



Council Meeting
Tuesday, March 24, 2015
1:00 p.m.
Council Chamber, Town Hall

Acting Mayor – Councillor deBoer

AGENDA

1. **CALL TO ORDER** – Council Chamber

2. **PRAYER AND O CANADA**

3. **SUMMARY OF ADDENDUM ITEMS**

4. **APPROVAL OF AGENDA**

- Identify any Urgent Business

5. **DISCLOSURE OF PECUNIARY INTEREST**

6. **CLOSED MEETING**

1. Confidential Report DP-2015-025 re: Advice that is subject to solicitor-client privilege, including communications necessary for that purpose and litigation, including matters before administrative tribunals, affecting the municipality - Sandhill Industrial/Commercial Centre - Appeals of Town of Caledon Official Plan Amendment No. 233 and Zoning By-Law Amendment No. 2013-072 - Settlement Proposals.
2. Confidential Report PREC-2015-005 re: Personal matters about an identifiable individual - Community Recognition Night (2015 Caledon Volunteer and Citizen Achievement Award).

Council will reconvene into Open Session in the Council Chamber upon the conclusion of the Closed Session matters.

7. **COUNCIL WORKSHOP** – none scheduled

8. **INTRODUCTIONS OF NEW STAFF** - none scheduled

9. **DISCLOSURE OF PECUNIARY INTEREST**

10. DELEGATIONS/PRESENTATIONS

1. Mr. Michael Hannay, Director of Business Development and Ms. Lina Dajani, Project Manager, Planning and Urban Design, MBTW Group re: [Town of Caledon Intensification Strategy](#).
2. Mr. Jim Dymont, BES, MCIP, RPP, Partner, MHBC Planning, Urban Design & Landscape Architecture re: [Land Evaluation Area Review](#) (LEAR).

Beginning at 7:00 p.m.

3. Acknowledgement of Volunteer Firefighters on behalf of the Ontario Fire Marshal and the Town of Caledon.

11. COUNCIL COMMUNICATIONS/INQUIRIES AND ANNOUNCEMENTS

- Announcements
- Urgent Business
- Notices of Motion – printed with the agenda
- Notices of Motion – presented at the meeting
- Council Inquiry

12. REGULAR BUSINESS

- | | | |
|-------|-------------------------------|--|
| (RB1) | ADM-2015-010 | Hearing Tribunal Procedural By-law. |
| (RB2) | ADM-2015-014 | Older Adults Task Force. |
| (RB3) | ADM-2015-026 | To declare Rosehill School House as surplus lands (Ward 1). |
| (RB4) | CS-2015-018 | 2015 Assessment Appeals. |
| (RB5) | DP-2015-014 | Proposed Rogers Communications Telecommunications Tower 14328 Highway 50 (Ward 4). |
| (RB6) | DP-2015-022 | Review and Update of Comprehensive Zoning By-law 2006-50 All Lands within the Town of Caledon. |
| (RB7) | PREC-2015-007 | Caledon Volunteer and Citizen Achievement Awards. |

13. RECEIPT OF MINUTES

- **Council**
 1. Council Meetings held [March 3rd](#) and [March 10th](#), 2015.
 2. Closed Council Meeting held March 10th, 2015.
- **Committees of Council**
- **Other**
 3. Committee of Adjustment meetings held [December 10th](#), 2014 and [February 23rd](#), 2015.
 4. Caledon Public Library Board meeting held [February 9th](#), 2015.

14. **PROCLAMATIONS**

1. HeartEsteem Month – April 2015.
2. Autism Awareness Day – April 2nd, 2015.
3. National Volunteer Week – April 12th-18th, 2015.
4. 911 Awareness Week – April 13th-17th, 2015.

15. **CORRESPONDENCE** – See [Correspondence Package](#)

16. **PUBLIC QUESTION PERIOD**

Fifteen (15) minutes is allocated for Public Question Period. An individual who wishes to ask question(s) regarding a matter on the agenda is provided two minutes.

17. **BY-LAWS**

- | | |
|-----------------|--|
| BL-2015-XXX-042 | To grant assistance to eligible property Owners who are elderly residents or persons with disabilities and to repeal By-laws 2010-028 and 2011-023 (See Resolution 2015-095). |
| BL-2015-XXX-047 | To authorize the filing of complaints with the Assessment Review Board for the 2015 taxation year. |
| BL-2015-XXX-048 | To establish the Caledon Hearing Tribunal, the rules to govern its procedures and amend By-la 98-155, as amended. (See Resolution 2015-007) |
| BL-2015-XXX-051 | To appoint members to the Hearing Tribunal. (See Resolution 2015-080) |
| BL-2015-XXX-009 | To confirm the proceedings of the Council for The Corporation of the Town of Caledon at its Council Meeting held on the 24th day of March, 2015. |

18. **ADJOURNMENT**

<http://www.caledon.ca/en/Calendar/Meetings/Default.aspx>



Accessibility Accommodations

Assistive listening devices for use in the Council Chamber are available upon request from the Staff in the Town's Legislative Services Section. American Sign Language (ASL) Interpreters are also available upon request.

Please provide advance notice if you require an accessibility accommodation to attend or participate in Council Meetings or to access information in an alternate format please contact Legislative Services by phone at 905-584-2272 x. 2366 or via email to accessibility@caledon.ca.

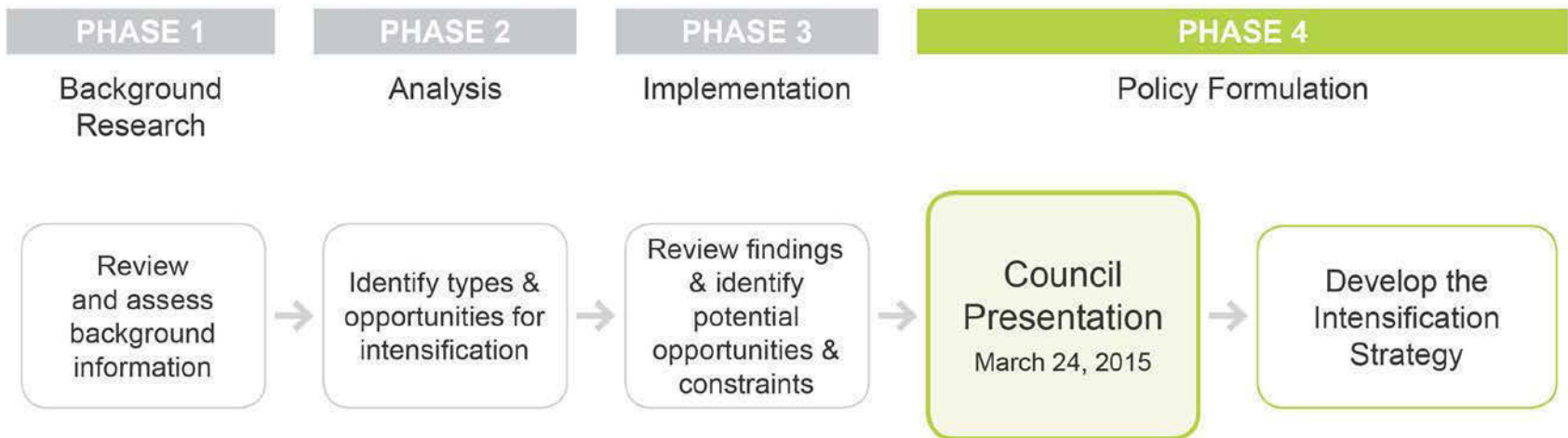
Town of Caledon

INTENSIFICATION STRATEGY




COUNCIL PRESENTATION
March 24, 2015

STUDY PROGRESS






COLLABORATION WITH THE BOLTON SPA & BOLTON HCD STUDY



Bolton Special Policy Area (SPA) Study


**FLOOD RISK ASSESSMENT REPORT
EXISTING CONDITIONS (DRAFT)**

June 2013

BOLTON, ONTARIO
Issued: 24 January 2014 Revised: 7 May 2014

VILLAGE OF BOLTON



HERITAGE CONSERVATION DISTRICT STUDY

PREPARED FOR:
Heritage Resource Office
Corporation of the Town of Caledon
6311 Old Church Road
Caledon, Ontario L7C 1J6

PREPARED BY:
ERA Architects Inc.
10 St. Mary Street, Suite 801
Toronto, Ontario M4Y 1P9
416-963-4497

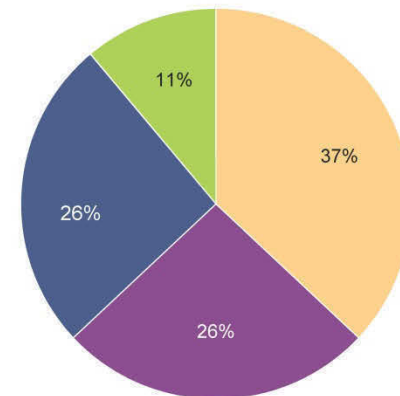
ERA
Architects Inc.

SURVEY + OPEN HOUSE FINDINGS

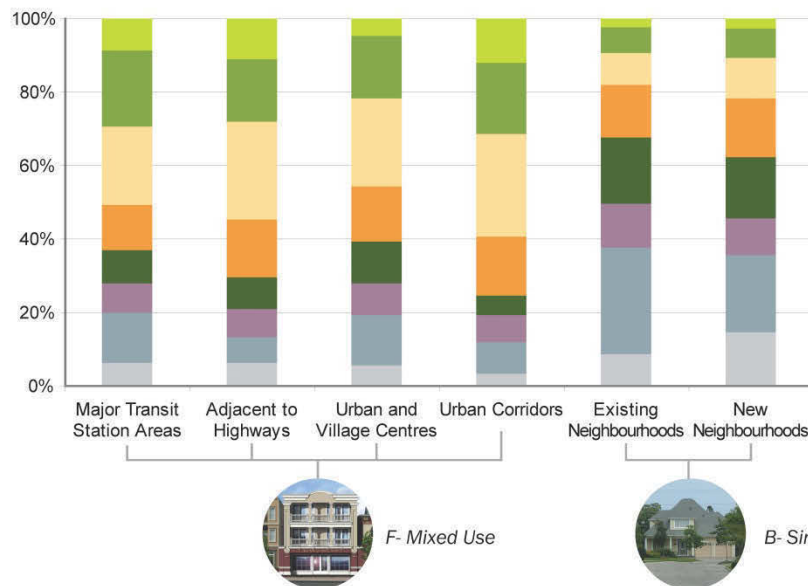
The online survey generated responses from 51 participants. The participants were asked what housing forms they found to be a good fit in various locations throughout their communities. Their responses are shown in the chart below (as a percentage of the total number of responses).

Where should we focus intensification within already built-up areas?

- Existing and Planned Transit Station Areas
- Urban and Village Centres
- Urban Corridors
- Existing Neighbourhoods



Responses Showing Preferred Housing Forms Throughout Caledon



What should intensification look like?

- H. Multi-Residential - up to 6 storeys
- G. Multi-Residential - up to 4 storeys
- F. Mixed-Use with on-street retail
- E. Conventional Townhouses
- D. Semi-Detached Homes
- C. Narrow Single-Family Homes
- B. Single-Family Homes
- A. Large Single-Family Homes

– YOUR TOP PICKS

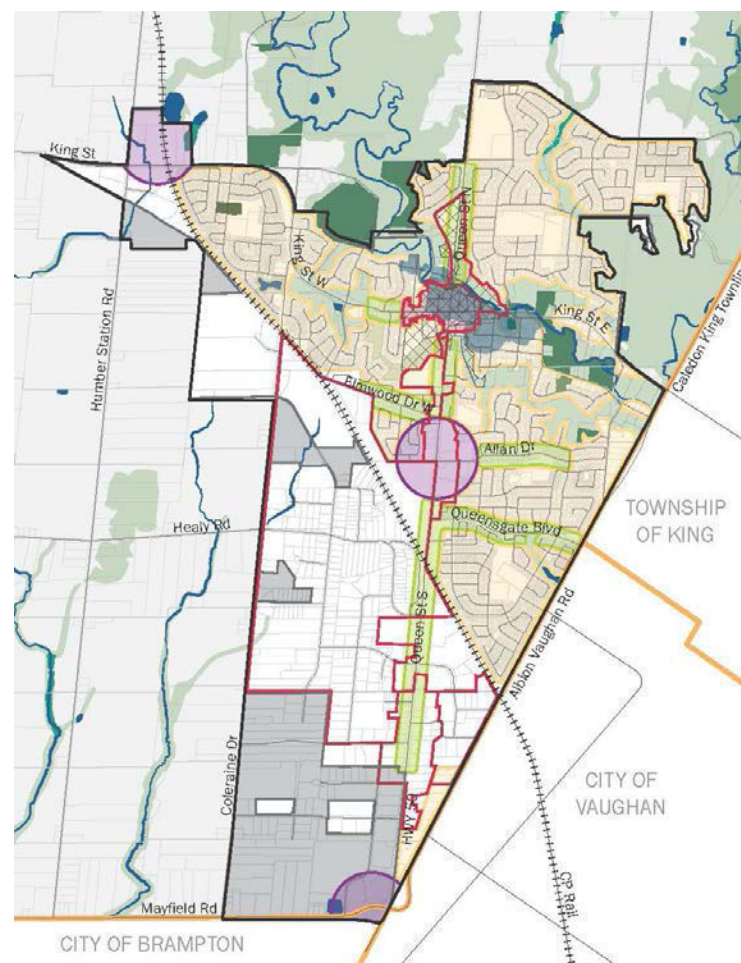


DIRECTING GROWTH TO RURAL SERVICE CENTRES

BOLTON

Identifying key areas for intensification, with a focus on Caledon's Rural Service Centres:

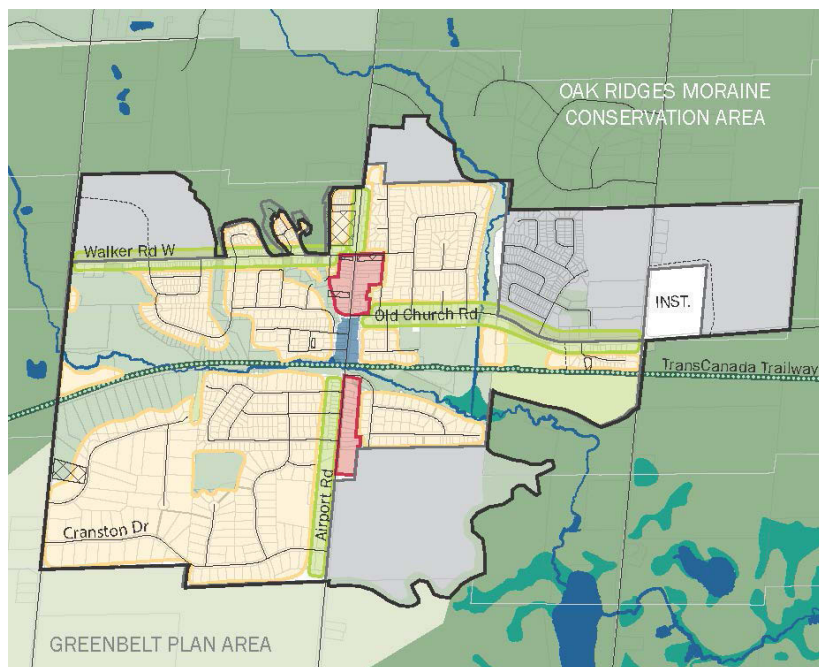
-  Existing and Planned Transit Station Areas
-  Urban and Village Centres
-  Urban Corridors
-  Existing Neighbourhoods
-  Designated Greenfield Areas*



*Not part of the Caledon Intensification Strategy

DIRECTING GROWTH TO RURAL SERVICE CENTRES

CALEDON EAST



■ Flood potential (as per the Caledon East Flood Study)

LEGEND



Existing and Planned
Transit Station Areas



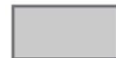
Urban and Village Centres



Urban Corridors

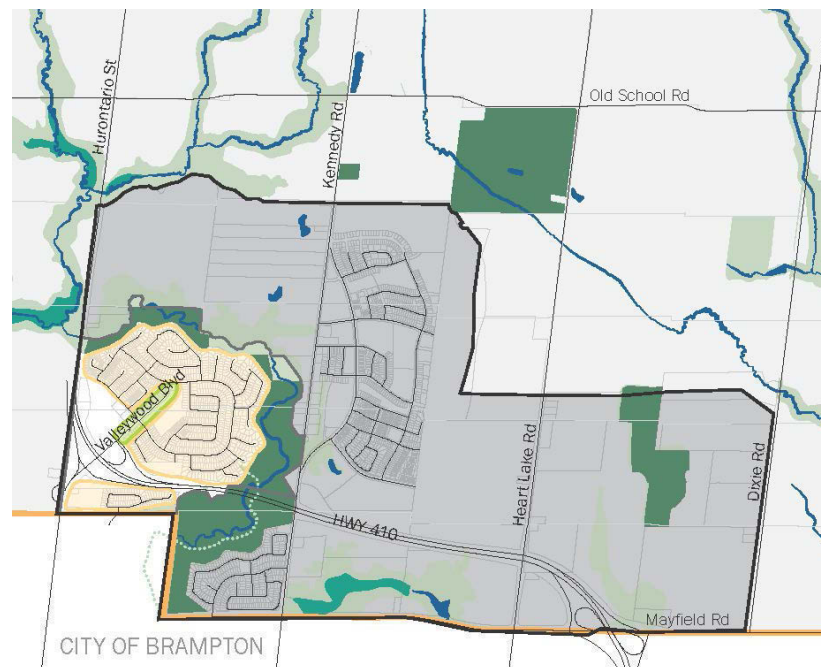


Existing Neighbourhoods



Designated Greenfield Areas*

MAYFIELD WEST



*Not part of the Caledon Intensification Strategy

GROWTH IN CALEDON'S VILLAGES

- Villages and hamlets will generally experience modest growth
- Development will focus in the south of the Town, away from the sensitive environmental areas of the Niagara Escarpment and the Oak Ridges Moraine, and away from sensitive heritage settlements
- A Village Study must be undertaken “to assess each of the Villages in the context of the Principles, Strategic Direction, Goals and Objectives of the Plan, and to address their supportive role and function” in accordance with the Town of Caledon Official Plan

TABLE 4.4 (Section 4.2.6.3 of the Official Plan):
Population Allocations – Villages

Population Allocations	2021 Population	2031 Population
Total – (from Table 4.2)	7,428	7,428
Historically Established Populations		
Alton	1,530	
Caledon	1,850	
Cheltenham	1,130	
Mono Mills	860	
Palgrave	1,025	
Individual Village Population Allocations	2021 Population	
Inglewood	1,262	

TYPES OF INTENSIFICATION



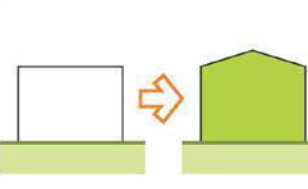
INFILL HOUSING

Infill housing involves the creation of new residential units on vacant or severed (underutilized) land.



REDEVELOPMENT

This process occurs when existing buildings are replaced with new or additional housing units.



ADAPTIVE RE-USE

Adaptive reuse is the conversion of former non-residential buildings, including commercial and institutional, to residential units.



ADDITION/EXPANSION

Typically involves the addition of residential units to existing buildings. An example of this is building a rental unit on top of an existing garage.

KEY CONSIDERATIONS



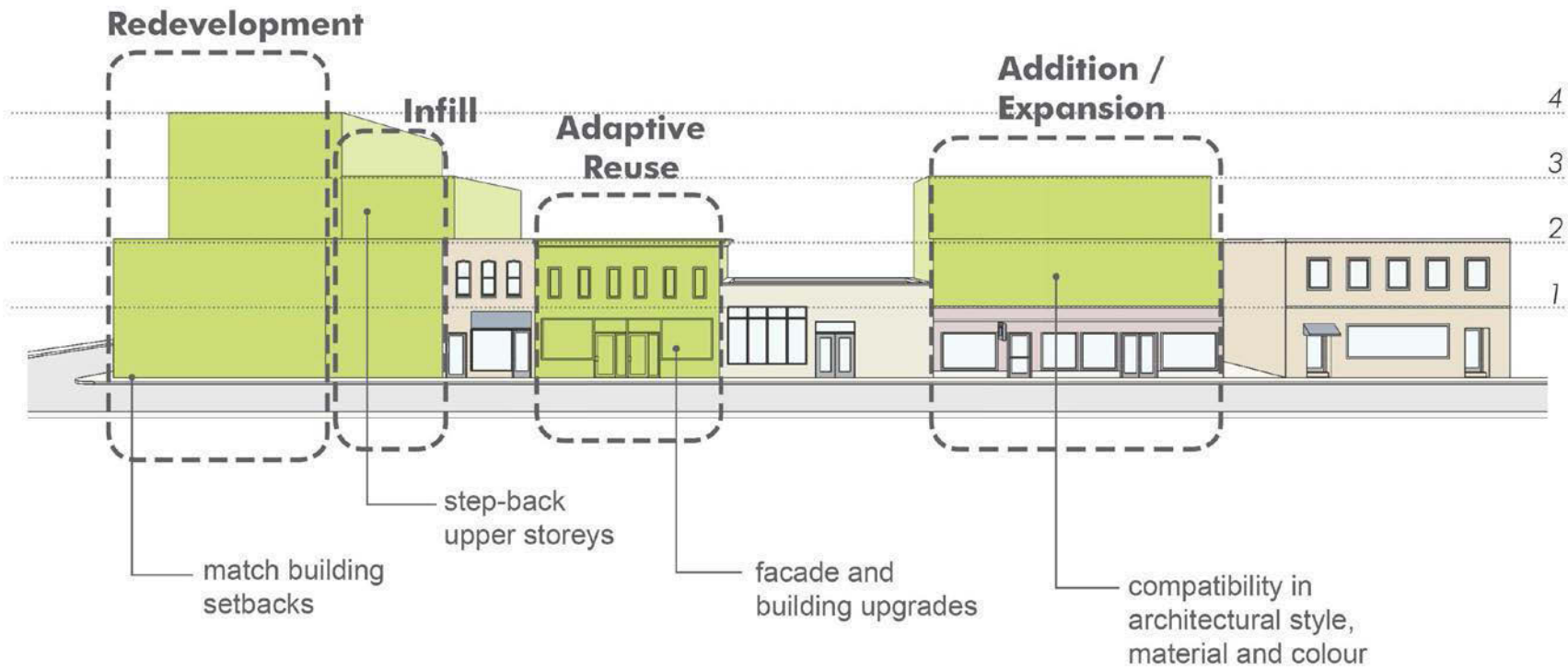
DESIGN GUIDELINES

conceptual streetscape, prior to intensification initiatives...

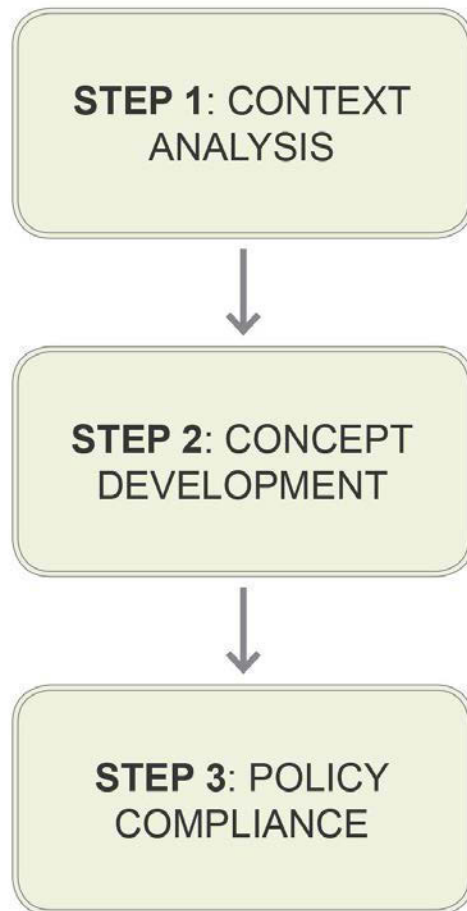


DESIGN GUIDELINES

conceptual streetscape, post intensification initiatives...



EVALUATION CRITERIA



STEP 1: Context Analysis – demonstrate the character of surrounding neighbourhood and an understanding of the site’s policy context.

STEP 2: Concept Development – demonstrate that the proposed concept is compatible with the surrounding context.

STEP 3: Policy Compliance – demonstrate that the requirements of the official plan and the zoning by-law can be met, and determine the need for an amendment or minor variance.

NEXT STEPS

- May 4 – Public Open House
- Review Official Plan and Zoning By-law policies regarding intensification
- Develop an implementation framework for intensification in Caledon
- Develop a monitoring framework
- Refine and finalize the Intensification Strategy

***Intensification** helps to complete communities and is compatible with the Town's vision for "a safe, green community of communities, desiring a sustainable future by managing and fostering community progress while respecting its heritage"*



THE REGION OF PEEL & TOWN OF CALEDON LAND EVALUATION AREA REVIEW (LEAR)

TOWN OF CALEDON COUNCIL

March 24, 2015



OUTLINE

WHAT IS A LEAR?

LEAR OBJECTIVES AND COMPONENTS

- LE = Land Evaluation (physical factors)
- AR = Area Review (social, environmental and/or economic factors)
- LEAR is a Regional exercise - a comparative study of Agricultural Lands within the defined Study Area

STUDY AREA

- LEAR is a technical tool to assist municipalities in identifying Prime Agricultural Areas for protection in policy documents (i.e. Official Plan)

LAND EVALUATION AREA REVIEW FACTORS, SCORES & MAPPING

- Developed by OMAFRA, a LEAR is the Provincial Standard for the identification of Prime Agricultural Areas by Planning Authorities
- Ensures Prime Agricultural Area mapping in the Region of Peel and Town of Caledon Official Plans are consistent with Provincial Policy and Guidelines

THRESHOLD DISCUSSION

- Protects high quality agricultural land for future food production

ADDITIONAL ANALYSIS

- Protects and enhance the agricultural economy

EFFECT OF RE- DESIGNATION

- Provides technical recommendations on refinement of Prime Agricultural Area in Caledon

OUTLINE

COMPONENTS OF A LEAR

LEAR
OBJECTIVES AND
COMPONENTS

STUDY AREA

LAND
EVALUATION
AREA REVIEW
FACTORS,
SCORES &
MAPPING

THRESHOLD
DISCUSSION

ADDITIONAL
ANALYSIS

EFFECT OF RE-
DESIGNATION

Evaluation Units

- Individual parcels are the Evaluation Units

Land Evaluation Factor (50% Weighting)

- Based on CLI for Agriculture
- Topography considered in LE score

Area Review Factors (50% Weighting)

- Fragmentation (12.5% of total score)
- % of Agricultural lands in production in the Evaluation Unit (12.5% of total score)
- % of land in agricultural production within one kilometre of the agricultural unit (12.5% of total score)
- Conflicting Land Uses (12.5% of total score)

OUTLINE

LEAR
OBJECTIVES AND
COMPONENTS

STUDY AREA

LAND
EVALUATION
AREA REVIEW
FACTORS,
SCORES &
MAPPING

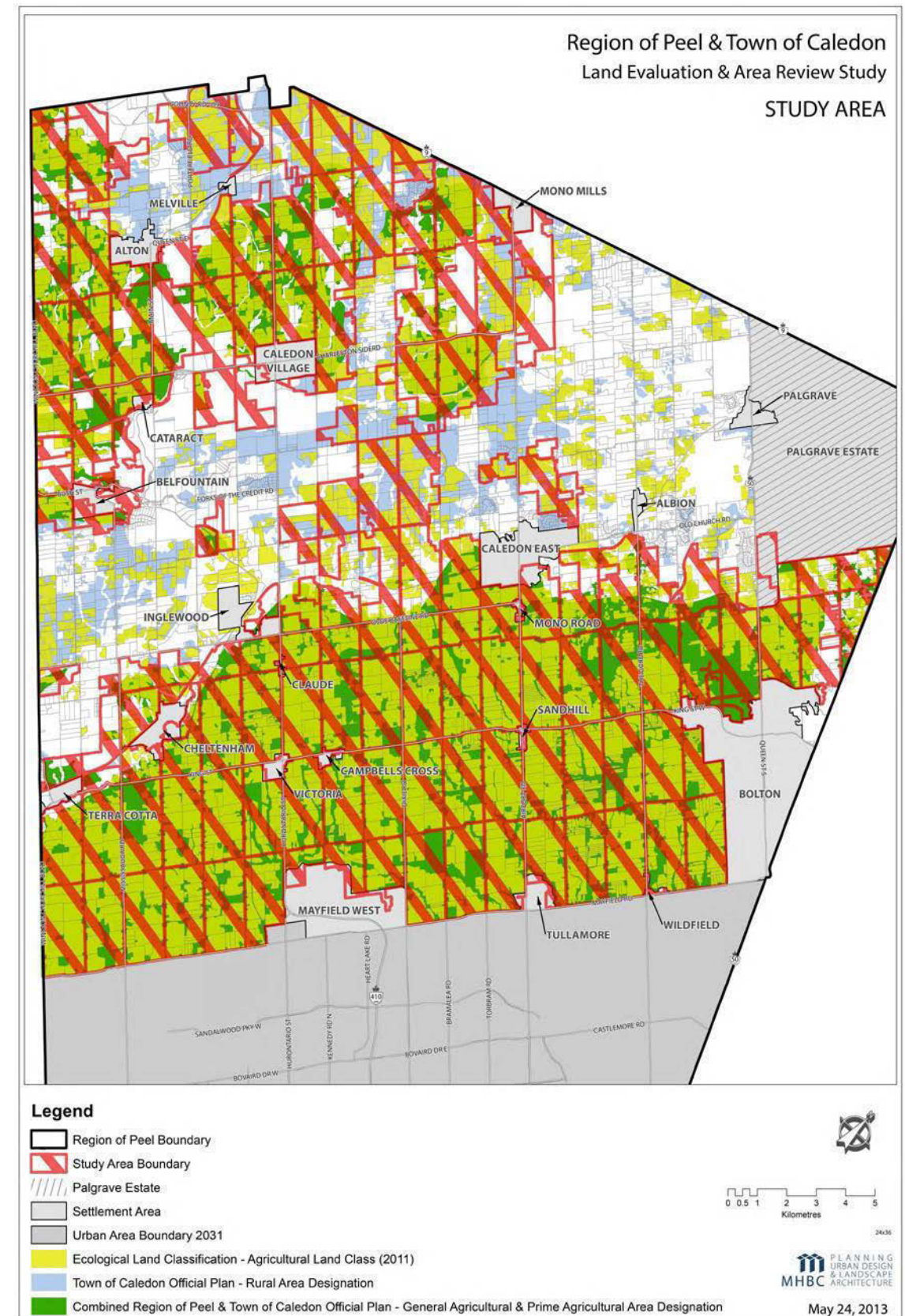
THRESHOLD
DISCUSSION

ADDITIONAL
ANALYSIS

EFFECT OF RE-
DESIGNATION

DETERMINATION OF STUDY AREA

- Properties within the Study Area that had been previously evaluated and received site-specific planning approval to be removed from the Prime Agricultural Area were excluded. These properties will continue to retain their approved land use designation.
- Road widths did not constitute a break in the contiguous area boundary.



