



## TOWNSHIP OF ADJALA – TOSORONTIO

### COUNCIL MEETING AGENDA 7855 Sideroad 30 Alliston, Ontario

An audio and/or video recording of the Open Session of this meeting is being made as a trial and will not be available to the public. As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting.

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**Monday, March 13, 2017**

**6:30 P.M.**

**Council Chambers**

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1. **CALL TO ORDER**
2. **LORDS PRAYER, NON-DENOMINATIONAL PRAYER, OR PERSONAL MOMENT OF SILENCE**
3. **ADDITIONS, DELETIONS OR AMENDMENTS**
4. **ADOPTION OF THE AGENDA**
5. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
6. **ADOPTION OF MINUTES**

Adoption of Council Minutes February 13, 2017, and February 15, 2017.

Attachment:  [Draft Minutes February 13, 2017](#) and  [February 15, 2017](#)

7. **PRESENTATIONS/DEPUTATIONS**
    - a) Staff Sergeant Brian Humber, Nottawasaga OPP  
Re: Answer questions of Council on Joint Towing By-law between the Townships of Essa, Town of New Tecumseth and Township of Adjala-Tosorontio
  8. **PUBLIC MEETINGS**
    - a) **Public Meetings under the Planning Act**
      - 1) Zoning By-law 03-57 Amendment Z/01/17  
4988 Dean Drive
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Disclaimer: Staff and Committee Reports are recommendations to Council and that current agendas and minutes are subject to amendments and adoption by Council.

- a) Planning Report # 2017-04  
Re: Zoning By-law Amendment Z/01/17 (4988 Dean Drive)

Attachment:  [PLA 2017-04](#)

**STAFF RECOMMENDATION**

THAT Planning Report # 2017-04 dated March 13, 2017 regarding “Zoning By-law Amendment Z/01/17 (4988 Dean Drive)” be received; and further,

THAT a by-law to amend Zoning By-law 03-57 be considered.

**9. PUBLIC INPUT**

Attachment:  [Public Input Guidelines](#)

**10. UPCOMING EVENTS AND ANNOUNCEMENTS**

**11. REPORTS AND CORRESPONDENCE THROUGH STANDING COMMITTEE**

**1. PUBLIC WORKS**

Roads, Utilities

Chair Deputy Mayor Doug Little, Vice Chair Councillor Ambrose Keenan

- a) Public Works Report # 2017-02  
Re: Draft All-Terrain Vehicle Use By-law

Attachment:  [PUB 2017-02](#)

**STAFF RECOMMENDATION**

THAT Public Works Report #2017-02 dated March 13, 2017 regarding “Draft All-Terrain Vehicle Use By-law” be received; and further,

THAT Council repeals By-law 11-07 as amended; and further,

THAT a By-law to permit and control the operation of “All Terrain Vehicles” (ATV’S) on highways under jurisdiction of the Township of Adjala-Tosorontio and to repeal By-law 11-07 be considered.

- b) Public Works Report # 2017-04  
Re: Ontario Clean Water Agency (OCWA) 2016 Water Systems  
Summary Report
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Attachment:  [PUB 2017-04](#)

STAFF RECOMMENDATION

THAT Public Works Report # 2017-04 dated March 13<sup>th</sup>, 2017 regarding “Ontario Clean Water Agency (OCWA) 2016 Water Systems Summary Report” be received and filed as information.

- c) Public Works Report # 2017-05  
Re: Ontario Community Infrastructure Fund (OCIF) Top-Up  
Component Application
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Attachment:  [PUB 2017-05](#)

STAFF RECOMMENDATION

THAT Public Works Report #2017-05 dated March 13, 2017 regarding OCIF Top-Up Component Application be received; and further,

THAT Staff be directed to submit OCIF Top-Up Component Application for Bridge 12.

2. PROTECTION TO PERSONS AND PROPERTY

Fire Protection, Building, Municipal Law Enforcement and Recreation  
Chair Councillor Scott W. Anderson, Vice Chair Councillor Bob Meadows

- a) Fire Services Report # 2017-02  
Re: Memorandum of Understanding with the Ministry of  
Community Safety and Correctional Services (Nottawasaga  
OPP Detachment) for Alternate Fuel Supply
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Attachment:  [FIR 2017-02](#)

STAFF RECOMMENDATION

THAT Fire Services Report #2017-02 dated March 13, 2017 entitled “Ministry of Community Safety and Correctional Services (Nottawasaga OPP Detachment) for alternate fuel” be received; and further,

THAT a by-law to authorize the execution of an agreement with the Ministry of Community Safety and Correctional Services

(Nottawasaga OPP Detachment ) for alternate fuel supply be considered.

- b) Fire Services Report # 2017-03  
 Re: Memorandum of Understanding with the Ministry of Community Safety and Correctional Services (Nottawasaga OPP Detachment) for Alternate Service Delivery Location

Attachment:  [FIR 2017-03](#)

#### STAFF RECOMMENDATION

THAT Fire Services Report #2017-03 dated March 13, 2017 entitled "Ministry of Community Safety and Correctional Services (Nottawasaga OPP Detachment) for alternate service delivery location" be received; and further,

THAT a by-law to authorize the execution of an agreement with the Ministry of Community Safety and Correctional Services (Nottawasaga OPP Detachment ) for alternate service delivery be considered.

