From	To
19	A point situated at 450 m south of the centerline of the Primrose Public School entrance	A point situated at 450 m north of the centerline of the Primrose Public School entrance

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Road	From	To
17	A point situated at the east limit of Dufferin Road 18	A point situated at 675 m east of the east limit of Dufferin Road 18

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Road	From	To
18	A point situated at 615 m south of the centerline of Dufferin Road 17	A point situated at 250 m north of the centerline of Dufferin Road 17

17. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #9**
Snow Plow Purchase

THAT Report, Snow Plow Purchase, from the Director of Public Works/County Engineer, dated June 28, 2018, be received;

AND THAT staff be authorized to proceed with the purchase.

18. **General Government Services Minutes – June 28, 2018**

Moved by Councillor Aultman, seconded by Councillor Ryan

THAT the minutes of the General Government Services meeting held on June 28, 2018, and the recommendations set out, excluding Item #3, be adopted.

-Carried-

19. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #1
Extension of County Auditors

THAT the Report, *Extension of County Auditors*, from the Treasurer, dated June 28, 2018, be received;

AND THAT a Bylaw be prepared to appoint BDO Canada LLP as Municipal Auditors for the County of Dufferin for the year 2018.

20. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #2
2019 Budget Timetable

THAT the Report, *2019 Budget Timetable*, from the Treasurer, dated June 28, 2018, be received;

AND THAT the future meetings be set, for the specific dates indicated in the timetable.

Capital Budget Call to Senior Management	Fri. July 13 th , 2018
Capital Budget to be returned to Treasury by	Fri. Aug. 10 th , 2018
Operating Budget Call to Senior Management	Fri. Aug. 3 rd , 2018
Operating Budgets to be returned to Treasury by	Fri. Aug. 31 st , 2018
Budget Reviews with CAO and Department Heads	October 1 st to 5 th , 2018
<u>Council Discussions:</u>	
Initial “big-picture” Presentation to Council (at regular meeting date)	Thu. Dec. 13 th , 2018
Detailed Reviews at Standing Committees	Jan. 24, 2019 during normal Committee cycle
Council Budget Discussion 2 w/ Public Consultation	Council Feb. 14, 2019
Council Budget Discussion 3, etc. (as necessary)	Council Mar. 14, 2019 plus extra dates if required
Regular Council Meeting – Approval of 2019 Budget through passage of 2019 Estimates Bylaw	March or April 2019

21. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #4
Software Review

THAT the report of the Treasurer, titled *Software Review* dated June 28, 2018, be received;

AND THAT funds be withdrawn from the Rate Stabilization Reserve for Software Review consulting.

22. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #5
Allocating the 2017 Operations Surplus

THAT the Report, *Allocating the 2017 Operations Surplus*, from the Treasurer, dated June 28, 2018, be received;

AND THAT the following actions be taken, using funds now in the Rate Stabilization Reserve:

- top-up the Property Acquisition Reserve by \$265,000 to bring it up to a balance of \$500,000, for possible future purchases of property
- top-up the Economic Development Reserve, which currently would be reduced to \$40,000 after the 2019 Budget, based on plans specified in the 2018 Budget, by \$110,000 to a balance of \$150,000 for future development projects
- apply \$36,400 to various small, completed capital projects that are currently in a net unfunded/deficit position in the Capital Fund
- create a new Reserve for the re-configuration of the 1974 Primrose office space, a future capital project, starting with \$350,000
- top-up the existing Waste Services Reserve by \$100,000 (from \$208,000 to \$308,000) for anticipated costs to implement some of the suggested actions within the Long-Term Waste Management Strategy, approved by Council in March 2018
- create a new \$150,000 Reserve for multiple Studies that are anticipated:
- create a new Reserve for an upgrade of the existing software used by the County for financial accounting, payroll processing, Human Resources information systems, Public Works data management, facilities data management, and other functions. A recommended starting point for this new Reserve is \$600,000.

23. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #6
Municipal Emergency Readiness Fund Request – Amaranth

THAT the report of the Director of Corporate Services/Clerk dated June 27, 2018, with respect to Municipal Emergency Readiness Fund Request – Amaranth be received;

AND THAT the request by the Township of Amaranth for funding under the Municipal Emergency Readiness Fund be approved to an amount of 50% or the maximum allowable under the fund for the purchase of Emergency Road Closure Signs;

AND THAT the Township of Amaranth submit a copy of the paid invoice upon completion of the project for reimbursement of 50% of the cost up to the maximum of \$10,000;

AND THAT staff review the Municipal Emergency Readiness Fund policy and report to Council.

24. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #7
Partners for Action Flood Risk Survey

THAT the report of the Director of Corporate Services/Clerk dated June 27, 2018, with respect to Partners for Action Flood Risk Survey be received;

AND THAT representatives from Partners for Action be invited to present their findings to Council once they are published.

25. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #8
Request for Proposal (RFP) – Building Permit Software

THAT the report from the Director of Corporate Services/Clerk dated June 28, 2018, with respect to a request for Proposal (RFP) – Building Permit Software, be received;

AND THAT staff be authorized to proceed with an RFP for Building Permit Software and that the Director of Corporate Services/Clerk be given authority to award the RFP after the procurement process has been completed;

AND THAT the funds be taken from the Building Reserve for this purpose;

AND that staff keep the lower tier municipalities aware of the process and outcomes.

26. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #9
Legislative Update – Report #2 – Modernizing Ontario’s Municipal Legislation Act

THAT the report of the Director of Corporate Services/Clerk dated June 28, 2018, with respect to Legislative Update- Modernizing Ontario’s Municipal Legislation Act, be received;

AND THAT staff be directed to begin drafting the mandatory policies under the legislation in order to comply with the March 1, 2019 deadline and seek Council participation in any proposed changes to the procedural by-law and report back to Committee.

27. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #10
Conference Attendance – Corporate Services Staff

THAT the report dated June 28, 2018, from the Director of Corporate Services/Clerk regarding Conference Attendance, be received.

28. GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #11
Joint All Councils Orientation

THAT the report from the Director of Corporate Services/Clerk dated June 28, 2018, with respect to a joint All-Councils Orientation be received;

AND THAT if members of Council have suggestions on topics for County Orientation that they forward them to the Clerk.

Councillor Maycock declared a pecuniary interest and left the room (7:40 p.m.).

29. **GENERAL GOVERNMENT SERVICES – June 28, 2018 – ITEM #3
Renewal of Paramedic Agreement**

Moved by Councillor Aultman, seconded by Councillor Hawkins

THAT Report, *Renewal of Paramedic Agreement*, from the Treasurer, dated June 28, 2018, be received;

AND THAT the Agreement for provision of Paramedic Services for the years 2019 to 2023 inclusive be passed through a Bylaw at County Council in July 2018.

-Carried-

Councillor Maycock returned (7:41 p.m.).

30. **Community Services/Dufferin Oaks Minutes - June 28, 2018**

Moved by Councillor Dunlop, seconded by Councillor White

THAT the minutes of the Community Services/Dufferin Oaks meeting held on June 28, 2018, and the recommendations set out, be adopted.

-Carried-

31. COMMUNITY SERVICES/DUFFERIN OAKS – June 28, 2018 – ITEM #1
Ministry of Health and Long Term Care Funding Announcement

THAT the report of the Administrator, dated June 28, 2018, regarding the Ministry of Health and Long Term Care Funding Announcements be received.

32. COMMUNITY SERVICES/DUFFERIN OAKS – June 28, 2018 – ITEM #2
2018 Homelessness Enumeration Results

THAT the report of the Director of Community Services, titled 2018 Homeless Enumeration Results, dated June 28, 2018, be received.

33. COMMUNITY SERVICES/DUFFERIN OAKS – June 28, 2018 – ITEM #3
2018-2019 Children’s Services Plan

THAT the report of the Director of Community Services, titled 2018-2019 Children’s Services Plan, dated June 28, 2018, be received.

34. COMMUNITY SERVICES/DUFFERIN OAKS – June 28, 2018 – ITEM #4
2017-2018 Dufferin Coalition for Kids Annual Report

THAT the report of the Director of Community Services, titled 2017- 2018 Dufferin Coalition for Kids Annual Report, dated June 28, 2018, be received.

35. **Director of Economic Development, Planning and Culture’s Report –
County Official Plan – Municipal Comprehensive Review (MCR)**

A report from the Director of Economic Development, Planning and Culture, dated July 12, 2018, to provide an outline of the tasks and process that must be undertaken to complete the County’s Municipal Comprehensive Review (MCR) Process, as required by the policies of the Growth Plan for the Greater Golden Horseshoe, 2017 (the “Growth Plan”).

Moved by Councillor Maycock, seconded by Councillor Ryan

THAT the report of the Director of Planning, Economic Development and Culture, dated July 12, 2018, be received.

-Carried-

36. **Treasurer’s Report – Report on Request for Tenders and Request for
Proposals**

A report from the Treasurer, dated July 12, 2018, to provide the quarterly update on all Request for Tenders and Request for Proposals in accordance with Per By-law 2017-33 Procurement of Goods and Services 2017, Section (4.2.7).

Moved by Councillor Ryan, seconded by Councillor Dunlop

THAT report, Request for Tenders and Request for Proposals, from the Treasurer, dated July 12, 2018 be received.

-Carried-

37. **Director of Corporate Services/Clerk's Report – Appointment of Temporary Building Inspectors**

A report from the Director of Corporate Services/Clerk, dated July 12, 2018, to seek Council approval to appoint temporary Building Inspectors under The Building Code Act.

Moved by Councillor Maycock, seconded by Councillor McGhee

THAT the report of the Director of Corporate Services/Clerk, dated July 12, 2018, with respect to Appointment of Temporary Building Inspectors, be received;

AND THAT the firm of RSM Building Consultants be engaged to deliver Building Inspection/Plans Examination services;

AND THAT the necessary by-law be presented to appoint the individual Building Inspectors.

