



Agenda
Committee of Council
The Corporation of the City of Brampton

Date: Wednesday, October 23, 2024

Time: 9:30 a.m.

Location: Hybrid Meeting - Virtual Option & In-Person in Council Chambers – 4th Floor – City Hall

Members:

Mayor Patrick Brown (ex officio)

Regional Councillor R. Santos Wards 1 and 5

Regional Councillor P. Vicente Wards 1 and 5

Regional Councillor N. Brar Wards 2 and 6

Regional Councillor M. Palleschi Wards 2 and 6

Regional Councillor D. Keenan Wards 3 and 4

Regional Councillor M. Medeiros Wards 3 and 4

Regional Councillor P. Fortini Wards 7 and 8

City Councillor R. Power Wards 7 and 8

Regional Councillor G. Toor Wards 9 and 10

Deputy Mayor H. Singh Wards 9 and 10

For inquiries about this agenda, or to make arrangements for accessibility accommodations for persons attending (some advance notice may be required), please contact:
Sonya Pacheco, Legislative Coordinator, Telephone 905.874.2178, TTY 905.874.2130
cityclerksoffice@brampton.ca

Note: Meeting information is also available in alternate formats upon request.

1. Call to Order

2. Approval of Agenda

3. Declarations of Interest under the Municipal Conflict of Interest Act

4. Consent

The Meeting Chair will review the relevant agenda items during this section of the meeting to allow Members to identify agenda items for debate and consideration, with the balance to be approved as part of the Consent Motion given the items are generally deemed to be routine and non-controversial.

5. Announcements

6. Public Delegations

6.1 Delegation from Rayz-N, Public Relations Officer Toronto and Ontario, Bikers Against Child Abuse (B.A.C.A.), re: Bikers Against Child Abuse (B.A.C.A.) Organization

6.2 Delegation from Sharon Vandrish, CEO, Human Aid Canada, re: Funding of Trauma Support Workers at Victims' Services of Peel

6.3 Delegation from Divy Nayyar, CEO, Nexa, re: Transforming Workforce Development in Brampton with Nexa

6.4 Delegation from Munisha Manocha and Vikas Sharma, Festival Director, Trimurti Events, re: Request to Waive Charges related to a Public Religious Festival

6.5 Delegation from Thomas Wong, Thanuja Ahilraj, Gordon So, Julian Lai, Tim Wong, Guinness Event Organizing Committee, Inclusive Momentum Inc., re: Presentation of Guinness World Record Certificate of Appreciation

6.6 Delegation from Shahzada Benazir Akhtar, Chairman, Amjid Iqbal, Co-Organizer, and Yogita, Project Manager, World Trade Developers Inc., re: Lifestyle Expo Business and Investors Conference

6.7 Delegations re: Human Trafficking and Exploitation of International Students

1. Gurpreet S. Malhotra, CEO, Indus Community Services
2. Dr. Sukhjeevan Singh Chattha
3. Dani Mills, Director, Outreach Services, Our Place Peel - nCourage, Peel's Anti-Human Trafficking Integrated Services Hub
4. Bob Hackenbrook, Detective Sergeant in charge of the Vice Unit, Peel Regional Police

(See Item 10.3.2)

- 6.8 Delegation from Andrine Johnson, CEO, Embrace: Agency to End Violence, and Jannies Le, Executive Director, Armagh House, re: Wrapped in Courage Flag Raising
- 6.9 Delegation from Sylvia Roberts, Brampton resident, re: Involuntary Treatment and Mental Health Care Access in Brampton
- 6.10 Delegation from Harpreet Singh Gill, Principal, KMSchool, re: Request for Deferral of Development Charges for an Additional School Building Project

7. Government Relations Matters

- 7.1 Staff Update re: Government Relations Matters

To be distributed prior to the meeting

8. Corporate Services Section

(Deputy Mayor Singh, Chair; Councillor Kaur Brar, Vice Chair)

- 8.1 Staff Presentations
- 8.2 Reports
 - 8.2.1 Staff Report re: Annual Review of Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention Policies

Recommendation

- 8.2.2 Staff Report re: Salary Administration Policy - Annual Reporting – January 1 to December 31, 2023

To be received

8.2.3 Staff Report re: 2025 Interim Tax Levy

Recommendation

8.2.4 Staff Report re: 2024 Second Quarter Operating Budget Forecast

To be received

8.3 Other/New Business

8.4 Correspondence

8.5 Councillors Question Period

8.6 Public Question Period

5 Minute Limit (regarding any decision made under this section)

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9. Public Works and Engineering Section

(Councillor Vicente, Chair; Councillor Keenan, Vice Chair)

9.1 Staff Presentations

9.2 Reports

9.2.1 Staff Report re: Downtown Transit Hub Project - Update

Downtown Transit Hub (Bus Terminal) Preliminary Design, Transit and Rail Project Assessment Process (TRPAP), Project Update

To be received

(See Item 9.4.1)

9.2.2 Staff Report re: Timing Traffic Signals and Pedestrian Crossings at Intersections – All

Wards (RM 43/2022, RM 42/2023)

To be received

9.2.3 Staff Report re: Residential Bollard Report (RM 9/2024, RM 32/2024)

Recommendation

9.2.4 Staff Report re: Traffic By-law 93-93 – Administrative Update

Recommendation

9.2.5 Staff Report re: Budget Amendment – Fire Station 215 Construction Project – Ward 10

Recommendation

9.2.6 Staff Report re: Request to Begin Procurement – Widening and Reconstruction of Goreway Drive between Cottrelle Boulevard and Humberwest Parkway – Ward 8

Recommendation

9.2.7 Staff Report re: Request to Begin Procurement – Countryside Drive from Regional Road 50 to 700 m west of Coleraine Drive (Phase I) – Ward 10

Recommendation

9.3 Other/New Business

9.3.1 Minutes - Environment Advisory Committee - October 1, 2024

To be approved

9.4 Correspondence

9.4.1 Correspondence from Peter Jakovcic, Vice President, Land Development, Tribute (Railroad Street) Limited, dated October 11, 2024, re: Downtown Brampton Transit Hub (Bus Terminal) Preliminary Design and Business Case Study

Comments on Transit Project Assessment Process (TPAP)

(See Item 9.2.1)

9.5 Councillors Question Period

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10. Community Services Section

(Councillor Santos, Chair; Councillor Kaur Brar, Vice Chair)

10.1 Staff Presentations

10.2 Reports

10.2.1 Staff Report re: Safe Public Spaces for All: Addressing Encampments in the City of Brampton (RM 55/2024)

Recommendation

10.3 Other/New Business

10.3.1 Discussion Item at the request of Regional Councillor Santos re: Process for Responses to Service Brampton (311) Complaints

10.3.2 Notice of Motion re: Addressing Exploitation and Prostitution of International Students

Moved by Regional Councillor Santos

Whereas:

Local issues and action taken

- Brampton is home to thousands of financially vulnerable international students who study locally in Brampton or in other municipalities across the province/country
- Many international students have become victims of “false hope” through student visa and college enrollment scams

- International students soon discover after arriving in Canada, that the local cost of living may exceed their financial means and many education institutions (private and public) do not assist students adequately to integrate, particularly as it relates to housing, leaving international students vulnerable to exploitation as discussed at Committee of Council on September 4, 2023
- Exploitation and human trafficking of international student girls have resulted in unwanted pregnancies, abortions, mental health and addictions issues and suicide
- The City of Brampton and the Region of Peel have been working within municipal jurisdiction to address the exploitation through the development of an International Students Charter, Residential Rental Licensing Pilot (RRL), established an International Student Collaborative, and an anti-human sex trafficking strategy
- Peel Regional Police's Human Trafficking team was one of the first established in the province, with a total of 20 members with a variety of service providers and crown attorneys to identify, pursue, and charge human traffickers, and increase awareness, education and specialized human trafficking intervention training for targeted groups like international students
- Post-Secondary Institution's orientation sessions only scratch the surface with regards to what students should know/expect when they arrive in Canada and lack vital information related to protecting oneself from exploitation and what their rights are as an international student in Canada
- Survivors of human trafficking require specialized, trauma-informed, community-based supports to help them heal and rebuild their lives, and to reduce the risk of re-exploitation
- Peel Region currently provides some supports to international students, however, many Regional programs are not accessible due to federal and provincial eligibility criteria excluding people without Canadian citizenship or permanent residency or who are refugee claimants
- Many international students who are being exploited choose not to access support at their educational institutions because of fear of deportation, expulsion from school, and a lack of culturally sensitive support programs

Other orders of government

- Despite local efforts, the City of Brampton and Peel Region are reacting to this inherited problem with limited to no jurisdiction to address its root causes and significantly limited financial resources to respond to the consequences
- Legislative jurisdiction over international student visas and accountability of public and private post-secondary institutions, reside with the federal and provincial governments for example (but not limited to):
 - Provincial Ministry of Colleges and Universities could do more to mandate support and programs for international students and regulate private colleges

- The federal government recently capped legal off-campus work for international students to 24 hours, which may be putting financially vulnerable students at further risk of exploitation and
- Federal legislation is weaponized and used against international students by traffickers due to specific conditions to deport like “sex work”

Therefore Be It Resolved That:

1. With feedback from post-secondary partners located in Brampton or elsewhere, staff report back on additional incentives that may support the development of safe affordable student housing, including improvements to the RRL; and

2. The City of Brampton and the International Students Collaborative encourage other post secondary institutions outside of Brampton, with students who live in Brampton, to endorse the guiding principles of Brampton’s International Students Charter

3. The City of Brampton support the Region of Peel’s continued work with the International Students Collaborative to better understand the impact of recent policy changes on students by developing a comprehensive Advocacy Strategy in Peel

4. That the City of Brampton advocate to the federal and provincial government through official correspondence and follow-up with a meeting with appropriate Ministers (Federal: IRCC and Housing, Provincial: Colleges and Universities, and Labour, Immigration, Training and Skills Development, etc.)

i) to endorse the guiding principles of Brampton’s International Students Charter

ii) to establish clear responsibility for public and private post-secondary institutions in providing formal orientation for international students looking to study in Canada, including increasing awareness of legal, employment, access to health care, interpersonal violence and housing rights, before arriving in the country

iii) to have student visa requirements require place of residence in addition to place of study and provide policy or financial incentives for the development of safe and affordable student housing

iv) continue advocacy requesting that the province double the heads and beds levy and base the levy on the student’s place of residence, to ensure additional funding is available to municipalities who provide municipal services for international students residing in their municipality

v) to strengthen regulations for private colleges as it relates to recruitment and education standards of international students

vi) for legislative changes related to student visas, such as removing “sex work” as a condition to deport

vii) to increase working hours to 40 hours/week so students can access legal work from employers

viii) to expand funding eligibility to allow international students to access existing Regional and community programs and supports in Peel Region

ix) to provide dedicated funding for a three-year pilot to develop a wrap-around support hub, which is community-focused with anti-human trafficking services and supports designed for (and by the community) and culturally-responsive to provide settlement, housing, employment, and mental health supports along with human trafficking assessment and referral for international students attending post-secondary institutions

x) to increase accountability of post-secondary institutions to develop formal pathways to dedicated anti-human sex trafficking services such as nCourage, Peel safe house and transitional house to support access to safe, reliable, trauma-informed services, and provide the necessary legislative and financial support for increased access to such services

xi) to strengthen regulations and continue investigations of immigration consultants providing fraudulent acceptance letters and engaging in other fraudulent activity related to international students

xii) to clearly identify and raise awareness of existing pathways international students can legally obtain permanent residency in Canada

5. The City of Brampton support efforts from Peel Regional Police to:

- Participate in intelligence-led joint forces investigations team from police agencies across Ontario
- Enhancing the use of Major Case Management tools for missing persons and human trafficking investigations by investing in software development to enable national access to databases across the country. This will assist in meeting specific needs of human trafficking investigators and analysts
- Continue to participate in intelligence-led joint forces investigations team from police agencies across Ontario

6. That this motion and any related or follow-up correspondence be forwarded to:

- Federal Ministers of Immigration, Refugees, and Citizenship and Housing (and other relevant Ministries)
- Provincial Minister(s) of Colleges and Universities, and Labour, Immigration, Training and Skills Development (and other relevant Ministries)
- Local MPs and MPPs
- FCM and AMO
- Region of Peel Council

(See Item 6.7)

10.4

Correspondence

10.5 Councillors Question Period

10.6 Public Question Period

5 Minute Limit (regarding any decision made under this section)

During the meeting, the public may submit questions regarding recommendations made at the meeting via email to the City Clerk at cityclerksoffice@brampton.ca, to be introduced during the Public Question Period section of the meeting.

11. **Legislative Services Section**

(Councillor Santos, Chair; Councillor Palleschi, Vice Chair)

11.1 Staff Presentations

11.2 Reports

11.3 Other/New Business

11.3.1 Minutes - Accessibility Advisory Committee - September 10, 2024

To be approved

11.4 Correspondence

11.5 Councillors Question Period

11.6 Public Question Period

5 Minute Limit (regarding any decision made under this section)

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12. **Economic Development Section**

(Regional Councillor G. Toor, Chair; Regional Councillor R. Santos, Vice Chair)

12.1 Staff Presentations

12.2 Reports

12.2.1 Staff Report re: Multi-Year Sponsorship and Naming Rights Agreements: Algoma University and Great Gulf

Recommendation

12.3 Other/New Business

12.4 Correspondence

12.5 Councillors Question Period

12.6 Public Question Period

5 Minute Limit (regarding any decision made under this section)

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13. **Referred Matters List**

Note: In accordance with the Procedure By-law and Council Resolution, the Referred Matters List will be published quarterly on a meeting agenda for reference and consideration. A copy of the current Referred Matters List for Council and its committees, including original and updated reporting dates, is publicly available on the City's website.

Current number of referred matters as of the last Council meeting (October 16, 2024)
= 47

14. **Public Question Period**

15 Minute Limit (regarding any decision made at this meeting)

During the meeting, the public may submit questions regarding recommendations made at the meeting via email to the City Clerk at cityclerksoffice@brampton.ca, to be introduced during the Public Question Period section of the meeting.

15. **Closed Session**

Note: A separate package regarding these agenda items are distributed to Members of Council and senior staff only.

15.1 Development Approvals Process Technology Assessment

Open Meeting exception under Section 239 (2) (k) of the Municipal Act, 2001:

A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

15.2 Verbal Update - Lease Negotiations

Open Meeting exception under Section 239(2) (c) and (k) of the Municipal Act, 2001:

A proposed or pending acquisition or disposition of land by the municipality or local board; and, a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

15.3 Verbal Update - Labour Negotiations

Open Meeting exception under Section 239 (2) (d) of the Municipal Act, 2001:

Labour relations or employee negotiations.

16. Adjournment

Next Regular Meeting: Wednesday, November 13, 2024

Delegation Request

For Office Use Only:

Meeting Name:

Meeting Date:

Please complete this form for your request to delegate to Council or Committee on a matter where a decision of the Council may be required. Delegations at Council meetings are generally limited to agenda business published with the meeting agenda. Delegations at Committee meetings can relate to new business within the jurisdiction and authority of the City and/or Committee or agenda business published with the meeting agenda. **All delegations are limited to five (5) minutes.**

Attention: City Clerk's Office, City of Brampton, 2 Wellington Street West, Brampton ON L6Y 4R2

Email: cityclerksoffice@brampton.ca Telephone: (905) 874-2100 Fax: (905) 874-2119

Meeting: City Council Planning and Development Committee
 Committee of Council Other Committee:

Meeting Date Requested: 16 Oct 2024

Agenda Item (if applicable):

Name of Individual(s): Rayz-N

Position/Title:

Public Relations Officer Toronto and Ontario

Organization/Person being represented:

Bikers Against Child Abuse (B.A.C.A.)

Full Address for Contact:

Telephone:

Email:

Subject Matter to be Discussed:

B.A.C.A. (a not for profit organization in 19 countries) empowers abused children not to be afraid of the world in which they live. How B.A.C.A. serves the residents of Brampton and the social services groups we work in conjunction with.