### 3. GENERAL GOVERNMENT

Finance and Administration

Chair Councillor Ambrose Keenan, Vice Chair Councillor Floyd Pinto

- a) Treasury Report # 2017-02  
 Re: 2016 Statement of Council and Committee Remuneration

Attachment:  [TRE 2017-02](#)

#### STAFF RECOMMENDATION

THAT Treasury report 2017-02 dated March 13, 2017 regarding 2016 Statement of Council and Committee Remuneration be received and filed as information.

### 4. LAND USE PLANNING AND DEVELOPMENT

Chair Floyd Pinto, Vice Chair Councillor Dave Rose

- b) Planning Report # 2017-03  
 Re: Site Plan Agreement (311 Elizabeth Street)

Attachment:  [PLA 2017-03](#)

#### STAFF RECOMMENDATION

THAT Planning Report # 2017-03 dated March 13, 2017 regarding “Site Plan Agreement (311 Elizabeth Street)” be received; and further,

THAT a By-law to authorize the Mayor and Clerk to sign a Site Plan Agreement be considered.

**12. RESOLUTIONS – BUSINESS ARISING FROM NOTICES OF MOTIONS**

**13. REPORTS FROM UNFINISHED BUSINESS**

a) Public Works Report # 2017-03

Re: Request to Investigate an RFP or a Contract Position for Water Meter Readings

Attachment:  [PUB 2017-03](#)

STAFF RECOMMENDATION

THAT Public Works Report #2017-03 dated March 13, 2017 regarding “Request to Investigate an RFP or a Contract Position for Water Meter Readings,” be received; and further,

THAT Staff be directed to use Summer Students and permanent Staff to complete the quarterly water meter readings.

b) Public Works Report # 2017-06

Re: Accommodation Review, Everett Municipal Facilities

Attachment:  [PUB 2017-06](#)

STAFF RECOMMENDATION

THAT Public Works Report # 2017-06 dated March 13, 2017 entitled “Accommodation Review of Everett Municipal Facilities” be received; and further,

THAT Staff be directed to investigate options for a potential site as identified within the report.

c) Public Works Report # 2017-07

Re: Memorial Tree Planting Policy

Attachment:  [PUB 2017-07](#)

STAFF RECOMMENDATION

THAT Public Works Report # 2017-07 dated March 13, 2017  
entitled "Memorial Tree Planting Policy" be received; and further,

THAT Memorial Tree Planting Policy PUB 2017-01 be adopted.

- d) Public Works Report # 2017-08  
Re: Water and Wastewater Service Providers

Attachment:  [PUB 2017-08](#)

STAFF RECOMMENDATION

THAT Public Works Report #2017-08 dated March 13, 2017 regarding "Water and Wastewater Service Providers" be received and filed as information.

- c) Treasury Report # 2017-03  
Re: Draft Employment Standards, Benefits and Extended Benefits Policy

Attachment:  [TRE 2017-03](#)

STAFF RECOMMENDATION

THAT Treasury Report # 2017-03 dated March 13, 2017, regarding "Draft Employment Standards, Benefits and Extended Benefits Policy" be received; and further,

THAT the Draft Employment Standards, Benefits and Extended Benefits Policy TRE 2017-01 be adopted; and further,

THAT a by-law to repeal Employment Standards, Benefits and Extended Benefits for the Employees of the Corporation of the Township of Adjala-Tosorontio By-law 94-52 be considered.

- d) Treasury Report # 2017-04  
Re: Draft Reimbursement of Personal Expense Claims Policy

Attachment:  [TRE 2017-04](#)

STAFF RECOMMENDATION

THAT Treasury Report # 2017-04 dated March 13, 2017, regarding "Draft Reimbursement of Personal Expense Claims Policy" be received; and further,

THAT the Draft Reimbursement of Personal Expense Claims Policy be adopted; and further,

THAT a by-law to repeal the Expenses and Reimbursement of Expense by-law 95-13 and amending by-law 95-24 be considered.

- e) Administration Report # 2017-15  
Re: Audit Committee and Audit Committee Terms of Reference

Attachment:  [ADM 2017-15](#)

STAFF RECOMMENDATION

THAT Administration Report # 2017-15 dated March 13, 2017, entitled “Audit Committee and Audit Committee Terms of Reference” be received; and further,

THAT an Audit Committee consisting of members of Staff and Council be created; and further,

THAT the Audit Committee Terms of Reference be adopted.

- f) Administration Report # 2017-16  
Re: Naming/Renaming of Corporate Assets Policy

Attachment:  [ADM 2017-16](#)

STAFF RECOMMENDATION

THAT Administration Report # 2017-16 dated March 13, 2017, entitled “Naming/Renaming of Corporate Assets Policy” be received; and further,

THAT the Naming/Renaming of Corporate Assets Policy ADM 2017-05 be adopted.