OUTLINE

LEAR
OBJECTIVES AND
COMPONENTS

STUDY AREA

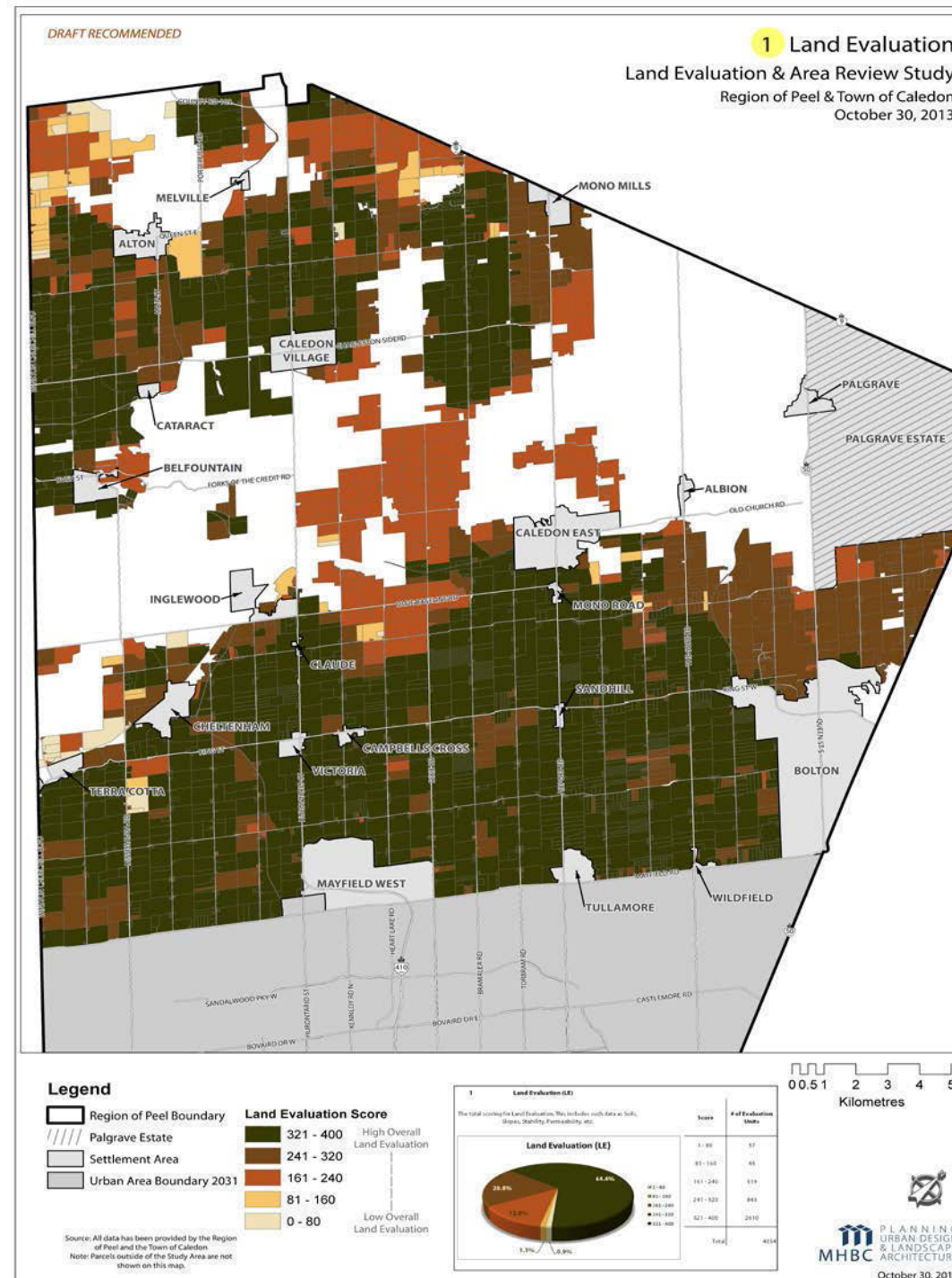
LAND
EVALUATION
AREA REVIEW
FACTORS,
SCORES &
MAPPING

THRESHOLD
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EFFECT OF RE-
DESIGNATION

LAND EVALUATION FACTOR SCORES & MAPPING



OUTLINE

LEAR
OBJECTIVES AND
COMPONENTS

STUDY AREA

LAND
EVALUATION
AREA REVIEW
FACTORS,
SCORES &
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THRESHOLD
DISCUSSION

ADDITIONAL
ANALYSIS

EFFECT OF RE-
DESIGNATION

DETERMINATION OF FACTORS AREA REVIEW

- The Committee was presented with a summary of the Area Review (AR) Factors and Weighting that have been utilized in other LEAR studies.

Area Review Factor	Town of Caledon	Provincial Greenbelt	Halton Region	York Region	City of Hamilton	City of Ottawa	Town of Mono
Parcel Size		✓				✓	✓
Fragmentation (Within EU or within designated radius of EU)		✓	✓	✓	✓	✓	✓
Percentage of Agricultural Lands in Production in Evaluation Unit					✓		✓
Production Area within 1km of Evaluation Unit				✓	✓		✓
Conflicting Land Use (Within Evaluation Unit or within designated radius of EU.)			✓	✓	✓		✓
Economic (Farm Receipts/ Cropped Area)		✓				✓	
Infrastructure		✓	✓				

COMBINED AREA REVIEW FACTOR SCORE & MAPPING

OUTLINE

LEAR
OBJECTIVES AND
COMPONENTS

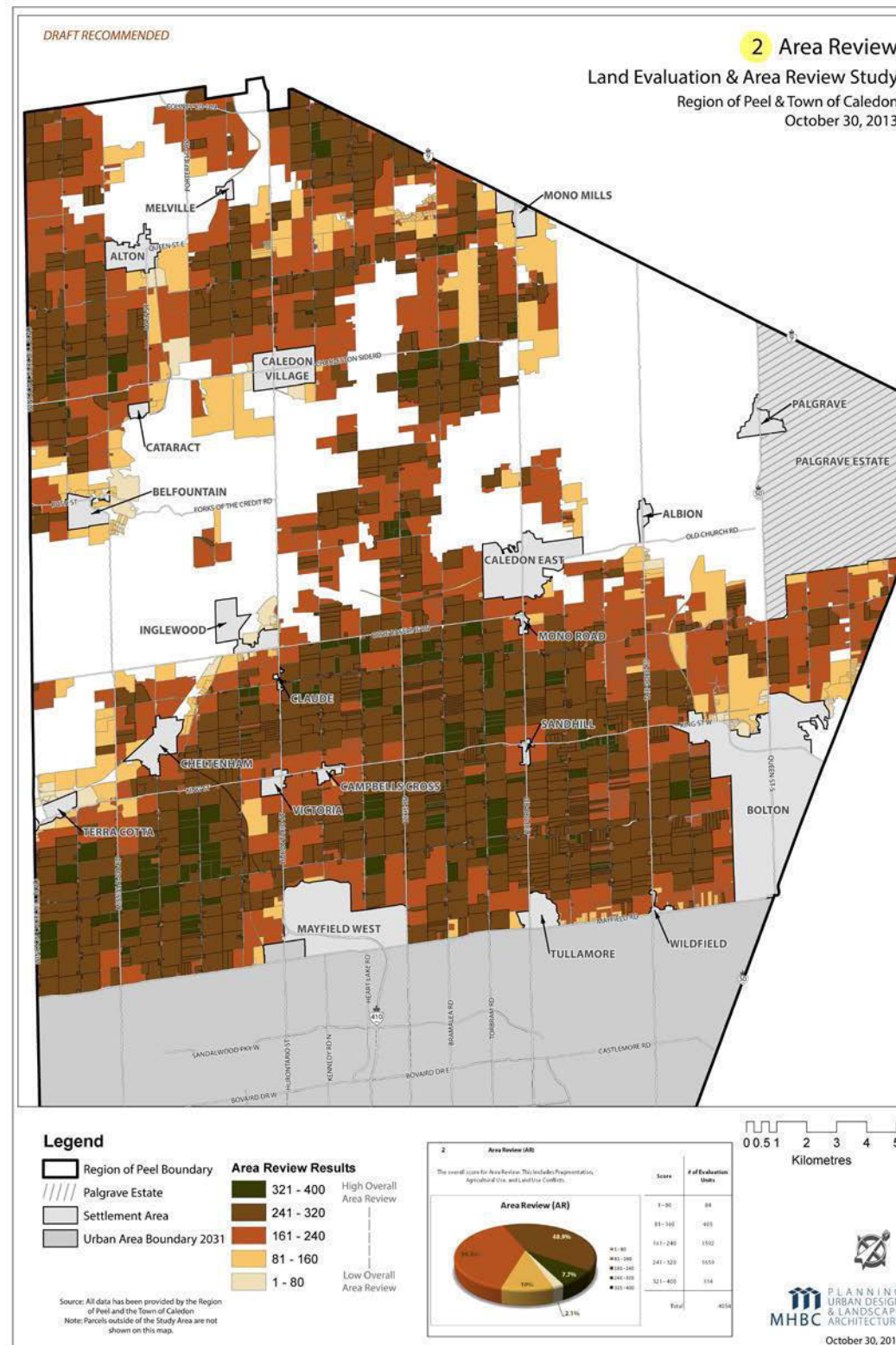
STUDY AREA

LAND
EVALUATION
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MAPPING

THRESHOLD
DISCUSSION

ADDITIONAL
ANALYSIS

EFFECT OF RE-
DESIGNATION



TOTAL LEAR SCORE MAPPING

OUTLINE

LEAR
OBJECTIVES AND
COMPONENTS

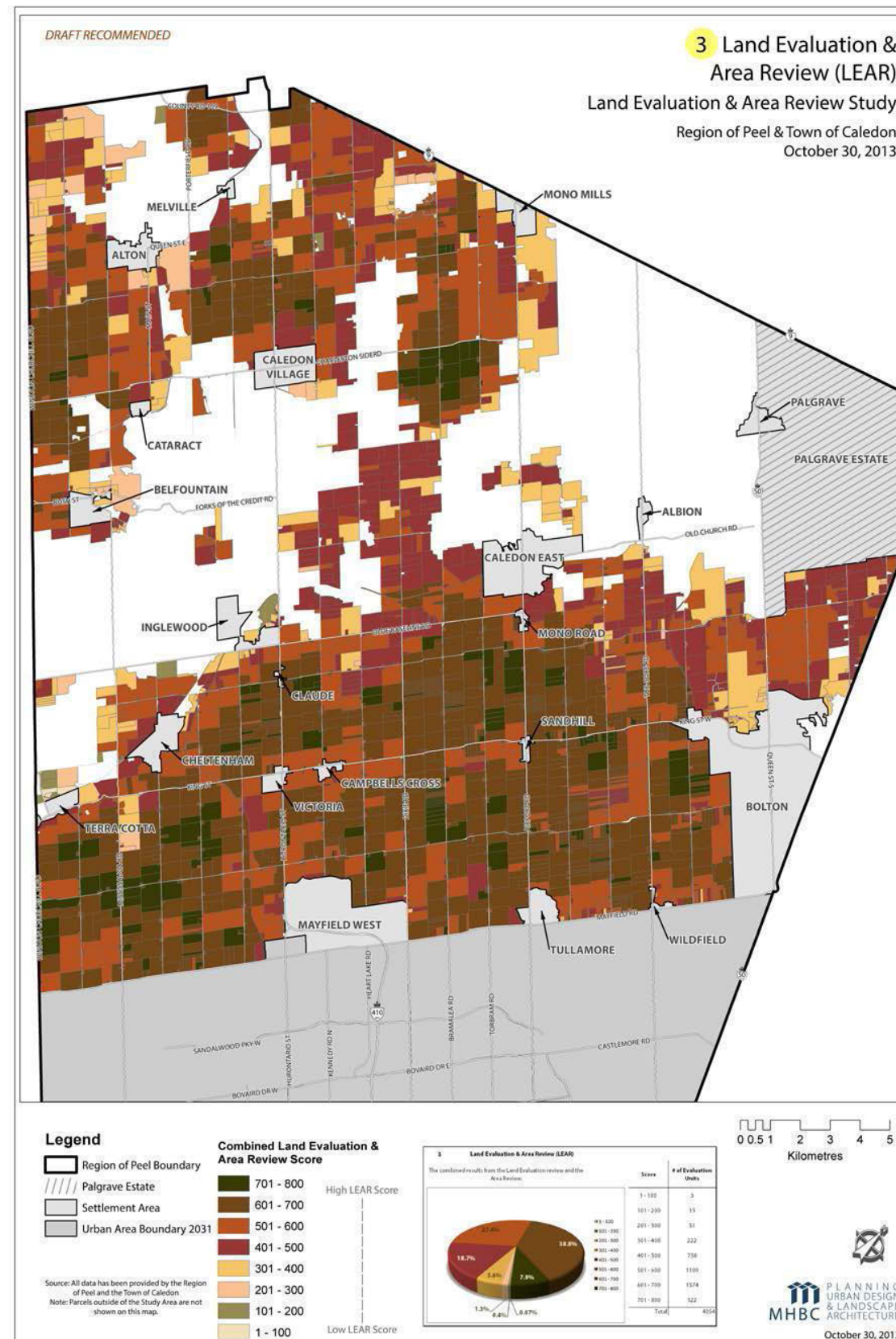
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EFFECT OF RE-
DESIGNATION



RECOMMENDED THRESHOLD

OUTLINE

LEAR
OBJECTIVES AND
COMPONENTS

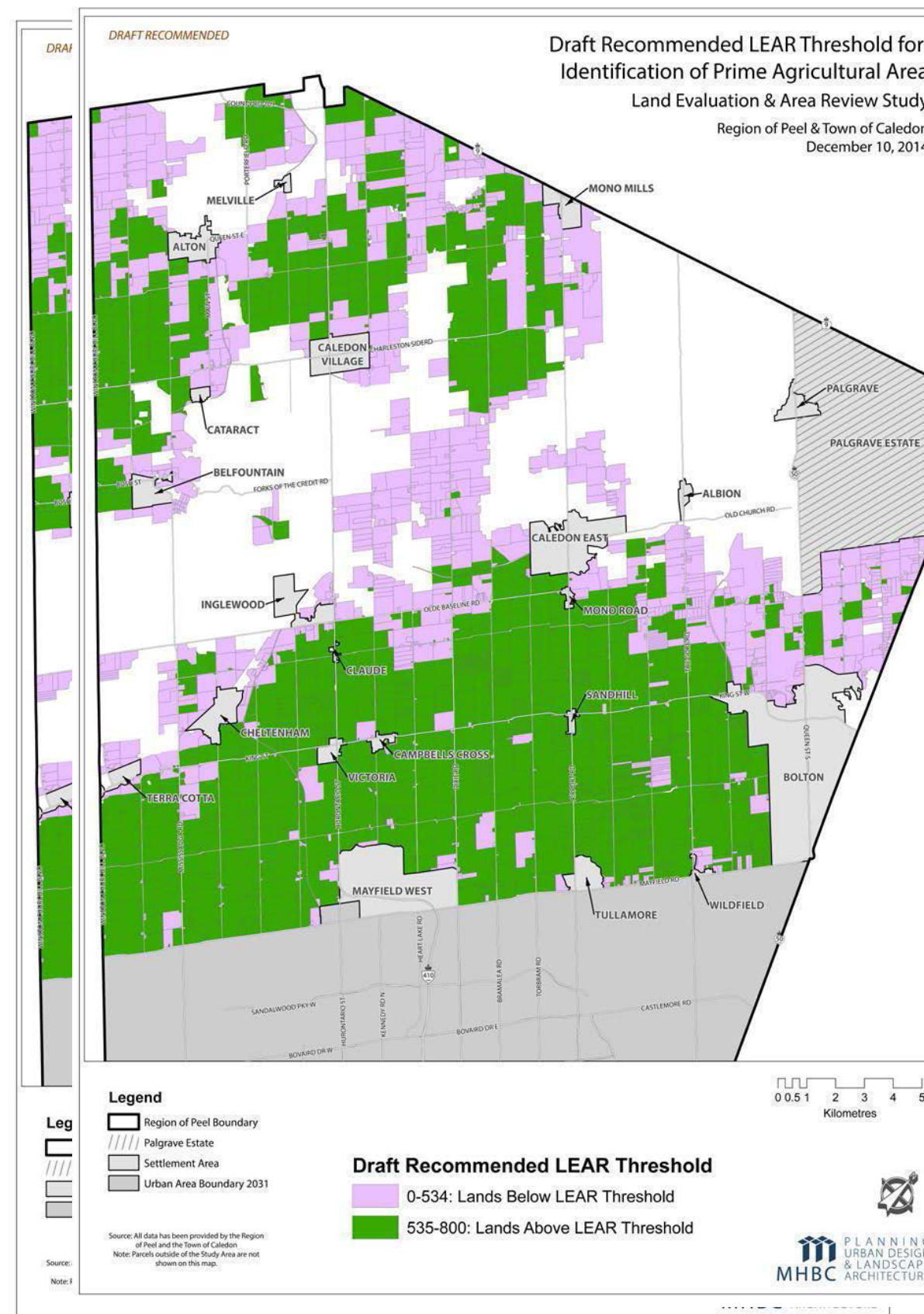
STUDY AREA

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ADDITIONAL
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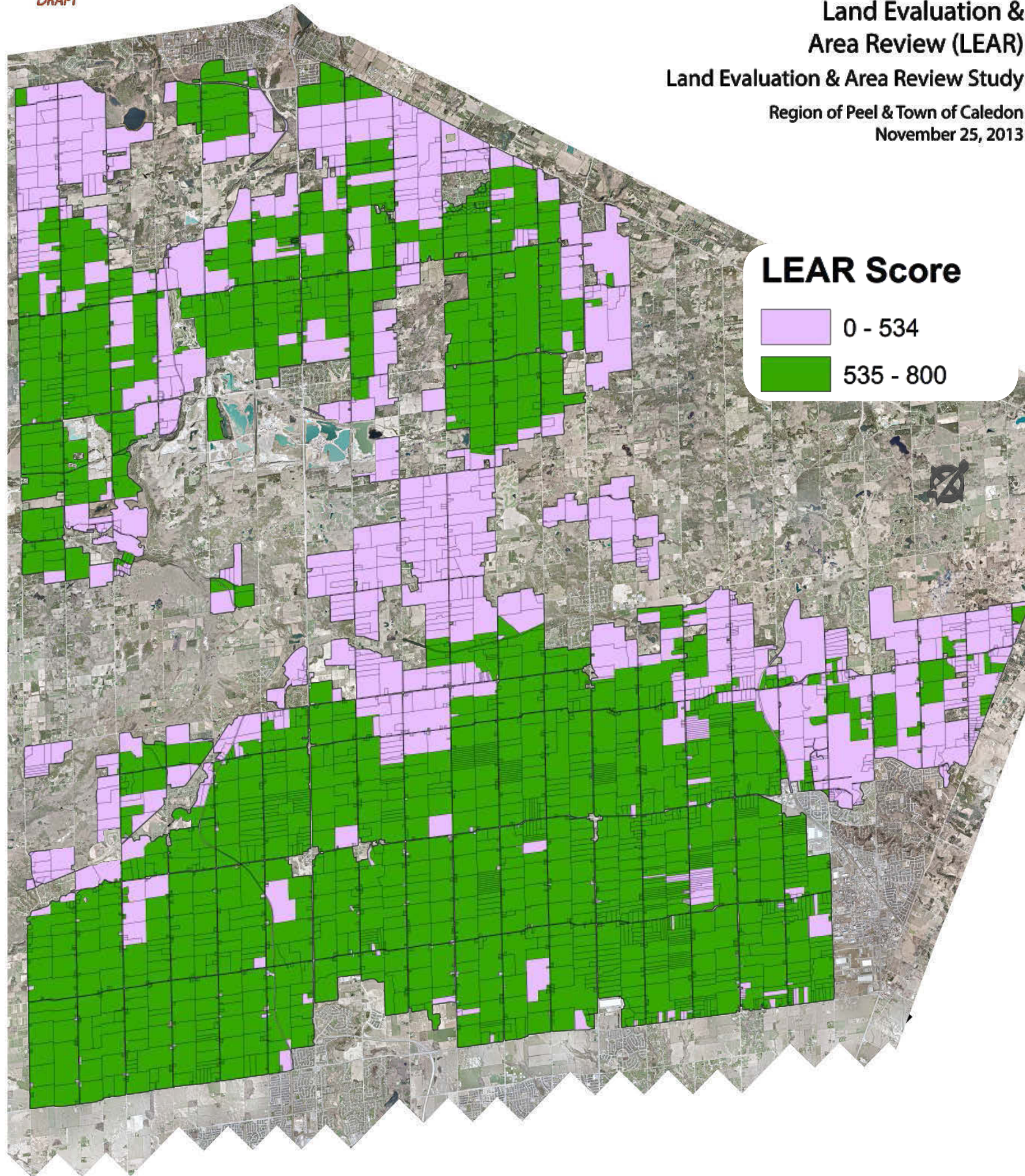
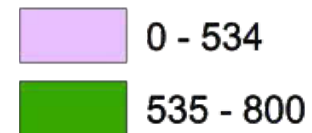
EFFECT OF RE-
DESIGNATION



DRAFT

Land Evaluation &
Area Review (LEAR)
Land Evaluation & Area Review Study
Region of Peel & Town of Caledon
November 25, 2013

LEAR Score



70/30

OUTLINE

LEAR
OBJECTIVES AND
COMPONENTS

STUDY AREA

LAND
EVALUATION
AREA REVIEW
FACTORS,
SCORES &
MAPPING

THRESHOLD
DISCUSSION

ADDITIONAL
ANALYSIS

EFFECT OF RE-
DESIGNATION

Next Steps

- Hold a Public Information Open House on April 7, 2015
 - Time: 7:00 pm – 9:00 pm
 - Place: Caledon Country Club, 2121 Olde Baseline Rd
- Review Public Comments & Finalize the LEAR study report.
- Staff Reports for Consideration by Regional & Town Councils (July 2015)
- Amendments to Regional & Town Official Plan to Re-designate Lands Based on the Results of the LEAR study (Subject to Regional & Town Official Plan Review Timetables)

To: Mayor and Members of Council

From: Administration Department

Meeting: 2015-03-24

Subject: Hearing Tribunal Establishment and Procedural By-law

RECOMMENDATIONS

That Report ADM-2015-010 regarding Hearing Tribunal Establishment and Procedural By-law, be received; and

That a By-law be enacted to establish the Hearing Tribunal and its Procedures as attached as Schedule "A" to Staff Report ADM-2015-010.

EXECUTIVE SUMMARY

- Council approved the establishment of a Hearing Tribunal to hear appeals of decisions made in accordance with the Licensing By-law, the Animal Control By-law and the Property Standards By-law.
- As the Hearing Tribunal is a quasi-judicial body it requires its own procedural by-law.
- The rules of procedure for the Hearing Tribunal are tailored to the specific operation of the tribunal.
- Legal Services staff have established the required rules of procedure for the tribunal as required in accordance with the Statutory Powers of Procedure Act and Judicial Review Procedure Act.

DISCUSSION

The purpose of this report is to obtain Council approval for the enactment of a by-law to establish a Hearing Tribunal and its rules of procedure. Report ADM-2015-001 set out the membership qualification requirements of the Hearing Tribunal. The by-law attached as Schedule "A" includes the approved membership requirements and member per diem.

The Hearing Tribunal is a quasi-judicial body operating separate from Council and requires its own procedural by-law. The Hearing Tribunal will hear appeals to the Business Licensing By-law regarding license suspensions, revocations and refusals by the License Issuer; Appeals to Property Standards By-law regarding orders for maintenance and occupancy and dog control order appeals under the Animal Control By-law.

Background research was completed by reviewing the procedural by-laws of other municipalities who utilize citizen appointed quasi-judicial bodies for the hearing of appeals.

Attached as Schedule “A”, is a draft by-law which establishes the Hearing Tribunal and sets out how it will conduct its hearings. All Hearings regardless of the type of appeal will be conducted in the same manner.

The procedural by-law will ensure that the Hearing provides an effective, efficient, transparent and fair process. In accordance with the Statutory Powers of the Procedure Act, the procedural by-law sets out the steps in which the Chair of the Tribunal shall conduct the Hearing. The By-law contains procedures for the following:

- how evidence of both the appellant and Town will be presented
- how motions will be brought forward
- how voting will be conducted, conduct of members, participants and public
- how decisions will be provided.

Extensive training regarding the hearing process, rules of procedure, the Statutory Powers of Procedure Act, Municipal Conflict of Interest Act, Municipal Freedom of Information and Privacy Act, Judicial Review Procedure Act, Building Code Act, Animal Control By-law and Property Standards By-law will be provided to the Hearing Tribunal members by Town staff.

Once member training is complete, the first hearing will be scheduled for April 2015.

Financial Implications

There are no financial implications associated with this report.

Applicable Legislation and Requirements

Municipal Act, 2001
Building Code Act
Property Standards By-law
Animal Control By-law
Licensing By-law
Statutory Powers of Procedure Act
Judicial Review Procedure Act.

COMMUNITY BASED STRATEGIC PLAN

Strategic Objective Goal 6: Provide Strong Governance and Community Engagement.

NEXT STEPS

1. Town staff will provide the required hearing procedural training to the newly appointed members.

ATTACHMENTS

Schedule “A” – Hearing Tribunal Establishment and Procedural By-law

Prepared by: Debbie Thompson

Approver (L1): Carey deGorter

Approver (L2): Doug Barnes

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2015-XXX-048

A by-law to establish the Caledon Hearing Tribunal, the rules to govern its procedures and to amend By-law 98-155, as amended.

WHEREAS Section 23.1 of the *Municipal Act, 2001* (the “Act”), as amended, permits a municipal Council to delegate its powers and duties under the Act or any other Act, to an independent Tribunal;

AND WHEREAS pursuant to section 15.1(3) of the *Building Code Act*, as amended, it states that a by-law may be passed by the council of a municipality relating to property standards provided that an official plan that includes provisions relating to property conditions is in effect in the municipality;

AND WHEREAS the Official Plan for The Corporation of the Town of Caledon includes provisions relating to property conditions;

AND WHEREAS the Council for The Corporation of the Town of Caledon adopted a by-law to establish standards for the maintenance and occupancy of property in the Town of Caledon;

AND WHEREAS the Council for The Corporation of the Town of Caledon (the “Town”) deems it necessary to establish the Caledon Hearing Tribunal (“the Tribunal”) to separate its quasi-judicial functions from its legislative and executive functions;

AND WHEREAS Council adopted Resolution 2015-007 regarding the establishment of a Hearing Tribunal;

NOW THEREFORE, the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

DEFINITIONS

1. In this by-law:

“**Agent**” means, in respect of a Hearing, counsel or licensed paralegal, or any other individual authorized to represent one or all of the parties to the appeal, including the Town and/or the Appellant;

“**Appellant**” means an Applicant or Licensee that has filed a Notice of Appeal requesting a Hearing before the Tribunal in accordance with the Business Licensing By-law, Animal Control By-law or Property Standards By-law;

“**Chair**” means the Chair of the Tribunal;

“**Council**” means the Council of The Corporation of the Town of Caledon;

“**Document**” includes files, photograph(s), map(s), plan(s), survey(s), sound recordings, videotapes, and any information recorded or stored by any means;

“**Hearing**” means an appeal hearing before the Caledon Hearing Tribunal;

“**Licensee**” means the holder of a licence issued pursuant to the provisions of the Town’s Business Licensing By-law(s), as amended;

“Member(s)” means the person(s) appointed by Council to be a member(s) of the Tribunal;

“Notice of Decision” means a written Decision made by the Tribunal, issued to the parties;

“Notice of Appeal Hearing” refers to the Notice issued to the parties of the Appeal, setting out the date, time and location of the Hearing;

“Quorum” means a majority of the members including the Chair for the purposes of transacting the Tribunal’s business;

“Town” means The Corporation of the Town of Caledon;

“Tribunal” means the Caledon Hearing Tribunal;

“Tribunal Coordinator” means the member of Town staff who has been assigned to perform the administrative tasks required by the Tribunal, on behalf of the Town Clerk and includes the position Secretary for the purposes of an appeal of an order issued pursuant to the Property Standards By-law;

CALEDON HEARING TRIBUNAL

2. The Caledon Hearing Tribunal is hereby established.
3. The Tribunal shall be composed of five citizen Members who shall be appointed by Council by by-law.
4. In appointing a Member, Council shall consider the following:
 - (1) the Member must be a resident of the Town of Caledon;
 - (2) the Member must not be an employee of the Town of Caledon;
 - (3) preference will be granted to applicants with law, land-use planning or agricultural background; and
 - (4) preference will be given to applicants with previous committee or tribunal experience.
5. The Member’s term on the Tribunal shall coincide with the term of Council that appointed him or her.
6. A Member shall not be appointed for more than three (3) consecutive terms of Council (for a total of 12 years). Any interim appointments are not to be included in the consideration of the total term of appointment of the Member.
7. The Tribunal shall meet as often as is necessary for the expedient resolution of appeals in accordance with its Rules and Procedures, attached as Schedule “A” to this by-law.

TRIBUNAL CHAIR

8. At its first meeting, the Members shall appoint one Member as the Chair.
9. When the Chair is absent the Tribunal shall appoint another Member to act as Chair for that meeting.

10. The Chair will:
 - (1) call the Hearings to order;
 - (2) preside over the appeals heard by the Tribunal;
 - (3) enforce the observance of order and decorum during all Hearings;
 - (4) give direction to the Tribunal Coordinator and Town staff; and
 - (5) direct the administrative duties and functions of the Tribunal.
11. If the Chair resigns, either as Chair or as Member, before the end of the term, the Tribunal shall appoint another Member as Chair for the balance of the current term, or until a successor is appointed.

JURISDICTION

12. The Tribunal shall hear appeals pursuant to the following Town by-laws:
 - (1) the Business Licensing By-law;
 - (2) the Animal Control By-law; and
 - (3) the Property Standards By-law.

MINUTES OF APPEAL HEARING

13.
 - (1) The Tribunal Coordinator shall prepare minutes of the Hearing without note or comment.
 - (2) The minutes of the Hearing shall include the decision or order made in accordance with the Town's by-laws by the Licence Issuer, Animal Control Officer or Property Standards Officer and the Notice of Decision of the Tribunal.

OFFICE AND VACANCIES OF THE TRIBUNAL MEMBERS

14. Subject to paragraphs 15 of this by-law, a vacancy on the Committee shall occur if a Member is absent for three (3) successive Hearings without confirmation from Council.
15. A Member who is unable to carry out his/her duties through illness or otherwise shall provide a note to the Town Clerk advising of the absence and the anticipated date of return. The Town Clerk shall notify Council and Council shall then confirm the absence or deem the seat vacant. Upon Council's confirmation, a Member may be absent from his/her seat for three (3) successive Hearings from the date of his/her notice of illness or otherwise.
16. In an election year, if a vacancy should occur, the seat may remain vacant until Council has completed its membership appointment for the new term.
17. Members requesting a temporary leave of absence or intending to resign from the Tribunal should provide adequate written notice to the Tribunal Coordinator prior to such action.

RULES OF PROCEDURE

18. The Rules of Procedure of the Tribunal are attached as Schedule “A” to this by-law and form part of this by-law.

MEMBERS’ HONOURARIUM

19. The per diem for the Members of the Tribunal shall be as set out in Schedule “B” attached to this by-law and forming part of this by-law.

TITLE

20. This by-law may be called the “Caledon Hearing Tribunal By-law”.

AMENDMENT

21. By-law 98-155 is amended by deleting Section 5 in its entirety and renumbering the subsequent sections.
22. This by-law comes into force on the date of its passing.

**READ THREE TIMES AND FINALLY
PASSED IN OPEN COUNCIL
THIS 24th DAY OF MARCH, 2015.**

Allan Thompson, Mayor

Carey deGorter, Clerk

**SCHEDULE “A”
TO BY-LAW 2015-XXX**

**RULES OF PROCEDURE
to Govern the Proceedings of the Caledon Hearing Tribunal**

**PART 1
APPLICATION OF RULES**

GENERAL

1. These Rules apply to all Hearings before the Tribunal, subject to the Town’s Business Licensing By-law, Animal Control By-law, Property Standards By-law, *Statutory Powers Procedure Act*, *Building Code Act*, 1992 and any other applicable legislation.
2. The Tribunal may, at any time, as it deems necessary, dispense with compliance with any Rule, save and except those prescribed as mandatory by the *Statutory Powers Procedure Act* and any other legislation governing the Tribunal.
3. These Rules shall be liberally construed to secure the just, most expeditious and cost-effective determination of every proceeding on its merits.
4. Where a party to an appeal has not complied in full with any Rule, the Tribunal may:
 - (1) adjourn the proceeding until satisfied that such Rule has been complied with; or
 - (2) take any other step as it considers just and reasonable.
5. A party to a proceeding may be represented by an Agent.
6. Hearings shall be held at the Town of Caledon Town Hall at 6311 Old Church Road, Caledon, unless otherwise specified in the Notice of Hearing.
7. The Tribunal Coordinator shall administer oaths and affirmations for the purpose of any of a Hearing.

**PART 2
TRIBUNAL HEARINGS**

RECORD OF TRIBUNAL HEARINGS

8. The Tribunal Coordinator shall record by electronic method the Hearings of the Tribunal.
9. Other than the Tribunal Coordinator, no person shall take or attempt to take a photograph, motion picture, audio recording or other record capable of producing visual or aural representations by electronic means or otherwise at a Hearing before the Tribunal that is open to the public, without the Tribunal's consent.

VOTING

10. All actions taken by the Tribunal shall be voted on and the decision made by majority vote.

11. Members, including the Chair, may vote on all motions and other questions submitted at a Hearing.
12. In the case of a tie vote, the motion or question shall be deemed to have been lost.

QUORUM FOR MEETINGS

13.
 - (1) A majority of the Members must be present to achieve quorum for a Hearing.
 - (2) If no quorum is present 30 minutes after the time appointed for the commencement of the Hearing, the Tribunal Coordinator shall cancel the Hearing and shall reschedule the Hearing in accordance with these Rules.
14. Notwithstanding Subsection 11(1), when the number of Members who refrain from participating in debate of a matter, or voting by reason of having declared an interest according to the provisions of the *Municipal Conflict of Interest Act*, leaves a remaining number of Members that does not make quorum, the remaining Members will be deemed to constitute quorum, provided that not less than two (2) Members to remain present to continue the Hearing.

PART 3 NOTICE REQUESTING AN APPEAL

NOTICE

15. An appeal is commenced by the filing of a Notice of Appeal in the form approved by the Town Clerk, in accordance with the provisions of:
 - (1) the Business Licensing By-law, if it is an appeal from a decision of the Licence Issuer;
 - (2) the Animal Control By-law, if it is an appeal from an order of the Animal Control Officer; and
 - (3) the *Building Code Act, 1992*, if it is an appeal from an order of the Property Standards Officer.
16. The Notice of Appeal shall be provided to the Town Clerk before close of business on the last day for appeals by personal delivery.
17. A complete Notice of Appeal shall include:
 - (1) a copy of the decision or order giving rise to the appeal;
 - (2) a statement setting out the grounds for the appeal;
 - (3) the name, telephone number, email address and address for service of the Appellant or Agent;
 - (4) the original signature of the Appellant or Agent;
 - (5) a notice regarding Hearing accommodations (i.e. language, visual or audial impairment etc.); and
 - (6) payment of the non-refundable appeal fee as set out in the Town's Fees By-law.