Request to Council/Committee:

Awareness. We wish to provide the distinguished Mayor and Council of Brampton information for their ridings. We are another group supported by Children's Aid, Ministry of the Attorney General and we can state MP Shafqat Ali is a big supporter of our work.

Attendance: In-person Remote

A formal presentation will accompany my delegation: Yes No

Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf)

Picture File (.jpg) Video File (.mp4)

Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

Note: Delegates are requested to provide to the City Clerk's Office **well in advance of the meeting date:**

- (i) all background material and/or presentations for publication with the meeting agenda and /or distribution at the meeting, and
- (ii) the electronic file of the presentation to ensure compatibility with corporate equipment.

Submit by Email

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Meeting: City Council Planning and Development Committee
 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:

Request to Council/Committee:

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
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Peel Victim's Services Needs your support





Victims of Crime in Peel - 2023

637 Sexual Violations

2024 = 684

400 Robbery

2024 = 517

1222 Break and Enter

2024 = 1457

482 Impaired Driving

2024 = 482



Second highest Crime in
Brampton is SEXUAL
VIOLATIONS or crimes
committed mostly against
women!

FOR 700,000 people Peel offers this?



Emergency: **9-1-1** [Contact Us](#) [FAQs](#) [Human Rights Project](#) [PRP News](#) [Tra](#)

[Who We Are](#) | [Report It](#) | [Work With Us](#) | [Services](#) | [Safety](#)

Top News: [Peel Regional Police Seizes the Largest Number of Illegal Firearms in its...](#)

- Provide assistance and support to victims.

Victim Services of Peel



Victims of crime or tragic circumstances should be well supported and empowered to make informed choices. Peel Regional Police works in collaboration with Victim Services of Peel in order to provide 24-hour crisis support to persons victimized by crime or tragic circumstance. Services and support are provided regardless of one's race, class, gender, culture, age, ability, or sexual orientation.

The policy of the Peel Regional Police is to protect human life by strongly investigating incidents of domestic/family violence. We support victims through community partnerships designed to improve the quality of life.



Emergency: **9-1-1** [Contact Us](#) [FAQs](#)

[Who We Are](#) | [Report It](#) | [Wo](#)

Top News: [Peel Regional Police Seizes the L](#)

Special Victims Unit

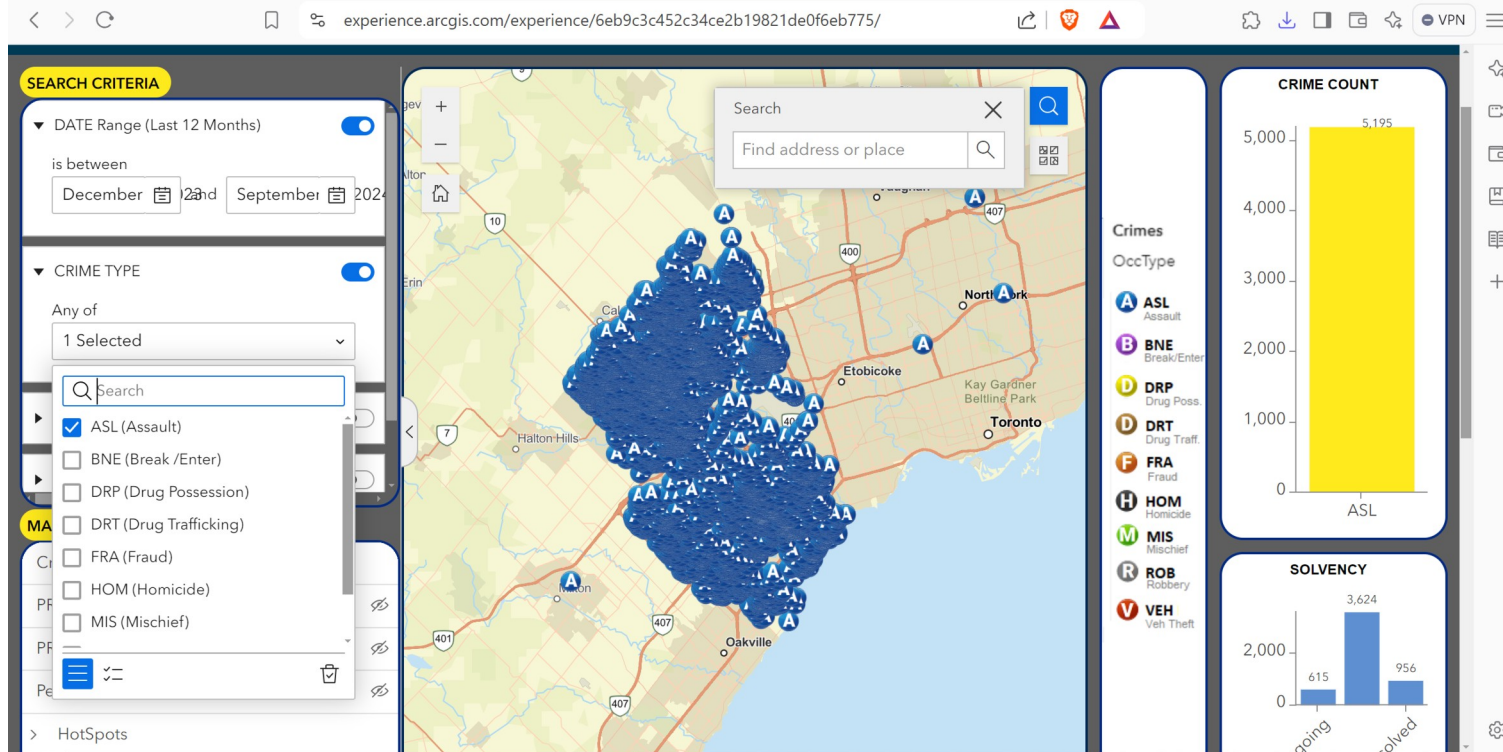
The goal of the Special Victims Unit is to protect and support children by allegations regarding child abuse. It has full cooperation from the Peel Region and the community.

The unit aims to:

- Promote public safety in the areas of child abuse and sexual assault.
- Identify and successfully prosecute offenders.
- Educate and increase public awareness of community concerns.
- Provide assistance and support to victims.

Victim Services of Peel

Assaults in Peel



Violence
Is on the
rise!

The highest # of calls for service involve women



crimes committed against women in Peel Region



All News Images Videos Shopping Web Books More Tools

Peel Police reported that the highest number of 2022 calls for service are **family and intimate partner violence** related. Of the charges that were laid in 2022 for intimate partner violence related incidents, 79% of the victims were women. There were 8 family and intimate partner homicides in Peel Region in 2022.

 Peel Region
<https://www.peelregion.ca/family-intimate-partner-viol...>

[Family intimate partner violence- Region of Peel](#)

 About featured snippets •  Feedback

79%

Of the victims
were WOMEN!!!

Intimate partner violence is an epidemic in Peel

Provincial review

Programs and services ▾

Family and intimate partner violence

It happens mostly to women, and it threatens their basic right to live free of violence.

Intimate partner violence is any pattern of behavior that's used to gain or maintain power and control over an intimate partner. It includes all physical, sexual, emotional, economic, and psychological actions or threats of actions that influence another person.

Intimate partner violence is an epidemic in Peel. It's a widespread and growing public health concern and instances of violence are also more severe. Violence and abuse can lead to poor physical and mental health, serious injuries and even homicide.

In 2022, police in Peel responded to nearly 16,000 incidents of family and intimate partner violence. That's nearly 43 disputes every day or about 2 every hour. That's just what gets reported as most incidents are not reported.

16,000
incidents

2 every HOUR!

START SUPPORTING WOMEN OF VIOLENCE

Trauma support workers are a necessary and invaluable resource for victims of crime in Peel

Providing funded support for victims of the epidemic in Peel is a must for the safety of all women in Brampton.

Reinstate the funding of trauma support workers with Victims Services of Peel

Thank you!



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Meeting: City Council Planning and Development Committee
 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:

Request to Council/Committee: Request Type:

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

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Slide 1: Introduction to Nexa

- Title: Nexa: Transforming Brampton's Career Ecosystem
- Subtitle: A Partnership to Enhance Economic Growth and Job Placement for Brampton Residents
- Overview: Nexa is an AI-driven career services platform built to solve the challenges of outdated career service operations by connecting job seekers with employers, enhancing job placement rates, and streamlining career service processes.
- Call to Action: How Nexa can support Brampton's economic growth and employment rates.

Slide 2: Challenges Facing Brampton

- Title: The Economic Landscape of Brampton
- Key Stats:
- Brampton has 104,530 registered businesses, a growing hub of commerce .
- Unemployment rates are on the rise, reflecting a wider challenge in placing residents in skilled positions .
- A significant percentage of new businesses lack access to job-ready talent, impacting productivity and growth .
- Youth unemployment remains a pressing issue, with many young people struggling to transition into skilled roles after education .
- With 1.9% tax increases below inflation rates , there is pressure to use city resources wisely to boost economic activity without raising taxes further.

Slide 3: Nexa's Solutions for Brampton

- Title: How Nexa Can Solve Brampton's Challenges
- Key Solutions:
- Enhanced Job Placement for Residents: Nexa uses AI-powered tools to match job seekers with local employers more efficiently, reducing friction in the job market and boosting employment rates.
- Real-Time Career Guidance: Nexa helps upskill job seekers, providing real-time feedback on their resumes, interview skills, and more.

- **Employer Collaboration:** Nexa's platform allows employers to post job openings directly to a highly targeted pool of local candidates, making recruitment simpler and more effective.
- **Workforce Analytics:** Detailed data and insights into workforce readiness and gaps, helping the city align training programs to the actual needs of local employers.

Slide 4: Economic Impact of Implementing Nexa

- **Title:** The Economic Upside of Nexa in Brampton
- **Benefits:**
- **Higher Employment Rates:** Connecting job seekers to local businesses will increase job placement rates by 30-50%.
 - **Youth Empowerment:** Career tools specifically targeting Brampton's youth, helping them overcome entry barriers and access training opportunities in local industries.
 - **Business Growth:** Streamlined recruitment processes for local businesses, enabling them to grow faster by finding qualified talent more efficiently.
 - **Educational Partnerships:** Integration with local schools, colleges, and vocational centers to ensure students graduate job-ready.

Slide 5: Nexa in Action

- **Title:** Real Results from Nexa Implementations
- **Case Studies:**
- A bootcamp partner saw a 25% increase in student job placement rates within the first six months of using Nexa.
 - An education center in a neighboring city reduced its administrative workload by 40% through Nexa's automation of career services.
 - Nexa's data-driven insights helped identify key skills gaps, enabling local organizations to tailor training programs that align directly with industry needs.

Slide 6: Nexa's Benefits for Brampton Residents

- **Title:** How Brampton Residents Benefit from Nexa
- **Key Points:**
- **Job Matching:** AI-powered job matching that connects residents with roles tailored to their skills and experience.
 - **Upskilling Opportunities:** Access to training and development resources that align with Brampton's growing industries (e.g., tech, manufacturing).

- Increased Community Engagement: Residents gain confidence and improve their employability with Nexa's real-time, personalized feedback.

Slide 7: Brampton's Economic Vision & Nexa's Role

- Title: Aligning with Brampton's 2040 Vision
- Vision Alignment: Nexa supports Brampton's 2040 Vision by enhancing workforce development, supporting the growth of local industries, and fostering a sustainable economy.
 - Entrepreneurship Support: Nexa integrates with Brampton's Innovation District to provide tailored services for entrepreneurs and startups .
 - Skilled Workforce: By helping residents acquire relevant skills, Nexa will enhance the town's competitiveness in attracting global businesses.

Slide 8: Why Now?

- Title: Why Brampton Needs Nexa Today
- Urgency:
 - Economic Recovery: Post-pandemic, Brampton needs an agile workforce to keep up with economic recovery and industry growth .
 - Youth Employment Crisis: With high youth unemployment, the city must act quickly to provide real tools for success.
 - Aligning with New Developments: As Brampton continues to grow (Lululemon and Magna bringing thousands of jobs), it's crucial that the local talent pipeline is prepared .

Slide 9: Conclusion & Next Steps

- Title: Let's Bring Nexa to Brampton
- Final Call to Action:
 - Nexa can partner with Brampton today to solve real problems for residents, businesses, and the local government.
 - Let's work together to secure Brampton's economic future by empowering job seekers and supporting local employers.

Contact Information

Divy Nayyar | CEO, Nexa

Email: divy@nexaofficial.co

Phone: (647-464-1684)

Delegation Request

For Office Use Only:
Meeting Name:
Meeting Date:

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Attention: City Clerk's Office, City of Brampton, 2 Wellington Street West, Brampton ON L6Y 4R2
 Email: cityclerksoffice@brampton.ca Telephone: (905) 874-2100 Fax: (905) 874-2119

Meeting: City Council Planning and Development Committee
 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:	Penalty notice recieved at a free to public religious festival.
Request to Council/Committee:	After the event, we recieved a penalty notice dated Sept 15 at 11:05pm. Our stage sound was turned off that day at 10:15pm and the sound levels during the whole day was under 85dB. We kindly request the council to delegate a time to us to explain to forgive this penalty.

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

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Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:

Request to Council/Committee:

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

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Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:	To express our sincere gratitude for the support provided by the Economic Department of Brampton in organizing the Lifestyle Expo Business & Investors Conference 2024.
	As we look ahead, we are excited to plan for the Lifestyle Expo Business & Investors Conference 2025. We would like to discuss the possibility of organizing this upcoming event jointly, leveraging our combined strengths to create an even more impactful experience for attendees and participants.

Request to Council/Committee:	To Their Support for Lifestyle Expo Business & Investors Conference 2025 Canada.
--------------------------------------	--

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

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 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact:
 Telephone:
 Email:

Subject Matter to be Discussed:	The negative impact on our community of having International Students and others being trafficked for labour and for sex.
Request to Council/Committee:	That the City of Brampton remain vigilant in supporting agencies, bylaw officers and the police to identify and shut down perpetrators. That the City support Indus Community Services to request special funding from the Federal and Provincial Governments to enable a pilot project that would help

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

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 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:

Request to Council/Committee:

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

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 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact:

 Telephone:
 Email:

Subject Matter to be Discussed:	Impact stories on engagement with IS that have been sexually exploited – impact on their lives (forced/unwanted pregnancy, shame to family back home, discontinuation of school, etc.) Sharing anti-human trafficking dedicated supports in Peel (stats/impact stories)
--	--

Request to Council/Committee:	Increase: Awareness of nCourage, wraparound services hub, safe and transitional houses; Accountability to the Post-Secondary Institutions to have formal pathways to nCourage for access to safe services; Advocacy Support for the International Students Committee on issues such as, hours to work, stipulations to Visa's
--------------------------------------	--

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

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 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:	Human Trafficking enforcement
Request to Council/Committee:	Increase Awareness and Advocacy

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

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Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:

Request to Council/Committee:

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

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Meeting: City Council Planning and Development Committee
 Committee of Council Other Committee:

Meeting Date Requested: Agenda Item (if applicable):

Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:	<input type="text" value="Recent motion on involuntary treatment"/>
Action Requested:	<input type="text" value="Work on improving mental healthcare access in Brampton"/>

A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf)
 Picture File (.jpg) Video File (.avi, .mpg) Other:

Additional printed information/materials will be distributed with my delegation: Yes No Attached

Note: Delegates are requested to provide to the City Clerk's Office **well in advance of the meeting date:**

- (i) 25 copies of all background material and/or presentations for publication with the meeting agenda and /or distribution at the meeting, and
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Name of Individual(s):

Position/Title:

Organization/Person being represented:

Full Address for Contact: Telephone:
 Email:

Subject Matter to be Discussed:	Deferral of Development Charges for the additional school building for which building permit is currently under review
Request to Council/Committee:	to formally request a deferral of the development charges for our school building project located at 11499 The Gore Rd, Brampton. As a unique educational institution, we offer a one-of-a-kind multi-cultural program that integrates multiple ethnic languages and faith-based learning into an authentic Montessori academic program, enriching the educational landscape of our community.