- g) Administration Report # 2017-17  
Re: Endorsement of Nominations for Council

Attachment:  [ADM 2017-17](#)

STAFF RECOMMENDATION

THAT Administration Report # 2017-17 dated March 13, 2017, entitled “Endorsement of Nominations for Council” be received and filed as information.



- h) Administration Report # 2017-18  
Re: Collision Tow Truck Licensing By-law



Attachment:  [ADM 2017-18](#)

#### STAFF RECOMMENDATION

THAT Administration Report # 2017-18 dated March 13, 2017, entitled "Collision Tow Truck Licensing By-law" be received; and further,

THAT staff be directed to initiate discussions with the Town of New Tecumseth and the Township of Essa to implement a generic collision tow truck licensing by-law which permits owners and operators to obtain a license from any participating municipality who issues licenses.

### 14. NEW BUSINESS/REQUEST FOR STAFF REPORTS/NOTICES OF MOTION

- a) Councillor Meadows  
Re: Notice of Motion – Motion to conduct a forensic audit  
Attachment:  [Meadows Notice of Motion dated March 1, 2017](#)
- b) Councillor Pinto  
Re: Notice of Motion – Motion to obtain records on remuneration enhancement, appoint an integrity commissioner and audit committee  
Attachment:  [Pinto Notice of Motion dated March 5, 2017](#)

### 15. CONSIDERATION OF BILLS

- 1) Bill 1712 - A By-law to amend Zoning By-law No. 03-57, as amended of the Township of Adjala-Tosorontio – Part of Lot 1, Concession 6, geographic Township of Tosorontio 4988 Dean Drive (4301-0120-002-03050)

Attachment:  [Bill 1712](#)

#### STAFF RECOMMENDATION

THAT notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this 13<sup>th</sup> day of March, 2017.

- 2) Bill 1713 – Being a By-law to Permit and Control the operation “All-terrain Vehicles” (ATV’s) on Highways under the jurisdiction of the Corporation of the Township of Adjala-Tosorontio – All-terrain Vehicle Use By-law

Attachment:  [Bill 1713](#)

STAFF RECOMMENDATION

THAT notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this 13th day of March, 2017.

- 3) Bill 1714 - A By-law to Authorize the execution of a Memorandum of Agreement between Ministry of Community Safety and Correctional Services (Nottawasaga OPP Detachment) and the Corporation of the Township of Adjala-Tosorontio for an Alternate Vehicle Fuel Supply

Attachment:  [Bill 1714](#)

STAFF RECOMMENDATION

THAT notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this 13<sup>th</sup> day of March, 2017.

- 4) Bill 1715 – A By-law to Authorize the execution of a Memorandum of Agreement between Ministry of Community Safety and Correctional Services (Nottawasaga OPP Detachment) and the Corporation of the Township of Adjala-Tosorontio for an Alternate Service Delivery Location

Attachment:  [Bill 1715](#)

STAFF RECOMMENDATION

THAT notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this 13<sup>th</sup> day of March, 2017.

- 5) Bill 1716 – A By-law to authorize the execution of a Site Plan Development Agreement with Crystal and Salvatore Spataro Being Part of Lot 32, Concession 7, geographic Township of Adjala, more particularly described as Lot 10 of Plan 1419 (4301-010-003-14300)

Attachment:  [Bill 1716](#)

STAFF RECOMMENDATION

THAT notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this 13<sup>th</sup> day of March, 2017.

**16. UNFINISHED BUSINESS**

List of Unfinished Business

| <b>Meeting Date</b> | <b>Report and/or Resolution #</b>  |
|---------------------|--|
| September 14, 2016  | Chief Administrative Officer - Draft Termination of Employment Policy # ADM 2016-03  |
| September 14, 2016  | Treasury Report # 2016-21 - Non-Resident Surcharge for Recreation Programs   |
| December 12, 2016   | Public Works Report # 2016-28 – Optimization of Public Works Department  |
| January 9, 2017     | Resolution 17-18 – THAT Staff be directed to amend the current hiring policy for consideration by Council at their July regular meeting.   |
| February 13, 2017   | Resolution 17-64 THAT Staff be directed to provide a report to Council at the March Council meeting explaining the agreement between the Township of Adjala-Tosorontio, the Alliston Humane Society and Olympus K9 for canine control; and further, THAT this report include the costs for the standby for canine pick up; and further, THAT Staff provide Council with a copy of the Alliston Humane Society bill with an explanation as to why the Alliston Human Society is billing the Township of Adjala-Tosorontio for canine pick up if Olympus K9 is being paid for standby pick up. |

**17. CONFIRMATION BY-LAW**

Bill 1717 - A By-law to confirm the Proceedings of Council of the Township of Adjala-Tosorontio at its meeting held on March 13, 2017

Attachment:  [Bill 1717](#)

**STAFF RECOMMENDATION**

THAT notwithstanding anything contrary to the rules of procedure, this By-law be introduced and read a first and second time and be considered read a third time and finally passed this 13<sup>th</sup> day of March 2017.

**18. DATE OF NEXT MEETING**

Regular Meeting of Council April 10, 2017.

**19. ADJOURNMENT**