18. Where a Notice of Appeal is not complete, the Town Clerk shall refuse the Notice of Appeal and shall inform the Appellant of the documentation required in order to complete the Notice of Appeal.
19. If a Notice of Appeal is received after the appeal deadline the Town Clerk shall refuse the Notice of Appeal and shall advise the Appellant in writing that:
 - (1) the appeal is denied based on the late filing; and
 - (2) the decision or order under appeal is final and binding.

PART 4 NOTICE OF HEARING

SCHEDULING OF HEARING

20. Within sixty (60) days of receipt of a complete Notice of Appeal by the Town Clerk:
 - (1) the Tribunal Coordinator shall contact the Members to advise them of the Appeal and to confirm quorum for the next Hearing date; and
 - (2) the Tribunal Coordinator shall schedule a Hearing, and shall give reasonable notice to the required parties.
21. The Notice of Hearing shall contain:
 - (1) the time, place and purpose of the Hearing;
 - (2) a reference to the statutory authority under which the hearing will be held; and
 - (3) a statement that if the Appellant or Agent does not attend at the Hearing, the Tribunal may proceed in the Appellant's absence and the Appellant will not be entitled to any further notice in the proceeding.

AGENDA

22. The Tribunal Coordinator shall compile an Agenda for each Hearing to include all appeals to be dealt with at that Hearing date.
23. The Tribunal Coordinator shall provide a copy of the agenda for each Hearing to the Members and Counsel for the Tribunal at least seven (7) days prior to the Hearing date.
24. A copy of the Agenda may be posted to the Town's website.

BOOK OF EVIDENCE

25. The Tribunal Coordinator shall prepare a Book of Evidence for each Appeal to be distributed to the required parties.
26. A copy of the Book of Evidence for each Hearing shall be provided to the Members and Counsel for the Tribunal on the date of the Hearing.

WITHDRAWAL OF APPEAL

27. An appeal may be withdrawn prior to the Hearing date by filing a letter of withdrawal with the Town Clerk as soon as reasonable.

28. If the Town Clerk receives a withdrawal of appeal prior to the Hearing date, notice of cancellation of that particular Hearing shall be sent to all persons who received the Notice of Hearing.

EFFECT OF NON-ATTENDANCE AT A HEARING

29. Where Notice of a Hearing has been given to a party and the party does not attend at the Hearing, the Tribunal may proceed in the absence of the party and the party is not entitled to any further notice in the proceeding.

PART 5 FILING DOCUMENTS

FILING DOCUMENTS

30. If an Appellant intends to make use of any written or documentary evidence at the Hearing, the Appellant shall provide ten (10) copies of the documents personally to the Town Clerk no later than three (3) clear days before the Hearing date.
31. The Tribunal Coordinator shall distribute copies of the Appellant's documents to the required parties.
32. The Appellant shall include with the documents a statement of his or her address, telephone number, email address and the name of the proceeding to which the document relates.

PART 6 ADJOURNMENTS

ADJOURNMENTS

33. A Hearing may be adjourned at the discretion of the Tribunal upon its own motion or upon the motion of a party where that party satisfies the Tribunal that the adjournment is required to permit an adequate Hearing to be held.
34. In deciding whether to grant an adjournment, the Tribunal may consider one or more of the following factors:
- (1) the sufficiency of the reasons advanced for the request to adjourn;
 - (2) the timeliness of the request;
 - (3) the resources of the Tribunal;
 - (4) the prejudice to the parties;
 - (5) whether any adjournments have been granted previously;
 - (6) the consent of the parties; and
 - (7) any other relevant factor.
35. The Tribunal may grant adjournments on such terms and conditions as it considers advisable.
36. The Tribunal may, in its discretion, refuse an adjournment even though the parties consent.

PART 7

LEGAL ADVICE TO TRIBUNAL MEMBERS

37. Members of the Tribunal holding a Hearing shall not have taken part, before the Hearing, in any communication directly or indirectly in relation to the subject-matter of the Hearing, with any person, or with any party or Agent, except upon notice to and with opportunity for all parties to participate, but the Tribunal may seek legal advice from Counsel to the Tribunal and, in such case, the nature of the advice should be made known to the parties in order that they may make submissions as to the law.

PART 8 WITNESSES

ORDER FOR WITNESS STATEMENTS

38. The Tribunal may order a party to the Hearing to provide witness statements or summary of the evidence witnesses will give, including expert witnesses.

RIGHTS OF PARTIES TO EXAMINE WITNESSES

39. A party to a proceeding may, at a Hearing:
- (1) call and examine witnesses and present evidence and submissions; and
 - (2) conduct cross-examinations of witnesses at the Hearing to the extent reasonably required for a full and fair disclosure of all matters relevant to the issues in the Hearing.

SUMMONS TO WITNESS

40. The Tribunal may issue a summons to a witness on its own initiative or upon request of a party in accordance with the *Statutory Powers Procedures Act*.

ABUSE OF PROCESS

41. The Tribunal may make such orders or give such directions in proceedings before it as it considers proper to prevent abuse of its processes.
42. The Tribunal may reasonably limit further examination or cross-examination of a witness where it is satisfied that the examination or cross-examination has been sufficient to disclose fully and fairly all matters relevant to the issues in the proceeding.
43. The Tribunal may exclude from a Hearing anyone, other than a person licensed under the *Law Society Act*, appearing on behalf of a party or as an Agent if it finds that such person is not competent to properly represent or to advise the Party or witness or does not understand and comply at the Hearing with the duties and responsibilities of an advocate or adviser.

PART 9 HEARING PROCEDURES

OPENING PROCEDURES

44. The Chair shall call the Hearing to order and read an opening statement outlining the procedure and format of the Hearing process.
45. The Chair will read out the proceedings listed on the Agenda.

STATEMENTS

46. Where a Member has any direct or indirect pecuniary interest pursuant to the Municipal Conflict of Interest Act, in any proceeding that is before the Tribunal, the Member,
 - (1) shall, prior to any consideration of the Appeal, disclose the interest and the general nature thereof;
 - (2) shall recuse him or herself from the Hearing of that Appeal; and
 - (3) shall not attempt in any way whether before, during or after the Hearing to influence the decision of the Tribunal.

MOTIONS

47. The Tribunal will hear motions regarding any Hearing listed on the Agenda.
48. The Tribunal will hear motions for adjournment requests prior to the commencement of any Hearing.
49. If a party brings a motion regarding a proceeding not listed on the agenda, the Tribunal may decide to hear the motion at that time or order that it be brought at a later date.

ORDER OF PRESENTATION

50. Subject to any motions previously adopted by the Tribunal, the Chair will indicate that the Tribunal will now hear the first appeal on the agenda.
51. The Chair requests that the Parties to an appeal to identify themselves, including any witnesses who intend to give evidence on behalf of either Party to the appeal.
52. The Town may make an opening statement.
53. The Appellant may make an opening statement.
54. The Town is requested to present the decision or order of appealed from, related evidence and witnesses.
55. The Appellant may cross-examine each of the Town's witnesses and the Town may re-examine those witnesses.
56. The Tribunal Members may ask questions of any witness, through the Chair.

APPELLANT'S PRESENTATION OF THE APPEAL

57. The Appellant may present evidence with respect to the appeal of the decision or order.
58. The Tribunal will allow the Appellant to complete their presentation before asking any questions, unless clarification is required before the presentation is completed.
59. The Tribunal may, through the Chair, ask questions of the Appellant or any of his or her witnesses to clarify any evidence presented.
60. The Town may cross-examine the Appellant or his or her witnesses and the Appellant may re-examine those witnesses.

OTHER REPRESENTATIONS; RIGHT OF REPLY

61. After the Appellant's presentation, the Tribunal will hear from anyone else who wishes to make representations before the Tribunal pertaining to the matter.
62. Persons giving evidence are subject to questions by the Tribunal, the Appellant or the Appellant's Agent, and the Agent for the Town.
63. The Town's Agent has the right of reply on matters which could not have been anticipated prior to hearing the Appellant's evidence.

CLOSING STATEMENTS

64. At the conclusion of all evidence presented, both parties are entitled to make final submissions to the Tribunal.

TRIBUNAL DECISION

65. The Tribunal may recess any time to consider its final decision or any interim decision during the Hearing.
66. If the Tribunal requires, it may meet move into Closed Session upon adoption of the required motion, to deliberate and/or to draft a Notice of Decision or to consult with Counsel for the Tribunal. The Tribunal shall give a written decision or may reserve its decision.
67. If the decision is reserved the Chair will advise the Appellant that the Appellant will be notified by registered mail of the Tribunal's decision.
68. The decision of the Tribunal is final and binding.

NOTICE OF DECISION

69. The Tribunal Coordinator will forward notice of the Tribunal's decision within five (5) days of the making of the decision to all persons who received Notice of the Hearing and to everyone who appeared before the Tribunal at the Hearing.
70. The written decision set out in the Notice of Decision shall be signed by all Members of the Tribunal that took part in the Hearing and shall contain written reasons to support the decision.
71. The Notice of Decision shall contain a record of the proceedings, compiled by the Tribunal Coordinator, which shall include:
 - (1) list of persons present;

- (2) list of witnesses and for whom they testified;
- (3) any interlocutory orders made by the Tribunal; and
- (4) all documentary evidence filed with the Tribunal, subject to any limitations expressly imposed by any other *Act*.

**Schedule “B”
To By-Law BL-2015-XXX**

Honoraria to Members of the Caledon Hearing Tribunal

1. Each Member other than the Chair who participates in a Hearing date under this by-law shall be paid an honorarium of \$55.00 per day.
2. The Chair who participates in a Hearing date shall be paid an honorarium of \$60.00 per day.

To: Mayor and Members of Council

From: Administration Department

Meeting: 2015-03-24

Subject: Older Adults Task Force

RECOMMENDATIONS

That Report ADM-2015-014 regarding Older Adults Task Force, be received; and

That the Seniors' Advisory Committee be converted into the Older Adults Task Force; and

That the proposed terms of reference for the Older Adults Task Force attached as Schedule "A" to Staff Report ADM-2015-014 be adopted; and

That staff be directed to begin the recruitment process for the Older Adults Task Force; and

That the Mayor's Office be directed to conduct public engagement sessions with a focus on matters concerning older adults within the community.

EXECUTIVE SUMMARY

- The Seniors' Advisory Committee was established in 2008, with the previous term ending on November 30, 2014
- Staff are recommending the establishment of an Older Adults Task Force in lieu of a Seniors' Advisory Committee with a focus on the implementation of the Town's Older Adults Strategic Plan
- Community engagement is a key component of Council's role in connecting with the community to listen to citizen concerns and ideas

DISCUSSION

The purpose of this report is to establish an Older Adults Task Force in place of a Seniors' Advisory Committee.

Background of the Seniors Advisory Committee

The Seniors' Advisory Committee was established by Council in 2008. The purpose of the committee was to provide advice on matters which have a direct or indirect impact on older adults within the Town.

The Seniors' Advisory Committee was composed of twelve (12) citizen members and two (2) members of Council and met on a quarterly basis.

Over the two terms of the Committee, many concerns regarding senior issues were raised and brought forward to Council. A major concern arising from the committee was the lack of housing for older adults in the community, specifically housing options that offered the principles of universal design. Other matters discussed by the committee included social integration of older adults, transportation gaps, the need for awareness of various issues concerning older adults, such as fraudulent scams targeting older adults, elder abuse, etc. The input received from the committee has led to the enhancement of programs and services offered by the Caledon Public Library and the Town's Parks & Recreation Department. The Town has created a webpage showcasing items of interest to older adults, such as information on local community groups, community agencies that provide services for older adults, information regarding the Region of Peel's Dental Program, etc. Through meetings with developers in Caledon, staff are requesting builders provide a housing option that demonstrates universal design concepts when proceeding with large scale subdivision developments.

The Committee identified the need for strategic direction that focused on initiatives for service improvements for older adults in Caledon. With this conclusion came the recommendation for the development of an Older Adults Strategic Plan, something many other communities in Ontario are undertaking.

Older Adults Strategic Plan

In 2013, through the New Horizons for Seniors Funding Program, the Town successfully received \$25,000 for the development of an Older Adults Strategic Plan. The Town retained the services of urbanMetrics Inc. for the development of the Town's Older Adults Strategic Plan, in consultation with the Seniors' Advisory Committee. The purpose of the Plan is to address identified gaps in the community as it relates to services for older adults.

The Older Adults Strategic Plan is currently in the final stages of review and is expected to go before the community through a series of public engagement opportunities in April, with a recommendation for consideration by Council in June 2015.

The Older Adults Strategic Plan will present an implementation strategy consisting of the involvement of staff resources and community stakeholders as a key component for the successful execution of the Plan.

Currently, the Town does not have a dedicated staff resource within the organization handling matters related to older adults.

Task Force

The development of Task Force style stakeholder groups is a rising method within municipalities and other levels of government. The attraction of implementing a Task Force in lieu of advisory committees is the direct influence and flexibility the Task Force has on achieving the purpose set before the members. A Task Force is an informal meeting style with the benefit of relaxed meeting procedures, resulting in an easier flow of information, with less emphasis on formal proceedings as those that must be followed by advisory committees. The Task Force must still adhere to the Terms of Reference approved by Council. The established Term of Reference for a Task Force can always be amended by Council, if required.

Older Adults Task Force

Staff met with past members of the Seniors' Advisory Committee to discuss the recommendation of an Older Adults Task Force. The general feedback from the members was concern with respect to the weight and influence the Task Force may have on recommendations to Council; and how issues impacting older adults could be addressed and brought forward to Council.

It is worth noting that support staff to the Seniors' Advisory Committee support the implementation of a Task Force because of the informal framework that will encourage direct interaction and engagement, something that is at times lost through a formal structure.

Staff are proposing the main purpose of the Older Adults Task Force is to assist with the community engagement component and implementation of the Older Adults Strategic Plan. The Task Force would be utilized by staff in order to obtain feedback and advice by its members for such matters as fire prevention initiatives, communication engagement, election planning, social program development through the Town's Library Services and Parks and Recreation Department.

Staff is recommending that the composition of the Older Adults Task Force be comprised of ten (10) citizen members appointed by Council and one (1) member of Council in a liaison capacity. In addition it is recommended that appointed citizens have the following qualifications:

- a) a resident of the Town of Caledon;
- b) demonstrated interest, knowledge, experience or expertise in older adult related matters within the community;
- c) previous experience on a committee, task force or tribunal would be an asset; and
- d) where possible, representation from the many geographic areas of the Town.

Community Engagement

A key aspect of community development is the Town's role in engaging the public. There are several examples of legislated engagement opportunities where the public is encouraged to provide input and feedback on the various projects undertaken by both the Town and through the Region.

Community engagement opportunities (public forums) are important tools to showcase the services provided in the community and to obtain feedback from the community. Further, it's a great method for those in attendance to network with one another. Staff recommends that the Mayor and members of Council Host community engagement sessions for older adults as a way to build on social integration and program awareness and development. These sessions will provide a direct link between Council and their constituents regarding matters of importance to the demographic.

Financial Implications

There are no financial implications associated with this report.

Applicable Legislation and Requirements

There are no legal implications associated with this report.

COMMUNITY BASED STRATEGIC PLAN

Strategic Objective Goal 6: Provide Strong Governance and Community Engagement

NEXT STEPS

1. Initiate recruitment for citizen appointments to the Older Adults Task Force
2. Mayor's Office to schedule the first Public Engagement Session

ATTACHMENTS

Schedule "A" – Proposed Terms of Reference for the Older Adults Task Force

Prepared by: Laura Hall

Approver (L1): Debbie Thompson

Approver (L2): Carey deGorter

Approver (L3): Doug Barnes

Schedule A

Older Adults Task Force

Terms of Reference

1. Purpose

The purpose of the Older Adults Task Force shall serve in an advisory role to provide staff with assistance and advice on the development and implementation of the Town's Older Adult Strategic Plan. The Task Force may provide advice regarding older adult matters within the municipality, as needed.

2. Delegated Authority

The Older Adults Task Force does not have any delegated authority and has no authority to direct staff. Any recommendations requiring implementation must first be considered by Council through a staff report.

The Task Force will be led by the Town's Accessibility Program Staff. Staff from all Departments may attend meetings as required.

3. Membership

Composition

The Task Force will be composed of ten (10) citizen members appointed by Council and one (1) member of Town Council in a liaison capacity.

A Members term on the Task Force shall be concurrent with the Term of Council.

Qualifications

Appointed citizen members shall have the following qualifications:

- a) a resident of the Town of Caledon;
- b) demonstrated interest, knowledge, experience or expertise in older adult related matters within the community;
- c) previous experience on a committee, task force or tribunal would be an asset; and
- d) where possible, representation from the many geographic areas of the Town.

Vacancies

Should a vacancy exist within the composition of the Committee, Town Staff will proceed to fill the vacancy following the provisions laid out within Corporate Procedure – Filling Committee Vacancies Procedure.

A vacancy that occurs within six (6) months of a voting day of a regular election shall not be filled in order to recognize that new appointments will be made upon expiration of the term of Council.

4. Meetings

The Task Force shall meet regularly with specific dates and times for the meetings to be determined by staff and the Task Force.

Task Force members are expected to regularly attend meetings.

The staff liaison will prepare agendas and meeting materials for distribution to its members in advance of each meeting.

Decisions arising from matters before the Task Force shall be made by consensus. Where consensus cannot be achieved, a majority vote will rule.

The Terms of Reference, meeting dates and meeting summaries may be placed on the Town's website.

Meeting summaries will be provided as a matter of record, but not minutes that are subject to approval.

5. Reporting

Recommendations provided by the Task Force will be considered by Council through a staff report.

To: Mayor and Members of Council

From: Administration Department

Meeting: 2015-03-24

Subject: Declaration of Surplus Lands - Rosehill Schoolhouse, Ward 1

RECOMMENDATIONS

That Report ADM-2015-026 regarding declaration of surplus lands - Rosehill Schoolhouse, Ward 1, be received; and

That the lands legally described as Con 1 EHS Part Lot 25 known municipally as 20386 Kennedy Road as outlined in Schedule "A" attached to Report ADM-2015-026 be declared surplus to the needs of the municipality; and

That a new capital project be established for Rosehill Schoolhouse in the amount of \$12,000 for the preparation of the building and grounds for sale, to be funded by the Surplus Land Sales Reserve; and

That Town staff be authorized to accept proposals from Real Estate Agents, supplying their expected market listing price, and expected percentage rate of compensation for listing and marketing the subject property, and such proposals shall be presented to Council for their consideration.

EXECUTIVE SUMMARY

The Rosehill Schoolhouse is located at the intersection of Kennedy Road and Highpoint Sideroad, municipally known as 20386 Kennedy Road.

- Subject land total of 10.6 acres
- Facility built in 1872
- Designated as a Heritage Building
- School was closed in 1964 and converted to a residence
- The property was bequeathed to the Town in 1985 with a provision for a life interest for the owner's partner

DISCUSSION

Purpose (background)

Located on 10.6 acres of land, the Rosehill Schoolhouse is a converted residential dwelling made of solid field stone exterior supporting walls. The former Schoolhouse

was expanded with an addition on the rear of the home and consists of approximately 1,970 square feet of usable living space. The Schoolhouse was built in 1872 and remained in service as a school until 1964 when it was sold and the conversion of the building to residential use began.

The building was designated as a Heritage Building on March 31, 1980. The frontage of the property looks much the way it did while in use as a school. Along with the addition of the living space on the rear of the structure, there is a full partially finished basement under the addition and an attached two car garage. The condition of the building is good and the original character of the facility has largely been maintained.

In 1985 the owner of the Schoolhouse bequeathed the property to the Town of Caledon with the provision for a life interest for the owner's partner. In late 2014 the property became vacant. The Town spends approximately \$800 a month on the maintenance and upkeep of the property and there is no intended use of the facility by the Town. Staff is recommending that the property be declared surplus to the needs of the municipality. Staff is also recommending that the disposal of the property be completed through a licenced real estate sales agent.

In addition to selling the property, there are some maintenance issues that are required to be addressed before marketing of the property can take place. It is recommended that prior to the listing of the property a contractor be hired to remove some remaining contents in the house and barn as well as some landscaping maintenance that needs attention in order to effectively market the residence.

Financial Implications

It is recommended that a new capital project will be established for the Rosehill Schoolhouse to prepare the building and grounds for sale in the amount of \$12,000.

Net proceeds from the sale of the Rosehill Schoolhouse will be applied to the Surplus Land Sales Reserve Fund as per by-law 2010-029 to account number 08-00-900-35005-000-25000.

Applicable Legislation and Requirements

Municipal Act, 2001

Municipal By-law 95-109 - regarding the disposal of surplus lands.

COMMUNITY BASED STRATEGIC PLAN

Strategic Objective 6A- Provide High Quality Public Services.

Strategic Objective 6D- Improve and Strengthen Long-term Financial Health.

NEXT STEPS

- 1) Staff will hire a contractor to facilitate the maintenance issues of the property.
- 2) Staff will accept proposals from Real Estate Agents regarding the valuation of the subject property and their proposed percentage rate of compensation for service provided.
- 3) Staff will report back to Council with all proposals brought forward by all participating Real Estate Agents for consideration.

ATTACHMENTS

Schedule "A" – a photo of the subject property

Prepared by: Doug Osborn

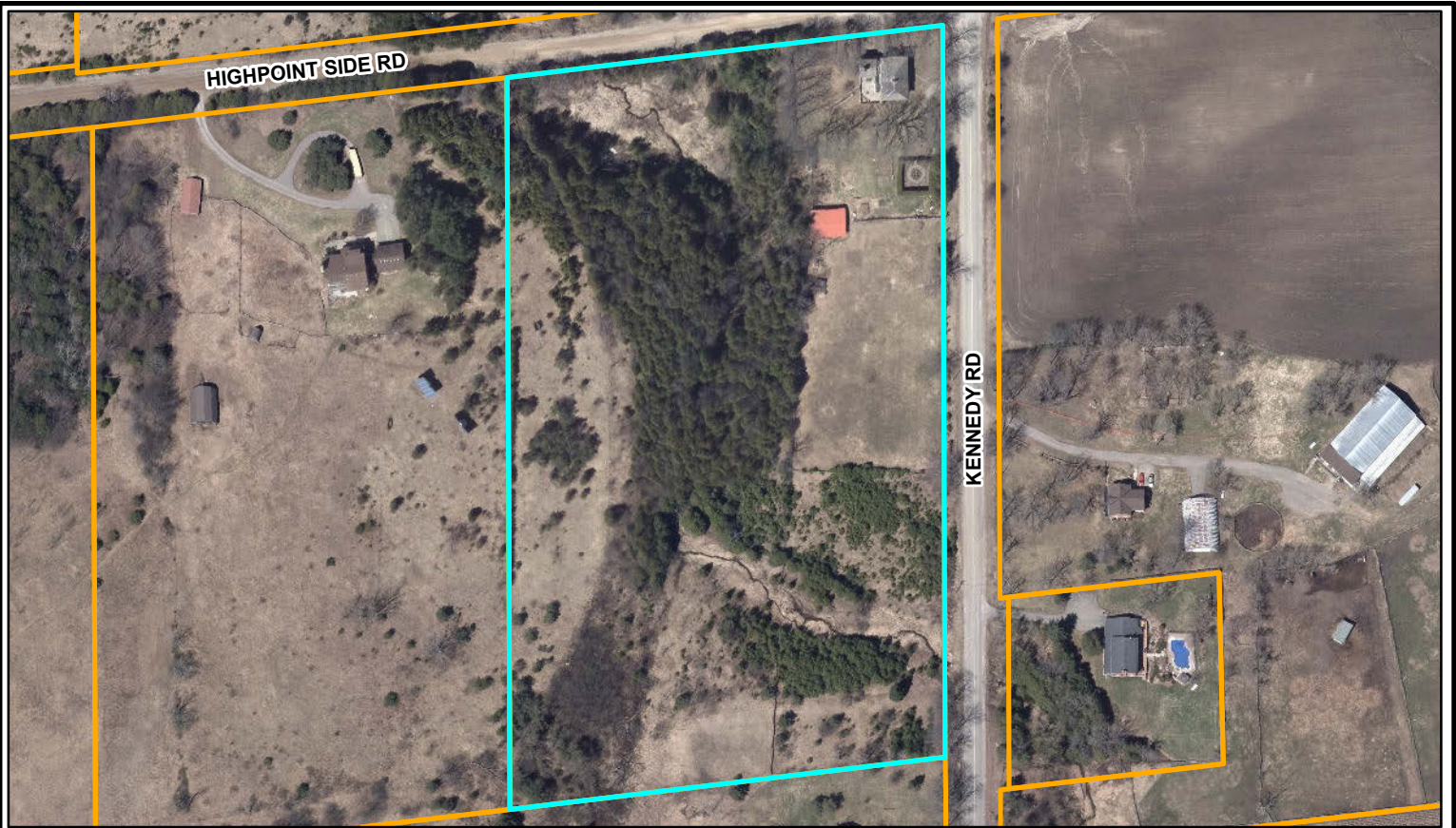
Approver (L1): Colleen Grant

Approver (L2): Carey deGorter

Approver (L3): Doug Barnes

Approver (L4):

Approver (L5):



0 25 50 100
Metres

Rosehill School House
20386 Kennedy Rd

Schedule "A"

Date: March 19, 2015
Projection: UTM Nad83, Zone 17N
Path: S:\IT\Mapping\GISDATA\DATA_REQUESTS\2015\Location Maps\PW-2015-016.mxd

To: Mayor and Members of Council

From: Corporate Services Department

Meeting: 2015-03-24

Subject: 2015 Assessment Appeals

RECOMMENDATIONS

That Report CS-2015-018 regarding 2015 Assessment Appeals, be received; and

That Council authorize the filing of appeals to the Assessment Review Board in respect of the 2015 assessment of lands described in Schedule A to Report CS-2015-018 on or before March 31, 2015; and

That a by-law be enacted to delegate the powers and duties of the municipality in respect of filing appeals to the Treasurer; and

That MTE Paralegal Professional Corporation ("MTE") be authorized to represent the municipality in these appeals at the Assessment Review Board.

EXECUTIVE SUMMARY

- In order to protect the Town's assessment base, an annual audit of the assessment roll is conducted to ensure equity and fairness within the assessment base and to prevent any further delays in the Municipal Property Assessment Corporation (MPAC) reflecting any changes to a property on the assessment roll.
- To accomplish this, the Town retains Municipal Tax Equity Consultants Inc. ("MTE") to review the assessment of properties in Caledon to ensure that any development plans or zoning changes that have occurred are reflected in the assessed value of a property.
- This year nine (9) properties have been identified for appeal to the Assessment Review Board (ARB).
- In addition, any outstanding appeals the Town filed with the ARB for the 2014 taxation year will be deemed by the ARB for the 2015 taxation year.
- The deadline to appeal the 2015 assessed value of a property is March 31, 2015. Once passed, the Town cannot go back to file a required appeal for the 2015 taxation year.
- Advance notification to property owners affected by these appeals has been sent prior to this report. Further notification will be sent once the appeals are officially filed on March 31, 2015.

DISCUSSION

Purpose (background)

Each year, the Town of Caledon conducts a review of assessments to promote equity and fairness within the assessment base. By ensuring accurate assessments, the tax burden is distributed amongst taxpayers in a fair and equitable manner and the revenue base for the municipality is safeguarded from assessment errors and omissions.

As part of this process, the Town has retained Municipal Tax Equity Consultants Inc. to review the assessment of properties in Caledon as follows:

- (1) to determine the extent to which the assessment roll as returned for 2015 taxation reflected proper assessment valuations on lands identified for development, and,
- (2) to ensure that all zoning changes made during 2014 were reflected on the 2015 assessment roll.

This review identified nine properties where the assessment appeared too low or that the property is not in the correct property tax class. These properties are set out in the chart attached as Schedule A to this report.

The procedures to be followed where the municipality is seeking an amendment to the assessment of a property are set out in Section 40 of the Assessment Act. This legislation provides that the municipality may appeal in writing to the Assessment Review Board. It also provides for a deadline of **March 31st, 2015** as the **last day** to file an appeal with the Board regarding the 2015 assessment of properties and for the delivery of such an appeal to the owners of the affected properties. It is recommended that the Town of Caledon file appeals with the Board in respect of the assessments set out on Schedule A of this report.

Property owners have the same right to appeal their property's assessment to the Assessment Review Board (ARB) by March 31 of each year. In addition, a property owner does also have the right to request that the Municipal Property Assessment Corporation (MPAC) review their assessed values through a free Request for Reconsideration (RfR). This must also be filed by March 31 of each year.

The Town has notified all property owners affected in advance of the application to the Assessment Review Board. They were sent a letter by the Town informing them of the appeal two weeks prior to this Council meeting.

Appeals filed by municipalities have been challenged at the Board on the grounds that the Treasurer did not have the appropriate and clear authority of the council of the municipal corporation to file and conduct the complaint before the Board. To address this issue, a resolution and a by-law containing the recommendations of this report and providing full authorization for the Treasurer to conduct the appeals have been prepared for enactment by Council.

2013 and 2014 Assessment Appeals

In 2013 and 2014, the Town of Caledon filed 44 proactive appeals on properties, with many still waiting scheduling by the Assessment Review Board. Any appeals from 2014 that remain unresolved at the Assessment Review Board have been “deemed” by the ARB for the 2015 tax year. This means that the Town does not need to file an appeal for 2015 on these properties as the ARB will automatically add an appeal.

Financial Implications

Should these appeals be successful at the Board, it is estimated that assessment may increase by \$24.5M. This would result in additional revenue to the Town of approximately \$80,000 for the 2015 tax year. This does not include portions for the Region and School Boards.

The cost is approximately \$525 per appeal, totaling \$4,725 for the 9 appeals. This includes the filing fee with the Assessment Review Board of \$675.00. These cost estimates exclude any additional costs from MTE to negotiate with property owners or participate at the ARB hearing events. The costs associated with the process are to be funded from the Corporate Services – Revenue Division’s 2015 operating budget (01-01-285-43070-365-62335).

Applicable Legislation and Requirements

Section 40 of the Assessment Act allows for any person, including a municipality, to appeal in writing to the Assessment Review Board. To address any potential challenges at the Board with regards to Municipal Tax Equity Consultants authority to appear on the Town’s behalf, it is recommended that a by-law be enacted.

A copy of the enacted by-law will be forwarded to Municipal Tax Equity authorizing them to file appeals on behalf of the Town of Caledon to the Assessment Review Board.

Legal services are exempt from the Purchasing Bylaw.

COMMUNITY BASED STRATEGIC PLAN

Strategic Objective 6D- Improve and Strengthen Long-term Financial Health.

NEXT STEPS

1. Purchasing & Risk Management to prepare an agreement with MTE
2. Agreement to be signed by MTE and the Director of Corporate Services
3. Forward copy of enacted by-law to Municipal Tax Equity consultants
4. Municipal Tax Equity consultants will file appeals with the Assessment Review Board on the Town’s behalf.
5. Affected property owners will receive confirmation of the appeal once it is filed with the Assessment Review Board.
6. Discuss appealed assessments with both the property owners and the Municipal Property Assessment Corporation (MPAC).

ATTACHMENTS

Schedule A – 2015 Town of Caledon Appeals to the Assessment Review Board

Prepared by: Hillary Bryers

Approver (L1): Peggy Tollett

Approver (L2): Fuwing Wong

Approver (L3): Carey deGorter

Approver (L4): Doug Barnes

Approver (L5):

Schedule A to By-law 2015-XXX-047**2015 Town of Caledon Appeals to the Assessment Review Board**

Roll Number	Address	Reason for Appeal
2124.120.002.21515	13197 Heritage Road	Change in use not reflected (new home)
2124.010.003.09000	12532 Highway 50	Change in zoning
2124.010.003.13103	0 Coleraine Drive	Change in zoning
2124.010.007.12600	9023 5 Sideroad	Change in zoning
2124.010.009.07640	7535 Mill Lane	Change in use not reflected (new home)
2124.130.006.13600	12728 Kennedy Road	Change in use not reflected (development)
2124.130.006.13620	12688 Kennedy Road	Change in use not reflected (development)
2124.130.006.13700	12654 Kennedy Road	Change in use not reflected (development)
2124.130.010.12351	3074 King Street	Change in use not reflected (new home)

To: Mayor and Members of Council

From: Development Approval & Planning Policy Department

Meeting: 2015-03-24

**Subject: Proposed Rogers Telecommunications Tower
14328 Regional Road 50
Part Lot 11, 12 and 13, Concession 6 (ALB)
Ward 4
File No.: SPA 14-01T**

RECOMMENDATIONS

That Report DP-2015-014 regarding Proposed Rogers Telecommunications Tower, 14328 Regional Road 50, (Ward 4), be received; and

That the Town of Caledon provide concurrence for the proposed Rogers Telecommunications Tower at 14328 Regional Road 50, subject to the following conditions:

- a) The applicant must construct the Tower in accordance with the following redlined drawings:
 - i. SPL1 Landscape Plan, prepared by Ferris and Associates Inc., revision #3 September 22, 2014
 - ii. Topographic Plan and Site Layout Design, prepared by Sexton McKay, revision #2 June 16, 2014
- b) The applicant in cooperation with Toronto and Region Conservation Authority ("TRCA") Archeological Resource Management - Restoration Services Division, undertake archeological investigations to the satisfaction of the TRCA and the Town of Caledon.
- c) The applicant must execute a Letter of Undertaking to the satisfaction of the Town and provide payment of all required fees and securities.