Attendance: In-person Remote
 A formal presentation will accompany my delegation: Yes No
 Presentation format: PowerPoint File (.ppt) Adobe File or equivalent (.pdf) Video File (.mp4) Other:

Additional information/materials will be distributed with my delegation: Yes No Attached

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Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-09-26

Subject: **Annual Review of Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies**

Contact: Cynthia Ogbarmey-Tetteh, Director, Human Resources

Report number: Corporate Support Services-2024-794

RECOMMENDATIONS:

1. That the report from Cynthia Ogbarmey-Tetteh, Director, Human Resources to the Committee of Council Meeting of October 23, 2024, re: **Annual Review of Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies**, be received;
2. That the updated, Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies, as set out in Attachment 1, Attachment 2, and Attachment 3 respectively, be approved;
3. That staff be authorized to implement and administer the policies; and
4. That the Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies, CW 293-2023, dated September 13, 2023 be respectively rescinded.

OVERVIEW:

- **The annual review of the Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies ensures compliance with the *Occupational Health and Safety Act (OHSA)* and provides the opportunity to incorporate best practice and feedback from workplace parties and subject matter experts on an ongoing basis.**
- **The Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies have been updated and continue to demonstrate the City's commitment to a safety culture and workplace free from harassment and violence.**

- **There is no financial impact resulting from the adoption of the recommendations in this report.**

BACKGROUND:

The Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies were reviewed and approved by Committee of Council in 2023 (CW293-2023). These policies respectively set out roles and responsibilities that:

- establish the internal responsibility system – a partnered approach between the City, supervisors and employees to ensure a safe and healthy workplace;
- address *Ontario Human Rights Code* harassment and discrimination, *Occupational Health and Safety Act* (OHSa) workplace harassment provisions (including sexual harassment), and OHSa provisions relating to workplace violence; and
- prevent workplace harassment and violence for the protection of employees.

These policies demonstrate the City of Brampton’s commitment to a psychologically and physically safe and healthy work environment, a workplace free of violence and harassment, and regulatory compliance for a safe and healthy workplace.

The OHSa requires the City of Brampton to review and maintain these policies annually, and the policies are supported by standard operating procedures (programs).

CURRENT SITUATION:

The Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies provide the cornerstones for health and safety at the City. The City conducts an annual review of the policies as required under the OHSa. The current effective date on the policies is September 13, 2023.

For the 2024 annual review cycle, the Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies have been reviewed, in consultation with the:

- Joint Health and Safety Committees (JHSCs)
- Equity Office
- Corporate Policy and Standards
- Internal Legal Counsel

As the policies are reviewed annually, the standard operating procedure that supports the Respectful Workplace and Workplace Violence Prevention policies are under review and will align with the policies’ intent.

CORPORATE IMPLICATIONS:**Financial Implications:**

There is no financial impact resulting from the adoption of the recommendations in this report.

Other Implications:

There are no other implications associated with this report.

STRATEGIC FOCUS AREA:

This report aligns with the strategic focus areas of Government & Leadership, focusing on service excellence with equity, innovation, efficiency, effectiveness, accountability, and transparency in addition to Health & Well-being, focusing on citizens' belonging, health, wellness, and safety.

CONCLUSION:

The report seeks approval from Council on the Occupational Health and Safety, Respectful Workplace, and Workplace Violence Prevention policies to demonstrate the City's commitment to fostering a healthy workplace through a safety culture. Council's approval of the policies also ensures the City's compliance with the *Occupational Health and Safety Act* that requires annual review of these policies.

Authored by:

Reviewed by:

Lisa Dunlop
Manager, Health, Safety & Wellness

Cynthia Ogbarmey-Tetteh
Director, Human Resources

Approved by:

Approved by:

Alex Milojevic
Commissioner, Corporate Support
Services

Marlon Kallideen
Chief Administrative Officer

Attachments:

- Attachment 1 – Occupational Health and Safety Policy HRM-110 2024
- Attachment 2 – Respectful Workplace Policy HRM-150 2024
- Attachment 3 – Workplace Violence Prevention Policy HRM-120 2024

Category: Human Resources

Occupational Health and Safety Policy

Policy Number: HRM-110

Approved by: Council Resolution # Click or tap here to enter text. – Click or tap to enter a date.

Administered by: Human Resources

Effective Date: Click or tap to enter a date.

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1. Background

The City is committed to creating a work environment where all Workers actively play a vital role in their safety, health and well-being through prevention and continuous improvement.

This Policy is supported by accompanying Standard Operating Procedures and should be read in conjunction with the Respectful Workplace Policy, Workplace Violence Prevention Policy, and the Employee Code of Conduct – which is about our values, principles and standards of behaviour that govern our actions.

2. Purpose

The purpose of this Council Policy is to:

- 2.1 Make certain there is a strong system and processes for successfully managing health and safety at the City;
- 2.2 Outline the requirements of acceptable behaviours and actions for a work environment that is physically and psychologically safe and healthy; and,
- 2.3 Comply with the *Occupational Health and Safety Act* and applicable Regulations.

3. Application and Scope

This Council Policy applies to:

- 3.1 Workers (including but not limited to employees, service contractors, students and volunteers); and,
- 3.2 Members of Council.

4. Outcomes

- 4.1 A work environment that is both physically and psychologically safe (absence of harm and / or threat of harm to mental wellbeing) and healthy for all Workers
- 4.2 A culture of managing risks well to prevent illness or injury and shows continuous improvement in safety performance.
- 4.3 A culture of compliance where the City and Workers meet the requirements of the *Occupational Health and Safety Act* and applicable Regulations.

5. Principles

- 5.1 Safety Culture

5.1.1 A Safety Culture means that Workers have the right to a safe and healthy work environment. In an organization with a positive health and safety mindset, Workers share common values, attitudes, perceptions, and practices that affect behaviour, and put health and safety first.

5.2 Strong and Active Leadership

5.2.1 Supervisors take an active role to demonstrate that they take health and safety seriously, acknowledge and address concerns, and embed health and safety in every aspect of the Workplace. Strong leadership and a firm commitment to continuously improving health and safety performance by establishing objectives are the foundations of a strong safety culture.

5.3 Internal Responsibility System

5.3.1 The City, Supervisors and Workers have a direct responsibility for health and safety as an essential part of their job. Each individual takes initiative on health and safety issues and works collaboratively to solve problems and make improvements on an ongoing basis.

6. Policy Statements

6.1 The City is committed to working in collaboration with its Workplace Parties to create a physically and psychologically safe and healthy work environment. This is achieved by complying with the *Occupational Health and Safety Act* and applicable Regulations, and:

6.1.1 Developing, maintaining and promoting relevant policies, standard operating procedures, programs and guidelines;

6.1.2 Ensuring Supervisors are Competent Persons;

6.1.3 Proactively managing risks to prevent Workplace injury, illness or loss to employees, contractors, suppliers, volunteers, and the public;

6.1.4 Providing education, training and competency evaluations to ensure Workers understand and meet their health and safety responsibilities;

6.1.5 Affording Joint Health and Safety Committees assistance in performing their functions and ongoing, timely, two-way communication with them for matters impacting the health and safety of Workers;

6.1.6 Measuring and monitoring progress through audits, inspections, investigations and evaluations; and,

6.1.7 Setting and reviewing OHS objectives for the continual improvement of the OHSMS and OHS performance in support of The Certificate of Recognition (COR®).

7. Roles and Responsibilities

7.1 Senior Leaders (Supervisor, Worker Roles and Responsibilities also apply)

7.1.1 Ensure an Occupational Health and Safety Policy is in place and reviewed at least once, annually, and a program is in place to implement this Policy;

7.1.2 Appoint Supervisors who are Competent Persons and ensure they are held accountable for complying with the *Occupational Health and Safety Act* and applicable Regulations, this Policy and accompanying materials; and,

7.1.3 Provide the resources to develop, implement and support this Policy and accompanying materials.

7.2 Supervisors (Worker Roles and Responsibilities also apply)

7.2.1 Lead by creating and maintaining a safe and healthy Workplace while being a role model for others;

7.2.2 Understand and comply with the *Occupational Health and Safety Act* and applicable Regulations, this Policy and accompanying materials, including the Supervisor Health and Safety Awareness in 5 Steps learning, at minimum;

7.2.3 Post this Policy in a visible location in the Workplace and ensure Workers are able to locate this Policy in the Workplace and digital location;

7.2.4 Ensure Worker awareness of and monitor and enforce compliance with the *Occupational Health and Safety Act*, applicable Regulations, this Policy and accompanying materials;

7.2.5 Require Workers to review this Policy at least once annually;

7.2.6 Provide information, written instruction as needed, training, and supervision to protect Workers;

7.2.7 Identify, assess, communicate and control hazards specific to the work performed;

7.2.8 Advise Workers of any potential or actual danger to their safety or health of which the Supervisor is aware;

7.2.9 Ensure that Workers wear the necessary equipment, clothing and protective equipment and ensure it is maintained in good condition; and,

7.2.10 Take every precaution reasonable in the circumstances for the protection of Workers.

7.3 Workers

- 7.3.1 Contribute to a safe and healthy work environment through acceptable behaviours and actions;
- 7.3.2 Understand, participate in training, and work in compliance with the *Occupational Health and Safety Act* and applicable Regulations, this Policy and accompanying materials,
- 7.3.3 Review this Policy at least once annually;
- 7.3.4 Use or wear the equipment, protective devices or clothing required by their Supervisor;
- 7.3.5 Work and act in a way that will not endanger themselves or anyone else;
- 7.3.6 Report hazards or any contraventions of the *Occupational Health and Safety Act* and applicable Regulations, this Policy and accompanying materials to their Supervisor;
- 7.3.7 Report all Workplace Incidents immediately to their Supervisor; and,
- 7.3.8 Not remove or make ineffective any protective device required by law and accompanying materials.

7.4 Human Resources

- 7.4.1 Prepare, maintain and facilitate the review of this Policy at least once, annually;
- 7.4.2 Develop and maintain a program to implement this Policy in consultation with Workplace Parties, and review the program as often as necessary; and,
- 7.4.3 Provide support and guidance to Supervisors and Workers to ensure compliance with the *Occupational Health and Safety Act* and applicable Regulations, this Policy and accompanying materials.

7.5 Joint Health and Safety Committee

- 7.5.1 Monitor the City's internal responsibility system in accordance with the *Occupational Health and Safety Act*; and,
- 7.5.2 Request reports to conduct periodic reviews of essential health and safety training to monitor compliance.

8. Monitoring and Compliance

- 8.1 Supervisors must monitor their Workers' compliance with this Policy on an ongoing basis.

- 8.2 Operating departments must keep Records to verify compliance with the Policy in the event of periodic reviews by Human Resources.
- 8.3 The Policy must be reviewed at least once, annually by Senior Leaders to ensure its effectiveness and to comply with legislation.
- 8.4 Consequences of non-compliance
 - 8.4.1 Failure to follow this Council Policy may result in regulatory action and immediate corrective action which includes discipline as appropriate, up to and including termination.

9. Definitions

- 9.1 **‘Competent Person’** means a person who,
 - 9.1.1 is qualified because of knowledge, training and experience to organize the work and its performance,
 - 9.1.2 is familiar with the *Occupational Health and Safety Act* and applicable Regulations that apply to the work; and,
 - 9.1.3 has knowledge of any potential or actual danger to health or safety in the Workplace.
- 9.2 **‘Incident’** means an undesired event which could or does result in injury, illness, or damage to people, equipment, or the work environment.
- 9.3 **‘Joint Health and Safety Committee’** means a committee of Workers and supervisory representatives who are mutually committed to improving health and safety conditions in the Workplace. Committees meet on a regular basis to identify potential health and safety issues and bring them to the employer’s attention and conduct Workplace inspections monthly.
- 9.4 **‘Member of Council’** refers to any elected or appointed official on Council, including the Mayor.
- 9.5 **‘Record’** means records that document business transactions, decisions and activities, such as investigation notes, training records, etc.
- 9.6 **‘Senior Leader’** means the Chief Administrative Officer, Commissioners and Department Heads.
- 9.7 **‘Supervisor’** means a person who has charge of a Workplace or authority over a Worker and can include but is not limited to, Members of Council, Senior Leaders, Directors, Managers, Supervisors, and Forepersons.
- 9.8 **‘Volunteer’** means a person who performs tasks and / or services without compensation or expectation of compensation.

- 9.9 **‘Worker’** means a person who performs work (also known as employee) or supplies services for monetary compensation (as defined under the *Occupational Health and Safety Act (OHSA)*). It also includes all secondary or post-secondary students who perform work or supply services for no monetary compensation under a work experience program operated by or approved by a secondary or post-secondary institution.
- 9.10 **‘Workplace’** means any land, premises, location, or thing at, upon, in, or near which a Worker works and may include but is not limited to:
- 9.10.1 physical and virtual work environments (including vehicles)
- 9.10.2 locations visited by Workers while travelling on City related business; or,
- 9.10.3 locations of work-based social gatherings, training, and conference or travel.
- 9.11 **‘Workplace Parties’** means Supervisors, Workers, Joint Health and Safety Committees, unions and associations, service contractors, students and volunteers.

10. References and Resources

This Council Policy should be read and applied in conjunction with the following references and resources as updated from time to time. Please note that some of the following documents may not be publicly available.

10.1 External references

- [*Occupational Health and Safety Act*](#)
- [*O. Reg. 381/15 Noise*](#)
- [*O. Reg. 297/13 Occupational Health And Safety Awareness And Training*](#)
- [*O. Reg. 490/09 Designated Substances*](#)
- [*O. Reg. 474/07 Needle Safety*](#)
- [*O. Reg. 632/05 Confined Spaces*](#)
- [*O. Reg. 278/05 Designated Substance - Asbestos On Construction Projects And In Buildings And Repair Operations*](#)
- [*O. Reg. 385/96 Joint Health And Safety Committees - Exemption From Requirements*](#)
- [*O. Reg. 714/94 Firefighters - Protective Equipment*](#)
- [*O. Reg. 213/91 Construction Projects*](#)
- [*R.R.O. 1990, Reg. 860 Workplace Hazardous Materials Information System \(WHMIS\)*](#)
- [*R.R.O. 1990, Reg. 851 Industrial Establishments*](#)
- [*R.R.O. 1990, Reg. 833 Control Of Exposure To Biological Or Chemical Agents*](#)
- [*Supervisor Health and Safety Awareness in 5 Steps*](#)

10.2 References to related bylaws, Council policies, and administrative directives

- Workplace Violence Prevention Policy HRM-120
- Respectful Workplace Policy HRM-150
- [Code of Conduct for Members of Council](#)

10.3 References to related corporate-wide procedures, forms, and resources

- [Supervisor's Report of Employee Accident Form](#)
- [Confined Space Entry](#)
- [Eye Protection](#)
- [Fire Workplace Injury/Illness Agilepoint Form](#)
- [First Aid](#)
- [Head Protection](#)
- [Hot Work](#)
- [Incident Notification and Investigation](#)
- [Job Hazard Analysis](#)
- [Locates](#)
- [Lockout/Tagout](#)
- [Machine Guarding](#)
- [Multi-Workplace Joint Health and Safety Committee Terms of Reference](#)
- [Pre-Start Health and Safety Review](#)
- [Protective Footwear](#)
- [Refusing Unsafe Work](#)
- [Reporting and Resolving Health and Safety Hazards](#)
- [Smoke-Free Workplace](#)
- [Trenching and Excavating](#)
- [Working at Heights Program](#)
- [WHMIS](#)
- [Workplace Health & Safety Inspection Form](#)
- [Workplace Incident Report Agilepoint Form](#)
- [Workplace Inspections SOP](#)

11. Revision History

Date	Description
2018/05/30	Approved; Replaces Corporate Health and Safety Policy (12.1.1)
2019/11/20	Scheduled Review. Revisions made to make the policy easier to understand and emphasize joint responsibility in the workplace and clarify responsibilities. Amendments approved by Council Resolution No. CW470-2019, C424-2019.

Date	Description
2021/01/20	Scheduled Review. Administrative amendments made to the policy. Amendments approved by Council Resolution No. C082-2021
2022/05/23	Scheduled Review. Administrative amendments made to the Policy. Amendments approved by Committee of Council Resolution CW271-2022. Language on establishing objectives updated to satisfy Certificate of Recognition (COR) Audit. Workplace definition to reflect physical and virtual work environments. Links reviewed and updated.
2023/09/13	Scheduled Review. Administrative amendments made to the Policy.
2024/09/11	Scheduled Review. Administrative amendments made to the Policy.
2025/10/23	Next Scheduled Review.