-Carried-

38. **Chief Administrative Officer's Report – Monthly Update from Outside Boards**

A report from the Chief Administrative Officer, dated July 12, 2018, to provide Council with an update on activities from outside boards and agencies.

Moved by Councillor McGhee, seconded by Councillor Ryan

THAT the report of the Chief Administrative Officer, dated July 12, 2018 with respect to Reports from Outside Boards be received.

-Carried-

CORRESPONDENCE

Councillor Maycock declared a pecuniary interest and left the room (7:53 p.m.).

39. **Headwaters Healthcare Centre**

Correspondence from the President and CEO of Headwaters Healthcare Centre requesting a Dufferin County delegation with the Minister of Health and Long Term Care at the upcoming AMO (Association of Municipalities of Ontario) conference.

Moved by Councillor Ryan, seconded by Councillor Hawkins

THAT staff request a delegation with the Minister of Health and Long Term Care at the upcoming AMO (Association of Municipalities of Ontario) conference to discuss stable and equitable funding for medium sized hospitals.

-Carried-

Councillor Maycock returned (7:55 p.m.).

40. **MOTIONS**

41. **NOTICE OF MOTIONS**

42. **BY-LAWS**

- 2018-28 A by-law to ratify the actions of the Warden and Clerk for executing an agreement between the Corporation of the County of Dufferin and LifeLabs LP. (Lease Agreement)
Authorization: Council – July 12, 2018
- 2018-29 A by-law to ratify the actions of the Warden and Clerk for executing an agreement between the Corporation of the County of Dufferin and Georgian College of Applied Arts and Technology. (Lease Agreement – Edelbrock Centre)
Authorization: Council – July 12, 2018
- 2018-30 A by-law to approve a charity toll road event. (Marsville Lions Club – County Road 3 – Monday, September 3, 2018 – 1:00 p.m. To 4:00 p.m.)
Authorization: Infrastructure & Environmental Services – June 28, 2018
- 2018-31 A by-law to amend By-law 2005-32, Schedules “B” and “I” to regulate traffic on roads under the jurisdiction of the County of Dufferin. (No Stopping Zone - Dufferin Road 19, Community Safety Zone – Dufferin Road 19, Community Safety Zone – Dufferin Road 17, Community Safety Zone – Dufferin Road 18)
Authorization: Infrastructure & Environmental Services – June 28, 2018
- 2018-32 A by-law to appoint the auditors for the Corporation of the County of Dufferin. (BDO Canada LLP)
Authorization: General Government Services – June 28, 2018
- 2018-34 A by-law to appoint Gerald Moore, Brian Miller, Ron Kolbe, Paul Hillenaar and Jon Crummer as building inspectors under the Building Code Act. (RSM Building Consultants)
Authorization: Council – July 12, 2018
- 2018-35 A by-law to appoint a Chief Building Official and to repeal By-Law 2017-53. (Greg MacNaughtan)
Authorization: Council – July 12, 2018

Moved by Councillor Ryan, seconded by Councillor McGhee

THAT by-law 2018-28 to 2018-32, inclusive, and by-law 2018-34 to 2018-35, be read a first, second and third time and enacted.

-Carried-

Councillor Maycock declared a pecuniary interest and left the room (7:56 p.m.).

2018-33 A by-law to approve an agreement between the Corporation of the County of Dufferin and Headwaters Healthcare Centre. (Land Ambulance Agreement)
Authorization: General Government Services – June 28, 2018

43. **Moved by Councillor Ryan, seconded by Councillor Aultman**

THAT by-law 2018-33 be read a first, second and third time and enacted.

-Carried-

Councillor Maycock returned (7:57 p.m.).

44. **OTHER BUSINESS**

Councillor MacIver asked when the staff report on the ratios for farmland assessment was coming. The Treasurer advised it would be presented at the General Government Services Committee on August 23, 2018.

Councillor White informed Council that the Lorne Scot monument is now in place in Orangeville and the official dedication and Freedom of the County parade will take place on October 13, 2018.

CLOSED SESSION

45. **Closed Session Minutes – June 14, 2018**

Moved by Councillor Gardhouse, seconded by Councillor Ryan

THAT the closed session minutes from the meeting of Council held on June 14, 2018 be adopted.

-Carried-

46. **CONFIRMATORY BY-LAW**

2018-36 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on July 12, 2018.

Moved by Councillor Maycock , seconded by Councillor Aultman

THAT by-law 2018-36 be read a first, second and third time and enacted.

-Carried-

47. **ADJOURNMENT**

Moved by Councillor Dunlop, seconded by Councillor Hawkins

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 7:59 p.m.

Next meeting: Thursday, September 13, 2018 at 7:00 p.m.
51 Zina Street, Orangeville

Paul Mills, Warden

Pam Hillock, Clerk