EXECUTIVE SUMMARY

- On January 17, 2014, Rogers submitted an application for a proposed telecommunication facility at 14328 Regional Road 50, which was deemed 'complete' by the Town on January 27, 2014.
- The Toronto and Region Conservation Authority are the current owners of the subject lands where the telecommunications tower is proposed.
- The proposal includes a 30 metre flagpole tower and a fenced compound area with associated equipment shelters.
- Two Public Information Centres were held. The first was on May 27, 2014 at the Caledon Centre for Recreation and Wellness and the second on August 5, 2014 at the Albion Bolton Community Centre.
- Staff has reviewed the proposal in conjunction with internal departments and external agencies and is of the opinion that the proposal is consistent with provincial, regional and local planning documents, meets the Town's Protocol for

Establishing Telecommunication Facilities and recommends concurrence of the application subject to conditions outlined above.

DISCUSSION

Purpose (background)

On January 17, 2014, the Town of Caledon received a proposed site plan application for a telecommunication tower from Rogers, on lands owned by the Toronto and Region Conservation Authority and municipally known as 14328 Regional Road 50. The application was deemed 'complete' by staff on January 27, 2014. The subject land is located west of Regional Road 50, on the north side of Cross Country Boulevard. See Schedule "A" – Location Map, attached.

Rogers has identified a coverage 'gap' in the general area of the subject lands. Rogers has undertaken a survey of the area and have concluded that the proposed location is best suited in order to fill this 'gap'. The applicant has indicated that there may be opportunity for other mobility companies to co-locate on the tower to enhance their coverage of the area as well.

The applicant is proposing to erect a 30 metre (98.42 feet) flagpole tower with one associated equipment cabinet within a chain link fence enclosure with barbed wire. The proposed tower and enclosure are proposed to be located near Regional Road 50. The tower will be set back 7 metres (22.96 feet) from Regional Road 50. See Schedule "B" – Aerial Photo with Proposed Tower, attached.

The Region of Peel Official Plan, Town of Caledon Official Plan, Comprehensive Zoning By-law 2006-50, as amended, as well as the Town of Caledon's Telecommunication Protocol were reviewed in consideration of this application.

Region of Peel Official Plan

The subject property is designated Rural System – Area with Special Policies on Schedule "D", Regional Structure in the Region of Peel Official Plan. The Region of Peel has advised that they have no objection to the proposed facility.

Town of Caledon Official Plan

The subject property is designated Environmental Policy Area and Open Space on Schedule "A", Town of Caledon Land Use Plan in the Town of Caledon Official Plan. The proposed tower and compound are located within the Open Space land use designation.

Section 5.15 of the Official Plan contains policies with respect to Public Uses. Public utilities which provide services to the general community shall be permitted in all areas designated on Schedule "A" provided:

- a) that any such use is necessary in the area; can be made compatible with its surroundings; and that adequate measures are taken to ensure this compatibility;
- b) that adequate off-street parking is provided; and,
- c) that no buildings or structures are erected in areas designated Environmental Policy Area, unless in accordance with the provisions of Section 5.7.

The applicant has identified and explained the requirement for the facility in this location and has made an effort to mitigate the design of the Tower. While there is not a requirement for off-street parking, there is space available for parking. The proposal

abuts the Environmental Policy Area designation; however, is not located within it. As our technical advisors, the Toronto and Region Conservation Authority (TRCA), has provided comments explaining that they have no concerns with the proposal, subject to an archeological review.

The proposed application complies with and will implement the related policies in the Official Plan.

Comprehensive Zoning By-law 2006-50, as amended

The property is zoned Open Space (OS) and Environmental Policy Area Two (EPA2) in Comprehensive Zoning By-law 2006-50, as amended. These zones permit various uses related to environmental management, residential and agricultural uses.

As per Section 4.17, nothing in this by-law shall prevent the use of land or prevent the installation and maintenance of a telephone or other supply or communication line or structure clearly ancillary to the foregoing provided that the location of such has been approved by the Corporation.

The proposed telecommunication facility complies with Comprehensive Zoning By-law 2006-50, as amended.

Town of Caledon, Protocol for Establishing Telecommunication Facilities

The Town's telecommunication protocol contains specific requirements of proposed telecommunication facilities and criteria for review by Council and staff. The applicant has made their best efforts in meeting these requirements and criteria as summarized below. Staff is of the opinion that the applicant has satisfactorily addressed the Protocol. Details of this are included on Schedule "C" Town of Caledon, Protocol for Establishing Telecommunication Facilities.

Public Consultation

As per the protocol, at least 20 days prior to the advertised Public Information Centres a sign was erected along Regional Road 50 notifying the public of the proposal to establish a telecommunication tower on the site. A sign was posted on the property in accordance with the Protocol which included the date, location and time of the Public Information Centres.

Agency/Department Circulation

The subject application was circulated to external agencies and internal departments for review and comment, of which there were no concerns, subject to staff redlining the plan with minor construction notes. See Schedule "D" – Comment Sheet, attached. The Town will require the applicant to execute a letter of undertaking in order to satisfy the Town that appropriate arrangements have been made to completely dismantle and remove the telecommunication facility from the property.

Public Information Centre

Two Public Information Centres were held on May 27, 2014 (6:00pm-8:00pm) at the Caledon Centre for Recreation and Wellness and August 5, 2014 at the Albion Bolton Community Centre (6:00pm-8:00pm). Property owners within 500 metres (1,640.42 feet) of the site were notified by mail and an advertisement was placed in the Caledon Enterprise (May 1, 2014 and July 15, 2014).

There were a total of 8 people in attendance at the Information Centre held May 27, 2014 at the Caledon Centre for Recreation and Wellness and a total of 6 people in attendance at the Information Centre held August 5, 2014 at the Albion Bolton Community Centre. There was a mix of support, ambivalence and opposition to the proposed tower from those in attendance. Most attendees attended the Centre in order to learn more about the anticipated wireless coverage provided by the proposed tower, and to learn about the telecommunication technology being used.

There were attendees opposed to the tower and requested information as to how the site was selected and why it could not be located elsewhere. The applicant informed those residents that the location was chosen in consultation with the landowner to best provide a reliable wireless network and alleviate 'gaps' in coverage.

Residents are also concerned about the health effects of a telecommunication tower. The applicant and Industry Canada has provided correspondence attesting that the telecommunication tower will comply with Health Canada's Safety Code 6 limits, for the protection of the general public including any combined effects of additional carrier co-locations.

Concurrence with Conditions

Since Telecommunication Facilities are regulated by Industry Canada, the applicant submits an application to the Town to address the requirements of the Town's Protocol. Council has the ability to make three decisions with respect to these towers:

- 1) Concurrence: The applicant has satisfactorily addressed the Protocol and there is no additional requirements or material required by the applicant.
- 2) Concurrence with Conditions: The applicant has satisfactorily addressed the Protocol; however, additional requirements are to be satisfied (i.e. drawing revisions and agreements).
- 3) Non-Concurrence: The applicant has not satisfactorily addressed the Protocol.

In the case of this tower, staff is recommending that Council provide concurrence of the proposal subject to the following conditions:

- 1) That the tower will be constructed as per the following list of drawings:
 - a. SPL1 Landscape Plan, prepared by Ferris and Associates Inc., revision #3 September 22, 2014
 - b. Topographic Plan and Site Layout Design, prepared by Sexton McKay, revision #2 June 16, 2014
- 2) That Rogers, in cooperation with TRCA Archeological Resource Management - Restoration Services Division, undertake archeological investigations to the satisfaction of the TRCA and the Town of Caledon.
- 3) That Rogers will execute a Letter of Undertaking to the satisfaction of the Town and provide payment of all required fees and securities.

Financial Implications

This property is currently assessed at \$2,008,350.00 CVA. The Town's share of taxes levied, based on the current value assessment is approximately \$1,858.90. The property tax account as at March 9, 2015, is current.

If the telecommunications tower is constructed as proposed the taxable assessment value of the subject property, as determined by the Municipal Property Assessment Corporation, may change to reflect the change in usage and the development that occurs.

Applicable Legislation and Requirements

Region of Peel Official Plan
Town of Caledon Official Plan
Comprehensive Zoning By-law 2006-50, as amended
Town of Caledon Protocol for Establishing Telecommunication Facilities.

COMMUNITY BASED STRATEGIC PLAN

Strategic Objective 2D- Manage Growth and Use Land Wisely.
Strategic Objective 2F- Connect Neighbourhoods.
Strategic Objective 5F- Expand High Speed Internet Infrastructure.

NEXT STEPS

1. Development staff will forward Report DP-2015-014 and Council's resolution regarding the proposed telecommunication facility to the Applicant, Toronto and Region Conservation Authority and Industry Canada.
2. Planning Law staff will draft a Letter of Undertaking to be executed by the Applicant which outlines the requirement for dismantling the tower and installation of a plaque at the base of the tower.
3. The applicant will execute the Letter of Undertaking and return it to Town staff along with the payment of all fees and submission of securities.
4. Development staff will advise the Owner (Toronto and Region Conservation Authority), Applicant, Region of Peel, and Industry Canada that the process for establishing the proposed telecommunication facility has been completed in accordance with the "Protocol for Establishing Telecommunication Facilities" dated June 1st, 2006.

ATTACHMENTS

Schedule "A" – Location Map
Schedule "B" – Aerial Photo with Proposed Tower
Schedule "C" – Town of Caledon, Protocol for Establishing Telecommunication Facilities
Schedule "D" – Comment Sheet

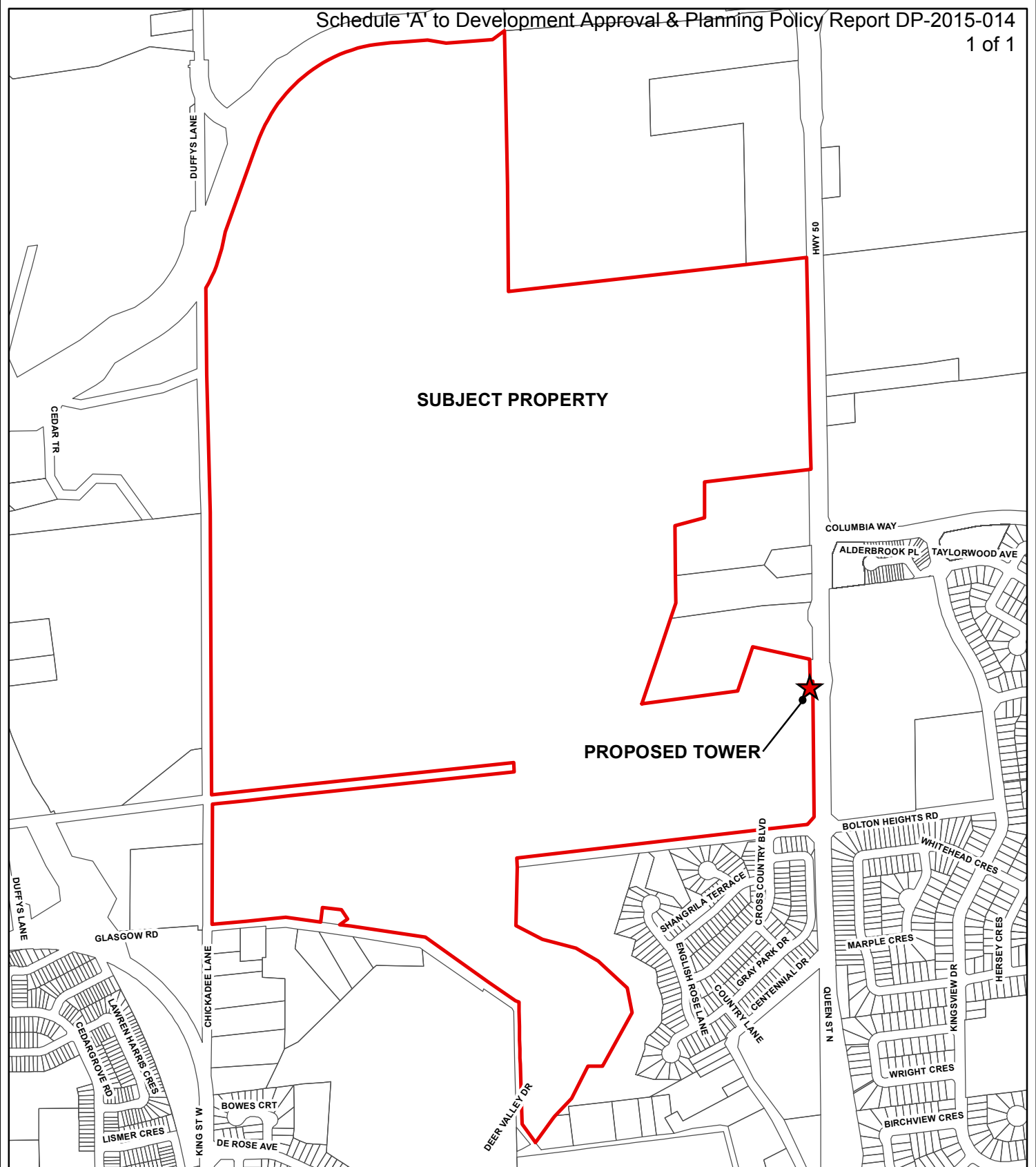
Prepared by: Cristina Di Benedetto

Approver (L1): Casey Blakely

Approver (L2): Mary Hall

Approver (L3): Debbie Thompson

Approver (L4): Doug Barnes



0 70 140 280
Meters

Date: June 2014
Drawn By: B.B.
File Stored: \\globey\gis\adm_2014_034

Application for Site Plan Approval
(Telecommunications) SPA 14-01
Rogers Communications

14328 Highway 50
Part Lot 11, 12, and 13, Concession 6 (ALB)



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Meters

Date: June 2014
Drawn By: B.B.
File Stored: \\globey\gis\adm_2014_034

Application for Site Plan Approval
(Telecommunications) SPA 14-01
Rogers Communications

14328 Highway 50
Part Lot 11, 12, and 13, Concession 6 (ALB)

Town of Caledon, Protocol for Establishing Telecommunication Facilities

The Town's telecommunication protocol contains specific requirements of proposed telecommunication facilities and criteria for review by Council and staff. The applicant has made their best efforts in meeting these requirements and criteria as summarized below. Staff is of the opinion that the applicant has satisfactorily addressed the Protocol.

Preliminary Consultation

On July 11, 2013, the applicant met with Development staff for a formal Pre-Consultation (DART) meeting.

Application Submission

A formal site plan application with associated fees and required documentation, as per the protocol, was submitted to the Town of Caledon in January 17, 2014 and deemed complete on January 27, 2014.

Determining Sensitivity

Proposals for new telecommunication facilities will be evaluated on a site by site basis to measure the sensitivity of the proposal through a variety of factors including environmental issues, visual impacts land use compatibility, and other planning matters which may be significant.

1. Transportation Corridors of Demand

Within the Town there are definite transportation corridors that would be primary targets to establish telecommunication facilities. Regional Road 50 has been identified as a primary corridor in the Telecommunication Protocol. The Town understands the importance of providing service to these corridors, and while the facilities should be located at a distance not to interfere with public safety, they are still required to be located within a distance to the corridor to provide service to the users.

While the tower is sufficiently setback from Regional Road 50, it also still ensures that the coverage on Regional Road 50 will be seamless and will eliminate the 'gap'.

2. Site Selection – Property Ownership

The Town of Caledon requests that the applicant consider the use of publicly owned sites first (where possible). In the event that the proposed facility is to be located on private property, the applicant is expected to document a site selection process which reflects local land use interests and concerns.

In cooperation with the Toronto and Region Conservation Authority (TRCA), the applicant is proposing to locate the tower on lands owned by TRCA. The applicant also reviewed the closest existing telecommunication facilities operated by other communication companies. The closest facility is a Bell Mobility tower located to the north-west of the subject site on Regional Road 50.

3. Site Selection – Environmental Policy Areas (EPA)

The Region of Peel and Town of Caledon Official Plans discourage telecommunication facilities from locating within lands designated Environmental Policy Area (EPA). The proposal abuts the Environmental Policy Area designation; however, is not located entirely within it and located in the Open Space Policy Area Designation. As our technical advisors, the Toronto and Region Conservation Authority (TRCA), has provided comments explaining that they have no concerns with the proposal, subject to the completion of archaeology works.

Town of Caledon, Protocol for Establishing Telecommunication Facilities

4. Site Selection – Nature and Design of Support Structures and Antennae

Where a new telecommunication facility is proposed, consideration shall be given to the nature and design of the support structure, as well as its visual impact on the community.

As outlined above, the applicant explored the opportunity for co-location of the structure; however, it was determined that a new structure is required. The applicant is proposing a 30-meter-flagpole-style installation which will provide the improved coverage, however, may also provide an opportunity for co-location for other communication companies. The compound will be secured with a 1.8-metre high chainlink fence and will also contain one equipment cabinet. This tower type provides for a minimal visual profile.

5. Site Selection Criteria and Report Requirements

The applicant is required to provide a site selection report outlining the steps taken by the applicant to investigate all non-support structures and co-location options, and a rationale explaining why a new support structure in a particular location is the only viable alternative. The applicant is to have regard for a number of factors and their impacts which must be explained in the report. Those factors and impacts, which have not been outlined previously in the report, are briefly summarized below.

a. Location of Residential Uses and Amenity Areas

The applicant acknowledges that there are several hundred residential properties within a 500-metre radius of the proposed compound, however there are no residences within the Industry Canada mandated 3x tower height distance from the tower.

b. Location of Existing Vegetation Including Mature Tree Lines and Other Screening Features On the Subject Property:

All proposed plans shall consist of native species that match in composition with existing native planting adjacent to the compound which will further blend the compound into the natural landscape. The applicant is also proposing to screen the compound and cabinets with a chainlink fence, naturalized planting and berming incorporated on those sides of the compound which directly face Regional Road 50.

c. Topographical Prominence & Viewsapes

The area surrounding the proposed telecommunication facility is primarily residential and rural. The topography of the land is generally level. The applicant provided simulated photographs which show viewsapes with the tower imposed.

d. Location of Private and Public Recreational Uses within View of the Proposed Location

The proposed telecommunication facility is located across the street from the Caledon Centre for Recreation and Wellness.

e. Any Other Potential Impacts (Public or Private Air Strips, Flight Paths, etc.)

A review of aerial photographs did not reveal any public or private airstrips in the immediate area. It should be noted that Aerodrome safety is regulated by NAV Canada and Transport Canada. These agencies review the proposal as part of Industry Canada's process.

Town of Caledon, Protocol for Establishing Telecommunication Facilities

- f. Location within Natural Hazard Areas and Potential Off-Site Impacts
The proposed site is not located within a natural hazard area. No potential off site impacts were found in the proximity of the subject lands.

**COUNCIL MEETING
COMMENT SHEET**

PIC Date (First): May 27, 2014
PIC Date (Second): August 5, 2014
Prepared: January 19, 2015
Planner: Cristina Di Benedetto
Ext. 4064

**Proposed Telecommunication Facility
Rogers Communications Inc.
14328 Highway 50
Ward 4
File Number: SPA 14-01T**

The following comments were received regarding the above-noted file:

TOWN OF CALEDON – DEPARTMENT COMMENTS

Building and Support Services Section, Building – February 20, 2014

Comments: No concern.

Corporate Services Department – March 9, 2015

Comments: This property is currently assessed at \$2,008,350.00 CVA. The Town's share of taxes levied, based on the current value assessment is approximately \$1,858.90. The property tax account as at March 9, 2015, is current.

If the telecommunications tower is constructed as proposed the taxable assessment value of the subject property, as determined by the Municipal Property Assessment Corporation, may change to reflect the change in usage and the development that occurs.

Development Section, Engineering – February 19, 2014

Comments: No concern.

Development Section, Landscape – January 14, 2015

Comments: The Development Team, Landscape has reviewed the second submission landscape plans for SPA 2014-0001T. The landscape submission includes a landscape cost estimate and landscape plan SPL-1 revision number 2 dated May 2014, prepared by Ferris + Associates Inc.

While the majority of the comments have been satisfied, there is one outstanding item listed below:

1. The amount of landscape securities is based on 100% of the total cost which is \$9285.00.

Development Section, Urban Design – July 23, 2014

Comments: From a discussion with Sean Galbraith, Land Squared, it is my understanding that the proposed flag is for a Canadian Flag. Rogers is responsible to maintain the flag and it is their practice to replace the flag every six months. Sean will provide a contact at Rogers should the flag need to be replaced sooner.

We would ask that the above be confirmed in writing and included as part of the site plan application approval.

Development Section, Zoning – February 10, 2014

Comments: As per Section 4.17, nothing in this by-law shall prevent the use of land or prevent the installation and maintenance of a telephone or other supply or communication line or structure clearly ancillary to the foregoing provided that the location of such has been approved by the Corporation. Based on this section, zoning staff has no comments on the proposed telecommunication tower and associated compound.

Planning Law Office – January 20, 2015

Comments: No concern.

Policy and Sustainability Section, Heritage – February 10, 2014

Comments: There are no built heritage resources or cultural heritage landscape concerns on the subject property.

However, the TRCA requires the completion of an archaeological assessment of the subject property as a condition of concurrence. This assessment must be completed to the satisfaction of the TRCA, the Town, and the Ministry of Tourism, Culture and Sport.

Legislative Services, Accessibility – January 31, 2014

Comments: No concern.

EXTERNAL AGENCY COMMENTS

Region of Peel – July 14, 2014

Comments: Regional staff are in receipt of the above noted site plan application and have no issues with the above noted site plan. We offer the following comments:

Traffic Development:

Traffic Development is in receipt of the survey drawing of the above noted Site Plan application, and we would like to offer the following:

- The existing access shall be utilized, no additional access will be permitted off Regional Road 50 (Highway 50);
- The following will be required prior to commencement of road and access works within the Region's right-of-way:
 - Completed Road Occupancy Permit and a fee of \$284.60;
 - Completed Notice to Commence Work;

- Provide proof of insurance with the Region of Peel added to the certificate as an additional insured with \$5 million minimum from the Contractor;
- Letter of Credit in the amount of \$10,000 for mud tracking and protection of Regional Road infrastructure.

Toronto and Region Conservation Authority – July 15, 2014

Comments: Toronto and Region Conservation Authority (TRCA) staff received the revised Site Plan Approval for the above noted project, on June 20, 2014. As per our previous correspondence on March 04, 2014, although the proposed tower location does not fall within TRCA's regulated area under Ontario Regulation 166/06, the proposed location is on TRCA property and also has existing natural cover.

Staff has reviewed the submitted drawings and provides the following comments:

1. As per previous comments sent out on March 04, 2014, an "Application for Permission to Enter TRCA Property" together with the archeology investigation fee is required. The Permission to Enter (PTE) TRCA property application can be found on our website: TRCA archaeology staff will need to carry out investigations on our lands once ground conditions permit. The area will need to be staked in order for these investigations to be completed.
2. Please note that the TRCA review fee of \$1470 for the Site Plan is still outstanding. Payment can be made by cheque, credit card or direct deposit. To process payment, please contact Ms. Antonietta Gentile at extension 5796 or at agentile@trca.on.ca for assistance.
3. Please note that a heavy duty silt fence detail is required on the plan. Please give us the permission to revise this on drawing ref. No. 12-12-209-01.
4. Please note that the tenant has a contract to farm these lands and this contract will end in December 2014. TRCA will need to inform the farmer of the construction date once this is known.

Further to the above noted comment, the Toronto and Region Conservation Authority identified that the archaeological study is required as a condition of the lease and the report will be completed prior to construction but not prior to municipal approval.

To: Mayor and Members of Council

From: Development Approval & Planning Policy Department

Meeting: 2015-03-24

**Subject: Additional Funds Requested for the Review and Update of
Comprehensive Zoning By-law 2006-50
All Lands within the Town of Caledon
Wards 1 to 5**

RECOMMENDATIONS

That Report DP-2015-022 regarding the Review and Update of Comprehensive Zoning By-law 2006-50 for all lands within the Town of Caledon be received; and

That the 2014 Capital Project 14-081 for the Zoning By-law Update be increased from \$50,000 by \$43,000 to a total of \$93,000 to enable the Town to retain Meridian Planning Consultants, the highest-scoring proponent for the completion of this review project; and

That the increase in the amount of \$43,000 be funded from the Tax Funded Capital Contingency Reserve Fund.

EXECUTIVE SUMMARY

The Town is undertaking a substantial review of Comprehensive Zoning By-law No. 2006-50. An approved budget of \$50,000 has been established to retain a consultant to assist the Town in completing this project. A Request for Proposals was issued by the Purchasing and Risk Management Division and a total of three (3) proposals have been received and evaluated. The highest scoring proposal received exceeded the approved budget. This exceedance is primarily due to the extent and complexity of the By-law issues to be addressed which have increased since the project was initiated and budget assigned. Town staff are therefore requesting an additional \$43,000 in budget to allow for the award of the highest-scoring proponent, being Meridian Planning Consultants for \$93,000.

DISCUSSION

Purpose (background)

Comprehensive Zoning By-law 2006-50 (By-law 2006-50) was passed by Council on April 18, 2006 and generally applies to all lands within the Town of Caledon except for lands within the Niagara Escarpment Plan area, the Oak Ridges Moraine Conservation Plan area (ORMCP) and other lands which continue to be subject to Zoning By-law 87-250. For lands within the ORMCP, Zoning By-law No. 2008-50 was adopted by Council on June 10, 2008 but is not yet in effect as it is awaiting Ministry approval. Once this By-law has been approved and comes into effect, it will be incorporated into By-law 2006-50 which will ultimately serve as the sole Zoning document for the Town.

Since the passage of By-law 2006-50 by Council on April 18, 2006, it has been over eight years since a significant zoning by-law review has been undertaken by the Town. There have been a number of significant changes to provincial, regional and Town policy that have occurred since then which need to be effectively implemented through appropriate zoning controls. In addition, various inconsistencies, errors and interpretative challenges have emerged through the day-to-day administration of this By-law that need to be addressed. Therefore, the intent of this review is to bring the By-law into conformity with current planning policy and to improve the structure, format and ease of interpreting and understanding this document. The ultimate goal of this project is to create an effective, concise, user-friendly document that will assist staff in providing an enhanced level of planning service to Caledon residents and the broader development community.

The Town has an approved budget of \$50,000 for the retention of a consultant to assist with the execution and completion of this By-law review project. The Request for Proposals was issued on December 23, 2014 with a closing date of January 22, 2015 and a total of three (3) proposals have been received and evaluated. The highest-scoring proposal from Meridian Planning Consultants was in the amount of \$79,435.00 (excluding HST). The principal reasons for the proposals exceeding this budget are as follows:

- 1) The extent of the items and issues to be addressed in this review process has increased substantially since the \$50,000 budget was approved for this project. This growing issues list has been based on regular feedback that staff have received from the public, Council, departmental staff and external agencies.
- 2) The number of site-specific amendments and variances that have been incorporated into the By-law since its enactment is extensive. These variances and exceptions must be reviewed carefully and incorporated or consolidated in the updated By-law, where feasible;
- 3) The changes to various legislation as well as a number of provincial, regional and Town planning documents that have occurred since By-law 2006-50 was enacted are substantial. In order to accurately implement all pertinent policy and legislation into the updated By-law, considerable background review and analysis must be undertaken; and
- 4) Public engagement is a critical part of this project. Although the extent and means of public consultation proposed by the proponents is extensive, this is necessary to generate meaningful public input on this project. This helps to ensure that stakeholders and members of the public alike are kept apprised of any changes to the By-law that may be forthcoming and may in turn, prove beneficial in resolving, or even avoiding issues of conflict.

Staff have investigated various options in an attempt to find efficiencies in this project to allow for its completion within the current approved budget. This has included reducing the tasks to be completed in this By-law review project and/or limiting the role of the consultant in the project. With respect to possibly reducing the By-law review items, this

approach is not practical since the By-law review must be completed fulsomely, otherwise the objectives of creating an efficient, user-friendly document that matches current planning policy will not be met. Furthermore, deferring any particular part of this review to a subsequent project would only postpone such tasks and associated costs.

In terms of reducing the role of the consultant, there are certain drawbacks to this approach, including:

- 1) There are some efficiency advantages to having the consultant complete certain tasks based on previous experience of the consultant having completed similar projects in other jurisdictions; and
- 2) Tasks not undertaken by the consultant would then be absorbed by Town staff which may not necessarily provide a cost savings to the Town. This may save budget cost on this particular project but would consume greater staff resources that would otherwise be allocated to other Town projects and services.

There are advantages to completing the Zoning By-law review project at the revised budget, including an optimal use of consultant and Town staff resources which best enables the project to be completed according to its overall objectives. Town staff therefore recommends that additional budget be approved to proceed with retaining the highest-scoring proponent in order to commence the By-law review project.

Financial Implications

Table 1

Project	Project 14-081 Zoning By-law Upgrade	
Approved Project Budget	\$50,000	
<i>Less: Amount Spent to Date Related to this Project</i>	\$0	
Total Budget Available For Contract Award	\$50,000	(A)
Less Cost Estimate:		
<i>Estimated Contingency of 15%</i>	\$12,130	
<i>Tendor Award (inclusive of non-recoverable HST)</i>	\$80,870	
Sub-total Current Cost Estimate	\$93,000	(B)
Budget Surplus/(Deficit)	(\$43,000)	C = (A)-(B)

The additional funding required will be funded from the Tax Funded Capital Contingency Reserve Fund in the amount of \$43,000 (account 08-00-900-35014-000-25000).

The Tax Funded Capital Contingency Reserve Fund currently has an uncommitted balance of \$1,516,595.

Applicable Legislation and Requirements

Purchasing Bylaw No. 2013-107.

COMMUNITY BASED STRATEGIC PLAN

- Strategic Objective Goal 2: Complete Our Community of Communities.
- Strategic Objective 2D- Manage Growth and Use Land Wisely.
- Strategic Objective Goal 6: Provide Strong Governance and Community Engagement.
- Strategic Objective 6A- Provide High Quality Public Services.
- Strategic Objective 6C- Encourage Community Participation.
- Strategic Objective 6D- Improve and Strengthen Long-term Financial Health.

NEXT STEPS

Upon approval of the requested budget necessary for the completion of the Zoning By-law update project, Town staff will proceed retaining the highest-scoring proponent. Once the successful consultant has been retained, the project will commence and is expected to be completed by the Spring of 2016.

ATTACHMENTS

None.

Prepared by: Brandon Ward

Approver (L1): Rob Hughes

Approver (L2): Mary Hall

Approver (L3): Carey deGorter

Approver (L4): Doug Barnes

To: Mayor and Members of Council

From: Parks & Recreation Department

Meeting: 2015-03-24

Subject: Caledon Volunteer and Citizen Achievement Awards

RECOMMENDATIONS

That Report PREC-2015-007 regarding Caledon Volunteer and Citizen Achievement Awards, be received.

EXECUTIVE SUMMARY

The Caledon Volunteer and Citizen Achievement Awards is an annual event that recognizes community volunteers and their years of service, including achievements in arts, culture and sport, as well as community impact.

Since 1984, this award program has grown and evolved to recognize not just Caledon volunteers, but also community builders and outstanding citizens. Specifically, this event also recognizes the contributions of citizens who have completed their term on Committees of Council, and announces the Caledon Environmental Advisory Committee's (CEAC) Environmentalist of the Year.

The Selection Committee reviewed the program and made adjustments to better capture the flavour and intent of this awards program.

DISCUSSION

Purpose (background)

Since 1984 the Town of Caledon has hosted an evening to recognize the volunteers in the community. The mandate of the Caledon Volunteer and Citizen Achievement Award event is to celebrate the contributions of Caledon residents who voluntarily give of their time, services and expertise for the betterment of the community.

In 2004, Report RPS-2004-04 was received by Council, outlining the criteria for the annual Volunteer and Citizen Achievement Awards.

In December 2010, Report ADM-2010-069 was received regarding the Dissolution of Various Committees of Council. This report also recommended that the Volunteer Recognition Selection Committee formerly comprised of volunteers and council be dissolved. In its place, the Recreation Department established a Committee including a representative from Caledon Community Services and staff to evaluate and recommend the nominees that receive the Town of Caledon Volunteer and Citizen Achievement Awards.

In March 2014, Council passed Resolution 2014-14 requesting an update report concerning the Caledon Volunteer and Citizen Achievement Awards.

The committee has reviewed the awards program and the following has been implemented to better reflect its intent.

Volunteer and Citizen Achievement Award Update

To more accurately capture the scope, the event will be known as the Caledon Community Recognition Night.