Category: Human Resources

Respectful Workplace Policy

Policy Number: HRM-150

Approved by: Council Resolution # Click or tap here to enter text. – Click or tap to enter a date.

Administered by: Human Resources

Effective Date: Click or tap to enter a date.

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1. Background

The City is committed to promoting a vibrant, healthy, safe and compassionate work environment where everyone is treated fairly, with respect, Civility, and is free from Harassment or Discrimination.

This Policy is supported by the accompanying Preventing and Addressing Harassment and Discrimination Standard Operating Procedure, and Issue Resolution Process, and should be read in conjunction with the Occupational Health and Safety Policy, Workplace Violence Prevention Policy, and the Employee Code of Conduct – which is about our values, principles and standards of behaviour that govern our actions.

2. Purpose

The purpose of this Council Policy is to:

- 2.1 Define the behaviours that are expected of all City Workers in support of a physically and psychologically safe and healthy work environment; and,
- 2.2 Comply with the City's legislative responsibilities under the Ontario *Human Rights Code*, *Accessibility for Ontarians with Disabilities Act*, and the *Occupational Health and Safety Act* respecting Harassment and Discrimination.

3. Application and Scope

This Council Policy applies to:

- 3.1 Workers (including but not limited to employees, service contractors, students and volunteers);
- 3.2 Members of Council;
- 3.3 Vendors and suppliers; and,
- 3.4 Members of the public (including citizen members of committees).
- 3.5 Exceptions
 - 3.5.1 Workplace Harassment should not be confused with Workplace interactions that are legitimate and reasonable in day-to-day work, including but not limited to:
 - a) Actions to correct performance deficiencies;
 - b) Imposing remedies for Workplace infractions, including discipline; or,

- c) Difference of opinion or difference in perspective on how the work may be organized, performed or improved and where there is no immediate risk of harm or injury.

4. Outcomes

- 4.1 Establish and maintain a physically and psychologically safe and healthy work environment free from Harassment and Discrimination for all individuals.
- 4.2 Workplaces where all individuals are treated with respect, Civility and dignity, in an inclusive, diverse and safe work environment.
- 4.3 Workplaces which are marked by positive experiences championing customer service in a safe and respectful manner.
- 4.4 The City and Workers will comply with the *Ontario Human Rights Code*, *Accessibility for Ontarians with Disabilities Act*, and the *Occupational Health and Safety Act*, with respect to Harassment and Discrimination.
- 4.5 Workplaces that celebrate diversity and foster a sense of belonging in Workers enhancing mutual respect and inclusion of all regardless of race, creed, denomination, gender, orientation, family status, race or sexual identity, etc., as outlined under the [Ontario Human Rights Code](#).

5. Principles

5.1 Respect and Civility

5.1.1 All individuals have the right to work or access services in a positive, healthy, safe and respectful environment. This means that differences in perspective are acknowledged and valued and communications and actions are civil. Respect and Civility are based on showing esteem, dignity, care and compassion for others.

5.2 Shared Responsibility

5.2.1 It is a shared responsibility among all individuals to create a culture where everyone is treated fairly, and with compassion, where differences are acknowledged and valued and where communications and actions are civil.

5.3 Zero Tolerance

5.3.1 Workplace Harassment or Discrimination in any form from any individual will not be tolerated, condoned, or ignored.

6. Policy Statements

- 6.1 The City is committed to work in collaboration with its Workplace Parties and members of the public to create a Discrimination-free, Harassment-free, and Respectful Workplace. This is achieved by complying with Ontario *Human Rights Code*, *Accessibility for Ontarians with Disabilities Act*, and *Occupational Health and Safety Act*, and:
- 6.1.1 Establishing and communicating expectations and behaviours in Policy and Statement of Commitment considered appropriate and inappropriate in City Workplaces and in the delivery of / or access to City services;
 - 6.1.2 Preventing Harassment and Discrimination by actively recognizing and valuing diversity and inclusion, learning conflict resolution and providing essential training for Workers; and,
 - 6.1.3 Addressing inappropriate behaviour wherever the City business is being conducted including early identification and taking corrective actions, as necessary.
- 6.2 The City will not tolerate, ignore, or condone any form of Discrimination, and / or Harassment of any of its Workers in the Workplace by anyone, including other Workers, members of Council, members of the public, customers / clients, volunteers, vendors and suppliers.
- 6.3 Workers will report incidents or complaints of Workplace Harassment and Discrimination to their Supervisor, Human Resources, or any member of management promptly. Where the incident or complaint involves the Worker's Supervisor, the matter may be reported to the next level of management, Human Resources, or any member of management in accordance with their responsibilities.
- 6.4 When a complaint is made to anyone other than Human Resources, the Supervisor or the member of management will promptly advise Human Resources of the complaint.
- 6.5 Supervisors, and/or Human Resources will promptly address, investigate and deal with incidents or complaints to ensure measures and procedures are taken to protect Workers from Harassment and Discrimination in accordance with their responsibilities. See the [Addressing Harassment and Discrimination SOP](#), Section 3) B. for details on the investigation process.
- 6.6 Confidentiality will be maintained wherever possible. Out of respect for Workplace Parties involved, it is essential that the Workplace Parties involved in a complaint or Investigation, maintain confidentiality throughout the process. Information may need to be disclosed to protect Workers, to investigate the incident or complaint, to take corrective action, or otherwise required by law.

- 6.7 All individuals have the right to report or act as a witness, in good faith, incidents or complaints of Harassment or Discrimination without fear of Reprisal. Where it is confirmed that an incident of substantiated Harassment or Discrimination behaviour has occurred, corrective action taken will not be considered a Reprisal.
- 6.8 The City recognizes that involvement in Harassment or Discrimination incidents or complaints may be stressful and emotionally upsetting. All affected individuals are encouraged to seek counselling or rehabilitation from the following support systems:
 - 6.8.1 Employee Assistance Program; and,
 - 6.8.2 Peer Support Network, where available.

7. Roles and Responsibilities

- 7.1 Senior Leaders (Supervisor, Worker Roles and Responsibilities also apply)
 - 7.1.1 Ensure a Respectful Workplace Policy is in place and reviewed at least once, annually, and a program is in place to implement this Policy.
- 7.2 Supervisors (Worker Roles and Responsibilities also apply)
 - 7.2.1 Lead by creating and maintaining a positive, Discrimination-free, Harassment-free, and Respectful Workplace while being a role model for others;
 - 7.2.2 Be aware of what constitutes Harassment and Discrimination and the procedures in place for dealing with incidents or complaints;
 - 7.2.3 Post this Policy in a visible location in the Workplace and ensure Workers are able to locate this Policy in the Workplace and digital location;
 - 7.2.4 Post the Statement of Commitment in areas that are accessible to members of the public;
 - 7.2.5 Ensure Worker awareness of training, and monitor and enforce compliance with this Policy and accompanying program;
 - 7.2.6 Require Workers to review this Policy at least once annually;
 - 7.2.7 In collaboration with Human Resources, support all Workplace Parties involved in resolving incidents or complaints;
 - 7.2.8 In collaboration with Human Resources, facilitate informal resolutions and mediations, as required;

- 7.2.9 Act immediately on observations or allegations of Harassment or Discrimination;
- 7.2.10 Document incidents or complaints reported by the Complainant, or are known or witnessed;
- 7.2.11 Report all incidents or complaints to Human Resources promptly, who will provide support for the intake, tracking, and processing of inquiries, complaints, and Investigations;
- 7.2.12 Address incidents or complaints, collaborate with Human Resources to determine who will investigate further;
- 7.2.13 In collaboration with Human Resources, determine appropriate corrective action to address the incident or complaint;
- 7.2.14 Inform the Complainant and Respondent of Investigation findings and appropriate action taken, as required;
- 7.2.15 Not disclose information provided about the incident or complaint except as necessary to protect the Complainant, to participate in the Investigation (as required), to take corrective action, or otherwise required by law;
- 7.2.16 Take no Reprisal against a person as a result of reporting an incident or complaint or for providing information or participating in an Investigation; and,
- 7.2.17 Monitor situations where Harassment or Discrimination has occurred to ensure that it has stopped.

7.3 Workers

- 7.3.1 Ensure behaviour is respectful and appropriate at all times;
- 7.3.2 Accept responsibility for any actions, reactions, behaviours and impact on others;
- 7.3.3 Understand, participate in training, comply with this Policy and the accompanying program;
- 7.3.4 Review this Policy at least once annually;
- 7.3.5 Report experienced or witnessed incidents or complaints to their Supervisor, Human Resources or any member of management;
- 7.3.6 Where the incident or complaint involves their Supervisor, report the matter to the next level of management, Human Resources, or any member of management;

7.3.7 Document details of Harassment or Discrimination that are experienced or witnessed; and,

7.3.8 Cooperate with Investigations of incidents or complaints.

7.4 Human Resources

7.4.1 Prepare, maintain and facilitate the review of this Policy at least once, annually;

7.4.2 Develop and maintain a program to implement this Policy in consultation with Workplace Parties, and review the program as often as necessary;

7.4.3 Receive all incidents or complaints of Harassment and Discrimination, and support the appropriate party to address and / or investigate in a timely manner, if required;

7.4.4 Facilitate informal resolutions, mediations, and Investigations, as required;

7.4.5 Engage the Harassment / Discrimination Response Team to identify corrective actions for the consistent resolution of incidents or complaints;

7.4.6 Inform the Complainant and Respondent, in writing, of the outcome of the Investigation and the corrective action, if any, that has been / will be taken as a result of the Investigation; and,

7.4.7 Offer Respectful Workplace Program training and other requisite training programs (e.g., Workplace Investigations), as prescribed by the Ontario *Human Rights Code* and *Occupational Health and Safety Act*.

7.5 Joint Health and Safety Committee

7.5.1 Assist in developing and maintaining the program to implement the Respectful Workplace Policy;

7.5.2 Should JHSC become aware of respectful workplace concern, follow reporting procedures; and,

7.5.3 Request reports to conduct periodic reviews of essential health and safety training to monitor compliance.

8. Monitoring and Compliance

8.1 Supervisors must monitor their Workers' compliance with this Policy on an ongoing basis.

8.2 Operating departments must keep Records to verify compliance with this Policy in case of periodic reviews by Human Resources.

8.3 The Policy and the accompanying program must be reviewed at least once, annually by Corporate Leadership Team to ensure its effectiveness and to comply with legislation.

8.4 Consequences of non-compliance

8.4.1 Failure to follow this Council Policy, or if found to have launched a complaint that is false, frivolous, or made in bad faith may result in corrective action which may include:

- a) prohibition from the City property;
- b) having the incident reported to the Police;
- c) termination of employment; and / or,
- d) other action as appropriate.

8.4.2 Members of the public, visitors to the City facilities or individuals conducting business with the City, are expected to adhere to this Policy. This includes refraining from inappropriate behaviour, discriminatory practices and language including racial slurs and hate speech towards Workers, Members of Council, and persons acting on behalf of the City. If inappropriate behaviour occurs, the City will take appropriate action to ensure a Discrimination-free, Harassment-free, and Respectful Workplace. This could include barring the person from the City property, reporting the incident to Police or other actions with vendors or suppliers.

9. Definitions

9.1 **‘Civility’** means the act of showing regard for others, being considerate in your interactions, and recognizing the inherent value of each individual in the Workplace. Workers can demonstrate Civility by:

- promoting positive communication;
- encouraging fair and respectful treatment;
- acknowledging and rewarding polite, courteous and considerate conduct;
- promoting collaboration, teamwork and active listening; and,
- supporting the sharing of opinions and ideas in an open-minded, understanding manner.

9.2 **‘Complainant’** means the individual who is alleging that Harassment or Discrimination has occurred.

- 9.3 **‘Corporate Leadership Team’** means the Chief Administrative Officer, Commissioners and Department Heads.
- 9.4 **‘Discrimination’** means any form of unequal treatment based on one or more Protected Grounds under the Ontario *Human Rights Code* that results in disadvantage, whether imposing extra burdens or denying benefits. It may be intentional or unintentional. It may involve direct actions that are discriminatory on the surface, or it may involve rules, practices or procedures that appear neutral, but have the effect of disadvantaging certain groups of people. Examples include but are not limited to:
- 9.4.1 a Workplace adopts a rule of not hiring women who wish to start a family;
 - 9.4.2 a Workplace instructs staff not to take applications from job seekers from a certain ethnic background; and
 - 9.4.3 a Worker is not promoted because of their race.

See [Section 9.10 definition](#) for a full list of Protected Grounds.

- 9.5 **‘Harassment’** means engaging in a course of vexatious comments or conduct that are known or ought reasonably to be known, to be unwelcome. It can involve words or actions that are known or should be known to be discriminative, offensive, embarrassing, humiliating or demeaning. It can also involve Sexual Harassment (see definition below). Harassment does not include reasonable action taken by an employer or Supervisor relating to the management and direction of Workers or the Workplace. Examples include but are not limited to:
- 9.5.1 Sexual harassment;
 - 9.5.2 Persistent following / stalking;
 - 9.5.3 Verbal abuse or threats;
 - 9.5.4 Persistently disrupting an individual’s work, workspace, equipment or interfering with their personal property;
 - 9.5.5 Jokes, derogatory or dismissive comments based on Protected Grounds;
 - 9.5.6 Gestures that are insulting or belittling;
 - 9.5.7 Circulating, displaying written or pictorial material that is offensive or belittling;
 - 9.5.8 Acts or verbal comments that could mentally hurt or isolate a person in the workplace, such as: spreading malicious rumours, isolating

someone socially or undermining or deliberately impeding a person's work (i.e., bullying);

9.5.9 Pornography, pin-ups, offensive cartoons; and,

9.5.10 Taunts or threats directed toward any individual in relation to an Ontario *Human Rights Code* Protected Ground.

Note: Please consult the Workplace Violence Prevention Policy for any incidents which involve the exercise of, or threat of physical force.

9.6 **'Harassment / Discrimination Response Team'** is comprised of but not limited to relevant Supervisor, relevant operating Department Head if required, Human Resources Business Partner, Labour Relations Advisor, Human Resources Director if required, and Chief Administrative Officer if required, to determine the appropriate corrective action.

9.7 **'Investigation'** means the steps taken that are appropriate in the circumstance to determine whether a violation of the Policy, has on a balance of probabilities, occurred.

9.8 **'Joint Health and Safety Committee'** means a committee of Worker and supervisory representatives who are mutually committed to improving health and safety conditions in the workplace. Committees meet on a regular basis to identify potential health and safety issues and bring them to the employer's attention and conduct workplace inspections monthly.

9.9 **'Member of Council'** refers to any elected or appointed official on Council, including the Mayor.

9.10 **'Member of the Public'** refers to a member of the general population, not a worker or Member of Council.

9.11 **'Ontario Human Rights Code Protected Grounds'**: as amended means the prohibition of actions that discriminate or harass people based on one or more of the following:

9.11.1 Age

9.11.2 Ancestry

9.11.3 Colour

9.11.4 Race

9.11.5 Citizenship

9.11.6 Ethnic origin

9.11.7 Place of origin

- 9.11.8 Creed
- 9.11.9 Disability
- 9.11.10 Family status
- 9.11.11 Marital status (including single status)
- 9.11.12 Gender identity, gender expression
- 9.11.13 Record of offences (in employment only)
- 9.11.14 Sex (including pregnancy and breastfeeding)
 - The City of Brampton is a breastfeeding-friendly organization.
 - The City of Brampton recognizes that some parents would like the option to care for their babies in a comfortable, safe, and private space.
- 9.11.15 Sexual Orientation, and,
- 9.11.16 Any such additional grounds as may be designated as prohibited grounds in the *Ontario Human Rights Code*.

9.12 **‘Record’** includes documented business transactions, decisions, and activities, such as notes, memos, agendas, minutes, training records, etc.

