

MINUTES

GENERAL PURPOSE & ADMINISTRATION COMMITTEE

**Monday, November 4, 2024
UXBRIDGE COUNCIL CHAMBERS
51 TORONTO STREET S. UXBRIDGE, ONTARIO**

COUNCIL PRESENT: MAYOR DAVE BARTON

**BRUCE GARROD, REGIONAL COUNCILLOR
PAM BEACH, COUNCILLOR
GORDON SHREEVE, COUNCILLOR
ZED PICKERING, COUNCILLOR
WILLIE POPP, COUNCILLOR
TODD SNOOKS, COUNCILLOR**

STAFF PRESENT:

**KRISTI HONEY, CAO
DEBBIE LEROUX, DEPUTY CAO/DIRECTOR OF
LEGISLATIVE SERVICES/CLERK
TOBI LEE, DIRECTOR OF FINANCE/TREASURER
EMILY ELLIOTT, DEPUTY CLERK
AMANDA FERRARO, DIRECTOR OF COMMUNITY
SERVICES
HILARY WILLIAMS, DIRECTOR OF BY-LAW AND
ANIMAL CONTROL
COURTNEY CLARKE, DIRECTOR PUBLIC WORKS,
PARKS AND TRAILS
KATLYN JONES, MUSEUM MANGER AND CURATOR
COLLEEN BASKIN, UXBRIDGE URBAN PROVINCIAL
PARK PROJECT MANAGER
SIERRA MILLER, COMMUNICATIONS OFFICER
CARLY SOMERS, DEPUTY TREASURER
CODY MORRISON, CHIEF PLANNING OFFICIAL
ROCHELLE SILVA, LEGISLATIVE ASSISTANT, CLERK'S
DEPARTMENT**

1. CALL TO ORDER

Mayor Barton called the meeting of the General Purpose and Administration Committee to order at 10:00 a.m.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There was none.

3. REVIEW OF ITEMS NOT LISTED ON THE AGENDA

Deputy Clerk Emily Elliott announced one in-camera item noted on the addendum.

4. ANNOUNCEMENTS

4.1 Regional Councillor Bruce Garrod

Councillor Garrod had no announcements.

4.2 Councillor Zed Pickering

Councillor Pickering spoke to the Mini Forest initiative with the Uxbridge Rotary Club which planted 600 trees this weekend, with 100 volunteers.

Councillor Pickering also commented on the Ladies Night hosted by the BIA where 50% of visitors were from outside of town. Councillor Pickering offered congratulations to the BIA for their work on this event.

4.3 Councillor Todd Snooks

Councillor Snooks announced that there are several events happening over the next couple of months, including:

- Santa Claus Parade with BIA as well as Mrs. Claus photo hut on November 16, 2024
- Christmas Home Tour with the Uxbridge Rotary Club on Sunday November 17, 2024
- Uxbridge Holiday Trail on Dec 6th and 7th from 5:00 p.m. - 8:00 p.m.
- Holiday Market in the Arena Community Room, Sunday's November 3rd to December 8th from 10:00 a.m. - 3:00 p.m.
- Fantasy of Lights with the Uxbridge Optimist Club starts December 7th to January 4th, 6:00 p.m. - 9:30 p.m.

Councillor Snooks encouraged everyone to shop local for holiday gifts.

Councillor Snooks also spoke about the Legion Branch 170 Remembrance Dinner on Saturday November 2, 2024 as well as the flag raising at Town Hall before today's meeting and wanted to give thanks to our veterans.

4.4 Councillor Pam Beach

Councillor Beach provided a reminder that on Saturday November 28, 2024 there will be photos with Santa at the Goodwood Hall Between 4:30 p.m. - 7:30 p.m., and pets are welcome between 7:00 p.m. - 7:30 p.m.

4.5 Councillor Gordon Shreeve

Councillor Shreeve announced that this Friday November 8, 2024 from 5:30 p.m. - 7:30 p.m. the Zephyr Lions Club will be hosting a spaghetti dinner at the Sandford Community Centre. The cost will be \$15.00 for adults and \$5.00 for children.

Councillor Shreeve also announced that at the Celebrate Agriculture Gala held on October 25, 2024, Durham Farm Connections presented the Family Farm Award to the Tindall Family. Congratulations to the Tindall Family.

4.6 Councillor Willie Popp

Councillor Popp thanked Councillor Pickering and Councillor Snooks for their work with the Mini Forest and the Remembrance Day events.

Councillor Popp also spoke to the Uxbridge Secondary School Remembers event this Friday November 8, 2024 and encouraged those who are able to attend to do so.

Councillor Popp reminded everyone for Remembrance Day on Monday November 11, 2024 there will be commemorations here in the community followed by a reception at the Legion afterwards.

4.7 Mayor Dave Barton

Mayor Barton had no announcements.

5. PRESENTATIONS

There were none.

6. DELEGATIONS

There were none.

Moved by: Councillor Popp

THAT Finance and Emergency Services Committee, Heritage, Arts and Community Programs Committee, Parks, Facilities and Tourism Committee, Environment and Sustainability Committee and Public Works and Active Transportation Committees be opened and closed.

Carried.

12. PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

The Planning and Economic Development Committee convened at 10:15 a.m.

Councillor Snooks assumed the Chair for this portion of the meeting.

12.1 CORRESPONDENCE

12.1.1 Municipality of Clarington

re PDS- 043 -24 New Provincial Planning Statement, 2024 and Proposed Ontario Regulation for Additional Residential Units; Overview and Comments

Moved by: Mayor Barton

THAT correspondence from the Municipality of Clarington regarding PDS- 043 -24 New Provincial Planning Statement, 2024 and Proposed Ontario Regulation for Additional Residential Units; Overview and Comments be received for information;

AND THAT the correspondence be forwarded to the Planning Department.

Carried

12.2 REPORTS TO COMMITTEE

There were none.

12.3 UNFINISHED BUSINESS

There were none.

12.4 OTHER BUSINESS

There was none.

The Planning and Economic Development Committee adjourned at 10:16 a.m.

13. ADMINISTRATION AND SPECIAL PROJECTS COMMITTEE

The Administration and Emergency Services Committee convened at 10:16 a.m.

Regional Councillor Garrod assumed the Chair for this portion of the meeting.

13.1 CORRESPONDENCE

There were none.

13.2 REPORTS TO COMMITTEE

13.2.1 Report CAO - 12/24 of Kristi Honey, Chief Administrative Officer

re Recruiting Film Production to the Township of Uxbridge

Moved by: Councillor Popp

THAT Report CAO 12/24 of Kristi Honey, as amended, be received for information;

AND THAT General Administration & Special Projects Committee support staff's time investment in seeking to recruit film production in the Township of Uxbridge by preparing a package for film personnel and improving filming location information on the Township website;

AND THAT Township staff create a "Film Locations Trail" tourism experience;

AND THAT as a pilot, fund additional staff time (up to 10 hours per week) [\$9,000] to support the administration of film permits, resident communications and notifications, road closures, and facility booking administration funded through operational surplus created from facility booking rentals;

AND THAT through a job competition process led by the CAO, recruit a consultant as a Filming Location Agent for the Township of Uxbridge on a pilot basis at a rate of 8% commission on the facility and/or location booking of Township-owned properties;

AND THAT the CAO ensure the consultant is onboarded and covered under our agreements and insurance and provided keys/access codes to all identified Township facilities for the sole purpose of showing potential film scouts and personnel filming locations;

AND THAT CAO Honey report back in 6 months on progress and plan to extend the pilot for a full year.

Carried

13.2.2 Report BL- 10/24 of Hilary Williams, Director By-law/Animal Services

re BL-10/24 By-law 2024 3rd Quarter Report

Moved by: Councillor Pickering

THAT Report BL-10/24 from Hilary Williams, Director of By-law/Animal Services, A/Director of Development Services, be received for information.

Carried

13.2.3 Report BG - 06/24 of Bruce Garrod, Regional Councillor

re Request to Update Veteran Street Name List and Implementation of Uniform Street Signs with Inclusion of a Poppy Symbol

Regional Councillor Garrod noted a correction to the report, being that there are 21 names, not 25. Regional Councillor Garrod also explained that letters of thanks will be signed by Mayor Barton and Council, not Mayor Barton and Regional Councillor Garrod as indicated in the report.

Mayor Barton suggested that veterans associated with a particular hamlet be prioritized accordingly. Regional Councillor Garrod suggested that this recommendation be taken back to the Legion and the Region, as well as discussed with Clerks regarding policy.

Moved by: Councillor Popp

1. THAT Report BG-06/24 of Bruce Garrod, Regional Councillor, be received for information;
2. AND THAT the list of Veteran's names provided in this report be used in the sequence indicated above for future street naming in the Township of Uxbridge, and that this list replace the current Veteran Street name list;
3. AND THAT Public Works establish a street sign standard which shall incorporate the Poppy symbol for Veteran Street signs, which is to be installed on all newly established streets and any replacement street signs as required;
4. AND THAT Public Works investigate budget impact to apply the new standard to replace existing street signs that currently include Poppys in the design;
5. AND THAT a letter of thanks be sent, jointly by the Mayor and Council, to Peter Viney, Gloria Eng, Carol Pearcey and Tish MacDonald for their efforts creating

the list of names which will create a legacy that will honour local Veterans for generations.

WE WILL REMEMBER THEM

Carried

13.3 UNFINISHED BUSINESS

There were none.

13.4 OTHER BUSINESS

There was none.

The Administration and Emergency Services Committee adjourned at 10:41 a.m.

14. IN CAMERA

14.1 A proposed or pending acquisition or disposition of land by the Municipality

Moved by: Councillor Pickering

THAT the General Purpose and Administration Committee go into "In Camera" at 10:41 a.m. as the matters to be discussed concern items regarding:

- A proposed or pending acquisition or disposition of land by the Municipality.

Carried.

Moved by: Councillor Beach

THAT the General Purpose and Administration Committee rise from in-camera at 10:57 a.m. with no business to report.

Carried

15. ADJOURNMENT

Moved by: Regional Councillor Garrod

THAT the November 4, 2024 General Purpose and Administration Committee meeting be adjourned at 10:58 a.m.

Carried

MAYOR

CLERK