The Award Selection Committee has been expanded to include Parks and Recreation staff, a staff member from Caledon Community Services and the Champion award winner from the previous year. Council will retain their role in endorsing the Champion Award winner.

Volunteer Champion Award

The Volunteer Champion Award was created to recognize one citizen from the nominations submitted who has made extraordinary contributions to the community. The Selection Committee recommends this one recipient to Council annually.

Given the wider scope of the award, the Volunteer Champion is now renamed the Community Champion. The Community Champion will also serve as a member of the Selection Committee in choosing the successor.

Council will continue approving the Community Champion Award winner, as recommended by the Selection Committee. The list of all other award recipients will be received by Council prior to winners being advised and publically announced.

Financial Implications

Costs associated with the Volunteer and Citizen Achievement Awards ceremony are covered by the Parks and Recreation Operating Budget.

Applicable Legislation and Requirements

N/A

COMMUNITY BASED STRATEGIC PLAN

Strategic Objective Goal 3: Live Healthy.

Strategic Objective 3A- Enhance Active Living Opportunities.

Strategic Objective Goal 4: Value and Promote Culture, Heritage and The Arts.

Strategic Objective 4B: Increase and Enhance the Diversity of Cultural Experiences and Programs.

NEXT STEPS

Staff organizing this event will notify the successful recipients and invite them to the Caledon Community Recognition evening. The Caledon Community Recognition Night will be hosted by the Mayor, Members of Council and staff on Monday, April 13, 2015 from 7:00 p.m. to 9:00 p.m. at the Caledon Community Complex.

ATTACHMENTS

Schedule "A" – Caledon Community Recognition Night Nomination Criteria

Prepared by: Elizabeth O'Keefe

Approver (L1): Laura Johnston

Approver (L2): Carey deGorter

Approver (L3): Doug Barnes



Caledon Community Recognition Night

NOMINATION CRITERIA

The Town of Caledon is proud to offer recognition for outstanding citizens in our community. The *Caledon Community Recognition Night* is an annual event that honours Caledon residents who have contributed in an extraordinary way to their community. There are a number of awards presented to residents who qualify for a Volunteer Service Award or Citizen Achievement award based on the criteria and eligibility for each category.

Volunteer Service Awards recognize Caledon residents whose efforts have made significant impact towards the development and advancement of recreational sports, arts and culture or community and social services.

Citizen Achievement Awards are designed to recognize Caledon residents who have competed or been recognized at the Provincial, National or International levels in the areas of sport and arts and culture. This category includes the Distinguished Citizen Award and the Community Champion Award.

Nomination Process

Each year nominations will be solicited through local advertising and invitations to all known agencies and groups throughout the Caledon community. Late nominations and self-nominations will not be accepted. Please forward completed nomination forms to:

Caledon Parks & Recreation Department
6215 Old Church Road
Caledon ,ON
L7C 1J6

For further inquiries please call the Recreation Department at 905.584.9254.

Selection Process

The selection committee will review all nominations. Nominators will be advised of the status of their nomination. Selected award recipients will receive a letter by mail from the Town of Caledon. The selection committee has the right to withdraw nominations that do not fit the criteria or for individuals or groups/teams who have previously been recognized.

VOLUNTEER SERVICE AWARDS

Recognition will be given to Caledon residents who have contributed a significant amount of volunteer time and energy towards the development of community life throughout Caledon in three categories:

Youth (13 to 18 years of age)
Adult (18 years and above)
Senior (60 years and above)

Schedule A to PREC-2015-007

Criteria and Eligibility

An individual receiving an award in the Volunteer Service Awards category must meet the following requirements:

- Volunteers must reside in Caledon
- Candidates for Volunteer Service Awards will have made significant contributions to community and social services, sports and recreation organizations, or arts and culture.
- Candidates may accumulate their volunteer service that spans across more than one area each year.
- Volunteers must have made significant impact (minimum of 3 years of service for youth and 5 years for adults) in each area to be eligible. The number of volunteer years/hours will be based on the minimum requirements and determining the value and impact of the individual's volunteer contribution will be at the discretion of the Selection Committee
- Volunteers must not have received financial remuneration for their efforts other than reimbursement for travel, lodging, equipment or supplies.
- Volunteers must have contributed to organizations that serve Caledon and its residents
- Candidates are eligible for Volunteer Service Awards a minimum of every five years

Categories for Nomination

Community and Social Services: Volunteer with organizations such as Meals on Wheels, Service Clubs, Seniors Clubs, Registered Social Service Agencies, Home & School Associations, Health Care, and Environmental Groups.

Sports and Recreation Organizations: Volunteered as a coach or leader, referee, board member etc. with organizations such as Guides and Scouts, Minor Sports Groups, and Youth Groups, or other recreational groups.

Arts and Culture: Volunteer in a capacity such as chairing, organizing, instructing in or promoting not-for-profit arts and culture organizations.

CITIZEN ACHIEVEMENT AWARDS

Recognition will be given to Caledon residents who have contributed a significant amount of volunteer time and energy towards the development of community life throughout Caledon in three categories:

Youth (13 to 18 years of age)

Adult (18 years and above)

Senior (60 years and above)

Criteria and Eligibility

An individual receiving an award in the Citizen Achievement Award category must meet the following requirements:

- Must be a resident of the Town of Caledon during his/her accomplishment. Individuals may be temporarily relocated outside of Caledon for the purpose of the achievement or competition.
- Groups must have a home base of operation in Caledon and a minimum of 80% of members must be Caledon residents or attend Caledon educational facilities (based on the category).
- Eligible candidates must be part of a not-for-profit organization and the individual must not have received financial remuneration for their efforts other than reimbursement for travel, lodging, equipment or supplies.

Schedule A to PREC-2015-007

- Coaches and trainers are considered part of the team if in an unpaid volunteer position and will also receive recognition.
- Individuals and groups must have achieved success at the provincial, national or international level. Olympic competition qualifies.
- Individuals and teams can only be recognized in the Achievement Award category once unless a higher level of success is achieved e.g. Provincial to National or National to International championship competition.
- Accomplishments must have been made within the year of the annual nomination deadline.

Categories for Nomination

Sports Achievement

Recognition will be given to individuals whose involvement in sport has garnered recognition at the Provincial, National or International levels. For the purpose of this award sports are defined as those activities that require physical skill and conditioning so that competitive excellence may be achieved.

Arts and Culture Achievement

Recognition will be given to individuals or groups whose involvement in arts and culture has received acclaim in competition, judged shows and exhibitions or had commissioned works. Preference will be given to acclaim at the Provincial, National, or International levels. Arts and Culture will be considered as Performing Arts, Visual Arts, Media Arts, and Creative Arts.

Distinguished Citizen Award

Recognition will be given to a limited number of individuals who have contributed in a meaningful and significant way to the Caledon Community. These individuals may or may not fit the volunteer criteria but whose selfless efforts are deserving of recognition.

The individual must have contributed in a significant way to the Caledon community over a period of time (minimum 3 years) and whose efforts have made an impact on the community in a way in which enhances the quality of life for others. The individual's achievements may be in a volunteer capacity or other.

The selection committee will make the final decision based on the information provided on the nomination form. This recognition is based on nominations received annually however may not be awarded on an annual basis.

Community Champion Award

Nominated by selection committee and approved by Town of Caledon Council.

This individual award is the highest honour of the Caledon Community Recognition Night and recognizes one individual. Nominees from all categories will be considered by the Selection Committee for this award, based on the significance of their community involvement and years of service in all categories.



Council Meeting Minutes
Tuesday, March 3, 2015
1:00 p.m.
Council Chamber, Town Hall

Mayor A. Thompson
Councillor D. Beffort
Councillor N. deBoer
Councillor J. Downey
Councillor A. Groves
Councillor J. Innis
Councillor G. McClure
Councillor R. Mezzapelli
Councillor B. Shaughnessy

Chief Administrative Officer: D. Barnes
Deputy Fire Chief: D. Bailey
Director of Administration/Town Clerk: C. deGorter
Director of Development Approval and Planning Policy/Deputy CAO: M. Hall
Director of Parks and Recreation: L. Johnston
Council/Committee Co-ordinator: B. Karrandjas
Manager of Economic Development: N. Lingard
Director of Public Works: D. Loveridge
Director of Human Resources: J. Porter
Treasurer: P. Tollett
Interim Chief Librarian: S. Wilson
Director of Corporate Services/Chief Financial Officer: F. Wong

1. **CALL TO ORDER**

Mayor Thompson called the meeting to order in the Council Chamber at 1:06 p.m.

2. **PRAYER AND O CANADA**

Councillor deBoer opened the meeting with a prayer, those in attendance joined in singing O Canada.

3. **SUMMARY OF ADDENDUM ITEMS**

Amended By-law

BL-2015-XXX-049 To establish 2015 Fees and charges for services provided by the Town of Caledon and planning applications and to repeal By-Law 2013-131.

4. **APPROVAL OF AGENDA**

Moved by Councillor deBoer - Seconded by Councillor Mezzapelli

2015-070

That the agenda for the March 3, 2015 Council Meeting, be approved as amended.

Carried.

5. **DISCLOSURE OF PECUNIARY INTEREST** – none.

6. **CLOSED MEETING** – none scheduled.

7. **WORKSHOP** – none.

8. **INTRODUCTION OF NEW STAFF** – none.

9. **DELEGATIONS/PRESENTATIONS**

D1 – Ms. Tollett, Treasurer provided a presentation regarding the 2015 Proposed Budget (See attached presentation). Members of Council asked a number of questions concerning the information provided and received responses from the presenter.

Mayor Thompson thanked Ms. Tollett for her delegation.

10. **REGULAR BUSINESS**

CS-2015-009 re: 2015 Fees By-Law.

Moved by Councillor McClure – Seconded by Councillor Innis 2015-071

That Report CS-2015-009 regarding the 2015 Fees By-Law, be received; and

That By-Law 2013-131 be repealed and that a by-law establishing fees be enacted as set out in Appendix A to Staff Report CS-2015-009 in accordance with the Municipal Act, 2001 with new fees effective March 4th, 2015.

Carried.

CS-2015-011 re: Ontario Regulation 284/09 2015 Budget.

Moved by Councillor deBoer – Seconded by Councillor Mezzapelli 2015-072

That Report CS-2015-011 regarding Ontario Regulation 284/09 2015 Budget, be received; and

That the full accrual accounting items identified in staff report CS-2015-011 be approved and included as budget figures in the December 31, 2015 audited financial statements.

Carried.

CS-2015-012 re: Town of Caledon - 2015 Budget.

Moved by Councillor deBoer – Seconded by Councillor Downey 2015-073

1. That Report CS-2015-012 regarding Town of Caledon - 2015 Budget, be received;
2. That the 2015 Operating Budget net increase of \$2,237,386 representing a 4.57% average residential tax increase to the Town levy only be approved;
3. That the 2015 Budget, as presented to Council on March 3, 2015 be approved at a net Town tax levy amount of an estimated \$49,818,954 inclusive of:
 - a. a base expense operating budget increase of \$304,606 (Inclusive of \$252,512 Previously Approved Council Initiatives and base operating expense increases limited to \$52,094 due to staff identified efficiencies of \$1,533,850);
 - b. a base revenue operating budget decrease of \$886,665;
 - c. recommended Urgent Unmet Needs of \$1,549,677 (as outlined in Schedule B of report CS-2015-012); and
 - d. additional Tax Levy Funded Capital \$849,928
4. That for 2015, 50% assessment growth revenues of \$676,745 be directed to the Town's tax funded capital program via a transfer to the Town's Capital-Tax Levy Funded reserve;
5. That for 2015, 50% assessment growth revenues of \$676,745 be used to fund the recommended Urgent Unmet Needs;
6. That the Town's operating budget, in the gross expense budget amount of \$74,458,010 be approved funded from the sources listed as per Table 1 of Schedule D of report CS-2015-012;
7. That the capital program (expenditures and funding sources), in the gross capital budget amount of \$38,731,249 as listed in Schedule A and funding sources listed as per Table 2 of Schedule D of report CS-2015-012 be approved;
8. That the Treasurer's update of the Town's projected debt servicing charges as it impacts the Town's Annual Repayment limit, outlined in Report CS-2015-012, be received;
9. That the Town's enhanced roads program, capital project 15-128 in the amount of \$4,100,000, be funded from a debenture to be issued, through the Region of Peel, following construction;

10. That a 2015 wage increase of 2% for all non-union staff be approved retroactive to the first pay in January 2015;
11. That the 2016 operating budget include an additional \$300,000 for a total of \$600,000 annualized for projected 2016 debt servicing costs (principal and interest);
12. That the Trackless Sidewalk Plow and Sanding Units capital project 13-105 and Fleet Replacement capital project 12-010 be changed from external debt to internal debt with terms of 3 years and 5 years respectively;
13. That the Treasurer be authorized to issue cheques to the organizations in the amounts listed in Table 3, Schedule D of report CS-2015-012 as part of the Town's Municipal Agricultural and Community grants program, funded from the grants account, 01-10-115-40010-365-62319;
14. That the capital projects listed in Table 4, Schedule D of Report CS-2015-012 be closed and all remaining surplus returned to its original sources of funding;
15. That the funding for capital projects listed in Table 5, Schedule D or Report CS-2012-012 be reduced and the reduction be returned to original sources of funding;
16. That the Treasurer be authorized to make technical adjustments to the 2015 Capital and Operating budget based on business needs and good accounting practices;
17. That staff be authorized to submit applications for grants that would reduce expenditures associated with projects, programs and services approved as part of the operating and capital budgets, or to advance improvements where such grants represent the full value of the service or capital improvement;
18. That the Mayor and Clerk be authorized to execute any agreements that may be required to accept grant funding from other levels of governments or other partners to reduce expenditures associated with programs, services and/or capital projects or to advance improvements where such grants represent the full value of the service or capital improvement;
19. That the Treasurer be authorized to establish new reserve funds as a result of the 2015 budget;
20. That the Town's 10-year capital forecast and basic principles for a multi-year long term plan as presented at the January 13, 2015 Council Meeting, be approved in principle, and incorporated into the Town of Caledon's Long Term Strategic Financial Plan;
21. That the Town Clerk be authorized to prepare all necessary by-laws to implement the above recommendations.

Carried.

Amendment #1

Moved by Councillor Shaughnessy – Seconded by Councillor Groves

That the 2015 Budget be amended by removing the Unmet Need #26 – Community Engagement Coordinator in the amount of \$96,430.

Amendment to Amendment#1

Moved by Councillor Mezzapelli – Seconded by Councillor Innis

That the following paragraph be added:

“That staff be directed to consult with members of Council to determine the need for the position and report back to Council for consideration in the 2016 Budget deliberations.”

A recorded vote was requested and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy	X			
Councillor Mezzapelli	X			
Councillor Innis	X			
Councillor McClure	X			
Mayor Thompson		X		
Councillor Beffort	X			
Councillor Downey	X			
Councillor deBoer	X			
Councillor Groves	X			
TOTAL	8	1		

Carried.

Upon the question of Amendment #1 moved by Councillor Shaughnessy and seconded by Councillor Groves AS AMENDED the motion was Carried.

Amendment #2

Moved by Councillor Shaughnessy– Seconded by Councillor Beffort

That the 2015 Budget be amended to remove the Unmet Need #16 for the General Programmer in the amount of \$70,561 funded by the Caledon Pool Reserve

At the request of the mover of the motion, Councillor Shaughnessy, Amendment #2 was withdrawn.

Amendment #3

Moved by Councillor Innis – Seconded by Councillor Groves

That the 2015 Budget be amended to change the description of Unmet Need #20 to hire a permanent full time Senior Project Manager that will work on the Engineering Standards for the first year.

Carried.

Amendment #4

Moved by Councillor Innis – Seconded by Councillor Groves

That the 2015 Budget be amended by removing the Unmet Need #12 – Recreation Development Coordinator, Sports, Tourism and Partnerships including tourism website, asset database and way-finding in the amount of \$150,000; and

That Economic Development staff be authorized to proceed with an enhanced municipal tourism website, asset database and way-finding signage implementation strategy and plan with the remaining \$24,479 budget in 2014 Capital Project 14-103 – Tourism Study project; and

That Unmet Need #12 - Recreation Development Coordinator, Sports, Tourism and Partnerships be considered in the 2016 Operational Budget based on the results of the Parks and Recreation Department’s 2015 visioning exercise.

Council recessed from 2:42 p.m. to 2:56 p.m.

Amendment to Amendment #4

Moved by Councillor Beffort – Seconded by Councillor McClure

That paragraph 1 be amended by deleting the word “removing” and replacing it with the word “reducing” and deleting the amount “\$150,000” and replacing with “\$75,000”.

That paragraph 3 be deleted.

In accordance with the Procedural By-law the Amendment to Amendment #4 was deemed to be out of order, as it was directly negative to Amendment #4.

A recorded vote was requested for Amendment #4 and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy	X			
Councillor Mezzapelli	X			
Councillor Innis	X			
Councillor McClure	X			
Mayor Thompson		X		
Councillor Beffort		X		
Councillor Downey		X		
Councillor deBoer	X			
Councillor Groves	X			
TOTAL	6	3		

Carried.

Amendment #5

Moved by Councillor Beffort – Seconded by Councillor Innis

That the net proceeds from the sale of the Caledon Pool HVAC unit be transferred to the reserve for the building of a northwest Caledon indoor recreation facility; and

That the General Programmer and Caledon East position be reviewed in the 2016 budget.

Carried.

Amendment #6

Moved by Councillor deBoer – Seconded by Councillor McClure

That the 2015 Budget be amended to add the Unfunded Unmet Need #8 - Youth Services (Library) to convert three part-time staff to full-time in the amount of \$71,414.

Carried.

Amendment #7

Moved by Councillor Mezzapelli – Seconded by Councillor McClure

That the 2015 Budget be amended by removing the Unmet Need #27 – Assistant to Council in the amount of \$79,620.

That staff be directed to consult with members of Council to determine the need for the position and report back to Council for consideration in the 2016 Budget deliberations.

Lost.

Amendment #8

Moved by Councillor Beffort – Seconded by Councillor Shaughnessy

That that 2015 Budget be amended to include an increase of \$5,118 to the Parks and Recreation Operating Budget to compensate Ward 1 Residents for the use of the Town of Orangeville pool facilities. (The difference between Town of Orangeville non-resident rate less Town of Caledon Resident rate)

Carried.

Amendment #9

Moved by Councillor Mezzapelli – Seconded by Councillor Innis

That the 2015 Budget be amended by adding Unfunded Unmet Need #7 – Recognition Monument in the amount of \$5,000.

Carried.

Amendment #10

Moved by Councillor deBoer – Seconded by Councillor Mezzapelli

That a commitment be made by Council and staff to close the gap of its 20 million dollar capital infrastructure funding deficit significantly during the 2014-2018 term of Council.

Carried.

Amendment #11

Moved by Councillor deBoer – Seconded by Councillor Innis

That the 2015 Budget be amended to reduce the 2015 unmet needs related to staffing in the amount of \$300,000; and

That the funds be allocated to the Tax Funded Capital Contingency Reserve to fund future proposed Council work plan initiatives; and

That a staffing annualization amount of \$300,000 be included in the 2016 base operating budget as an unavoidable budget increase.

Amendment to Amendment #11

Moved by Councillor Innis – Seconded by Councillor Shaughnessy

That Paragraph#2 be deleted.

Carried.

Upon the question of Amendment #11 moved by Councillor deBoer and seconded by Councillor Innis AS AMENDED the motion was Carried.

Amendment #12

Moved by Councillor deBoer – Seconded by Councillor Innis

That the 2015 Budget be amended to add a capital project for the assessment of the Barn on Johnson's Farm in the amount of \$25,000 to conduct a building review; and

That the brick shed and Lean-to be removed due to safety issues.

Carried.

Amendment #13

Moved by Councillor Mezzapelli – Seconded by Councillor Groves

That the 2015 Budget be amended by removing Capital Project 15-126 for the Official Plan 5 Year Statutory Review in the amount \$ 200,000 funded by \$103,000 Tax Levy funding and \$97,000 Development Charges Reserve; and

That the 2015 Budget be amended by adding a Capital Project in the amount of \$50,000 funded by the Capital Tax Levy for a Town Wide Zoning Review; and

That the \$53,000 remaining in the Tax Levy be available for Council's consideration in the 2015 Budget.

Amendment to Amendment #13

Moved by Councillor deBoer – Seconded by Councillor Groves

That paragraph 3 be deleted and replaced with the following:

“That the \$53,000 remaining be used to fund a capital project to offset future Official Plan 5 year statutory review costs”.

Carried.

Upon the question of Amendment #13 moved by Councillor Mezzapelli and seconded by Councillor Groves AS AMENDED the motion was Carried.

Council recessed from 4:30 p.m. to 4:40 p.m.

Amendment #14

Moved by Councillor Mezzapelli – Seconded by Councillor Downey

That the 2015 Budget be amended by adding the following Unfunded Capital projects:

- a) Project #15-054 – Cheltenham Community Centre parking lot paving in the amount of \$32,500;
- b) Project #15-050 – Mayfield Recreation Complex LED sign in the amount of \$15,000;
- c) Project #15-040 – Caledon Community Complex LED sign in the amount of \$15,000;
- d) Project #15-049 – Southfields Community LED sign in the amount of \$15,000.

At the request of the mover of the motion, Councillor Mezzapelli, Amendment #14 was withdrawn.

Amendment #15

Moved by Councillor Downey – Seconded by Councillor Mezzapelli

That the 2015 Budget be amended by removing Funded Capital Project 15-033 Caledon Centre for Recreation Wellness – Running Track Replacement in the amount of \$100,000; and

That the 2015 Budget be amended by adding the following Unfunded Capital projects:

- a) Project #15-054 – Cheltenham Community Centre parking lot paving in the amount of \$32,500;
- b) Project #15-050 – Mayfield Recreation Complex LED sign in the amount of \$15,000;
- c) Project #15-040 – Caledon Community Complex LED sign in the amount of \$15,000;
- d) Project #15-049 – Southfields Community LED sign in the amount of \$15,000.

That the remaining \$22,500 be allocated to the Tax Funded Contingency Reserve Fund.

Amendment #1 to Amendment #15

Moved by Councillor Innis – Seconded by Councillor Groves

That paragraph 3 be deleted.

Carried.

Amendment #2 to Amendment #15

Moved by Councillor Shaughnessy – Seconded by Councillor Groves

That Paragraph 2 b), c) and d) be separated from the motion and voted on separately.

Lost.

Amendment #3 to Amendment #15

Moved by Councillor deBoer – Seconded by Councillor Mezzapelli

That paragraph 1 be deleted.

Lost.

Upon the question of Amendment #15 moved by Councillor Downey and seconded by Councillor Mezzapelli AS AMENDED by Amendment #1 the motion was Carried.

Amendment #16

Moved by Councillor Innis – Seconded by Councillor Downey

That the 2015 Budget be amended to add a Capital Project for Electronic Agenda Software in the amount of \$50,000; and

That the procurement of Agenda and Meeting Management Suite (Agenda.NET) be awarded by single sourcing to Provex Systems Inc. as the Region of Peel and the Cities of Brampton and Mississauga have purchased Agenda and Meeting Management Suite (Agenda.NET) and are currently working towards implementing the same system.

Carried.

Amendment #17

Moved by Councillor Shaughnessy – Seconded by Councillor Beffort

That the 2015 Budget be amended to add a capital project in the amount of \$100,000 for a Drainage Study in the Village of Alton.

Carried.

Amendment #18

Moved by Councillor Shaughnessy – Seconded by Councillor Beffort

That the 2015 Budget be amended to add a capital project in the amount of \$40,000 for a Parking Study in the Village of Alton.

Carried.

Amendment #19

Moved by Councillor Innis – Seconded by Councillor Downey

That the 2015 Budget be amended to add a Capital Project to install Public WiFi for the Town Hall Campus in the amount of \$50,000 to be funded from the Tax Levy; and

That an increase of \$ 25,000 be added to the 2015 Operating Budget Base for operating costs related to WiFi; and

That staff be directed to investigate the costs associated with public WiFi for all Town facilities for consideration in the 2016 Budget.

Carried.

Council recessed from 5:38 p.m. to 6:03 p.m.

Amendment #20

Moved by Councillor Mezzapelli – Seconded by Councillor deBoer

That the 2015 budget be amended to add \$317,500 to the tax funded capital contingency reserve; and

That staff bring forward a report to a future Council meeting on implementing Phase 1 of the LED (Cobrahead) streetlight replacement program in 2015 and options to fund the project.

Carried.

Upon the question of the main Motion moved by Councillor deBoer and seconded by Councillor Downey AS AMENDED by Amendments #1 as amended, #3, #4, #5, #6, #8, #9, #10, #11 as amended, #12, #13 as amended, #15 as amended, #16, #17, #18, #19 and #20 a recorded vote was requested and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy		X		
Councillor Mezzapelli	X			
Councillor Innis		X		
Councillor McClure		X		
Mayor Thompson	X			
Councillor Beffort	X			
Councillor Downey	X			
Councillor deBoer	X			
Councillor Groves		X		
TOTAL	5	4		

Carried as Amended

11. **COUNCIL COMMUNICATIONS/INQUIRIES AND ANNOUNCEMENTS**

Announcements – none.

Urgent Business.

Moved by Councillor Beffort - Seconded by Councillor Shaughnessy 2015-074

That a motion without notice be introduced regarding the Alton Village Study Update as it is time sensitive.

Carried.

Moved by Councillor Beffort - Seconded by Councillor Shaughnessy 2015-075

That the report regarding the Alton Village Study update be delayed until the April 14, 2015 Council Meeting for consideration.

Carried.

Notices of Motion – printed with the Agenda - none.

Notices of Motion – presented at the meeting - none.

Council Inquiries – none.

12. **RECEIPT OF MINUTES** – none.

13. **PROCLAMATIONS** – none.

14. **CORRESPONDENCE** – none.

15. **PUBLIC QUESTION PERIOD**

SHERRY BRIOSCHI, expressed concern with the tax increase and suggested the Town concentrate on generating revenue.

16. **BY-LAWS**

Moved by Councillor McClure - Seconded by Councillor Innis 2015-076

That the following by-laws be read a first, second and third time and finally passed:

BL-2015-012 To establish 2015 Fees and charges for services provided by the Town of Caledon and planning applications and to repeal By-Law 2013-131.

BL-2015-013 To confirm the proceedings of the Council for The Corporation of the Town of Caledon at its Council Meeting held on the 3rd day of March, 2015.

Carried.

17. **ADJOURNMENT**

On verbal motion moved by Councillor McClure and seconded by Councillor Beffort, Council adjourned at 6:32 p.m.

Allan Thompson, Mayor

Carey deGorter, Town Clerk



Council Meeting Minutes
Tuesday, March 10, 2015
9:30 a.m.
Council Chamber, Town Hall

Mayor A. Thompson
Councillor D. Beffort (Absent)
Councillor N. deBoer
Councillor J. Downey
Councillor A. Groves
Councillor J. Innis
Councillor G. McClure
Councillor R. Mezzapelli
Councillor B. Shaughnessy

Chief Administrative Officer: D. Barnes
Director of Administration/Town Clerk: C. deGorter
Acting Director of Development Approval and Planning Policy: P. de Sario
Fire Chief: D. Forfar
Director of Parks and Recreation: L. Johnston
Council/Committee Co-ordinator: B. Karrandjas
Manager of Economic Development: N. Lingard
Director of Public Works: D. Loveridge
Director of Human Resources: J. Porter
Treasurer: P. Tollett
Director of Corporate Services/Chief Financial Officer: F. Wong

1. **CALL TO ORDER**

Mayor Thompson called the meeting to order in the Council Chamber at 9:35 a.m.

2. **PRAYER AND O CANADA**

Councillor Mezzapelli opened the meeting with a prayer, those in attendance joined in singing O Canada.

3. **SUMMARY OF ADDENDUM ITEMS**

Added Delegations

6. Joanne Crease re: Staff Report ADM-2015-007 – Review of Statutory Committees. (See RB1)
7. Betty Starr, President of Alton Village Association re: Staff Report ADM-2015-020 - Disposition of the former Alton Town Hall. (Ward 1) (See RB4)

4. **APPROVAL OF AGENDA**

Moved by Councillor McClure - Seconded by Councillor Mezzapelli

2015-077

That the agenda for the March 10, 2015 Council Meeting, be approved as amended.

Carried.

5. **DISCLOSURE OF PECUNIARY INTEREST**

- (i) Councillor Mezzapelli disclosed a pecuniary interest with respect to Closed Meeting Item 2, Confidential Verbal Report from Director of Human Resources re: Labour contract negotiations – Caledon Professional Firefighters Association as he is a Toronto Firefighter. He left the Committee Room at 9:40 a.m. and did not partake in any discussion or voting on this matter.

6. **CLOSED MEETING**

Council adopted the required procedural motion and resumed in Closed Meeting in the Committee Room at 9:39 a.m.

Moved by Councillor Groves – Seconded by Councillor Innis

2015-078

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

- Confidential Report ADM-2015-019 re: Personal matters about an identifiable individual, including municipal or local board employees - Hearing Tribunal Appointments; and
- Confidential Verbal Report from Director of Human Resources re: Labour contract negotiations – Caledon Professional Firefighters Association.

Carried.

Mayor Thompson, Councillor de Boer, Councillor Downey, Councillor Groves, Councillor Innis, Councillor McClure, Councillor Shaughnessy, Chief Administrative Officer: D. Barnes, Director of Administration/Town Clerk: C. deGorter, Fire Chief: D. Forfar, Deputy Fire Chief: D. Bailey, Deputy Fire Chief: M. Wallace, Treasurer: P. Tollett, Director of Corporate Services/CFO: F. Wong and Director of Human Resources: J. Porter were present for this portion of the meeting.

D. Forfar, M. Wallace, D. Bailey, P. Tollett, F. Wong and J. Porter left the Committee Room at 10:36 a.m.

Councillor Mezzapelli joined the meeting at 10:36 a.m.

Council adopted the required procedural motion at 10:40 a.m. and resumed in Open Session at 10:45 a.m.

7. MATTERS ARISING FROM CLOSED MEETING

With the permission of Council, the order of business for the meeting was altered to permit Confidential Verbal Report from the Director of Human Resources re: Labour contract negotiations – Caledon Professional Firefighters Association.

Confidential Verbal Report from Director of Human Resources re: Labour contract negotiations – Caledon Professional Firefighters Association.

Councillor Mezzapelli disclosed a pecuniary interest with respect to Closed Meeting Item 2, Confidential Verbal Report from Director of Human Resources re: Labour contract negotiations – Caledon Professional Firefighters Association as he is a Toronto Firefighter. He did not partake in any discussion or voting on this matter.

Moved by Councillor Groves – Seconded by Councillor Innis

2015-079

That Confidential Verbal Report from Director of Human Resources regarding Labour contract negotiations – Caledon Professional Firefighters Association, be received.

Carried.

Confidential Report ADM-2015-019 re: Personal matters about an identifiable individual, including municipal or local board employees - Hearing Tribunal Appointments.

Moved by Councillor deBoer – Seconded by Councillor McClure

2015-080

That Confidential Report ADM-2015-019 regarding personal matters about identifiable individuals – Hearing Tribunal Appointments, be received; and

That a by-law be enacted to appoint the following citizens to the Hearing Tribunal for the 2014-2018 Term of Council:

- George W. Jenney
- Tony Bosco
- Jiulia Franceshinis
- Joseph Galena
- Fernando Zambito

Carried.

8. WORKSHOP – none.

9. INTRODUCTION OF NEW STAFF – none.

10. DELEGATIONS/PRESENTATIONS

D1 - An opportunity was given to those who wish to address the Tax Collectors' Roll Adjustments. No one came forward regarding this matter.

11. **REGULAR BUSINESS**

CS-2015-008 re: Tax Collector's Roll Adjustments.

Moved by Councillor deBoer – Seconded by Councillor Mezzapelli

2015-081

That Report CS-2015-008 regarding Tax Collector's Roll Adjustments made under sections 354, 357 and 358 of the *Municipal Act, 2001*, be received; and

That the Treasurer be authorized to make such tax adjustments under sections 357 and 358 of the *Municipal Act, 2001*, as necessary in order to adjust the 2012, 2013 and 2014 tax collector's roll as outlined in CS-2015-008 Appendix A; and

That the Treasurer be authorized to remove unpaid balances from the roll that have been deemed to be uncollectable in accordance with section 354 of the *Municipal Act, 2001*, as outlined in CS-2015-008 Appendix C.

Carried.

12. **DELEGATIONS/PRESENTATIONS (continued)**

D2 - An opportunity was given to those who wish to address the Land Tax Apportionment. No one came forward regarding this matter.

13. **REGULAR BUSINESS (continued)**

CS-2015-013 re: Land Tax Apportionments.

Moved by Councillor Mezzapelli – Seconded by Councillor deBoer

2015-082

That Report CS-2015-013 regarding Land Tax Apportionments, be received; and

That the recommended apportionment of taxes and payments set out in Schedule A to Report CS-2015-013 be approved.

Carried.