9.13 **‘Reprisal’** means an action, or threat, that is intended as retaliation for claiming or enforcing a right under the *Occupational Health and Safety Act* or the *Ontario Human Rights Code*. Retaliation may be either direct or indirect. Retaliation can include creating a hostile work environment, harassment, demotion, or dismissal.

9.14 **‘Respondent’** means the person who is alleged to be responsible for the Harassment or Discrimination.

9.15 **‘Respectful Workplace’** means a positive, safe, and healthy work environment in which every person is treated with dignity and respect.

9.16 **‘Sexual Harassment’** means engaging in a course of vexatious comment or conduct against a Worker in a Workplace because of sex, sexual orientation, gender identity or gender expression where the course of comment or conduct is known or ought reasonably to be known to be unwelcome. Making sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant, or deny benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

9.17 **‘Statement of Commitment’** means by which the City of Brampton communicates to the members of the public of the Respectful Workplace

Policy and the City's commitment to maintaining a positive, healthy and safe Workplace environment where every person is treated with respect and dignity, is able to contribute fully, has equal opportunities, and is free from Discrimination, Harassment and violence.

- 9.18 **'Supervisor'** means a person who has charge of a Workplace or authority over a Worker and can include, but is not limited to, Members of Council, Corporate Leadership Team, Directors, Managers, Supervisors or Forepersons.
- 9.19 **'Volunteer'** means a person who performs tasks and/or services without compensation or expectation of compensation.
- 9.20 **'Worker'** means a person who performs work (also known as employee) or supplies services for monetary compensation (as defined under the *Occupational Health and Safety Act (OHSA)*). It also includes all secondary or post-secondary students who perform work or supply services for no monetary compensation under a work experience program operated by or approved by a secondary or post-secondary institution.
- 9.21 **'Workplace'** means any land, premises, location or thing at, upon, in or near which a Worker works and may include but is not limited to:
- 9.21.1 physical and virtual work environments (including vehicles);
 - 9.21.2 locations visited by Workers while travelling on City related business;
or,
 - 9.21.3 locations of work-based social gatherings, training, and conference or travel.
- 9.22 **'Workplace Parties'** means Supervisors, Workers, Joint Health and Safety Committees, unions and associations, service contractors, students and volunteers.

10. References and Resources

This Council Policy should be read and applied in conjunction with the following references and resources as updated from time to time. Please note that some of the following documents may not be publicly available.

10.1 External references

- [Occupational Health and Safety Act](#)
- [Ontario Human Rights Code](#)

10.2 References to related bylaws, Council policies, and administrative directives

- [Code of Conduct for Members of Council](#)

- [Council Handbook](#)
- [Council-Staff Relations Policy GOV-140](#)
- [Employee Code of Conduct HRM-100](#)
- [Gender Identity and Expression Protocol HRM-130](#)
- Occupational Health and Safety Policy HRM-110
- Workplace Violence Prevention Policy HRM-120
- [Issues Resolution Process](#)
- [Non-Statutory Religious Observances](#)

10.3 References to related corporate-wide procedures, forms, and resources

- [Addressing Harassment and Discrimination Standard Operating Procedure](#)
- [Multi-Workplace Joint Health and Safety Committee Terms of Reference](#)

11. Revision History

Date	Description
2017/05/17	Amended by Council Resolution No. CW174-2017, C124-2017
2019/11/20	Scheduled Review. Replaces Respectful Workplace Policy 1.3.0. Revisions made to standardize content of policy, make the policy easier to understand and emphasize joint responsibility in the workplace and align with Workplace Violence Policy. Amendments approved by Council Resolution No. CW470-2019, C424-2019
2021/03/24	Scheduled Review. Administrative amendments made to the Policy. Amendments approved by Council Resolution No. C082-2021
2022/05/23	Scheduled Review. Administrative amendments made to the Policy. Amendments approved by Committee of Council Resolution CW271-2022. Language updated to foster diversity and equity. Workplace definition to reflect physical and virtual work environments. Expanded Reprisal definition. Included Investigation definition. Links reviewed and updated.
2023/09/13	Scheduled Review. Administrative amendments made to the Policy. Language includes specific reference to harassment and discrimination to be clear on intent.
2024/09/11	Scheduled Review. Administrative amendments made to the Policy.
2025/10/23	Next Scheduled Review.

Category: Human Resources

Workplace Violence Prevention Policy

Policy Number: HRM-120

Approved by: Council Resolution # Click or tap here to enter text. – Click or tap to enter a date.

Administered by: Human Resources

Effective Date: Click or tap to enter a date.

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1. Background

The City is committed to creating a work environment where everyone plays a vital role in ensuring a safe and healthy Workplace by preventing Workplace Violence.

This Policy is supported by the accompanying Preventing and Addressing Workplace Violence Standard Operating Procedure. This Policy should be read in conjunction with the Occupational Health and Safety Policy, Respectful Workplace Policy, and the Employee Code of Conduct – which is about our values, principles, and standards of behaviour that govern our actions.

2. Purpose

The purpose of this Council Policy is to:

- 2.1 Adopt a proactive approach to preventing Workplace Violence;
- 2.2 Outline the requirements of acceptable behaviours for those who have a role in dealing with Workplace Violence; and,
- 2.3 Comply with the City's legislative responsibilities under the *Occupational Health and Safety Act* respecting Workplace Violence.

3. Application and Scope

This Council Policy applies to:

- 3.1 Workers (including but not limited to employees, service contractors, students, and volunteers);
- 3.2 Members of Council;
- 3.3 Vendors and suppliers; and,
- 3.4 Members of the public (including citizen members of committees)

4. Outcomes

- 4.1 Establish, foster, and maintain a physically and psychologically safe and healthy work environment free from Workplace Violence for all individuals.
- 4.2 Workplaces where all individuals are treated with respect, Civility, and dignity, in an inclusive, diverse, and safe work environment.
- 4.3 The City and Workers will comply with the *Occupational Health and Safety Act* respecting Workplace Violence.

5. Principles

5.1 Violence Free Workplace

5.1.1 All individuals have the right to work or access services in a safe environment free from perceived, actual, attempted, or threatened Workplace Violence.

5.1.2 Workplace Violence is a serious matter and the City will take every reasonable precaution to prevent it.

5.2 Shared Responsibility

5.2.1 It is a shared responsibility between all individuals to create an environment where everyone is able to work without potential or actual threat of Workplace Violence. All individuals should be prepared to actively work together to address Workplace Violence.

5.3 Zero Tolerance

5.3.1 Violent behaviour in the Workplace is unacceptable from anyone. Workplace Violence from any individual will not be tolerated, condoned, or ignored.

6. Policy Statements

6.1 The City is committed to working in collaboration with its Workplace Parties and members of the public to create a Workplace free from Workplace Violence. This is achieved by complying with the *Occupational Health and Safety Act*, and:

6.1.1 Establishing and communicating expectations and behaviours considered appropriate and inappropriate in the City Workplaces and in the delivery of / or access to City services;

6.1.2 Proactively preventing Workplace Violence through assessing the risk of violence;

6.1.3 Training and informing Workers when there is a potential or actual risk of violence from all possible sources, including but not limited to customers, clients, Supervisors, Workers, and Domestic Violence; and,

6.1.4 Investigating incidents, implementing corrective actions, and supporting Workers who are victims of violence, as necessary.

6.2 The City will not tolerate, ignore, or condone any form of Workplace Violence of any of its Workers in the Workplace by anyone, including other Workers, members of Council, members of the public, customers/clients, volunteers, vendors and suppliers.

- 6.3 Confidentiality will be maintained wherever possible. Out of respect for all Workplace Parties involved, the Workplace Parties involved in an incident or investigation must maintain confidentiality throughout the process. Information may need to be disclosed to protect Workers, investigate the incident, take corrective action, or otherwise as required by law.
- 6.4 All individuals have the right to report or act as a witness in good faith, incidents of Workplace Violence without fear of Reprisal, and/or further violence. Where it is confirmed that an incident of Workplace Violence has occurred, corrective action taken will not be considered a Reprisal.
- 6.5 The City recognizes that involvement in Workplace Violence incidents may be stressful and emotionally upsetting. All affected individuals are encouraged to seek counselling or rehabilitation from the following support systems:
 - 6.5.1 Employee Assistance Program; and,
 - 6.5.2 Peer Support Network, where available.

7. Roles and Responsibilities

- 7.1 Senior Leaders (Supervisor, Worker Roles and Responsibilities also apply)
 - 7.1.1 Ensure a Workplace Violence Prevention Policy is in place and reviewed at least once, annually, and a program is in place to implement this Policy.
- 7.2 Supervisors (Worker Roles and Responsibilities also apply)
 - 7.2.1 Lead by creating and maintaining a safe and healthy workplace free of Workplace Violence while being a role model for others;
 - 7.2.2 Understand and comply with this Policy and accompanying program;
 - 7.2.3 Post this Policy in a visible location in the Workplace and ensure Workers can locate this Policy in the workplace and digital location;
 - 7.2.4 Post the Statement of Commitment in areas that are accessible to members of the public;
 - 7.2.5 Hold Workers accountable for their behaviour and for following measures and procedures;
 - 7.2.6 Ensure Worker awareness of training, and monitor and enforce compliance with this Policy and accompanying program;
 - 7.2.7 Require Workers to review this Policy at least once annually;
 - 7.2.8 Conduct Risk Assessments and address hazards of Workplace Violence with corrective actions;

- 7.2.9 Advise Workers of the risk of Workplace Violence from a person with a history of violent behaviour they may encounter where physical injury is likely;
- 7.2.10 Advise Workers to report their concerns to their Supervisor, Human Resources or any member of management if they fear that Domestic Violence may enter the workplace;
- 7.2.11 Inform Workers of how to summon immediate assistance in the case of an extreme or imminent threat of Workplace Violence;
- 7.2.12 Advise Workers to report concerns, and incidents of Workplace Violence to their Supervisor, Human Resources, or any member of management;
- 7.2.13 Act immediately on incidents of Workplace Violence;
- 7.2.14 Document incidents reported by the Worker or incidents that are known or witnessed;
- 7.2.15 Report incidents to Human Resources who will provide support for the intake, tracking, and processing of inquiries, complaints, and investigations;
- 7.2.16 Address incidents, and depending on the nature of the incident or complaint, collaborate with Human Resources to determine who will investigate further;
- 7.2.17 In collaboration with Human Resources, determine appropriate corrective action(s) to address the incident;
- 7.2.18 Notify Human Resources immediately if a critical injury or fatality occurs in their Workplace as a result of an incident of Workplace Violence; and,
- 7.2.19 Notify Human Resources as soon as possible if a Ministry of Labour, Immigration, Training and Skills Development Inspector attends their Workplace as a result of an incident of Workplace Violence.

7.3 Workers

- 7.3.1 Understand and comply with this Policy and accompanying program and participate in training;
- 7.3.2 Review this Policy at least once annually;
- 7.3.3 Summon immediate assistance by contacting Corporate Security, and in the case of extreme or imminent threat of physical harm to themselves or any individual from Workplace Violence, summon the Police;

7.3.4 Raise any concerns about Workplace Violence to their Supervisor or Human Resources;

7.3.5 Report incidents of Workplace Violence experienced, witnessed, or having knowledge of to their Supervisor, Human Resources, or any member of management; and co-operate fully in investigations of incidents of Workplace Violence.

7.4 Human Resources

7.4.1 Prepare, maintain, and facilitate the review of this Policy at least once, annually;

7.4.2 Develop and maintain a program to implement this Policy in consultation with Workplace Parties, and review the program as often as necessary;

7.4.3 Receive all incidents of Workplace Violence, and support the appropriate party to address and / or investigate;

7.4.4 Provide support and guidance to Supervisors and Workers to ensure compliance with this Policy and accompanying program;

7.4.5 In collaboration with the Supervisor, establish an Incident Assessment Team;

7.4.6 Participate in Risk Assessments for Workplace Violence, as part of the Risk Assessment Team, if needed;

7.4.7 Make available a copy of the Risk Assessment results to the Joint Health and Safety Committees;

7.4.8 Facilitate interactions with Ministry of Labour, Immigration, Training and Skills Development Inspectors as a result of incidents of Workplace Violence;

7.4.9 Facilitate informal resolutions, mediations, and investigations, as required;

7.4.10 Engage the Incident Assessment Team, to assist in the investigation and ensure corrective actions are consistent in the resolution of incidents of Workplace Violence;

7.4.11 Report any fatal or critical injury as a result of Workplace Violence to the Ministry of Labour, Immigration, Training and Skills Development; and,

7.4.12 Offer Workplace Violence Prevention Program training and other requisite training programs (e.g., Workplace investigations) as required by the *Occupational Health and Safety Act*.

7.5 Joint Health and Safety Committee

- 7.5.1 Assist in reviewing the program to implement the Workplace Violence Prevention Policy;
- 7.5.2 Should JHSC become aware of a contravention of this Policy, follow reporting procedures; and,
- 7.5.3 Request reports to conduct periodic reviews of essential health and safety training to monitor compliance.

8. Monitoring and Compliance

- 8.1 Supervisors must monitor their Workers' compliance with this Policy on an ongoing basis.
- 8.2 Operating departments must keep Records to verify compliance with this Policy in case of periodic reviews by Human Resources.
- 8.3 The Policy must be reviewed at least once, annually by Senior Leaders to ensure its effectiveness and to comply with legislation.

8.4 Consequences of non-compliance

8.4.1 Failure to follow this Council Policy, including making a report of violence that is false, frivolous, or made in bad faith, may result in:

- a) regulatory action and/or criminal charges; and/or,
- b) immediate corrective action which may include:
 - i. Prohibition from City property;
 - ii. Having the incident reported to the Police; and/or,
 - iii. Discipline up to, and including termination of employment;
 - iv. Other action as appropriate

8.4.2 Members of the public, visitors to City facilities, or individuals conducting business with the City, are expected to adhere to this Policy. This includes refraining from inappropriate behaviour towards Workers, Members of Council, and persons acting on behalf of the City. If inappropriate behaviour occurs, the City will take appropriate action to ensure a Workplace free from violence. This could include barring the person from facilities, reporting the incident to Police, or other action with vendors or suppliers.

9. Definitions

- 9.1 'Civility' means the act of showing regard for others, being considerate in your interactions, and recognizing the inherent value of each individual in the Workplace. Workers can demonstrate Civility by:

- promoting positive communication;
- encouraging fair and respectful treatment;
- acknowledging and rewarding polite, courteous and considerate conduct;
- promoting collaboration, teamwork and active listening; and,
- supporting the sharing of opinions and ideas in an open-minded, understanding manner.

9.2 **‘Critical Injury’** means an injury which:

9.2.1 places life in jeopardy

9.2.2 produces unconsciousness

9.2.3 results in substantial loss of blood

9.2.4 involves the fracture of a leg or arm, including a wrist, hand, ankle, or foot

9.2.5 involves amputation of a leg, arm, hand, foot, or multiple fingers or toes

9.2.6 consists of burns to a major portion of the body

9.2.7 causes the loss of sight in an eye

9.3 **‘Domestic Violence’** means a person who has a personal relationship with a Worker – such as a spouse or former spouse, current or former intimate partner, or a family member – who may physically harm, or attempt or threaten to physically harm that Worker at work.

9.4 **‘Incident Assessment Team’** is comprised of but not limited to: the relevant Supervisor, relevant operating Department Head if required, Human Resources Business Partner, Labour Relations Advisor, Director, Human Resources if required, and Chief Administrative Officer if required, Facility Management, Corporate Security, Legal Services, Law Enforcement, and Employee Assistance Program provider to determine the appropriate corrective action.

9.5 **‘Joint Health and Safety Committee’** means a committee of worker and supervisory representatives who are mutually committed to improving health and safety conditions in the workplace. Committees meet on a regular basis to identify potential health and safety issues and bring them to the employer’s attention and conduct workplace inspections monthly.

9.6 **‘Member of Council’** refers to any elected or appointed official on Council, including the Mayor.