14. **DELEGATIONS/PRESENTATIONS (continued)**

D3 – Mr. Smith and Ms. Grams, Canadian National Probus Club provided information regarding the Club. A member of Council asked a question concerning the information provided and received a response from the delegates.

Mayor Thompson thanked Mr. Smith and Ms. Grams for their delegation.

15. **PROCLAMATIONS**

1. Canadian National Probus Club Month – March 2015.

Moved by Councillor Groves – Seconded by Councillor McClure

2015-083

Whereas March 2015 is first National PROBUS Month; and

Whereas PROBUS Clubs around Canada have turned March into a month of celebration; and

Whereas PROBUS is an initiative of Rotary International. A release says it was created to give members a way to come together in "non-political, non-sectarian, non-profit clubs to provide opportunities...to expand interests and develop enjoyable social networks and friendships."; and

Whereas the first PROBUS club formed in England in 1965. There are now 4,000 clubs and 400,000 members worldwide; and

Whereas as of January 31, 2014, there were 230 active PROBUS clubs in Canada, with 31,329 members among them;

Now therefore be it resolved that the Town of Caledon hereby proclaims the month of March 2015 as "National PROBUS Month" in the Town of Caledon.

Carried.

16. DELEGATIONS/PRESENTATIONS (continued)

With the permission of Council, the order of business for the meeting was altered to permit delegation D5 - Natalie Rouskov, Project Manager, Ministry of Transportation and Neil Ahmed, Consultant Team Project Manager, MMM Group re: Greater Toronto Area West Transportation Corridor Planning and Environmental Assessment Study – Stage 2.

D5 – Ms. Rouskov, Project Manager, Ministry of Transportation and Mr. Ahmed, Consultant Team Project Manager, MMM Group provided a delegation regarding the Greater Toronto Area West Transportation Corridor Planning and Environmental Assessment Study – Stage 2. Members of Council asked a number of questions concerning the information provided and received responses from the delegates.

Mayor Thompson thanked Ms. Rouskov and Mr. Ahmed for their delegation.

D4 – Mr. McDonald, Meridian provided a delegation regarding the Land Use Study for Greater Toronto Area West Corridor and Adjacent Lands. Members of Council asked a number of questions concerning the information provided and received responses from the delegate.

Mayor Thompson thanked Mr. McDonald for his delegation.

Council recessed from 12:44 p.m. to 1:21 p.m.

D6 – J. Crease provided a delegation regarding Staff Report ADM-2015-007 – Review of Statutory Committees. She requested that amendments be made to the staff recommendation.

Mayor Thompson thanked Ms. Crease for her delegation.

17. REGULAR BUSINESS (continued)

ADM-2015-007 re: Review of Statutory Committees.

Moved by Councillor Downey – Seconded by Councillor Mezzapelli

2015-084

That Report ADM-2015-007 regarding Review of Statutory Committees be received; and

That the proposed terms of reference for Heritage Caledon and the Accessibility Advisory Committee attached as Schedule “A” and “B” to Staff Report ADM-2015-007 be adopted; and

That staff be directed to begin the recruitment process for Heritage Caledon and the Accessibility Advisory Committee; and

That staff be directed to develop meeting procedures for all Committees of Council for consideration.

Amendment #1

Moved by Councillor Mezzapelli – Seconded by Councillor deBoer

That Schedule B, Terms of Reference for Heritage Caledon be amended to include the following qualifications:

- Those who have a passion for heritage;
- Those who have relevant training or professional expertise in heritage fields;
- Those with expertise in such disciplines as archeology or architecture.

That the Chair and Vice Chair terms be amended to a minimum of 2 years to a maximum of 4 years.

Carried.

Upon the question of the main Motion moved by Councillor Downey and seconded by Councillor Mezzapelli AS AMENDED by Amendment #1, the motion was Carried.

18. DELEGATIONS/PRESENTATIONS (continued)

D7 – Betty Starr, President of Alton Village Association provided a delegation regarding Staff Report ADM-2015-020 - Disposition of the former Alton Town Hall. (Ward 1). She requested that Council consider the future use of the property and recommended that the use remain for public purposes. Members of Council asked a number of questions concerning the information provided and received responses from the delegate.

Mayor Thompson thanked Ms. Starr for her delegation.

19. REGULAR BUSINESS (continued)

ADM-2015-020 re: Disposition of the former Alton Town Hall. (Ward 1)

Moved by Councillor Shaughnessy – Seconded by Councillor Mezzapelli 2015-085

That ADM-2015-020 be referred back to staff to investigate options for the utilization of the subject property consistent with the Alton Community's vision in order to achieve complete title for the property; and

That that staff report back to Council prior to the disposal of the property.

Carried.

20. COUNCIL COMMUNICATIONS/INQUIRIES AND ANNOUNCEMENTS

Announcements.

A member of Council provided an announcement to those present.

Urgent Business – none.

Notices of Motion – printed with the Agenda.

1. Councillor Groves re: Proposed Building Division as standalone department.

Moved by Councillor Groves – Seconded by Councillor McClure 2015-086

Whereas the Town of Caledon's annual increase in assessment should exceed the annual cost of living adjustment to sustain the Town's fiscal sustainability; and

Whereas all building permit applications within the Town of Caledon result in an increase to the Town's assessment; and

Whereas timely issuance of building permits are vital to economic growth of all new and growing businesses within the Town of Caledon; and

Whereas building permit applications are typically time sensitive for the applicant, in order to meet their business plans in a competitive marketplace;

Therefore be it resolved that the CAO move the Building Division from the Development Approval & Planning Policy Department to a standalone department with the Chief Building Official as the Department head; and

Further that this change be in effect by June 30, 2015.

Amendment #1

Moved by Councillor deBoer – Seconded by Councillor Mezzapelli

That the last two paragraphs be deleted and replaced with the following:

"That an independent review of the progress be undertaken early in 2016 that specifically looks at whether the building division established as a separate department would improve efficiency and performance."

Lost.

Amendment #2

Moved by Councillor Innis – Seconded by Councillor Shaughnessy

That paragraph 5 be amended to delete “Department Head” and replaced with the following:

“Manager of the Building Department reporting directly to the CAO and that this position be reviewed in the 2016 operational budget.”

Carried.

Amendment to Amendment#2

Moved by Councillor deBoer – Seconded by Councillor Mezzapelli

That the Notice of Motion be referred back to staff for a report.

Lost.

Upon the question of Amendment #2 moved by Councillor Innis and seconded by Councillor Shaughnessy, the Amendment was carried.

Upon the question of the main Motion moved by Councillor Groves and seconded by Councillor McClure as amended by Amendment #2, A recorded vote was requested and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy	X			
Councillor Mezzapelli		X		
Councillor Innis	X			
Councillor McClure	X			
Mayor Thompson	X			
Councillor Beffort				X
Councillor Downey	X			
Councillor deBoer		X		
Councillor Groves	X			
TOTAL	6	2		1

Carried.

Notices of Motion – presented at the meeting - none.

Council Inquiries:

Members of Council addressed a number of inquiries and received responses from Town Staff.

21. REGULAR BUSINESS (continued)

ADM-2015-012 re: Encroachment Agreement over a portion of Amelia Street and Queen Street, Alton (Ward 1).

Moved by Councillor Shaughnessy – Seconded by Councillor Innis 2015-087

That Report ADM-2015-012 regarding a proposed encroachment agreement over a portion of Amelia Street and Queen Street in Alton, be received; and

That the Mayor and Clerk be authorized to execute an encroachment agreement between the Town and the owner of #1456 and #1460 Queen Street in Alton; and

That the annual encroachment fee be waived.

Carried.

ADM-2015-018 re: Sanitary sewer easement request from The Region of Peel to accommodate an existing sanitary sewer, Glenwood Crescent to Bond Street. (Ward 5)

Moved by Councillor Mezzapelli – Seconded by Councillor Innis 2015-088

That Report ADM-2015-018 regarding a proposed easement to accommodate an existing sanitary sewer, Glenwood Crescent to Bond Street, be received; and

That the Mayor and Clerk be authorized to enter into an agreement establishing an easement in favour of The Regional Municipality of Peel over the Town lands legally described as Parts 1 and 2 on Reference Plan 43R-36312.

Carried.

ADM-2015-021 re: Council Appointment to ecoCaledon for the 2014-2018 Term of Council.

Moved by Councillor Downey – Seconded by Councillor Mezzapelli 2015-089

That Report ADM-2015-021 regarding Appointment to ecoCaledon, be received; and

That Councillor Innis be appointed to ecoCaledon for the 2014-2018 Term of Council.

Carried.

ADM-2015-022 re: Appointment to Caledon Community Services for the 2014-2018 Term of Council.

Moved by Councillor deBoer – Seconded by Councillor Innis 2015-090

That Report ADM-2015-022 regarding Appointment to Caledon Community Services, be received; and

That Councillor Downey be appointed to Caledon Community Services for the 2014-2018 Term of Council.

Carried.

CAO-2015-003 re: Caledon Council Work Plan.

Moved by Councillor Innis – Seconded by Councillor deBoer 2015-091

That Report CAO-2015-003 regarding Caledon Council Work Plan, be received; and

That the Caledon Community Work Plan be reenacted for the current term of Council; and

That staff develop the plan over the next four months and report back to Council for approval based on the following principles:

- a) The identified activity should focus on a tangible result;
- b) The activity should not result in a review or study;
- c) The activity should be resourced either through annual budget or through specific in-year requests via reports to Council;
- d) The activity should have a deliverable time frame;

That a new 2015 capital budget be approved for the development of the Caledon Council Work Plan, in the amount of \$56,550, funded from the Tax Funded Capital Contingency Reserve; and

That the cost of the annual update and reporting on the Caledon Work Plan, in the amount of \$4,000, be included in the 2016 base operating budget as an unavoidable budget increase.

Carried.

CAO-2015-005 re: Development and Building Approval Improvements.

Moved by Councillor deBoer – Seconded by Councillor McClure 2015-092

That Report CAO-2015-005 regarding Development and Building Approval Improvements be received.

Carried.

CS-2015-015 re: Bolton Business Improvement Area Proposed 2015 Operating Budget.

Moved by Councillor Mezzapelli – Seconded by Councillor Groves 2015-093

That Report CS-2015-015 regarding Bolton Business Improvement Area Proposed 2015 Operating Budget, be received; and

That the Bolton Business Improvement Area (Bolton BIA) 2015 Operating Budget in the amount of \$91,600.00 be approved as outlined in Appendix A of Report CS-2015-015; and

That the Bolton BIA 2015 Operating Budget be funded by:
a) A special tax rate levy of \$81,100 to be included in the 2015 Final Tax Levy By-law; and
b) \$10,500 in general event revenues.

That Town staff be authorized to advance one quarter of the Bolton BIA's 2015 special tax rate levy in the amount of \$20,275 to the Bolton Business Improvement Area Board of Management on March 13, 2015; and

That Town staff be authorized to advance the next one quarter of the Bolton BIA's 2015 \$81,100 special tax rate levy in the amount of \$20,275 to the Bolton Business Improvement Area Board of Management on, or after, May 8, 2015 upon receipt of the 2014 audited financial statements; and

That Town staff be authorized to issue the balance of \$40,550 to the Bolton BIA Board equally after the last two tax installment due dates on July 3, 2015 and September 4, 2015 subject to the receipt of the 2014 audited financial statements.

A recorded vote was requested and taken as follows:

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy	X			
Councillor Mezzapelli	X			
Councillor Innis	X			
Councillor McClure	X			
Mayor Thompson	X			
Councillor Beffort				X
Councillor Downey	X			
Councillor deBoer	X			
Councillor Groves	X			
TOTAL	8			1

Carried.

CS-2015-016 re: 2014 Mayor and Council Expenses and Remuneration Report.

Moved by Councillor Downey – Seconded by Councillor deBoer 2015-094

That Report CS-2015-016 regarding 2014 Mayor and Council Expenses and Remuneration Report be received.

Carried.

CS-2015-017 re: Changes to Seniors and Persons with Disabilities Tax Assistance.

Moved by Councillor Groves – Seconded by Councillor Mezzapelli 2015-095

That Report CS-2015-017 regarding Changes to the Low Income Seniors and Low Income Persons with Disabilities Tax Assistance be received; and

That By-law 2010-028 and By-law 2011-023 be repealed and replaced with a new By-law to reflect the proposed changes to the Low Income Seniors and Low Income Persons with Disabilities Tax Assistance Program outlined in report CS-2015-017.

Carried.

DP-2015-015 re: Ontario Ministry of Agriculture, Food and Rural Affairs Funding for Six Villages Community Improvement Plan.

Moved by Councillor Mezzapelli – Seconded by Councillor deBoer 2015-096

That Report DP-2015-015 regarding the Ontario Ministry of Agricultural, Food and Rural Affairs (OMAFRA) Funding for the Six Villages Community Improvement Plan, be received; and

That a by-law be enacted authorizing the Mayor and Town Clerk to sign the funding agreement between Her Majesty the Queen in Right of Ontario and The Corporation of the Town of Caledon as requested by the Minister of Agriculture, Food and Rural Affairs; and

That the Director of DAPP or her designate be authorized to sign any reports or any other necessary documents arising from the funding agreement and/or requested by OMAFRA.

Carried.

DP-2015-019 re: Caledon Village Resolution Update.

Moved by Councillor Shaughnessy – Seconded by Councillor McClure 2015-097

That Report DP-2015-019 regarding Caledon Village Resolution Update, be received.

Carried.

PREC-2015-001 re: Caledon Walk of Fame 2015.

Moved by Councillor Innis – Seconded by Councillor Shaughnessy 2015-098

That Report PREC-2015-001 regarding Caledon Walk of Fame 2015, be referred back to staff to determine an alternate date to hold the event.

Carried.

22. RECEIPT OF MINUTES

Moved by Councillor Downey - Seconded by Councillor McClure 2015-099

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

- Council Meeting held February 10, 2015;
- Closed Council Meeting held February 10, 2015;
- Public Information Meetings held February 11, 2015 and February 25, 2015; and
- Caledon Council Community Golf Tournament Meeting held January 27, 2015.

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

- Caledon Public Library Board Meeting held January 12, 2015.

Carried.

23. CORRESPONDENCE

Moved by Councillor McClure - Seconded by Councillor Mezzapelli 2015-100

That the correspondence items as listed in the correspondence package for the March 10, 2015, Council meeting, be received.

Carried.

24. PUBLIC QUESTION PERIOD – no one in attendance came forward.

25. **BY-LAWS**

Moved by Councillor Groves - Seconded by Councillor deBoer

2015-101

That the following by-laws be read a first, second and third time and finally passed:

- BL-2015-014 To authorize the Mayor and Clerk to enter into a funding agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs.
- BL-2015-015 To designate the property known as 16849 Kennedy Road (the “Property”) as being of cultural heritage value or interest.
- BL-2015-016 To amend By-law 2007-128 being a by-law to appoint employees of the Town of Caledon to statutory positions.
- BL-2015-017 To exempt Lot 57 to 67, 88 to 95, Block 113, and 115 on Plan 43M-1960, and Part of Block 172 on 43M-1860, designated as Part 10 on 43R-35028 from the part lot control provisions of the Planning Act.
- BL-2015-018 To confirm the proceedings of the Council for The Corporation of the Town of Caledon at its Council Meeting held on the 10th day of March, 2015.

Carried.

26. **ADJOURNMENT**

On verbal motion moved by Councillor McClure and seconded by Councillor Mezzapelli, Council adjourned at 3:35 p.m.

Allan Thompson, Mayor

Carey deGorter, Town Clerk



Committee of Adjustment Hearing Minutes
Wednesday, December 10, 2014
1:00 p.m.
Council Chamber, Town Hall

MEMBERS PRESENT:

Chair: B. Duncan
Vice Chair: S. Norberg
J. Di Cresce
L. French
J. Metcalfe

MEMBERS ABSENT:

W. Dupont

STAFF PRESENT:

Manager of Development – West: R. Hughes
Recording Secretary: B. Karrandjas
Chief Building official: B. Klingenberg
Community Development Planner: M. Mohr
Secretary-Treasurer: C. Pillsworth
Senior Development Planner: B. Ward

1. CALL TO ORDER

The Chair called the meeting to order at 1:02 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST – none.

3. CONFIRMATION OF MINUTES

Moved by J. DiCresce – Seconded by L. French

That the Committee of Adjustment Minutes dated November 12, 2014, be approved.

Carried.

4. REQUESTS FOR DEFERRAL/WITHDRAWAL OF APPLICATIONS

4.1 B 025-14 Owner: Simon Witts
(Agent: Walker Nott Dragicevic Associates Ltd.)
Property Location: 1917 Highpoint Sideroad, Caledon (Ward 1)

E-mail received from Simon Witts dated November 26, 2014 requesting deferral of the Application.

Moved by S. Norberg – Seconded by J. Metcalfe

That Application B 025-14 be deferred for six months or sooner with costs.

Carried.

5. MINOR VARIANCE APPLICATIONS

5.1 A 046-14 Owner: Jaspal Badwal
Property Location: 14541 McLaughlin Road, Caledon (Ward 2)
Purpose: To permit an accessory building in the front yard of the lot which as a total area of less than 0.4 hectares (1 acre).

The Chair inquired if the Owner had any new information to provide and if they were in agreement with the draft condition.

The Agent Darrin Singh advised that the Applicant has obtained written support from area neighbours and advised that the \$145 cheque for fees and disbursements will be provided shortly.

The Chair inquired if staff had any new information to provide.

Staff advised that they had no new information to provide.

The Chair inquired if the Committee members had any questions.

S. Norberg inquired if the garage will be used for personal vehicles or work related vehicles.

The Agent advised that the current home does not currently have a garage and it will be used for personal use only.

The Chair inquired if the pool will be relocated and if any trees will be removed.

The Agent advised that the pool will be removed completely and no trees will be removed and additional ones may be planted.

The Chair inquired whether there was anyone in attendance either in support of or in opposition to the application. No one in attendance came forward.

The Committee having considered the comments and recommendations of the commenting agencies and the evidence heard at the meeting reached the following decision:

Moved by S. Norberg – Seconded by J. Metcalfe

That Application A 046-14 be conditionally approved as amended to permit an accessory building in the front yard of the lot which has a total area of less than 0.4 hectares (1 acre) on the subject property with the following condition:

1. That the Secretary-Treasurer receive confirmation from Planning Law indicating that the Applicant has provided the following item no later than June 10, 2015:
 - a) A certified cheque in the amount of \$145.00, payable to The Corporation of The Town of Caledon, for legal fees and disbursements in respect of the title search completed for the application pursuant to the Town's Fees By-Law.

Carried.

The decision reflects that in the opinion of the Committee:

1. The variance authorized is desirable for the appropriate development or use of the land, building or structure referred to in the application; and
2. The general intent and purpose of the Zoning By-law and Town of Caledon Official Plan are maintained and the variance is minor.

The Chair advised those persons who were in attendance of the 20 day appeal period from the date of the decision being rendered.

5.2 A 047-14 Owner: Chacon Strawberry Fields Inc.
(Agent: Asma Bajwa)
Property Location: 0 Kennedy Road and Dougall Avenue, Caledon
(Ward 2)

The Chair inquired if the Owner had any new information to provide and are in agreement with the draft conditions.

The Owner advised that they do not have any new information and in agreement with the draft conditions.

The Secretary-Treasurer advised that the minor variance application had been amended with owner's approval to amend the definition of Building Height and how it should be calculated.

The Owner advised they are in agreement with the amendment.

The Chair inquired if staff had any new information to provide.

Staff advised that they had no new information to provide.

The Chair inquired if the Committee members had any questions.

S. Norberg requested clarification of the site plan and the location of the parking.

The Owner provided a review of the site plan and advised as to the location of the parking for both the daycare and Shoppers Drug Mart.

The Chair inquired what the hours of operation for the Shoppers Drug Mart would be.

The Owner advised that he is unsure of the hours.

L. French inquired where the location of the play yard for the daycare would be.

The Owner advised that the play yard will be located behind the daycare, which is located at the opposite side from the Shoppers Drug Mart.

The Chair inquired whether there was anyone in attendance either in support of or in opposition to the application. No one in attendance came forward.

The Committee having considered the comments and recommendations of the commenting agencies and the evidence heard at the meeting reached the following decision:

Moved by J. DiCresce – Seconded by S. Norberg

That Application A 047-14 be conditionally approved as amended to permit a day nursery, animal hospital, reduce the Loading Space Setback from a street line from 20 metres to 11.2 metre along Dougall Avenue; remove Footnote 12(iii) of Table 7.2 (Core Commercial Village (CCV) in By-law 2006-50, as amended shall not apply; and remove Footnote 9 of Table 7.2 (Core Commercial Village (CCV) in By-law 2006-50 as amended shall not apply; and, to amend the definition of "Building Height, specific to this property to allow for height measurements to be calculated from the established grade elevation to the top of the building parapet as follows: Building Height shall be calculated using the vertical distance measured from the average elevation of the established grade at the front of such building to the top of a parapet or to the median level between the eaves and ridge on a gable, gambrel or hip roof" as per the attached redlined site plan dated October 8, 2014 and prepared by Antrix Architects Inc. with the following condition:

1. That the Secretary-Treasurer receive confirmation from Planning Law indicating that the Applicant has provided the following item no later than June 10, 2015:
 - a) A certified cheque in the amount of \$80.58, payable to The Corporation of The Town of Caledon, for legal fees and disbursements in respect of the title search completed for the application pursuant to the Town's Fees By-Law.

Carried.

The decision reflects that in the opinion of the Committee:

1. The variance authorized is desirable for the appropriate development or use of the land, building or structure referred to in the application; and
2. The general intent and purpose of the Zoning By-law and Town of Caledon Official Plan are maintained and the variance is minor.

The Chair advised those persons who were in attendance of the 20 day appeal period from the date of the decision being rendered.

- | | | |
|-----|----------|--|
| 5.3 | A 048-14 | Owner: Chacon Strawberry Fields Inc.
(Agent: Asma Bajwa)
Property Location: 0 Kennedy Road and Dougall Avenue, Caledon
(Ward 2) |
|-----|----------|--|

The Chair inquired if the Owner had any new information to provide.

The Owner advised that the variance is strictly for the loading dock for the proposed Shoppers Drug Mart.

The Chair inquired if staff had any new information to provide.

Staff advised that they had no new information to provide.

The Chair inquired if the Committee members had any questions.

J. DiCresce asked staff what constitutes the legal fees and disbursements and why they are different for each application.

Staff advised that the costs relate to staff time as they perform a title search and there are costs associated with Land Registry searches.

The Chair indicated that the PIN numbers appear to be identical, why the need for two separate applications.

Staff advised that the applicant has filed an application to sever the property in half to facilitate separate ownership.

The Chair inquired whether there was anyone in attendance either in support of or in opposition to the application. No one in attendance came forward.

The Committee having considered the comments and recommendations of the commenting agencies and the evidence heard at the meeting reached the following decision:

Moved by J. Metcalfe – Seconded by J. DiCresce

That Application A 048-14 be conditionally approved as amended to reduce the Loading Space Setback from a street line from 20 metres to 11.2 metre along Dougall Avenue; remove Footnote 12(iii) of Table 7.2 (Core Commercial Village (CCV) in By-law 2006-50, as amended shall not apply; and remove Footnote 9 of Table 7.2 (Core Commercial Village (CCV) in By-law 2006-50 as amended shall not apply; and, amend the definition of Building Height specific to this property to allow for height measurements to be calculated from the established grade elevation to the top of a building parapet as follows: "*Building Height*, shall be calculated using the vertical distance measured from the average elevation of the established grade at the front of such building to the top of a parapet or to the median level between the eaves and ridge on a gable, gambrel or hip roof" as per the attached redlined site plan dated October 8, 2014 and prepared by Antrix Architects Inc.:

1. That the Secretary-Treasurer receive confirmation from Planning Law indicating that the Applicant has provided the following item no later than June 10, 2015:
 - a) A certified cheque in the amount of \$80.58, payable to The Corporation of The Town of Caledon, for legal fees and disbursements in respect of the title search completed for the application pursuant to the Town's Fees By-Law.

Carried.

The decision reflects that in the opinion of the Committee:

1. The variance authorized is desirable for the appropriate development or use of the land, building or structure referred to in the application; and
2. The general intent and purpose of the Zoning By-law and Town of Caledon Official Plan are maintained and the variance is minor.

The Chair advised those persons who were in attendance of the 20 day appeal period from the date of the decision being rendered.

6. CONSENT APPLICATIONS

- 6.1 B 028-14 Owners: Gino Salerno, Jason Oreskovic
Property Location: 43 Lorne Street, Caledon (Ward 1)
Purpose: To sever a parcel to create a new residential lot of approximately 820 square meters with a frontage of approximately 20 meters.

The Chair inquired if the Owners had any new information to provide and if they are agreeable to the conditions.

The Owners advised that they had no new information to provide and are in agreement with the draft conditions.

The Chair inquired if staff had any new information to provide.

Staff advised that they had no new information to provide.

The Chair inquired if the Committee members had any questions.

S. Norberg made reference to the blue vinyl clad building and inquired if this will be removed.

The Owners advised that this is a garden shed which will remain but the home has already been demolished.

L. French inquired if the new home will be on local water and sewer and also if the house design is available.

The Owners advised that they are on local water and sewer and they will build within the building envelope and try to stay within the local character of the area homes.

The Chair inquired if they have spoken to the neighbours.

The Owners advised that they did speak with some of the neighbours.

J. Metcalfe suggested the Owners try to keep the new construction within the area architecture.

The Owners advised that they will do their best but it will be up to the prospective purchaser when they chose the design of the home.

S. Norberg inquired how many square feet the proposed home will be.

The Owners advised that they anticipate the home to be a 2 storey, between 2500 and 2800 square feet with a two car garage.

S. Norberg inquired if there would be any architectural input from the Building Department to ensure that the home would fit in.

Staff advised that the property is not subject to site plan control but staff would be able to assist or recommend from a design perspective.

The Chair inquired whether there was anyone in attendance either in support of or in opposition to the application.

Dan D'Onofrio of 26 Victoria Street advised he had an addition put on his home last year and had to conform to the existing homes in the village and indicated he is concerned with the style of the home not the severance itself.

J. DiCresce inquired if the Committee has any control over what the house would look like.

Staff advised that it is the Committee's right to provide input on what a home can look like but they have no way of enforcing it.

J. DiCresce inquired if there are any communities where architectural esthetic aspects of the community are mandated.

Staff advised that this be looked at in the future for new subdivisions but the Town does have architectural design guidelines for this property. Staff suggested other requirements need to be taken into consideration such as 40% landscape coverage and 25% building coverage.

The Chair advised that our mandate is only regarding the severance not the style of home which may be dealt with at the minor variance stage.

S. Norberg requested clarification regarding the previous application in Inglewood as it was not heritage designation.

D. D'Onofrio advised that the home was not designated but due to the age of the home, they still had to follow additional guidelines.

S. Norberg requested clarification as to the requirements for a Consent and how they differ from a Minor Variance.

Staff advised that the requirements are different.

Janice Harper of 50 Lorne Street expressed concern regarding the style of the proposed home and would like the home to fit in the community.

Kate Vaughan, Chair of Inglewood Association of 2739 Old Base Line Road, had a meeting last night and the Association would like to extend an invitation for the builder to speak to the Association. Ms. Vaughan indicated they are in support of the severance but would like some say in the style of home.

The Owners advised there are other ways to ensure that the home conforms within the community and suggested they will make themselves available to the community.

The Committee having considered the comments and recommendations of the commenting agencies and the evidence heard at the meeting reached the following decision:

Moved by L. French – Seconded by J. DiCresce

That Application B 028-14 to sever a parcel to create a new residential lot of approximately 820 square meters with a frontage of approximately 20 meters, be approved for the following reasons and subject to the following conditions:

- A. The Secretary-Treasurer shall have been satisfied that the following conditions have been fulfilled within one year of the mailed date noted below and the Secretary-Treasurer's Certificate under the Planning Act shall be given.
 1. That the Secretary-Treasurer's Certificate fees shall be paid, in the amount current at the time of the issuance of the Secretary-Treasurer's Certificates.
 2. That the Secretary-Treasurer receive draft reference plan(s) for approval by the Development Section.
 3. That the Secretary-Treasurer receive the required number of prints of the resultant deposited reference plan(s).
 4. That the Secretary-Treasurer receive confirmation from the Zoning Administrator confirming that all existing buildings and structures have been removed from the property.
 5. That the Secretary-Treasurer receive confirmation from the Zoning Administrator confirming that both the severed and retained

- parcels satisfy all applicable zoning by-law standards. The owner/agent must submit a development plan (drawn to scale in metric) certified by an Ontario Land Surveyor showing sufficient detail for staff to assess compliance with the applicable standards.
6. That the Secretary-Treasurer receive confirmation from Planning Law indicating that the Applicant has provided the following items:
 - a. Draft Transfer prepared to the satisfaction of Planning Law;
 - b. Signed Solicitor's Undertaking to provide the registered document listed in (a) immediately after registration of same; and
 - c. Certified cheque in the amount of \$101.14, payable to The Corporation of The Town of Caledon, for legal fees and disbursements in respect of the title search completed for the application pursuant to the Town's Fees By-Law.
 7. That the Secretary-Treasurer receive confirmation from the Town's Corporate Services Department that there are no outstanding financial obligations.
 8. That the Secretary-Treasurer receive confirmation from the Development Section, Engineering that a grading/servicing plan shall be submitted to the Town. The grading/servicing plan should show proposed and existing grades and service locations. The drawing shall be stamped and signed by a professional engineer licensed in the province of Ontario and shall be in compliance with the Town's development standards. To ensure that drainage does not adversely impact or affect adjacent properties the proponent must enter into a site grading agreement or an undertaking with the Town; this will be determined during the review process. Please be advised that the Town will require sufficient securities to ensure that the works are completed in accordance with the approved drawings. Security amount will be determined during the review process.
 9. That the Secretary-Treasurer receive a cheque made payable to the Town of Caledon for cash-in-lieu of parkland in accordance with Section 53(13) of the Planning Act or in accordance with the Town's Policy.

Carried.


The decision reflects that in the opinion of the Committee:

1. That regard has been had to those matters to be regarded under the Planning Act, inasmuch as the dimensions and shape of the lot are adequate for the uses proposed.
2. Subject to imposed conditions, the consent to the conveyance, will not adversely affect the proposed development.

The Chair advised those persons who were in attendance of the 20 day appeal period from the date of the decision being rendered.

7. ADJOURNMENT

On verbal motion moved by S. Norberg and seconded by L. French, the hearing adjourned at 2:08 p.m.



Brenda Duncan
Chair



Barbara Karrantjas
Recording Secretary

Committee of Adjustment Minutes
Monday, February 23, 2015
9:30 a.m.
Council Chamber, Town Hall

MEMBERS PRESENT:

G. Cascone
J. Clark
T. Dolson
B. Duncan
J. Metcalfe
R. Waldon

MEMBERS ABSENT:

M. Gallo

STAFF PRESENT:

Solicitor: J. Bang
Director of Administration/Town Clerk: C. deGorter
Manager of Development – West: R. Hughes
Recording Secretary: J. Hyde
Recording Secretary: B. Karrandjas
Zoning Administrator: S. Morrison
Secretary-Treasurer: C. Pillsworth
Legislative Services Manager/Deputy Clerk: D. Thompson
Treasurer: P. Tollett
Manager of Policy: H. Xu

1. INTRODUCTION

R. Hughes, Manager of Development – West welcomed the members.

2. PRESENTATIONS

D1 – Ms. deGorter, Director of Administration/Town Clerk provided a presentation regarding the Committee Procedural By-law and various Acts impacting the Committee. Members of the Committee asked a number of questions concerning the information provided and received responses from the presenter.

The Committee recessed from 10:50 a.m. to 11:00 a.m.

D2 – Ms. Tollett, Treasurer provided a presentation regarding member mileage, honorarium and possible financial conditions that can be imposed by the Committee regarding items such as outstanding taxes. Members of the Committee asked a number of questions concerning the information provided and received responses from the presenter.

D3 – Mr. R. Hughes, Manager of Development - West provided a presentation regarding the Planning Act, provincial policies, Greenbelt Plan, Oak Ridges Moraine, Niagara Escarpment, Places to Grow and the Official Plan relating to Minor Variances and Consents. Members of the Committee asked a number of questions concerning the information provided and received responses from the presenter.

D4 – Mr. Xu, Manager of Policy provided a presentation regarding the Town's Official Plan including the overall document structure, agricultural/rural policies, Caledon High Potential Mineral Aggregate Resource Area (CHPMARA) and infill in settlements and split designations. Members of the Committee asked a number of questions concerning the information provided and received responses from the presenter.

The Committee recessed from 12:35 p.m. to 1:06 p.m.

D5 – Ms. Bang, Solicitor provided a presentation regarding title searches, typical planning law conditions and typical fees and disbursements. Members of the Committee asked a number of questions concerning the information provided and received responses from the presenter.

D6 – Ms. Morrison, Zoning Administrator provided a presentation regarding Zoning By-law 2006-50 as amended, Oak Ridges Moraine Zoning as contained within Zoning By-law 87-250, the automated consolidation process, legal non-conforming, non-complying, public use versus uses in the public interest and wellhead protection restrictions. Members of the Committee asked a number of questions concerning the information provided and received responses from the presenter.


D7 – Ms. Pillsworth, Secretary-Treasurer provided information regarding the first meeting scheduled for March 11, 2015. Ms. Pillsworth also advised that this years' Committee of Adjustment spring conference will be held from May 31 to June 3 in Kingston. Members of the Committee asked a number of questions concerning the information provided and received responses from the presenter.

The Committee recessed from 3:03 p.m. to 3:10 p.m.

The Committee participated in a mock hearing with the assistance of Planning staff.

3. ADJOURNMENT

The meeting adjourned at 4:25 p.m.


Cindy Pillsworth
Secretary-Treasurer

CALEDON PUBLIC LIBRARY BOARD MEETING MINUTES

Monday, February 9, 2015

Caledon East Branch

Present: Donna Cragg; Nick deBoer; Virginia DiLauro; Sandy Keith; Janet Manning;
Susanne McRoberts; Mike Stapleton; Ken Weber

Staff: Sharon Wilson; Mary Maw

The Chair called the meeting to order at 7:05 pm.

1. Adoption of the Agenda

Moved: Susanne McRoberts

Seconded: Janet Manning

Carried

2. Apologies for non-attendance

None.

3. Disclosure of pecuniary interest

None declared.

4. Approval of the minutes of the January 12, 2015 meeting

Motion: To approve the minutes of the January 12, 2015 meeting

Moved: Mike Stapleton

Seconded: Sandy Keith

Carried

5. Business arising from the minutes of January 12, 2015

- i. Search Committee - A letter of agreement is being drafted with the firm selected to assist in the recruitment for the new CEO for Caledon Public Library. Janet Manning and Susanne McRoberts will be meeting with them to finalize details. They will also be contacting the Brampton Public Library Board who have offered assistance with the recruitment process and will be a good resource. The process will also involve staff consultation. Virginia DiLauro thanked the subcommittee.

Nick deBoer joined the meeting at 7:15 pm

6. Chief Librarian's Report

The Chief Librarian's report including statistics were circulated.

Motion: To receive the Chief Librarian's Report

Moved: Ken Weber

Seconded: Susanne McRoberts

Carried

7. Treasurer's Report

- i. Financial Statements - There were no monthly statements of operating and capital expenses and revenues due to year-end closing of the books.
- ii. 2015 Budget -On February 3rd Sharon Wilson and Virginia DiLauro presented the library's 2015 proposed operating and capital budget to council. Council was asked to consider the Unmet Need that the 3 youth services part-time staff are converted to full time. Council was also thanked for their vision in their term of council project to fund the new branch in Mayfield West.

Motion: To accept the Treasurer's report as presented.

Moved: Sandy Keith

Seconded: Janet Manning

Carried

8. Board Development

- i. Conference Reports - Janet Manning, Sandy Keith and Donna Cragg all attended the Ontario Library Association annual conference and provided a report on their sessions and the conference in general.
- 9. SOLS Report** - Donna Cragg reported that she attended a SOLS meeting on February 7, 2015 and an informative session on "*Rising to the Challenge*". She will send copies of the presentation or a link to all the board members. She also reminded the Board that a SOLS rep will need to be appointed at the first meeting of the new Board.
- 10. Friends of Caledon Public Library** - there was no Friends of Caledon Public Library report.
- 11. Correspondence** - Thank you cards we received from former CEO Bill Manson and staff member Joan Rinaldi.
- 12. New Business**
Susanne McRoberts thanked Virginia DiLauro on behalf of the Board, staff and the Caledon community for her years of service and dedication serving on the Caledon Public Library Board.
Sharon Wilson also thanked the retiring Board members Donna Cragg, Virginia DiLauro, Mike Stapleton and Ken Weber. They were presented with new books that had been added to the library collection and dedicated in their honour.
- 13. Time and place of next meeting** - Monday, March 9, 2015 at the Caledon East Branch at 7 pm
- 14. Question Period** - there were no questions from the public.

15. Adjournment

Motion: To adjourn the meeting

Moved: Mike Stapleton
Carried

Seconded: Donna Cragg

The meeting adjourned at 8:00 pm.

Virginia DiLauro
Chair

Sharon Wilson
Chief Librarian



2015-

Date: March 24, 2015

Moved by: _____ Seconded by: _____

Whereas Heart**Esteem** exists as a creative movement to help nurture the starving hearts of childhood obesity with the power of creativity, love and social media; and

Whereas Heart**Esteem** exists to raise awareness of the mental and emotional anguish of childhood obesity and its possible links to life-long mental health and social stigma issues in both adolescence and adulthood which ultimately impacts society as a whole, not just families; and

Whereas Heart**Esteem** exists to unite/connect one million people to 'draw their hearts for Heart**Esteem**' resulting in a hybrid digital/collage of at least one million hearts drawn in various modalities shared through the power of social media; and

Whereas this journey will also be shared through a Canadian Documentary filmed in partnership with global film students using their creativity to tell a unique story showcasing the impact of childhood obesity in their own cultures; and

Whereas Heart**Esteem** exists to be a cause-centric social entrepreneurial brand with a goal to partner with one hundred CEO's with heart and create product lines which support childhood obesity causes; and

Therefore be it resolved that the month of April be proclaimed "Heart**Esteem** Month" in the Town of Caledon and April 10th, 2015 as the first **official** Heart**Esteem** Day in the world!

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy				
Councillor Mezzapelli				
Councillor Innis				
Councillor McClure				
Mayor Thompson				
Councillor Beffort				
Councillor Downey				
Councillor deBoer				
Councillor Groves				
TOTAL				

MAYOR: _____

CARRIED

LOST



2015-

Date: March 24, 2015

Moved by: _____ Seconded by: _____

Whereas World Autism Awareness Day will be recognized on April 2, 2015 in Canada thanks to Liberal Senior Jim Munson's Bill S-206, *An Act Respecting World Autism Awareness Day*; and

Whereas Autism Spectrum Disorder (ASD) affects more than 100,000 Ontarians. Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and

Whereas ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD; and

Whereas Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province; and

Whereas Autism Ontario is dedicated to increasing public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community;

Therefore be it resolved by the Council of the Corporation of the Town of Caledon proclaim April 2, 2015 as "World Autism Awareness Day" in the Town of Caledon.

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy				
Councillor Mezzapelli				
Councillor Innis				
Councillor McClure				
Mayor Thompson				
Councillor Beffort				
Councillor Downey				
Councillor deBoer				
Councillor Groves				
TOTAL				

MAYOR: _____

CARRIED	LOST
---------	------



2015-

Date: March 24, 2015

Moved by: _____ Seconded by: _____

Whereas, 13.3 million Canadian volunteers give their time to help others, contributing 2.1 billion volunteer hours per year; and

Whereas, volunteers in the Town of Caledon mentor our children, feed our hungry, comfort our lonely, beautify our green spaces, build our community, and fundraise for our charitable organizations; and

Whereas, the Town of Caledon volunteers are men and women of all ages and backgrounds; and

Whereas, the collective result of the work done by our volunteers is that the Town of Caledon is a more desirable place to live and play; and

Whereas Volunteer MBC, the local volunteer centre serving the Town of Caledon and the cities of Mississauga and Brampton, promotes and supports volunteerism in an effort to connect all people to meaningful volunteer opportunities;

Therefore be it resolved that the week of April 12-18, 2015, be proclaimed "National Volunteer Week" in the Town of Caledon and we urge our fellow citizens to recognize the crucial role played by volunteers in our community.

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy				
Councillor Mezzapelli				
Councillor Innis				
Councillor McClure				
Mayor Thompson				
Councillor Beffort				
Councillor Downey				
Councillor deBoer				
Councillor Groves				
TOTAL				

MAYOR: _____

CARRIED	LOST
----------------	-------------



2015-

Date: March 24, 2015

Moved by: _____ Seconded by: _____

Whereas the 9-1-1 emergency number service is an essential component of our public safety system; and

Whereas, the Town of Caledon is continuing with the 9-1-1 Awareness Campaign to focus public attention on the proper use of the 9-1-1 emergency number; explain circumstances which warrant the use of 9-1-1; and communicate the importance of reducing the number of non-emergency and nuisance calls received by 9-1-1; and

Whereas the residents of the Town of Caledon should become aware of the proper use of the 9-1-1 service for emergencies; and

Whereas hard work and dedication of emergency communications has made the 9-1-1 service the exemplary service the residents of the Town of Caledon have indicated it to be;

Therefore, be it resolved that the week of April 13th – 17th, 2015 be proclaimed 9-1-1 Awareness Week in the Regional Municipality of Peel.

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Shaughnessy				
Councillor Mezzapelli				
Councillor Innis				
Councillor McClure				
Mayor Thompson				
Councillor Beffort				
Councillor Downey				
Councillor deBoer				
Councillor Groves				
TOTAL				

MAYOR: _____

CARRIED	LOST
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Town of Caledon Correspondence Package

March 24, 2015

General Correspondence		
1.	Town of Newmarket re: Earth Hour Participation.	2 – 3
2.	Town of Richmond Hill re: OMB Imposes Strict Limits on Parkland Dedication.	4 – 5
3.	Minister Responsible for Seniors Affairs re: Call for Nominations for 2015 Senior of the Year.	6
4.	Greater Toronto and Hamilton Mayors and Regional Chairs re: Amended Resolution re: Advisory Board to Metrolinx.	7 - 8
5.	Ministry of Municipal Affairs and Housing re: Review of the system for land-use planning and appeals.	9 - 10
6.	Township of Uxbridge re: Valuation of Aggregate Producing Municipalities.	11 – 12
7.	Office of the Regional Chair re: Endorsement of the City of Mississauga Resolution titled “Canada Post Door to Door Service.”	13 - 15
8.	Office of the Regional Chair re: Endorsement of the City of Brampton Resolution titled “Canada Post Door to Door Service.”	16 – 18
9.	Office of the Regional Chair re: Region of Peel Resolution Regarding Canada Post Door to Door Service.	19 – 20
10.	Ministry of Transportation re: Notification of Application to the Community Transportation Pilot Grant Program.	21
Support Requested		
Upcoming Committee Meeting Agendas		



Andrew Brouwer

Director, Legislative Services and Town Clerk
Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7

abrouwer@newmarket.ca
tel.: 905-953-5300, Ext. 2211
fax: 905-953-5100

RECEIVED

MAR 06 2015

**TOWN OF CALEDON
CLERK'S DEPARTMENT**

March 3, 2015

Ms. Carey deGorter
Town Clerk
Town of Caledon
6311 Old Church Road
Caledon, ON L7C 1J6

Dear Ms. deGorter:

RE: Earth Hour Participation

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	✓
File	

I am writing to advise you that Council, at the regular meeting held on March 3, 2014 enacted the following resolution:

WHEREAS climate change is the biggest environmental threat to our planet and a major concern for all Canadians;

AND WHEREAS at exactly 8:30 p.m. on Saturday, March 28, 2015, major cities around the world will turn off their lights and electrical power for one hour to raise awareness about climate change and to symbolize that, working together, the people of the world can make a difference in the fight against global warming;

AND WHEREAS the event, called "Earth Hour", began in Sydney, Australia in 2007 as 2.2 million people turned off their lights to take a stand against climate change;

AND WHEREAS since then, it has become an annual, globally observed event;

AND WHEREAS participating in Earth Hour sends a powerful message to every citizen and business around the world that it's possible to take action on climate change and that switching off our lights and electrical power is just one simple action we can take to help make a difference;

AND WHEREAS in the last several years, Newmarket has been a leader in this effort, with one of the highest rates of reduction in electricity consumption in the GTA;

THEREFORE BE IT ENACTED by the Municipal Council of the Corporation of the Town of Newmarket as follows:

1. THAT at 8:30 p.m. on Saturday, March 28, 2015, the Corporation of the Town of Newmarket will join other cities around the world in literally "turning out the lights" by shutting off all non-essential lighting and power in all of its facilities, where feasible, and without jeopardizing safety, for one full hour;

2. AND THAT the Corporation of the Town of Newmarket's participation in Earth Hour will be widely promoted and publicized in order to raise awareness about this important issue and in order to encourage every individual, household and business in town to join in by turning off their lights and electrical power for one hour at 8:30 p.m. on Saturday, March 28, 2015;
3. AND THAT a copy of this Resolution will be forwarded to every municipality in the GTA, encouraging them to participate in Earth Hour.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "Lisa Lyons".

Lisa Lyons
Deputy Clerk

LL:lm



Office of the Mayor

February 27, 2015

Mayor Allan Thompson
Town of Caledon
6311 Old Church Road
Caledon, ON L7C 1J6

RECEIVED

MAR 10 2015

TOWN OF CALEDON
MAYOR

Dear Mayor Thompson:

Richmond Hill seeks the help of GTA municipalities

Despite the provisions of the Planning Act, the Ontario Municipal Board has rendered a precedent-setting decision that severely handicaps Richmond Hill's ability to set a parkland dedication rate that will provide the parkland our community needs.

This decision of the OMB will likely be used as a precedent for other communities experiencing high-rise intensification. Richmond Hill is seeking leave to appeal this OMB decision through the Ontario Divisional Court and I am asking for your support and asking that your municipality seek leave to become a "friend of the court" on this matter before March 20, 2015.

I urge you to join our fight for the right to determine our own futures and what is right for our communities. If you will join me in this challenge to the OMB, we can take a stand in defence of a Council's right to make decisions in the best interests of our residents.

Yours Sincerely,

Dave Barrow
Mayor

Attach.

O.M.B. Imposes Strict limits on Parkland Dedication

Following a lengthy hearing between the Town of Richmond Hill and several developer appellants to the Town's new Official Plan (OP) who received funding assistance from BILD, the Ontario Municipal Board (OMB) has determined in a January 15, 2015 decision that Richmond Hill's use of the alternate rate of 1 ha per 300 units authorized by the Planning Act must be capped at a maximum of 25 percent of the developable area of the site or the cash-in-lieu equivalent - regardless of the site area, the density, or the number of units proposed in a development.

Despite the Board not taking issue with the amount of parkland Richmond Hill has determined it needs through its detailed *Parks Plan*, the Town will not meet its parkland needs through Planning Act dedications and may need to utilize other sources such as the tax base to meet its needs. Development charges cannot be used for parkland acquisition, and other potential revenue tools for municipal parkland and recreational needs are extremely limited.

Impact of the OMB Decision

- This decision will set a precedent for OMB adjudication of all new Official Plans that are under appeal at present and in the future.
- The Development Industry may apply for Official Plan amendments in other municipalities and seek to have the OMB compel a lower park dedication rate as a matter of OP policy. As in Richmond Hill's case, it could be substantially lower than what the Planning Act authorizes.
- The Development Industry may use this decision to influence the Provincial Legislature's current review of Planning Act park dedication, thus lowering the park dedication rate for all Ontario municipalities.

What Richmond Hill is Doing

- The Town of Richmond Hill has requested that the OMB conduct an internal review of its decision as provided under Section 43 of the Ontario Municipal Board Act.
- The Town has recently brought an application for Leave to Appeal to the Ontario Divisional Court on a question of law under Section 96 of the Ontario Municipal Board Act. The Town intends to ask the Court to determine that the Board has erroneously interpreted the Planning Act regarding the use of the alternate park dedication rate.

What Your Municipality Can Do

- The Court must understand that this OMB decision may impact all Ontario municipalities that acquire parkland or cash-in-lieu through the development process, and not just Richmond Hill.
- Richmond Hill is requesting the assistance of municipalities to seek to become a "friend of the court" during Richmond Hill's leave to appeal hearing which will not only underscore the gravity of the OMB decision, but also identify the broader municipal impact and matters of public importance for other municipalities.
- A request by other municipalities to be a friend of the Court should be filed as soon as possible and by no later than March 23, 2015 – the date Richmond Hill's material in support of the Town's motion is to be filed with the Court.
- If this OMB decision is allowed to stand, residents of municipalities may be faced with less parkland than the previous generation or have no choice but to accept higher taxes just to sustain existing parkland service levels!

Richmond Hill appreciatively seeks assistance of other municipalities on this matter of importance to the future of our communities and municipal governance. Please contact Patrick Lee at (905) 771.2420 (patrick.lee@richmondhill.ca)

Minister
Responsible for
Seniors Affairs

6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 314-9710
Fax: (416) 325-4787

Ministre délégué
aux Affaires des
personnes âgées

6^e étage
400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 314-9710
Télééc.: (416) 325-4787



March 2015

Dear Mayor, Reeve and Members of Council:

It is with great pleasure that I invite you to participate in the 2015 Senior of the Year Award. This annual award was established in 1994 to give each municipality in Ontario the opportunity to honour one outstanding local senior. The Government of Ontario is proud of this important initiative. You may wish to consider involving local MPPs in your selection process or presentation ceremony.

Recipients are individuals who, after age 65, have enriched the social, cultural or civic life of the community without thought of personal or financial gain. A certificate, provided by the Ontario government, is signed by the Honourable Elizabeth Dowdeswell, Lieutenant Governor, myself as Minister Responsible for Seniors, and the local Head of Council.

Council may also wish to host a presentation ceremony honouring the Senior of the Year Award recipient in the month of June, when we pay tribute to seniors across Ontario.

The Ontario Senior of the Year Award nomination form is available on the Ministry of Citizenship, Immigration and International Trade's website at:

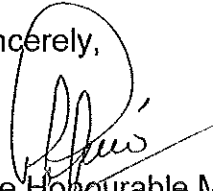
www.ontario.ca/honoursandawards

Once on this site, click on the **Ontario Senior of the Year Award** program. You may choose to submit online or by post. Nominations must be received by **April 30, 2015**.

For additional information, please contact the Ontario Honours and Awards Secretariat by phone, at 416-314-7526, toll-free at 1-877-832-8622, or TTY 416-327-2391.

Ontario's seniors deserve special recognition for their outstanding accomplishments. By working together, we can ensure they are honoured in a meaningful way.

Sincerely,


The Honourable Mario Sergio
Minister

GTAH Mayors and Regional Chairs

Co-Chairs: Roger Anderson, Region of Durham; John Tory, City of Toronto

Ajax
Aurora
Brampton
Brock
Burlington
Caledon
Clarington
Durham
East
Gwillimbury

Georgina
Halton
Halton Hills
Hamilton
King
Markham
Milton
Mississauga
Newmarket

Oakville
Oshawa
Peel
Pickering
Richmond Hill
Scugog
Toronto
Uxbridge
Vaughan
Whitby
Whitchurch-
Stouffville
York

March 4, 2015

GTAH Mayors and Regional Chairs

Re: Amended Resolution re: Advisory Board to Metrolinx

As carried at our February 6, 2015 meeting, please find attached an amended resolution regarding representation of the Regional Chairs of Durham, Halton, Peel and York, as well as the Mayors of Toronto and Hamilton to serve as a joint advisory committee to the Metrolinx board.

Please forward to your respective Councils for consideration and endorsement, as appropriate.

Your truly,



Roger Anderson
Co-chair of the GTAH Mayors and Regional Chairs Group

- c. The Honourable Kathleen Wynne, Premier of Ontario
The Honourable Ted McMeekin, Minister of Municipal Affairs & Housing
The Honourable Steven Del Duca, Minister of Transportation

If this information is required in an accessible format, please contact the Accessibility
Co-ordinator at 1-800-372-1102 ext. 2009.

Contact Address: Office of the Regional Chair & CAO
Regional Municipality of Durham
605 Rossland Road East, Whitby ON L1N 6A3
905-668-7711 ext. 2449

CLERK'S DEPARTMENT	
TO	
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Please Handle	
For Your Information	
Council Agenda	✓
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Resolution as carried at meeting of the GTAH Mayors and Regional Chairs on February 6, 2015:

WHEREAS Metrolinx is responsible for the development of an integrated, multi-modal transportation plan, and the co-ordination, planning, financing and implementation of that plan; and

WHEREAS municipalities must be included as true partners in the planning and implementation decisions around major transit infrastructure in their municipality; and

WHEREAS such participation could be achieved by the Regional Chairs within the Greater Toronto Area and Hamilton providing advice to the Metrolinx board;

THEREFORE BE IT RESOLVED THAT the Greater Toronto Area and Hamilton Mayors and Regional Chairs request that Metrolinx invite Regional Chairs representing Durham, Halton, Peel, and York, as well as the Mayors of Toronto and Hamilton to serve as a joint advisory committee to the Metrolinx board;

AND THAT this resolution be sent to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Minister of Transportation and the Councils of the Greater Toronto Area and Hamilton municipalities for endorsement.

Motion:

Moved by Mayor Frank Scarpitti, Markham

Seconded by Mayor Linda Jeffrey, Brampton

MOTION CARRIED

Ministry of
Municipal Affairs
and Housing

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel. 416-585-7000
Fax 416-585-6470
www.ontario.ca/MAH

Ministère des
Affaires municipales
et du Logement

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. 416-585-7000
Télééc. 416-585-6470
www.ontario.ca/MAH



CLERK DEPARTMENT	
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FEB 26 2015

Your Worship
Mayor Allan Thompson
Town of Caledon
6311 Old Church Road
Caledon East
Caledon ON L7C 1J6
allan.thompson@caledon.ca

RECEIVED

MAR - 4 2015

TOWN OF CALEDON
MAYOR

Dear Mayor Thompson: *Allan*

Thank you for again providing the Town of Caledon's council motion and submission regarding the review of the system for land-use planning and appeals. I am pleased to respond.

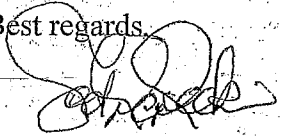
I appreciate the Town's continued interest in the initiative. All comments and suggestions have been carefully considered as part of the government's review of the submissions received. The formal consultation has now concluded, and our government is evaluating possible changes to the system of land-use planning and appeals. While improving the planning and appeal system is a priority, our government has an ambitious legislative agenda. This means that I cannot commit to when any changes will be introduced.

I note that some of your comments concern matters that could be considered during the upcoming co-ordinated review of our provincial plans (Growth Plan for the Greater Golden Horseshoe, Greenbelt Plan, Niagara Escarpment Plan, and the Oak Ridges Moraine Conservation Plan). As part of this review, the ministry will consult with municipalities, stakeholders, Aboriginal communities and the public. Your letter has been provided to ministry staff leading that review. The Town will receive further details once the formal review begins.

Furthermore, your comments regarding minimum-distance separation (MDS) have been shared with the Ministry of Agriculture, Food and Rural Affairs. That ministry is undertaking a review of the MDS, and I trust that the Town of Caledon's recommendations will be carefully considered as part of that initiative.

Once again, thank you for sharing the Town's views with me.

Best regards,


Ted McMeekin
Minister

PS. Was wonderful to cross paths
with you at ROMA SAGRA.
Ted

c: The Honourable Jeff Leal
Minister of Agriculture, Food and Rural Affairs



The Corporation of the
**Township
of
Uxbridge**

In The Regional Municipality of Durham

RECEIVED

MAR 16 2015

**TOWN OF CALEDON
CLERK'S DEPARTMENT**

Town Hall
51 Toronto Street South
P.O. Box 190
Uxbridge, ON L9P 1T1
Telephone (905) 852-9181
Facsimile (905) 852-9674
Web www.town.uxbridge.on.ca

March 11, 2015

Municipal Property Assessment Corporation
1340 Pickering Parkway
Suite 101
Pickering, Ontario
L1V 0C4

CLERK'S DEPARTMENT	
TO	
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Please Handle	
For Your Information	✓
Council Agenda	✓
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**RE: VALUATION OF AGGREGATE PRODUCING MUNICIPALITIES
TOWNSHIP FILE: A-16 OM**

Please be advised that during the regular meeting of Council of March 9th, 2015 the following motion was carried;

WHEREAS at the recent ROMA/OGRA conference, representatives of the County of Wellington and Township of Puslinch met with Joan Young, MPAC's Vice-President of Stakeholder Relations to discuss the municipal perspective and concerns related to the assessment of aggregate producing properties;

AND WHEREAS with the current situation, across the Province of Ontario, approximately 100 municipalities are affected by a substantial number of outstanding assessment appeals at the Assessment Review Board relating to the assessment treatment of aggregate producing properties (gravel Pits); some dating back to the 2009 tax year and affect taxation up to the present day;

AND WHEREAS the central issue in these matters is the method of valuation that should be applied to arrive at fair and equitable assessments for property tax purposes;

AND WHEREAS as a municipal host to a substantial number of aggregate operations, the Township of Uxbridge will be significantly affected by the outcome of these appeals, which will have far-reaching implications not only for prior tax cycles, but also into the future;



AND WHEREAS concern about the level of financial hardship and negative consequences that may result continues to grow as these matters will impact the broader municipal community in a material way;

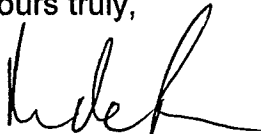
NOW THEREFORE IT BE RESOLVED;

1. THAT the Township of Uxbridge supports the co-ordinated efforts of the County of Wellington, Township of Puslinch and Town of Caledon to protect municipal interests in the appeal process before the Assessment Review Board.
2. AND THAT MPAC will treat this outstanding body of appeals as a key priority.
3. AND THAT MPAC include aggregate producing properties in the group of special purpose business properties that are subject to new Advance Disclosure Protocols in respect of assessment valuation methodology as part of the organization's preparations for the next reassessment cycle.

AND THAT it is the Township's position that a comprehensive valuation methodology needs to be developed by MPAC in conjunction with extensive stakeholder consultation to achieve a stable and defensible assessment method into the future in order to bring greater certainty and predictability to the future valuation and tax treatment of this unique and complex property type benefiting taxpayers, municipalities and the assessing authority.

I trust you will find the above to be satisfactory.

Yours truly,



Michael de Rond
Deputy Clerk

/ljr

cc: Donna Bryce, County Clerk, County of Wellington
Karen Landry, CAO/Clerk, Township of Puslinch
✓ Carey deGorter, Clerk, Town of Caledon



Office of the Chair

RECEIVED

MAR 18 2015

TOWN OF CALEDON
CLERK'S DEPARTMENT

March 6, 2015

The Honourable Lisa Raitt
Minister of Transport
Place de Ville, Tower C, 29th Fl
330 Sparks St., Mail Stop: XA
Ottawa, ON, K1A 0N5

Dear Ms. Raitt:

Subject: Endorsement of the City of Mississauga Resolution titled "Canada Post Door to Door Service"

Resolution No. 2015-102	
CLERK'S DEPARTMENT	
TO	
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Please Handle	
For Your Information	
Council Agenda	<input checked="" type="checkbox"/>
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I am writing to advise that Peel Regional Council approved the following resolution at its meeting held on February 26, 2015:

That City of Mississauga Resolution 0025-2015 regarding Canada Post Door to Door Delivery Service, set out as follows, be endorsed:

"Whereas Canada Post has announced the discontinuation of door to door mail delivery services in the City of Mississauga in favour of transitioning to community mailboxes and has started this transition in other municipalities;

And whereas, Canada Post has not provided the City of Mississauga with a specific date for the transition to community mailboxes;

And whereas, Canada Post has not provided the City of Mississauga with proposed locations of new community mailboxes;

And whereas, all existing community mailboxes in the City of Mississauga were planned and integrated into communities while new proposed community mailboxes were not planned for and will be difficult to situate in many neighbourhoods;

And whereas, the transition to community mailboxes will be especially hard on seniors and people living with mobility and health challenges and could undermine their ability to live independently;

And whereas, the transition to community mailbox delivery will have a negative effect on existing communities requiring increased maintenance for litter pick-up, snow and ice control, graffiti cleaning, vandalism repair and potentially cause parking and traffic issues resulting in higher costs for the municipality;

Therefore be it resolved, that prior to Canada Post making efforts to replace the door to door mail delivery service with community mailboxes within our boundaries, the City of Mississauga requires:

1. Canada Post to conduct public engagement sessions with impacted communities for all concerned residents; and,
2. The public engagement sessions are to be hosted by the local Member of Parliament (M.P.) and Canada Post representatives to discuss the transition and what kind of postal services City of Mississauga residents need; and,
3. That the City of Mississauga will not endorse Canada Post's actions prior to the consultation process being successfully completed; and
4. That in the event that Canada Post proceeds with removing the door to door mail delivery in the City of Mississauga in spite of the opposition of City Council, the City of Mississauga will have complete approval over where any future community mailboxes will be located and all costs for maintenance in and around the mailboxes will be borne by Canada Post; and,
5. That the City of Mississauga send a letter to Deepak Chopra, Chief Executive Officer, Canada Post, to inform Canada Post that the City of Mississauga supports the existing delivery system; and,
- 6 That the City of Mississauga send a copy of this motion to the Honourable Lisa Raitt, Minister of Transport, Peel Regional Council, and all other municipalities in the Region of Peel and the GTA for endorsement and to the Association of Municipalities of Ontario, the Federation of Ontario Municipalities, all Peel Region M.P.s and M.P.P.s".

And further, that a copy of this resolution be forwarded to the Honourable Lisa Raitt, Minister of Transport; the Association of Municipalities of Ontario; the Federation of Ontario Municipalities; all Peel Region M.P.s and M.P.P.s; the City of Mississauga; the City of Brampton and the Town of Caledon.

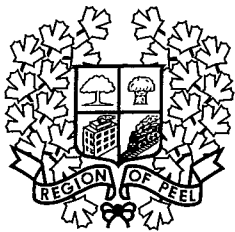
Yours truly,

A handwritten signature in black ink, appearing to read 'Frank Dale', with a stylized flourish at the end.

Frank Dale
Regional Chair

FD:jw

c: Russ Powers, President, Association of Municipalities of Ontario
Brock Carlton, Chief Executive Officer, Federation of Canadian Municipalities
Eve Adams, MP, Mississauga-Brampton South
Stella Ambler, MP, Mississauga South
Brad Butt, MP, Mississauga-Streetsville
Bob Dechert, MP, Mississauga-Erindale
Parm Gill, MP, Brampton-Springdale
The Honourable Bal Gosal, MP, Bramalea-Gore-Malton
Wladyslaw Lizon, MP, Mississauga East-Cooksville
Kyle Seebach, MP, Brampton West
David Tilson, MP, Dufferin-Caledon
Dipika Damerla, MPP, Mississauga East-Cooksville
Bob Delaney, MPP, Mississauga-Streetsville
Vic Dhillon, MPP, Brampton West
Sylvia Jones, MPP, Dufferin-Caledon
Amrit Mangat, MPP, Mississauga-Brampton South
Jagmeet Singh, MPP, Bramalea-Gore-Malton
The Honourable Charles Sousa, MPP, Mississauga South
The Honourable Harinder Takhar, MPP, Mississauga-Erindale
Harinder Mahli, MPP, Brampton-Springdale
Peter Fay, Clerk, City of Brampton
Crystal Greer, Clerk, City of Mississauga
Carey de Gorter, Clerk, Town of Caledon



Office of the Chair

RECEIVED

MAR 18 2015

TOWN OF CALEDON
CLERK'S DEPARTMENT

March 6, 2015

Resolution No. 2015-104

The Honourable Lisa Raitt
Minister of Transport
Place de Ville, Tower C, 29th Fl
330 Sparks St., Mail Stop: XA
Ottawa, ON, K1A 0N5

Dear Ms. Raitt:

Subject: Endorsement of the City of Brampton Resolution titled "Canada Post Door to Door Service"

CLERK'S DEPARTMENT	
TO	
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For Your Information	
Council Agenda	<input checked="" type="checkbox"/>
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I am writing to advise that Peel Regional Council approved the following resolution at its meeting held on February 26, 2015:

That the City of Brampton Resolution regarding Canada Post Door to Door Delivery Service, set out as follows, be endorsed:

"Whereas Canada Post has announced the discontinuation of door to door mail delivery services in the City of Brampton in favour of transitioning to community mailboxes and has started this transition in other municipalities; and,

Whereas, Canada Post has not provided the City of Brampton with a specific date for the transition to community mailboxes; and,

Whereas, Canada Post has not provided the City of Brampton with proposed locations of new community mailboxes; and,

Whereas, all existing community mailboxes in the City of Brampton were planned and integrated into communities while new proposed community mailboxes were not planned for and will be difficult to situate in many neighbourhoods; and

Whereas, the transition to community mailboxes will be especially hard on seniors and people living with mobility and health challenges and could undermine their ability to live independently; and,

Whereas, the transition to community mailbox delivery will have a negative impact on existing communities requiring increased maintenance for litter pick-up, snow and ice control, graffiti cleaning, vandalism repair and potentially cause parking and traffic issues resulting in higher costs for the municipality;

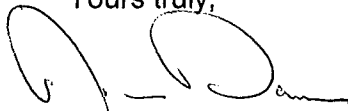
THEREFORE BE IT RESOLVED THAT:

Prior to Canada Post making efforts to replace the door to door mail delivery service with community mailboxes within our boundaries, the City of Brampton requires:

1. Canada Post to conduct public engagement sessions with impacted communities for all concerned residents; and
2. The public engagement sessions are to be hosted by the local Member of Parliament (M.P.) and Canada Post representatives to discuss the transition and what kind of postal services City of Brampton residents need; and
3. That the City of Brampton will not endorse Canada Post's actions prior to the consultation process being satisfactorily completed; and
4. That in the event that Canada Post proceeds with removing the door to door mail delivery in the City of Brampton in spite of the opposition of City Council, the City of Brampton will have complete approval over where any future community mailboxes will be located and all costs for maintenance in and around the mailboxes will be borne by Canada Post; and
5. That the City of Brampton send a letter to Deepak Chopra, Chief Executive Officer, Canada Post, to inform Canada Post that the City of Brampton supports the existing delivery system and wishes to retain this valuable service for our communities; and,
6. That the City of Brampton send a copy of this motion to the Honourable Lisa Raitt, Minister Transport, Peel Regional Council, and all other municipalities in the Region of Peel and the GTA for endorsement and to the Association of Municipalities of Ontario, the Federation of Canadian Municipalities of Ontario, all Peel Region M.P.s and M.P.P.s".