- 9.7 **'Member of the Public'** refers to a member of the general population, not a worker or Member of Council.
- 9.8 **'Record'** includes documented business transactions, decisions, and activities, such as notes, memos, agendas, minutes, training records, etc.
- 9.9 **'Reprisal'** means an action, or threat, that is intended as retaliation for claiming or enforcing a right under the Occupational Health and Safety Act. Retaliation may be either direct or indirect. Retaliation can include creating a hostile work environment, harassment, demotion, or dismissal.
- 9.10 **'Risk Assessment'** means a process that assesses the risk of Workplace Violence, from a prevention perspective, that may arise from the nature of the Workplace, the type of work, or the conditions of work. It identifies hazards, evaluates the risk of harm from those hazards, and implements measures to eliminate or control those hazards.
- 9.11 **'Risk Assessment Team'** The purpose of this team is to evaluate the potential for workplace violence through a risk assessment. The team is comprised of, but is not limited to, a worker(s) performing or having knowledge of the job / task(s), and a supervisor / manager responsible for the position or work location.
- 9.12 **'Senior Leader'** means the Chief Administrative Officer, Commissioners, and Department Heads.
- 9.13 **'Supervisor'** means a person who has charge of a workplace or authority over a Worker and can include, but is not limited to, Members of Council, Senior Leaders, Directors, Managers, Supervisors, and Forepersons.
- 9.14 **'Volunteer'** means a person who performs tasks and/or services without compensation or expectation of compensation.
- 9.15 **'Worker'** means a person who performs work (also known as employee) or supplies services for monetary compensation (as defined under the *Occupational Health and Safety Act (OHSA)*). It also includes all secondary or post-secondary students who perform work or supply services for no monetary compensation under a work experience program operated by or approved by a secondary or post-secondary institution.
- 9.16 **'Workplace'** means any land, premises, location, or thing at, upon, in, or near which a worker works, and may include but is not limited to:
- 9.16.1 physical and virtual work environments (including vehicles);
 - 9.16.2 locations visited by Workers while travelling on City-related business;
or,
 - 9.16.3 locations of work-based social gatherings, training, and conference or travel.

9.17 **‘Workplace Parties’** means Supervisors, Workers, Joint Health and Safety Committees, unions and associations, service contractors, students, and volunteers.

9.18 **‘Workplace Violence’** means:

9.18.1 The exercise of physical force by a person against a Worker, in a workplace, that causes or could cause physical injury to the Worker;

9.18.2 An attempt to exercise physical force against a Worker, in a Workplace, that could cause physical injury to the Worker; and,

9.18.3 A statement or behaviour that is reasonable for a Worker to interpret as a threat to exercise physical force against the Worker, in a Workplace, that could cause physical injury to the Worker.

10. References and Resources

This Council Policy should be read and applied in conjunction with the following references and resources as updated from time to time. Please note that some of the following documents may not be publicly available.

10.1 External references

- [Occupational Health and Safety Act](#)

10.2 References to related bylaws, Council policies, and administrative directives

- [Council Handbook](#)
- [Code of Conduct for Members of Council](#)
- [Council-Staff Relations Policy](#)
- Occupational Health and Safety Policy HRM-110
- Respectful Workplace Policy HRM-150

10.3 References to related corporate-wide procedures, forms, and resources

- [Fire Workplace Injury/Illness Agilepoint Form](#)
- [Preventing and Addressing Workplace Violence Standard Operating Procedure](#)
- [Supervisor’s Report of Employee Accident Form](#)
- [Multi-Workplace Joint Health and Safety Committee Terms of Reference](#)
- [Workplace Incident Report Agilepoint Form](#)

11. Revision History

Date	Description
2018/05/30	Approved; Replaces Workplace Violence Prevention (12.9.1)
2019/11/20	Amended by Council Resolution CW470-2019
2021/03/24	Scheduled Review. Administrative amendments were made to the policy. Amendments approved by Council Resolution No. C082-2021
2022/05/23	Scheduled Review. Administrative amendments made to the Policy. Amendments approved by Committee of Council Resolution CW271-2022. Inclusion of Statement of Commitment consistent with Respectful Workplace Policy. Workplace definition to reflect physical and virtual work environments. Expanded Reprisal definition. Links reviewed and updated.
2023/09/13	Scheduled Review. Administrative amendments made to the Policy. Updated Ministry name to Ministry of Labour, Immigration, Training, Skills and Development.
2024/09/11	Scheduled Review. Administrative amendments made to the Policy.
2025/10/23	Next Scheduled Review.



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-09-30

Subject: **Salary Administration Policy - Annual Reporting – January 1 to December 31, 2023**

Contact: **Cynthia Ogbarmey-Tetteh, Director, Human Resources**

Report number: Corporate Support Services-2024-802

RECOMMENDATIONS:

That the report from Cynthia Ogbarmey-Tetteh, Director, Human Resources to the Committee of Council Meeting of October 23, 2024, re: **Salary Administration Policy: Annual Reporting – January 1 to December 31, 2023**, be received.

OVERVIEW:

- The City of Brampton’s Salary Administration Policy is founded on the principles of equity and consistency, transparency, market competitiveness, recognition of performance and fiscal responsibility.
- The Council approved Salary Administration Policy HRM-210 on April 5, 2023 with an effective date of March 1, 2023. This policy focused on outlining the business guidelines for salary administration decisions, compensation oversight and controls and reporting mechanisms to enable accountable leadership and public trust and confidence.
- In compliance with the Council Resolution C077-2023 staff is required to report to Council annually on the application of the Salary Administration Policy HRM-210.
- There are no direct financial implications resulting from this information report.

BACKGROUND:

On January 1, 2018, through Council Resolution CW378-2017 the Salary Administration Policy came into effect. In 2023 through Council Resolution C077-2023, the Salary

Administration Policy was modernized to ensure the attraction, retention and engagement of a skilled and high-performing workforce while building and rewarding a culture of service excellence.

CURRENT SITUATION:

The Salary Administration Policy enables leaders to recognize and reward top talent by ensuring transparency, equity, and fairness. This policy enables salary administration practices that maintain our competitive market position, while fostering an engaged and innovative workforce. The best practice principles within this policy elevate the level of oversight, compliance, and our commitment to leading industry practices.

To ensure policy compliance and meet staff reporting requirements within Council Resolution CW378-2017 and C077-2023, Human Resources is required to report to Council annually on the application of Salary Administration Policy HRM-210. Specifically, reporting on the critical cases—where a business case was made and approved in circumstances that required consideration for the attraction and retention of top talent—and specific instances of inversion, under-fill, or voluntary transfer to a lower grade.

This report presents the data from January 1, 2023, to Dec. 31, 2023. Appropriate paperwork to document the approvals from Department Heads, Human Resources (HR) Finance and Chief Administrative Officer (CAO) have been reviewed in preparation for this report. Any salary adjustment transactions at the City of Brampton were processed using an Employee Data Change (EDC) form. HR used the EDC query to examine all the salary adjustment transactions for the period: January 1, 2023, to December 31, 2023. The following summarizes the salary administration application and associated financial impacts.

Table 1: Salary Administration Usage of Key Initiatives (January 1, 2023 – Dec. 31, 2023)

Salary Admin Policy Category	No. of Employees	% of Employees (on total Staff)	2023 Prorated Cost	2023 Annualized Cost
Critical Attraction	4	0.48%	\$16,276	\$25,648
Critical Promotion	13	1.55%	\$58,675	\$89,913
Critical Retention	31	3.70%	\$107,174	\$209,965
Inversion	5	0.60%	\$9,257	\$12,343
Under-Fill	2	0.24%	(\$18,635)	(\$36,307)
Voluntary Transfer (to lower grade)	0	-	-	-

The majority of these critical cases were centered on roles that support both managerial oversight and departmental operations, ensuring that high-performing individuals in strategic roles were either attracted, promoted, or retained to meet the city's strategic goals.

As per the policy, the approval of the above items required submission of a formal business case, which would have included consultation with Finance and HR, along with sign-off by the Department Head, HR and the CAO. The approval process for critical cases must also include a review of organizational impacts and an examination of internal equity to ensure fairness and consistency. Internal equity is the comparison of employee salaries in the same grade relative to knowledge, skills and years of experience based on the nature of the position.

The respective Department Heads and people leaders held discussions with Finance, HR and CAO during circumstances that warranted application of the critical business cases to effectively manage their teams, create developmental opportunities, and attract and retain top talent when required to support the execution of the City's Strategic Focus.

CORPORATE IMPLICATIONS:

Financial Implications:

There are no direct financial implications resulting from this information report.

STRATEGIC FOCUS AREA:

This report underscores the City of Brampton's commitment to Government and Leadership objectives, emphasizing service excellence, equity, innovation, efficiency, effectiveness, accountability, and transparency. Through the Salary Administration Policy HRM-210 we are able to strengthen talent attraction, retention and the employee experience.

CONCLUSION:

This informational report complies with the annual reporting requirement to Council in the Salary Administration Policy HRM-210 as per Council resolution C077-2023. Human Resources will continue to provide annual updates to Council.

Authored by:

Reviewed by:

Sivakumar Mahalingam
Manager, Compensation & Benefits

Approved by:

Cynthia Ogbarmey-Tetteh
Director, Human Resources

Approved by:

Alex Milojevic
Commissioner, Corporate Support
Services

Marlon Kallideen
Chief Administrative Officer



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-08-30

Subject: **2025 Interim Tax Levy**

Contact: Nash Damer, Treasurer, Finance

Report number: Corporate Support Services-2024-744

RECOMMENDATIONS:

1. That the report from Yvonne Kwiecien, Manager, Taxation and Assessment, Finance to the Committee of Council Meeting of October 23, 2024, re: **2025 Interim Tax Levy**, be received;
2. That a By-law be passed for the levy and collection of the 2025 Interim Tax Levy.

OVERVIEW:

- **To authorize the annual issuance of Interim Tax bills for 2025 with the enactment of a By-law, effective January 1, 2025.**

BACKGROUND:

The *Municipal Act, 2001* provides municipalities with the ability to levy interim taxes in an amount not exceeding 50% of the previous year's total taxes. This allows the municipality to meet its ongoing financial obligations including tax payments to the Region of Peel, School Boards, and the Downtown Brampton Business Improvement Area prior to the issuance of the Final Tax Bills. The estimated levy amount for interim billing is \$705 Million which includes the City portion of \$287 Million. The exact total will not be known until the final assessment roll is returned by the Municipal Property Assessment Corporation (MPAC) in December.

CURRENT SITUATION:

To enable billing of interim taxes for 2025, a By-law is required to establish the levy, due dates, and other administrative needs regarding the interim tax amounts.

As has been our practice in previous years, the 2025 interim levy will be payable in three (3) instalments due February 19, March 19, and April 23, 2025. Properties enrolled in the

City of Brampton's monthly Pre-authorized Tax Payment program (PTP) will be paid in six (6) instalments based on the taxpayer's withdrawal day being the 1st or 15th or the next business day in the months of January through June.

After the 2025 budget is approved by Council and the Regional requisition is received, the Final City and Region Tax Rates for the year will be set. The Educational Tax Rates are set by the Province. The amount of the 2025 Interim bill will be deducted from the total levied with the balance being the Final Tax Bill.

It is anticipated that the 2025 Final Tax billing for Residential properties will occur by end of June 2025. The billing for Commercial, Industrial and Multi-Residential properties will occur by end of July 2025. A report regarding Final Billing will be presented to Committee of Council, as is the usual practice.

CORPORATE IMPLICATIONS:

Financial Implications:

The approval of this report and By-law is essential to support the budget requirements of the City, Region of Peel, and the Province for education. An information brochure will accompany the bills. In addition, the City will place notice on our website www.brampton.ca advising residents of the instalment due dates for the 2025 interim billing. As required by the *Municipal Act, 2001*, a By-law is necessary to accompany this report. As such, the City's Legal Services Division has reviewed and approved the 2025 By-law for the levy and collection of interim realty taxes.

STRATEGIC FOCUS AREA:

This report supports the strategic focus area of government and leadership, focusing on service excellence with equity, innovation, efficiency, effectiveness, accountability, and transparency.

CONCLUSION:

The 2025 interim tax levy By-law is necessary to ensure the City can continue to meet its financial obligations including payments to the Region of Peel and School Boards.

Authored by:

Reviewed by:

Yvonne Kwiecien,
Manager,
Taxation and Assessment

Nash Damer,
Treasurer
Finance

Approved by:

Approved by:

Alex Milojevic,
Commissioner,
Corporate Support Services

Marlon Kallideen,
Chief Administrative Officer

Attachments:

- Attachment 1 – Appendix A: By-law to Provide for the Levy and Collection of Interim Taxes for the Year 2025



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number _____

A By-law to Provide for the Levy and
Collection of Interim Taxes for the Year 2025

WHEREAS it is expedient to provide for the levy and collection of interim taxes for the year 2025 and to impose penalties on all current levies and interest on all arrears of taxes pursuant to Sections 317, 343, and 345 of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended;

AND WHEREAS Section 317 of the *Municipal Act, 2001* provides for an interim levy, on the assessment for real property according to the most recently revised tax roll, a sum not exceeding 50 percent of the total amount of taxes for municipal and school purposes levied on a property for the previous year;

AND WHEREAS Section 317 of the *Municipal Act, 2001* provides for the adjustment in the calculation of the taxes for the previous year for the purposes of calculating an interim levy,

AND WHEREAS Section 317 of the *Municipal Act, 2001* provides for an interim levy on the assessment for real property added to the tax roll for the current year that was not on the assessment roll in the previous year,

NOW THEREFORE the Council of the Corporation of the City of Brampton, ENACTS as follows:

1. **DEFINITIONS**

For the purposes of the By-law and the annexed Schedules:

“City” means The Corporation of the City of Brampton;

“Treasurer” means the Treasurer of The Corporation of the City of Brampton;

“*Clerk*” means the Clerk of the City of Brampton or his duly appointed Deputy;

“*Council*” means the Council of The Corporation of the City of Brampton;

2. (A) THERE shall be levied and collected an amount on the assessment according to the tax roll for taxation in the previous year as most recently revised subject to the following:
 - (i) THE amount levied shall not exceed 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year;
 - (ii) THAT for the purpose of calculating the total amount of taxes for the previous year under paragraph 2(A)(i), if any taxes for municipal and school purposes were levied on a property for only part of the previous year because assessment was added to the tax roll during the year, an amount shall be added equal to the additional taxes that would have been levied on the property if the taxes for municipal and school purposes had been levied for the entire year;
- (B) THAT for real property added to the assessment roll for the current year, that was not on the tax roll for the previous year, there shall be levied an amount, not to exceed 50% of the total amount of taxes that would have been levied on the assessment in the previous year.
3. THAT there may be added to the tax roll, all or any arrears of charges, fees, costs, or other expenses as may be permitted by Provincial legislation and such arrears of charges, fees, costs or other expenses shall be deemed to be taxes, collected as taxes, or collected in the same manner as municipal taxes, or dealt with in such fashion as may be specifically authorized by the applicable statute.
4. THAT notwithstanding Sections 2 and 3, where the interim levy taxes to be imposed on a property would be less than twenty-five (25) dollars, the amount of actual taxes payable shall be zero.
5. THAT such levies made under subsections 2(A) and 2(B) shall be due and payable in three instalments on February 19th, March 19th, and April 23rd, 2025, but for those properties subject to an agreement under one of the City of Brampton Monthly Pre-Authorized Tax Payment Plans, such levies shall be due and payable in six instalments based on the withdrawal day of the 1st or 15th or next business day in the event of a statutory holiday in the months of January, February, March, April, May and June, 2025.

6.
 - (A) Pursuant to Section 345(2) of the *Municipal Act, 2001* the Treasurer shall add a late payment charge as a penalty for nonpayment of the instalment(s) of taxes on the respective due date(s) of one and one quarter percent (1¼ %) of the amount of taxes due and unpaid on the first day of default in the year in which the taxes were levied;
 - (B) Pursuant to Section 345(3) of the *Municipal Act, 2001* the Treasurer shall add a late payment charge of one and one quarter percent (1¼ %) interest for the non-payment of taxes due and unpaid on the first day of each calendar month.
7. THAT the Treasurer is hereby authorized to accept part payment from time to time on account of any taxes due and to give a receipt for such part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectible under the provision of subsections 6 (A) and 6 (B) of this By-law in respect of non-payment of any taxes or any class of taxes or of any instalment thereof.
8.
 - (A) THAT the following institutions are hereby authorized to collect instalments of taxes to be credited to the Treasurer:
 - (i) All Schedule I and Schedule II banks pursuant to the *Bank Act*;
 - (ii) Trust Companies registered under the laws of the Province of Ontario;
 - (iii) Credit Unions and Caisses Populaires.
 - (B) THE institutions described in subsection 8(A) shall provide a receipt to the taxpayer and the City shall credit the taxpayer's account for the amount paid effective on the date of the institution's receipt to the taxpayer.
9.
 - (A) THAT the Treasurer is hereby authorized to mail every tax notice or cause the same to be mailed to the address of the residence or place of business of the person taxed unless directed otherwise by the taxpayer or agent of the taxpayer, as provided by the *Municipal Act, 2001* as amended.
 - (B) THAT immediately after sending a tax bill, the Treasurer shall create a record of the date on which it was sent and this record is, in the absence of evidence to the contrary, proof that the tax bill was sent on that date.
10. If any section or portion of this By-law is found by a court of competent jurisdiction to be invalid, it is the intent of Council for The Corporation of the City of Brampton that all remaining sections and portions of this By-law continue in force and effect.

- 11. This By-law comes into effect January 1st, 2025.

ENACTED and PASSED this 30th day of October 2024

Approved as to
form.
____/____/____

Legal

Patrick Brown, Mayor

Approved as to
content.
____/____/____

Treasurer

Genevieve Scharback, City Clerk



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-08-19

Subject: **2024 Second Quarter Operating Budget Forecast**

Contact: Nash Damer, Treasurer, Finance

Report number: Corporate Support Services-2024-740

RECOMMENDATIONS:

1. That the report from Mark Medeiros, Senior Manager, Financial Planning and Analytics, Finance to the Committee of Council Meeting of October 23, 2024, re: **2024 Second Quarter Operating Budget Forecast**, be received;

OVERVIEW:

- **Based on operating results as at June 30, 2024, the Corporation is forecasting a year-end operating deficit of \$4.8 million. This variance represents 0.5% of total budgeted expenditures of \$913 million.**
- **The \$4.8 million deficit is attributed to \$15.7 million in additional revenue, combined with \$2.5 million of labour savings, offset by \$23 million of operational deficits.**

BACKGROUND:

The City's financial management policies require staff to provide Council with periodic status updates related to the City's finances. This report is focused on updating Council on the status of the City's 2024 Second Quarter Operating Budget Forecast.

CURRENT SITUATION:

2024 Operating Budget

Based on operating results as at June 30, 2024, the Corporation is forecasting a year-end operating deficit of \$4.8 million. This variance represents 0.5% of total budgeted expenditures of \$913 million.

The \$4.8 million deficit is attributed to \$15.7 million in additional revenue, combined with \$2.5 million of labour savings, offset by \$23 million of operational deficits.

CORPORATE-WIDE VARIANCE	2024 Q2
	(\$000s)
Revenue Surplus	15,665
Labour Savings	2,524
Other Expenditures Deficit	(23,016)
FORECASTED YEAR-END DEFICIT	(4,827)

The following tables provide departmental breakdowns of the 2024 Operating Budget forecasted year-end results.

TABLE 1: 2024 DEPARTMENTAL VARIANCE SUMMARY

Q2 2024 YEAR-END ACTUALS				
DEPARTMENTAL VARIANCE	Annual Net Budget	Q2 YE Projection	Variance Favourable/(Unfavourable)	
Departments	(\$000s)			%
Brampton Public Library	21,473	21,473	-	0%
Community Services	90,236	90,236	0	0%
Corporate Support Services	74,949	78,509	(3,559)	-5%
Fire & Emergency Services	91,541	91,541	0	0%
Legislative Services	12,189	13,619	(1,430)	-12%
Mayor & Members Of Council	5,793	5,680	113	2%
Office of the CAO	18,719	18,385	334	2%
Planning, Building & Growth Management	1,375	- 1,787	3,162	230%
Public Works & Engineering	91,058	94,582	(3,524)	-4%
Transit	91,801	74,496	17,305	19%
Gapping	(18,640)	-	(18,640)	100%
DEPARTMENTAL VARIANCE : DEFICIT			(6,239)	
GENERAL GOVERNMENT VARIANCE: SURPLUS			1,413	
FORECASTED YEAR-END DEFICIT			(4,827)	

TABLE 2: DEPARTMENT HIGHLIGHTS

This section provides further breakdown of year-end forecast variance by account category.



Community Services

Overall, Community Services is projecting to be on budget. There is a forecasted increase of \$6.8 million in revenues which is offset by increases of \$1.8 million in labour and \$5 million in other expenditures.

Recreation division is projecting increased revenues of \$6.5 million primarily due to increased demand for recreation programs offset by cost increases of \$2.0 million in labour and \$4.7 million in other expenditures. The increased program demand has resulted in an increase in part-time staffing as well as higher maintenance and utility due to higher regulatory costs. The addition of the CAA centre has resulted in increased expenditures fully offset by revenues from the center, resulting in a net zero impact to the city.

Parks Maintenance and Forestry division is forecasting to be on budget. There is a projected increase of \$0.7 million in other expenditures mainly due to weather driven park and outdoor maintenance costs, encampment cleanups and park equipment maintenance. The increase in other expenditure is offset by higher revenue and vacancy driven labour savings.

Corporate Support Services

Corporate Support Services is projecting a minor \$0.1 million in net operational savings. However, these savings are offset by \$3.7 million in higher corporate wide Workers' Safety and Insurance Board (WSIB) costs, resulting in an overall net projected \$3.6 million deficit for the department. Further analysis based on historical WSIB trends is ongoing, with adjustments to be considered in future budgets.

Fire & Emergency Services

Fire & Emergency Services is projecting to be on budget. There is a projected savings of \$0.8 million in labour due to vacancies, which is fully offset by revenue shortfalls due to a reduction in number of emergency responses and higher than expected equipment maintenance costs.

Legislative Services

Legislative Services department is projecting a deficit of \$1.4 million. In this projection, there are unbudgeted expenditures of \$4.5 million for the Camera Processing Centre which is fully offset by \$4.5 million in revenues resulting in no impact to the City. The primary drivers of the \$1.4 million deficit are \$2.4 million parking violations shortfall, \$0.9 million in unanticipated insurance expenditures; partially offset by labour savings in Legal Services.

Office of the CAO

The Office of the CAO's is projecting an overall surplus of \$0.3 million driven by labour and other expenditure savings.

Planning, Building & Growth Management

Planning, Building & Growth Management is projecting an overall surplus of \$3.2 million, due to \$6.4 million of labour savings driven by challenges in retaining and attracting new talent; partially offset by lower revenue of \$3.1 million.

The Building revenues are projecting to be \$0.8 million overbudget. The projected significant labour savings of \$3.8 million and the rise in permit activity, will result in a decrease draw from the Building Stabilization Reserve.

Public Works & Engineering

Public Works & Engineering is projecting an unfavorable variance of \$3.5 million. This projection includes \$1.3 million in labour savings, which is offset by \$5 million pressure in other expenditure mainly due to the anticipated overage in winter maintenance as a result of the new contract awarded in mid-2024, incremental security for encampments and fleet maintenance costs.

Transit

Transit department is projecting a net surplus of \$17.3 million, due to \$2.8 million in additional revenues and \$13.6 million in labour savings as well as \$0.9 million in other expenditures. Transit revenue surplus is based on the overall 2024 ridership increase of 10%, which is approximately 40% higher than the pre-pandemic levels. Labour savings are due to the 2024 gradual hiring of new staff for the approved service growth implementation. Along with other vacancies and absenteeism, Transit is forecasting to realize labour savings of \$20 million which will be offset by higher overtime utilization of \$6.4 million due to continued increase demand for service.

General Government

General Government is projecting a surplus of \$1.4 million. The interest earned on outstanding taxes is projecting to have a favourable variance of \$2.7 million due to substantial increase in the forecasted year-end taxes receivable, partially offset by lower in-year supplementary tax revenue of \$0.7 million and \$0.4 million increase in insurance cost.

Gapping

Gapping is a corporate provision in General Government to offset the impact of vacancies savings throughout the Corporation, thereby aligning property tax collections with business requirements. The overall budgeted gapping provision for 2024 is \$18.6 million, which is offset by a favourable variance in labour expenditures of \$21.2 million, resulting in \$2.5 million in labour savings.

CORPORATE IMPLICATIONS:

N/A

STRATEGIC FOCUS AREA:

Government & Leadership: Focusing on service excellence with equity, innovation, efficiency, effectiveness, accountability, and transparency.

CONCLUSION:

As of June 30, 2024, the Corporation is forecasting a year-end operating deficit of \$4.8 million. This variance represents 0.5% of total budgeted expenditures of \$913 million.

Authored by:

Reviewed by:

Mark Medeiros,
Senior Manager,
Financial Planning and Analytics
Finance

Nash Damer,
Treasurer,
Finance

Approved by:

Approved by:

Alex Milojevic,
Commissioner,
Corporate Support Services

Marlon Kallideen,
Chief Administrative Officer

Attachments:

- Attachment 1 – Departmental Year-End Forecast Variances

Attachment 1 - Department Year-End Forecast Variances as at June 30, 2024

Corporate Support Services	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$52,286,022	\$51,118,880	\$1,167,142	2.2%
Other Expenditures	\$31,449,224	\$37,887,465	(\$6,438,241)	-20.5%
Total Expenditures	\$83,735,246	\$89,006,345	(\$5,271,099)	-6.3%
Revenues	(\$8,785,944)	(\$10,497,674)	\$1,711,730	19.5%
Net Expenditures	\$74,949,302	\$78,508,671	(\$3,559,369)	-4.7%

Public Works & Engineering	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$45,684,031	\$44,362,908	\$1,321,123	2.9%
Other Expenditures	\$51,938,301	\$56,913,205	(\$4,974,904)	-9.6%
Total Expenditures	\$97,622,332	\$101,276,113	(\$3,653,781)	-3.7%
Revenues	(\$6,564,064)	(\$6,694,315)	\$130,251	2.0%
Net Expenditures	\$91,058,268	\$94,581,798	(\$3,523,530)	-3.9%

Legislative Services	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$33,015,452	\$32,394,643	\$620,809	1.9%
Other Expenditures	\$9,321,937	\$15,088,331	(\$5,766,394)	-61.9%
Total Expenditures	\$42,337,389	\$47,482,974	(\$5,145,585)	-12.2%
Revenues	(\$30,148,683)	(\$33,864,000)	\$3,715,317	12.3%
Net Expenditures	\$12,188,706	\$13,618,974	(\$1,430,268)	-11.7%

Transit	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$171,452,418	\$157,815,957	\$13,636,461	8.0%
Other Expenditures	\$62,299,996	\$61,396,411	\$903,585	1.5%
Total Expenditures	\$233,752,414	\$219,212,368	\$14,540,046	6.2%
Revenues	(\$141,951,905)	(\$144,716,798)	\$2,764,893	1.9%
Net Expenditures	\$91,800,509	\$74,495,570	\$17,304,939	18.9%

Planning, Building & Growth Management	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$36,845,427	\$30,395,906	\$6,449,521	17.5%
Other Expenditures	\$6,089,080	\$6,284,742	(\$195,662)	-3.2%
Total Expenditures	\$42,934,507	\$36,680,648	\$6,253,859	14.6%
Revenues	(\$41,559,332)	(\$38,467,237)	(\$3,092,095)	-7.4%
Net Expenditures	\$1,375,175	(\$1,786,589)	\$3,161,764	229.9%

Office of the CAO	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$15,081,175	\$15,622,740	(\$541,565)	-3.6%
			\$0	
Other Expenditures	\$5,832,021	\$6,196,652	(\$364,631)	-6.3%
Total Expenditures	\$20,913,196	\$21,819,392	(\$364,631)	-4.3%
Revenues	(\$2,194,475)	(\$3,434,234)	\$1,239,759	56.5%
Net Expenditures	\$18,718,721	\$18,385,158	\$875,128	1.8%

Mayor & Members Of Council	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
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Attachment 1 - Department Year-End Forecast Variances as at June 30, 2024

Labour Expenditures	\$4,843,964	\$5,108,508	(\$264,544)	-5.5%
Other Expenditures	\$948,950	\$571,637	\$377,313	39.8%
Total Expenditures	\$5,792,914	\$5,680,145	\$112,769	1.9%
Revenues	\$0	\$0	\$0	-
Net Expenditures	\$5,792,914	\$5,680,145	\$112,769	1.9%

Community Services	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$94,153,845	\$95,916,451	(\$1,762,606)	-1.9%
Other Expenditures	\$35,285,414	\$40,334,372	(\$5,048,958)	-14.3%
Total Expenditures	\$129,439,259	\$136,250,823	(\$6,811,564)	-5.3%
Revenues	(\$39,203,116)	(\$46,014,927)	\$6,811,811	17.4%
Net Expenditures	\$90,236,143	\$90,235,896	\$247	0.0%

Fire & Emergency Services	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$87,641,881	\$86,850,998	\$790,883	0.9%
Other Expenditures	\$5,947,380	\$6,166,814	(\$219,434)	-3.7%
Total Expenditures	\$93,589,261	\$93,017,812	\$571,449	0.6%
Revenues	(\$2,048,000)	(\$1,476,668)	(\$571,332)	-27.9%
Net Expenditures	\$91,541,261	\$91,541,144	\$117	0.0%

Brampton Public Library	BUDGET	FORECAST YEAR-END 2024	VARIANCE	%
Labour Expenditures	\$0	\$0	\$0	-
Other Expenditures	\$21,473,422	\$21,473,422	\$0	0.0%
Total Expenditures	\$21,473,422	\$21,473,422	\$0	0.0%
Revenues	\$0	\$0	\$0	-
Net Expenditures	\$21,473,422	\$21,473,422	\$0	0.0%



Date: 2024-10-09

Subject: Downtown Transit Hub Project - Update

Secondary Title: Downtown Transit Hub (Bus Terminal) Preliminary Design, TRANSIT AND RAIL PROJECT ASSESSMENT PROCESS (TRPAP), Project Update

Contact: Kumar Ranjan, Manager Higher Order Transit EA

Report number: Brampton Transit-2024-836

RECOMMENDATIONS:

1. That the report from Kumar Ranjan, Manager Higher Order Transit EA to the Committee of Council Meeting of October 23, 2024, re: **Downtown Transit Hub Project - Update**, be received.

OVERVIEW:

- On November 17, 2021, Committee of Council received an update on the status of the Downtown Transit Hub project. The report outlined that a Transit and Rail Project Assessment Process (TRPAP) would be required to help guide the new Downtown Transit Hub infrastructure planning and preliminary design. On January 26, 2022, City Council authorized staff to commence the procurement for a Downtown Transit Hub study.
- In Nov 2022 through the RFP process a consultant team led by HDR was selected to carry out the TRPAP which would include a 30% Preliminary Design, Preliminary Design Business Case and supporting technical studies for the preferred option for the Downtown Transit Hub and identify the appropriate infrastructure delivery model.
- The Preliminary Design (30% design) will identify the optimal location and layout of the core-transit-infrastructure and help inform the infrastructure delivery model selection. The infrastructure delivery model selection will identify the procurement method from a range of options between traditional design-bid-build to public private partnerships. The completion of the core-transit-infrastructure Preliminary Design will

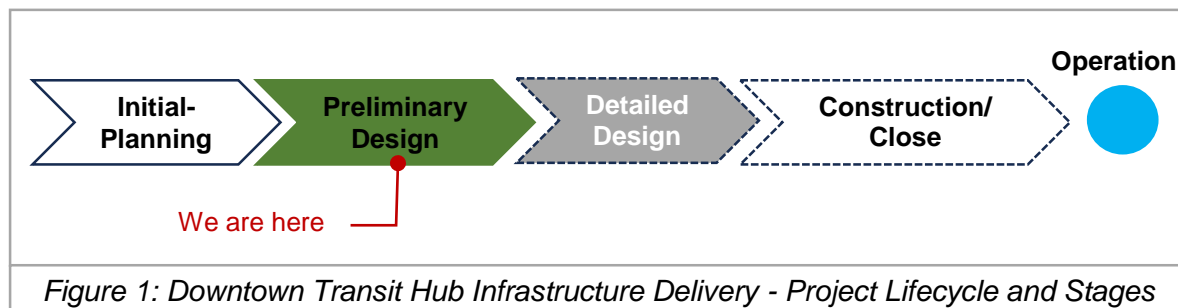
inform the subsequent phase of architectural reference concept design, and the stages of procurement, detailed design, and construction.