And further, that a copy of this resolution be forwarded to the Honourable Lisa Raitt, Minister of Transport; the Association of Municipalities of Ontario; the Federation of Ontario Municipalities; all Peel Region M.P.s and M.P.P.s; the City of Mississauga; the City of Brampton and the Town of Caledon.

Yours truly,



Frank Dale
Regional Chair

FD:jw

c: Russ Powers, President, Association of Municipalities of Ontario
Brock Carlton, Chief Executive Officer, Federation of Canadian Municipalities
Eve Adams, MP, Mississauga-Brampton South
Stella Ambler, MP, Mississauga South
Brad Butt, MP, Mississauga-Streetsville
Bob Dechert, MP, Mississauga-Erindale
Parm Gill, MP, Brampton-Springdale
The Honourable Bal Gosal, MP, Bramalea-Gore-Malton
Wladyslaw Lizon, MP, Mississauga East-Cooksville
Kyle Seebach, MP, Brampton West
David Tilson, MP, Dufferin-Caledon
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Sylvia Jones, MPP, Dufferin-Caledon
Amrit Mangat, MPP, Mississauga-Brampton South
Jagmeet Singh, MPP, Bramalea-Gore-Malton
The Honourable Charles Sousa, MPP, Mississauga South
The Honourable Harinder Takhar, MPP, Mississauga-Erindale
Harinder Mahli, MPP, Brampton-Springdale
Peter Fay, Clerk, City of Brampton
Crystal Greer, Clerk, City of Mississauga
Carey de Gorter, Clerk, Town of Caledon



Office of the Chair

RECEIVED

MAR 18 2015

TOWN OF CALEDON
CLERK'S DEPARTMENT

March 6, 2015

The Honourable Lisa Raitt
Minister of Transport
Place de Ville, Tower C, 29th Fl
330 Sparks St., Mail Stop: XA
Ottawa, ON, K1A 0N5

Dear Ms. Raitt:

Subject: Region of Peel Resolution Regarding Canada Post Door to Door Service

Resolution No. 2015-105	
CLERK'S DEPARTMENT	
TO	
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For Your Information	
Council Agenda	✓
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I am writing to advise that Peel Regional Council approved the following resolution at its meeting held on February 26, 2015:

That the position of the three area municipalities within the Region of Peel with respect to Canada Post Door to Door Delivery Services be endorsed;

And further, that prior to Canada Post making efforts to replace the door to door mail delivery service with community mailboxes within the Region of Peel, the Region of Peel requires that:

1. Canada Post conduct public engagement sessions with impacted communities for all concerned residents; and,
2. Public engagement sessions be hosted by the local Members of Parliament (M.P.s) and Canada Post representatives to discuss the transition and what kind of postal services Region of Peel residents need; and,
3. The Region of Peel will not endorse Canada Post's actions prior to the consultation process being successfully implemented; and,
4. In the event that Canada Post proceeds with removing door to door mail delivery in the Region of Peel, in spite of the opposition of Regional Council, the Region of Peel and its area municipalities will have complete approval over where any future community mailboxes will be located and all costs for maintenance in and around the mailboxes will be borne by Canada Post;

And further, that the Regional Chair send a letter to Deepak Chopra, Chief Executive Officer, Canada Post, to inform Canada Post that the Region of Peel supports the existing delivery system;

And further, that a copy of this resolution be forwarded to the Honourable Lisa Raitt, Minister of Transport; the Association of Municipalities of Ontario; the Federation of Canadian Municipalities; all Peel-area M.P.s and M.P.P.s, the Cities of Brampton and Mississauga and the Town of Caledon.

Yours truly,



Frank Dale
Regional Chair

FD:jw

c: Russ Powers, President, Association of Municipalities of Ontario
Brock Carlton, Chief Executive Officer, Federation of Canadian Municipalities
Eve Adams, MP, Mississauga-Brampton South
Stella Ambler, MP, Mississauga South
Brad Butt, MP, Mississauga-Streetsville
Bob Dechert, MP, Mississauga-Erindale
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Harinder Mahli, MPP, Brampton-Springdale
Peter Fay, Clerk, City of Brampton
Crystal Greer, Clerk, City of Mississauga
Carey de Gorter, Clerk, Town of Caledon

From: Essaji, Tasneem (MTO) [<mailto:Tasneem.Essaji@ontario.ca>]
Sent: Wednesday, March 18, 2015 11:09 AM
To: Community Transportation Pilot Grant Program (MTO)
Subject: Notification re: Application to the Community Transportation Pilot Grant Program

Dear Applicant,

The Ministry of Transportation and the Ontario Seniors Secretariat launched the Community Transportation Pilot Grant Program on November 25, 2014 to assist municipalities across Ontario in initiating community transportation projects.

I regret to inform you that your project was not selected for funding. The Province received 54 applications from all regions of Ontario, and there were many thoughtful, innovative, and well-planned proposals of coordinated transportation service that would help communities of all sizes improve access to transportation for seniors, persons with disabilities, low-income earners, youth, job seekers, and many others with mobility needs.

It was a very difficult decision to select the applications for funding among so many worthy projects. The Ministry and evaluators from the Ontario Seniors Secretariat, the Ministry of Health and Long-Term Care, and the Ministry of Agriculture, Food and Rural Affairs selected applications that best met program objectives, represented the diversity of Ontario's communities and regions, and which proposed a range of coordinated transportation delivery models.

I want to thank you for applying to the Program, and for your interest and commitment to furthering transportation access for your community. We are pleased by the positive response the Program has generated across the Province. While no final decisions have been made, at the end of the pilot MTO will evaluate the grant program and projects to determine the effectiveness of funding coordinated community transportation as a means to addressing transportation challenges in the future.

Sincerely,

Tasneem Essaji
Manager, Municipal Transit Policy Office

Tasneem Essaji
Manager, Municipal Transit Policy Office
Ministry of Transportation
777 Bay St., 30th Floor
Telephone: 416-585-6312
Fax: 416-585-7343
Email: Tasneem.Essaji@ontario.ca

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2015-XXX-042

A by-law to grant assistance to eligible property Owners who are elderly residents or persons with disabilities and to repeal By-laws 2010-028 and 2011-023.

WHEREAS Subsection 365(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (hereinafter called the “*Act*”), authorizes a local municipality to pass a by-law to provide for the cancellation, reduction or refund of taxes for eligible property Owners whose taxes are considered by Council to be unduly burdensome, as defined in the by-law;

AND WHEREAS the Council of The Corporation of the Town of Caledon shall give notice to the Regional Municipality of Peel in accordance with Subsection 365(2) of the *Act*, of the fact that it has passed a by-law in accordance with Subsection 365(1) of the *Act*;

AND WHEREAS the Council of The Corporation of the Town of Caledon deems it desirable and in the public interest to enact such a by-law;

NOW THEREFORE the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

1. In this by-law,

“late payment charges” means penalties and interest applied for non-payment of taxes in accordance with the *Act* and Town of Caledon by-law 2011-058

“Owner” means a person liable to assessment, in accordance with the provisions of the *Assessment Act* in respect of real property located within the geographic boundaries of the Town of Caledon

“personal residence” means the residence ordinarily inhabited by the Owner

“spouse” has the same meaning as in Part III of the *Family Law Act*

“Town” means The Corporation of the Town of Caledon

“Treasurer” means the Treasurer or his/her designate of The Corporation of the Town of Caledon

2. An Owner is an eligible Owner for the purpose of this by-law if:

(1) The person, or their spouse, is at the time of making the application:

(a) 65 years of age or older and eligible for and in receipt of the guaranteed income supplement authorized under Part II of the *Old Age Security Act (Canada)*; or

(b) eligible for and in receipt of an allowance, benefits or income support as a person with a disability under the *Ontario Disability Support Program Act, 1997*;

and,

(c) the person has been an Owner for at least one year immediately preceding the date of the application.

3. A property is an eligible property for the purposes of this by-law if:

(1) for the purposes of the *Assessment Act*, it is classified in the residential or farm property class; and

(2) it is the principal residence within the meaning of the *Income Tax Act*, of an Owner of the property or of the spouse of an Owner; and

- (3) every Owner of the property is either an eligible person or the spouse of an eligible person.
4. Upon receipt of an application submitted in accordance with Sections 5, 6, 7, 8 and 9 of this by-law, the Treasurer is authorized and directed to provide eligible Owners(s) of eligible property located within the geographic boundaries of the Town of Caledon a tax rebate of the four hundred fifty dollars (\$450.00) in respect of real property taxes imposed by the Town on the eligible property in respect of which the tax rebate is claimed.
 5. Applications shall be in a form approved by the Treasurer and shall include such supporting material as may be required by the Treasurer.
 6. Applications must be submitted by an eligible Owner to the Treasurer on or before December 31st of each year for which a tax rebate is claimed.
 7. A separate application for a tax rebate is required to be completed for each year in respect of which a rebate is claimed.
 8. An application may not be submitted by an Owner in respect of more than one property in any year.
 9. No more than one application may be approved in respect of a property in any year.
 10. The rebate, when approved, shall be credited to the applicant's property tax account without interest. Late payment charges that have been applied to the applicant's property tax account in advance of a rebate having been credited to the account shall not be cancelled, reduced or refunded.
 11. Should any section, clause or provision of this by-law be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of the by-law as a whole or any part thereof, other than the part which was declared to be invalid.
 12. That By-law 2010-028 and By-law 2011-023 be hereby repealed.

**READ THREE TIMES AND FINALLY
PASSED IN OPEN COUNCIL
THIS 24th DAY OF MARCH, 2015.**

Rob Mezzapelli, Acting Mayor

Carey deGorter, Clerk

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2015-XXX-047

A by-law to authorize the filing of complaints with the Assessment Review Board for the 2015 taxation year.

WHEREAS the Council of The Corporation of the Town of Caledon may complain in writing to the Assessment Review Board that the current value or the classification of the person's land or another person's land is incorrect;

AND WHEREAS The Council of The Corporation of the Town of Caledon deems it in the public interest to file a complaint in writing with the Assessment Review Board in respect of certain properties and their 2015 assessment;

NOW THEREFORE the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

1. The filing of complaints by the Treasurer to the Assessment Review Board in respect of the 2015 assessments of the lands described in Schedule A to this by-law hereinafter referred to as "the complaints" be hereby authorized.
2. The actions of the Treasurer, the consultants and staff in filing and serving of the complaints on or before March 31, 2015 are hereby ratified and confirmed.
3. The Treasurer is hereby authorized
 - a) To retain MTE Paralegal Professional Corporation and to designate appropriate consultants or staff, as her representatives for the purposes of conducting the complaints before the Assessment Review Board, and
 - b) To pay the costs of conducting the complaints, including the filing fees of the Assessment Review Board, the fees and disbursements of any consultants and any costs awarded by the Assessment Review Board.

**READ THREE TIMES AND FINALLY
PASSED IN OPEN COUNCIL
THIS 24th DAY OF MARCH, 2015.**

Rob Mezzapelli, Acting Mayor

Carey deGorter, Clerk

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2015-XXX-048

A by-law to establish the Caledon Hearing Tribunal, the rules to govern its procedures and to amend By-law 98-155, as amended.

WHEREAS Section 23.1 of the *Municipal Act, 2001* (the “Act”), as amended, permits a municipal Council to delegate its powers and duties under the Act or any other Act, to an independent Tribunal;

AND WHEREAS pursuant to section 15.1(3) of the *Building Code Act*, as amended, it states that a by-law may be passed by the council of a municipality relating to property standards provided that an official plan that includes provisions relating to property conditions is in effect in the municipality;

AND WHEREAS the Official Plan for The Corporation of the Town of Caledon includes provisions relating to property conditions;

AND WHEREAS the Council for The Corporation of the Town of Caledon adopted a by-law to establish standards for the maintenance and occupancy of property in the Town of Caledon;

AND WHEREAS the Council for The Corporation of the Town of Caledon (the “Town”) deems it necessary to establish the Caledon Hearing Tribunal (“the Tribunal”) to separate its quasi-judicial functions from its legislative and executive functions;

AND WHEREAS Council adopted Resolution 2015-007 regarding the establishment of a Hearing Tribunal;

NOW THEREFORE, the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

DEFINITIONS

1. In this by-law:

“**Agent**” means, in respect of a Hearing, counsel or licensed paralegal, or any other individual authorized to represent one or all of the parties to the appeal, including the Town and/or the Appellant;

“**Appellant**” means an Applicant or Licensee that has filed a Notice of Appeal requesting a Hearing before the Tribunal in accordance with the Business Licensing By-law, Animal Control By-law or Property Standards By-law;

“**Chair**” means the Chair of the Tribunal;

“**Council**” means the Council of The Corporation of the Town of Caledon;

“**Document**” includes files, photograph(s), map(s), plan(s), survey(s), sound recordings, videotapes, and any information recorded or stored by any means;

“**Hearing**” means an appeal hearing before the Caledon Hearing Tribunal;

“**Licensee**” means the holder of a licence issued pursuant to the provisions of the Town’s Business Licensing By-law(s), as amended;

“Member(s)” means the person(s) appointed by Council to be a member(s) of the Tribunal;

“Notice of Decision” means a written Decision made by the Tribunal, issued to the parties;

“Notice of Appeal Hearing” refers to the Notice issued to the parties of the Appeal, setting out the date, time and location of the Hearing;

“Quorum” means a majority of the members including the Chair for the purposes of transacting the Tribunal’s business;

“Town” means The Corporation of the Town of Caledon;

“Tribunal” means the Caledon Hearing Tribunal;

“Tribunal Coordinator” means the member of Town staff who has been assigned to perform the administrative tasks required by the Tribunal, on behalf of the Town Clerk and includes the position Secretary for the purposes of an appeal of an order issued pursuant to the Property Standards By-law;

CALEDON HEARING TRIBUNAL

2. The Caledon Hearing Tribunal is hereby established.
3. The Tribunal shall be composed of five citizen Members who shall be appointed by Council by by-law.
4. In appointing a Member, Council shall consider the following:
 - (1) the Member must be a resident of the Town of Caledon;
 - (2) the Member must not be an employee of the Town of Caledon;
 - (3) preference will be granted to applicants with law, land-use planning or agricultural background; and
 - (4) preference will be given to applicants with previous committee or tribunal experience.
5. The Member’s term on the Tribunal shall coincide with the term of Council that appointed him or her.
6. A Member shall not be appointed for more than three (3) consecutive terms of Council (for a total of 12 years). Any interim appointments are not to be included in the consideration of the total term of appointment of the Member.
7. The Tribunal shall meet as often as is necessary for the expedient resolution of appeals in accordance with its Rules and Procedures, attached as Schedule “A” to this by-law.

TRIBUNAL CHAIR

8. At its first meeting, the Members shall appoint one Member as the Chair.
9. When the Chair is absent the Tribunal shall appoint another Member to act as Chair for that meeting.

10. The Chair will:
 - (1) call the Hearings to order;
 - (2) preside over the appeals heard by the Tribunal;
 - (3) enforce the observance of order and decorum during all Hearings;
 - (4) give direction to the Tribunal Coordinator and Town staff; and
 - (5) direct the administrative duties and functions of the Tribunal.
11. If the Chair resigns, either as Chair or as Member, before the end of the term, the Tribunal shall appoint another Member as Chair for the balance of the current term, or until a successor is appointed.

JURISDICTION

12. The Tribunal shall hear appeals pursuant to the following Town by-laws:
 - (1) the Business Licensing By-law;
 - (2) the Animal Control By-law; and
 - (3) the Property Standards By-law.

MINUTES OF APPEAL HEARING

13.
 - (1) The Tribunal Coordinator shall prepare minutes of the Hearing without note or comment.
 - (2) The minutes of the Hearing shall include the decision or order made in accordance with the Town's by-laws by the Licence Issuer, Animal Control Officer or Property Standards Officer and the Notice of Decision of the Tribunal.

OFFICE AND VACANCIES OF THE TRIBUNAL MEMBERS

14. Subject to paragraphs 15 of this by-law, a vacancy on the Committee shall occur if a Member is absent for three (3) successive Hearings without confirmation from Council.
15. A Member who is unable to carry out his/her duties through illness or otherwise shall provide a note to the Town Clerk advising of the absence and the anticipated date of return. The Town Clerk shall notify Council and Council shall then confirm the absence or deem the seat vacant. Upon Council's confirmation, a Member may be absent from his/her seat for three (3) successive Hearings from the date of his/her notice of illness or otherwise.
16. In an election year, if a vacancy should occur, the seat may remain vacant until Council has completed its membership appointment for the new term.
17. Members requesting a temporary leave of absence or intending to resign from the Tribunal should provide adequate written notice to the Tribunal Coordinator prior to such action.

RULES OF PROCEDURE

18. The Rules of Procedure of the Tribunal are attached as Schedule “A” to this by-law and form part of this by-law.

MEMBERS’ HONOURARIUM

19. The per diem for the Members of the Tribunal shall be as set out in Schedule “B” attached to this by-law and forming part of this by-law.

TITLE

20. This by-law may be called the “Caledon Hearing Tribunal By-law”.

AMENDMENT

21. By-law 98-155 is amended by deleting Section 5 in its entirety and renumbering the subsequent sections.
22. This by-law comes into force on the date of its passing.

**READ THREE TIMES AND FINALLY
PASSED IN OPEN COUNCIL
THIS 24th DAY OF MARCH, 2015.**

Rob Mezzapelli, Acting Mayor

Carey deGorter, Clerk

**SCHEDULE “A”
TO BY-LAW 2015-XXX**

**RULES OF PROCEDURE
to Govern the Proceedings of the Caledon Hearing Tribunal**

**PART 1
APPLICATION OF RULES**

GENERAL

1. These Rules apply to all Hearings before the Tribunal, subject to the Town’s Business Licensing By-law, Animal Control By-law, Property Standards By-law, *Statutory Powers Procedure Act*, *Building Code Act*, 1992 and any other applicable legislation.
2. The Tribunal may, at any time, as it deems necessary, dispense with compliance with any Rule, save and except those prescribed as mandatory by the *Statutory Powers Procedure Act* and any other legislation governing the Tribunal.
3. These Rules shall be liberally construed to secure the just, most expeditious and cost-effective determination of every proceeding on its merits.
4. Where a party to an appeal has not complied in full with any Rule, the Tribunal may:
 - (1) adjourn the proceeding until satisfied that such Rule has been complied with; or
 - (2) take any other step as it considers just and reasonable.
5. A party to a proceeding may be represented by an Agent.
6. Hearings shall be held at the Town of Caledon Town Hall at 6311 Old Church Road, Caledon, unless otherwise specified in the Notice of Hearing.
7. The Tribunal Coordinator shall administer oaths and affirmations for the purpose of any of a Hearing.

**PART 2
TRIBUNAL HEARINGS**

RECORD OF TRIBUNAL HEARINGS

8. The Tribunal Coordinator shall record by electronic method the Hearings of the Tribunal.
9. Other than the Tribunal Coordinator, no person shall take or attempt to take a photograph, motion picture, audio recording or other record capable of producing visual or aural representations by electronic means or otherwise at a Hearing before the Tribunal that is open to the public, without the Tribunal's consent.

VOTING

10. All actions taken by the Tribunal shall be voted on and the decision made by majority vote.

11. Members, including the Chair, may vote on all motions and other questions submitted at a Hearing.
12. In the case of a tie vote, the motion or question shall be deemed to have been lost.

QUORUM FOR MEETINGS

13. (1) A majority of the Members must be present to achieve quorum for a Hearing.

(2) If no quorum is present 30 minutes after the time appointed for the commencement of the Hearing, the Tribunal Coordinator shall cancel the Hearing and shall reschedule the Hearing in accordance with these Rules.
14. Notwithstanding Subsection 11(1), when the number of Members who refrain from participating in debate of a matter, or voting by reason of having declared an interest according to the provisions of the *Municipal Conflict of Interest Act*, leaves a remaining number of Members that does not make quorum, the remaining Members will be deemed to constitute quorum, provided that not less than two (2) Members to remain present to continue the Hearing.

PART 3 NOTICE REQUESTING AN APPEAL

NOTICE

15. An appeal is commenced by the filing of a Notice of Appeal in the form approved by the Town Clerk, in accordance with the provisions of:
 - (1) the Business Licensing By-law, if it is an appeal from a decision of the Licence Issuer;
 - (2) the Animal Control By-law, if it is an appeal from an order of the Animal Control Officer; and
 - (3) the *Building Code Act, 1992*, if it is an appeal from an order of the Property Standards Officer.
16. The Notice of Appeal shall be provided to the Town Clerk before close of business on the last day for appeals by personal delivery.
17. A complete Notice of Appeal shall include:
 - (1) a copy of the decision or order giving rise to the appeal;
 - (2) a statement setting out the grounds for the appeal;
 - (3) the name, telephone number, email address and address for service of the Appellant or Agent;
 - (4) the original signature of the Appellant or Agent;
 - (5) a notice regarding Hearing accommodations (i.e. language, visual or audial impairment etc.); and
 - (6) payment of the non-refundable appeal fee as set out in the Town's Fees By-law.

18. Where a Notice of Appeal is not complete, the Town Clerk shall refuse the Notice of Appeal and shall inform the Appellant of the documentation required in order to complete the Notice of Appeal.
19. If a Notice of Appeal is received after the appeal deadline the Town Clerk shall refuse the Notice of Appeal and shall advise the Appellant in writing that:
 - (1) the appeal is denied based on the late filing; and
 - (2) the decision or order under appeal is final and binding.

PART 4 NOTICE OF HEARING

SCHEDULING OF HEARING

20. Within sixty (60) days of receipt of a complete Notice of Appeal by the Town Clerk:
 - (1) the Tribunal Coordinator shall contact the Members to advise them of the Appeal and to confirm quorum for the next Hearing date; and
 - (2) the Tribunal Coordinator shall schedule a Hearing, and shall give reasonable notice to the required parties.
21. The Notice of Hearing shall contain:
 - (1) the time, place and purpose of the Hearing;
 - (2) a reference to the statutory authority under which the hearing will be held; and
 - (3) a statement that if the Appellant or Agent does not attend at the Hearing, the Tribunal may proceed in the Appellant's absence and the Appellant will not be entitled to any further notice in the proceeding.

AGENDA

22. The Tribunal Coordinator shall compile an Agenda for each Hearing to include all appeals to be dealt with at that Hearing date.
23. The Tribunal Coordinator shall provide a copy of the agenda for each Hearing to the Members and Counsel for the Tribunal at least seven (7) days prior to the Hearing date.
24. A copy of the Agenda may be posted to the Town's website.

BOOK OF EVIDENCE

25. The Tribunal Coordinator shall prepare a Book of Evidence for each Appeal to be distributed to the required parties.
26. A copy of the Book of Evidence for each Hearing shall be provided to the Members and Counsel for the Tribunal on the date of the Hearing.

WITHDRAWAL OF APPEAL

27. An appeal may be withdrawn prior to the Hearing date by filing a letter of withdrawal with the Town Clerk as soon as reasonable.

28. If the Town Clerk receives a withdrawal of appeal prior to the Hearing date, notice of cancellation of that particular Hearing shall be sent to all persons who received the Notice of Hearing.

EFFECT OF NON-ATTENDANCE AT A HEARING

29. Where Notice of a Hearing has been given to a party and the party does not attend at the Hearing, the Tribunal may proceed in the absence of the party and the party is not entitled to any further notice in the proceeding.

PART 5 FILING DOCUMENTS

FILING DOCUMENTS

30. If an Appellant intends to make use of any written or documentary evidence at the Hearing, the Appellant shall provide ten (10) copies of the documents personally to the Town Clerk no later than three (3) clear days before the Hearing date.
31. The Tribunal Coordinator shall distribute copies of the Appellant's documents to the required parties.
32. The Appellant shall include with the documents a statement of his or her address, telephone number, email address and the name of the proceeding to which the document relates.

PART 6 ADJOURNMENTS

ADJOURNMENTS

33. A Hearing may be adjourned at the discretion of the Tribunal upon its own motion or upon the motion of a party where that party satisfies the Tribunal that the adjournment is required to permit an adequate Hearing to be held.
34. In deciding whether to grant an adjournment, the Tribunal may consider one or more of the following factors:
- (1) the sufficiency of the reasons advanced for the request to adjourn;
 - (2) the timeliness of the request;
 - (3) the resources of the Tribunal;
 - (4) the prejudice to the parties;
 - (5) whether any adjournments have been granted previously;
 - (6) the consent of the parties; and
 - (7) any other relevant factor.
35. The Tribunal may grant adjournments on such terms and conditions as it considers advisable.
36. The Tribunal may, in its discretion, refuse an adjournment even though the parties consent.

PART 7

LEGAL ADVICE TO TRIBUNAL MEMBERS

37. Members of the Tribunal holding a Hearing shall not have taken part, before the Hearing, in any communication directly or indirectly in relation to the subject-matter of the Hearing, with any person, or with any party or Agent, except upon notice to and with opportunity for all parties to participate, but the Tribunal may seek legal advice from Counsel to the Tribunal and, in such case, the nature of the advice should be made known to the parties in order that they may make submissions as to the law.

PART 8 WITNESSES

ORDER FOR WITNESS STATEMENTS

38. The Tribunal may order a party to the Hearing to provide witness statements or summary of the evidence witnesses will give, including expert witnesses.

RIGHTS OF PARTIES TO EXAMINE WITNESSES

39. A party to a proceeding may, at a Hearing:
- (1) call and examine witnesses and present evidence and submissions; and
 - (2) conduct cross-examinations of witnesses at the Hearing to the extent reasonably required for a full and fair disclosure of all matters relevant to the issues in the Hearing.

SUMMONS TO WITNESS

40. The Tribunal may issue a summons to a witness on its own initiative or upon request of a party in accordance with the *Statutory Powers Procedures Act*.

ABUSE OF PROCESS

41. The Tribunal may make such orders or give such directions in proceedings before it as it considers proper to prevent abuse of its processes.
42. The Tribunal may reasonably limit further examination or cross-examination of a witness where it is satisfied that the examination or cross-examination has been sufficient to disclose fully and fairly all matters relevant to the issues in the proceeding.
43. The Tribunal may exclude from a Hearing anyone, other than a person licensed under the *Law Society Act*, appearing on behalf of a party or as an Agent if it finds that such person is not competent to properly represent or to advise the Party or witness or does not understand and comply at the Hearing with the duties and responsibilities of an advocate or adviser.

PART 9 HEARING PROCEDURES

OPENING PROCEDURES

44. The Chair shall call the Hearing to order and read an opening statement outlining the procedure and format of the Hearing process.
45. The Chair will read out the proceedings listed on the Agenda.

STATEMENTS

46. Where a Member has any direct or indirect pecuniary interest pursuant to the Municipal Conflict of Interest Act, in any proceeding that is before the Tribunal, the Member,
 - (1) shall, prior to any consideration of the Appeal, disclose the interest and the general nature thereof;
 - (2) shall recuse him or herself from the Hearing of that Appeal; and
 - (3) shall not attempt in any way whether before, during or after the Hearing to influence the decision of the Tribunal.

MOTIONS

47. The Tribunal will hear motions regarding any Hearing listed on the Agenda.
48. The Tribunal will hear motions for adjournment requests prior to the commencement of any Hearing.
49. If a party brings a motion regarding a proceeding not listed on the agenda, the Tribunal may decide to hear the motion at that time or order that it be brought at a later date.

ORDER OF PRESENTATION

50. Subject to any motions previously adopted by the Tribunal, the Chair will indicate that the Tribunal will now hear the first appeal on the agenda.
51. The Chair requests that the Parties to an appeal to identify themselves, including any witnesses who intend to give evidence on behalf of either Party to the appeal.
52. The Town may make an opening statement.
53. The Appellant may make an opening statement.
54. The Town is requested to present the decision or order of appealed from, related evidence and witnesses.
55. The Appellant may cross-examine each of the Town's witnesses and the Town may re-examine those witnesses.
56. The Tribunal Members may ask questions of any witness, through the Chair.

APPELLANT'S PRESENTATION OF THE APPEAL

57. The Appellant may present evidence with respect to the appeal of the decision or order.
58. The Tribunal will allow the Appellant to complete their presentation before asking any questions, unless clarification is required before the presentation is completed.
59. The Tribunal may, through the Chair, ask questions of the Appellant or any of his or her witnesses to clarify any evidence presented.
60. The Town may cross-examine the Appellant or his or her witnesses and the Appellant may re-examine those witnesses.

OTHER REPRESENTATIONS; RIGHT OF REPLY

61. After the Appellant's presentation, the Tribunal will hear from anyone else who wishes to make representations before the Tribunal pertaining to the matter.
62. Persons giving evidence are subject to questions by the Tribunal, the Appellant or the Appellant's Agent, and the Agent for the Town.
63. The Town's Agent has the right of reply on matters which could not have been anticipated prior to hearing the Appellant's evidence.

CLOSING STATEMENTS

64. At the conclusion of all evidence presented, both parties are entitled to make final submissions to the Tribunal.

TRIBUNAL DECISION

65. The Tribunal may recess any time to consider its final decision or any interim decision during the Hearing.
66. If the Tribunal requires, it may meet move into Closed Session upon adoption of the required motion, to deliberate and/or to draft a Notice of Decision or to consult with Counsel for the Tribunal. The Tribunal shall give a written decision or may reserve its decision.
67. If the decision is reserved the Chair will advise the Appellant that the Appellant will be notified by registered mail of the Tribunal's decision.
68. The decision of the Tribunal is final and binding.

NOTICE OF DECISION

69. The Tribunal Coordinator will forward notice of the Tribunal's decision within five (5) days of the making of the decision to all persons who received Notice of the Hearing and to everyone who appeared before the Tribunal at the Hearing.
70. The written decision set out in the Notice of Decision shall be signed by all Members of the Tribunal that took part in the Hearing and shall contain written reasons to support the decision.
71. The Notice of Decision shall contain a record of the proceedings, compiled by the Tribunal Coordinator, which shall include:
 - (1) list of persons present;

- (2) list of witnesses and for whom they testified;
- (3) any interlocutory orders made by the Tribunal; and
- (4) all documentary evidence filed with the Tribunal, subject to any limitations expressly imposed by any other *Act*.

**Schedule “B”
To By-Law BL-2015-XXX**

Honoraria to Members of the Caledon Hearing Tribunal

1. Each Member other than the Chair who participates in a Hearing date under this by-law shall be paid an honorarium of \$55.00 per day.
2. The Chair who participates in a Hearing date shall be paid an honorarium of \$60.00 per day.

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2015-XXX-051

A by-law to appoint members to the Caledon
Hearing Tribunal

WHEREAS Section 23.1 of the *Municipal Act, 2001* (the “Act”), as amended, permits a municipal Council to delegate its powers and duties under the Act or any other Act, to an independent Tribunal;

AND WHEREAS on March 10, 2015, Council adopted Resolution 2015-007 to establish the Caledon Hearing Tribunal;

NOW THEREFORE, the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

1. That following citizens are hereby appointed as members of the Hearing Tribunal to hold office from March 24, 2015 to November 30, 2018:

- Tony Bosco
- George W. Jenney
- Jiulia Franceshinis
- Joseph Galena
- Fernando Zambito

**READ THREE TIMES AND FINALLY
PASSED IN OPEN COUNCIL
THIS 24th DAY OF MARCH, 2015.**

Rob Mezzapelli, Acting Mayor

Carey deGorter, Clerk

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. BL-2015-XXX-009

A by-law to confirm the proceedings of the Council for The Corporation of the Town of Caledon at its Council Meeting held on the 24th day of March, 2015

WHEREAS it is deemed appropriate that the proceedings of the Council for The Corporation of the Town of Caledon be confirmed and adopted by by-law;

NOW THEREFORE the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

1. The actions of the Council for The Corporation for the Town of Caledon at its Council meeting held on the 24th day of March, 2015, in respect to each motion and resolution passed and other action taken by the Council for The Corporation of the Town of Caledon at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. The Mayor, the Clerk and all other proper officers of The Corporation of the Town of Caledon are authorized and directed to do all things necessary to give effect to the actions of the Council for The Corporation of the Town of Caledon referred to in Section 1 of this By-law.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary to implement the actions of the Council for The Corporation of the Town of Caledon referred to in Section 1 of this By-law and to affix thereto the seal of The Corporation of the Town of Caledon.

**READ THREE TIMES AND FINALLY
PASSED IN OPEN COUNCIL
THIS 24th DAY OF MARCH, 2015.**

Rob Mezzapelli, Acting Mayor

Carey deGorter, Clerk