- The Downtown Transit Hub study continues to be advanced with significant input from the public and various stakeholders, helping to assess and narrow down the long list of options towards a single preferred design.
- The future Transit Hub will see the convergence of three major transit spines (GO Rail, Hurontario LRT Extension and Queen St Hwy 7 BRT) and provides a unique opportunity to ensure seamless multi-modal connections through the development of an interchange transit station.
- Future updates to Council are currently planned that will follow a second PIC for the study in early 2025, where the draft-preferred option(s) will be presented for review and feedback. A further update is planned when the delivery model for the Transit Hub will be selected.

BACKGROUND:

On November 17, 2021, Committee of Council received an update on the status of the Downtown Transit Hub project. The report outlined that a Transit and Rail Project Assessment Process (TRPAP) would be required to help guide the new Downtown Transit Hub infrastructure planning and preliminary design. On January 26, 2022, City Council authorized staff to commence the procurement for a Downtown Transit Hub study.

These reports outlined how a staged approach would guide the progression of the Downtown Transit Hub infrastructure delivery through from design to construction and commissioning. Figure 1 below depicts the stages and where the Downtown Transit Hub project currently sits in the project lifecycle.



The initial-planning stage concluded around mid-2022 and consisted of consultations with internal and key external stakeholders (including Metrolinx). A terms of reference was developed, which included two main objectives:

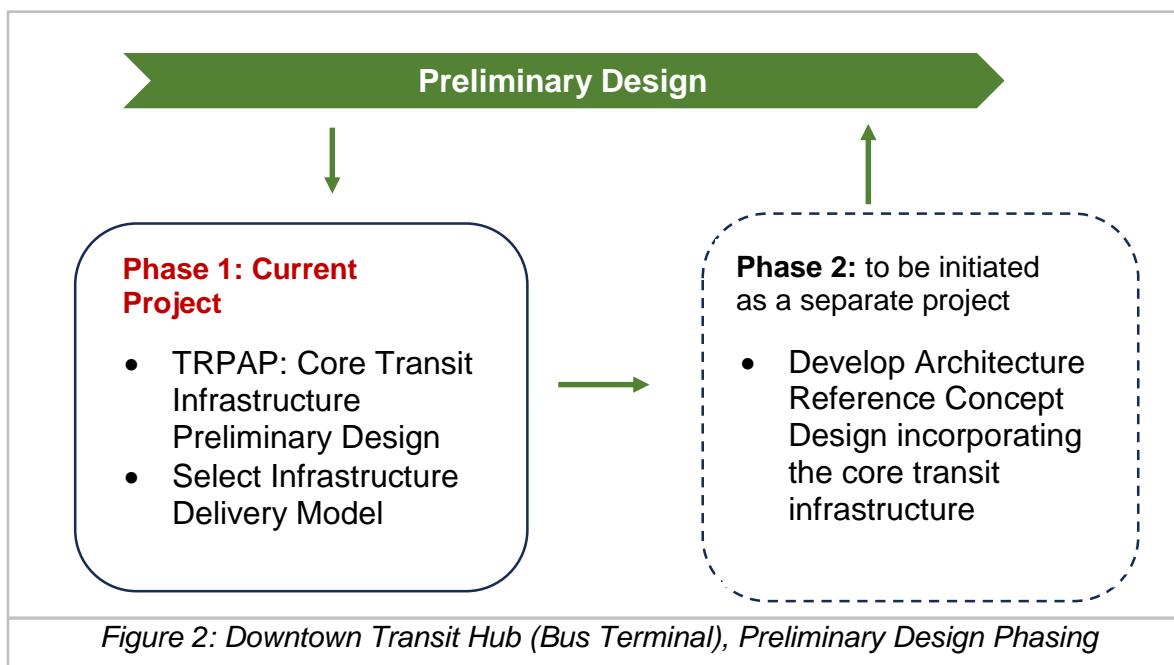
- To develop the preliminary design for the core-transit-infrastructure such as the bus-bays, the platform areas, circulation bays, passenger, operator amenity areas and so forth through the TRPAP.
- To identify the infrastructure delivery model selection to inform the procurement process from a range of choices from traditional-design-bid-build to public-private-partnerships.

In November 2022 following the RFP process, staff hired a multi-disciplinary team led by HDR as the prime consultant to carry out the TRPAP to develop the preliminary design for the Downtown Transit Hub core-transit-infrastructure, along with the associated business case and the supporting studies (Transit Hub Study). Through a Council Workshop held in February of 2023, transit staff provided an overview of the Transit Hub Study objectives and the timelines.

CURRENT SITUATION:

1. Preliminary Design

As outlined in Figure 2 below, the Preliminary Design stage is split in two phases.



Phase 1 will develop the core-transit-infrastructure preliminary design through the TRPAP and identify infrastructure delivery model. The core-transit-infrastructure preliminary design will identify preferred location and layout for bus bays, circulation areas, and passenger and operator amenity area programming, and so forth. The core-transit-infrastructure design is being developed considering the transit hub options from

stand-alone facility to mixed-use facility, compatible with transit-oriented-communities development. This phase will also select the infrastructure delivery model that will consider the choice of facility as stand-alone or mixed-use, and range of procurement options from the traditional design-bid-build to public-private-partnership.

The scope of work for the Transit Hub Study is limited to Phase 1 only and the output will inform the architecture reference concept design to be developed in a subsequent Phase 2 as separate project, thus completing the Preliminary Design stage. Completion of the Preliminary Design stage will inform the subsequent stages of procurement, detailed design, and construction.

2. Study Process

The TRPAP involves undertaking certain pre-planning activities including stakeholder consultation prior to initiating the regulatory process. Upon completion of the Pre-Planning phase, a notice is issued to announce commencement of the regulatory TRPAP that is time limited (6 months), with time-out if required under certain conditions.

The Transit Hub Study is currently in the Pre-Planning phase. Activities are ongoing with long-list option screening complete, and short-list (conceptual design) options being evaluated to identify high performing candidates, also called as the draft-preferred options. The best performing draft-preferred option(s) will be taken forward to a second Public Information Centre (PIC 2) for review and feedback from stakeholders and public.

Upon consideration of the feedback from PIC 2 and following this, the preferred option will be determined and taken through the regulatory process. This regulatory process will involve a third PIC, where the preferred option with the accompanying Environmental Project Report (EPR) will be presented for final stakeholder and public reviews, before submitting to the Ministry of the Environment, Conservation and Parks (MECP) for approval.

In summary, the outcome of the TRPAP will see the options screened and refined through feedback obtained through stakeholder and public consultation from:

- Long-list alternatives (PIC 1) - complete
 - ↳ Short-list and draft-preferred options (PIC 2) – in progress
 - ↳ Preferred option (also called as the Preferred Alternative) (PIC 3)

A long-list of the Downtown Transit Hub concept options was presented at the PIC 1 in November 2023. A copy of the [Engagement Summary Report, Downtown Transit Hub Study](#) can be accessed from the project webpage, and study specific key comments are summarized below:

- Ensure pedestrian safety at busy intersections

- Accessibility (both accessible pedestrian considerations as well as accessible transit)
- Convenient connections to other transit services such as LRT, GO, and other BRT

3. Key Principles

Through the study process, which has included broad stakeholder engagement, a list of key principles and objectives were developed that outline various priorities for the hub concepts and in developing the vision for the area. These principles will assist in the evaluation of all transit hub concepts and are currently as follows:

- Increase hub capacity to support service growth for Brampton Transit
- Enable safe and efficient multi-modal access for transit passengers
- Enable efficient transit bus routing
- Minimize conflicts with general traffic
- Improve comfort and quality of service
- Minimize the footprint of the Transit Hub
- Minimize impacts on pedestrian movement
- Minimize vehicular access driveways that conflict with pedestrian circulation
- Protect for redevelopment
- Animate Streets connected with the transit Hub

4. Infrastructure Coordination

There are three major higher order transit projects currently being studied that converge in downtown Brampton. The implementation and coordination of these higher order transit projects are critical towards achieving the Council approved 2040 Vision.

Figure 3 below illustrates these projects that are being coordinated with the Transit Hub design development. These projects are concurrently being carried out though in different stages of infrastructure planning, design development and implementation. This offers a unique opportunity to tie-in the three converging major transit spines of GO Rail, Hurontario LRT Extension and Queen St Hwy 7 BRT with Brampton Innovation District GO station. The City and Metrolinx staff are coordinating on their respective projects.

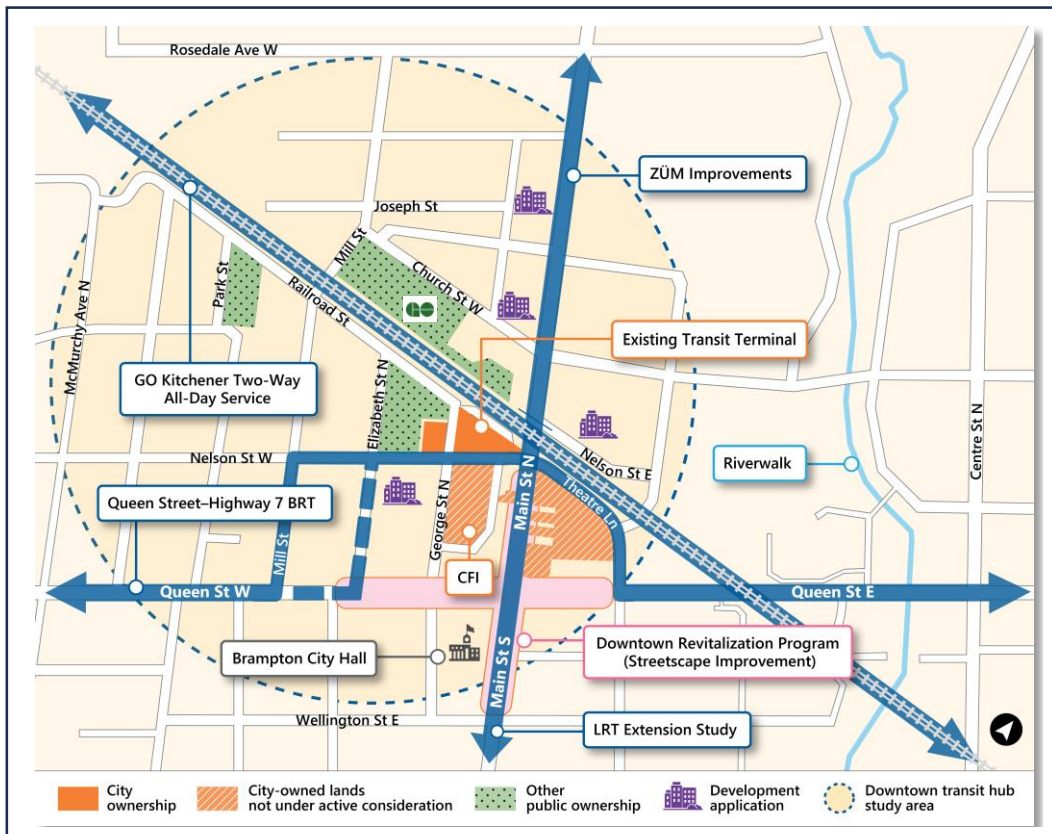


Figure 3: Higher Order Transit Projects, Brampton Innovation District GO station

As part of the Kitchener line All-Day/Two-Way GO train service enhancement, Metrolinx and CN are in the process of developing rail infrastructure upgrades, in parallel with ongoing negotiations. These upgrades include implementing a new third track in the existing CN railway corridor, expansion of the existing rail bridges at Centre St, Etobicoke Creek, Queen St, Union St, and Main St, and platform modifications at Brampton Innovation District GO. The evaluation of the Downtown Transit Hub design options are informed by the Brampton Innovation District GO platform design being developed by Metrolinx.

Following an announcement from the Province to advance planning to extend the Hazel McCallion line to downtown Brampton (LRT Extension), City staff continue to be engaged with Metrolinx sharing information and supporting Metrolinx led planning, design and delivery of the LRT Extension. The LRT alignment, and the location and design of the LRT terminus at Brampton GO could be an important factor influencing the Transit Hub design offering opportunities for integrating the respective designs and staff are closely coordinating with Metrolinx LRT Extension team.

The City is also engaged as a key stakeholder on the Queen St Hwy 7 BRT project led by Metrolinx. In downtown Brampton, the BRT route is planned to be diverted from

Queen Street to connect with the Downtown Transit Hub offering seamless multi-modal connection that will help with ease of transfers and provide a better customer experience.

5. Stakeholder Engagement

Stakeholder engagement is a critical piece of the pre-planning process, as it plays a key role in screening and refining the various design options. While PIC's offer an opportunity for all interested parties to be informed and provide feedback on the direction of the study, staff also understand that various stakeholders will have a heightened level of interest, given some of the interdependencies with this study. Recognizing this, more targeted outreach has been done with numerous stakeholders which include Metrolinx/CN, TRCA, First Nations, Downtown Brampton BIA and the Downtown Brampton Stakeholder Advisory Group.

Proponents of major development applications around Brampton GO are also identified as key stakeholders for the Transit Hub Study. This includes development application proponent (Proponent) for the lands comprising 17-35 Railroad Street, 48-50 Mill Street North, and 55-59 Elizabeth Street North collectively called as the 35 Railroad St site. This proposed site is proximate to the CN rail corridor and under the Transit Hub Study area where bus platforms (bays) are under active investigation along Railroad Street.

Staff had shared concept schematics with 35 Railroad Street Proponent for review and feedback. This was as part of stakeholder engagement on an emerging concept, as this option could potentially impact the 35 Railroad Street Site, and to help coordinate the designs.

The Proponent has submitted comments on this emerging concept which have also been submitted to Council. Staff have reviewed these comments and have clarified the Transit Hub Study process with them, including that no single preferred option has been identified to date and the TRPAP process has not yet commenced. Staff greatly appreciate the comments and will be considering and addressing each of them through the study process. The project team will continue to engage and respond to question and comments from the proponent as the study progresses.

Next Steps and Current Project Timelines

For next steps, staff will complete the ongoing consultations with internal and key agency stakeholders, and any impacted landowners to confirm the draft-preferred design concepts (draft-preferred-options). Supporting documentation and preliminary design (up to 30%) for the core-transit-infrastructure will also be developed as required.

The draft-preferred option(s) with supporting documentation will be presented at PIC 2 for review and feedback from broader stakeholders and public. Staff will identify various infrastructure delivery models from the traditional design-bid-build to public-private-

partnership, which will be presented to Council prior to their advancement. Staff will then initiate the regulatory TRPAP Process as outlined above.

Given the complexities of the several ongoing higher order transit projects in downtown, and the opportunities for developing the Transit Hub design as component of an integrated interchange at the Brampton Innovation District GO station, staff have outlined the updated timelines below for Phase 1 work:

PIC2 (tentative)	Q1 2025
Infrastructure Delivery Model selection	Q2 2025
Initiate Regulatory TRPAP	Q3 2025
Project Completion	Q1 2026

CORPORATE IMPLICATIONS:

N/A

STRATEGIC FOCUS AREA:

The Downtown Transit Hub is identified as a Strategic Focus Area under Transit and Connectivity to enhance transit services.

CONCLUSION:

The Downtown Transit Hub study continues to be advanced with significant input from the public and various stakeholders, helping to assess and narrow down the long list of options towards a single preferred design. The future Transit Hub will see the convergence of three major transit spines (GO Rail, Hurontario LRT Extension and Queen St Hwy 7 BRT) and provides a unique opportunity to ensure seamless multi-modal connections through the development of an interchange transit station. Future updates to Council are currently planned following the second PIC for the study in early 2025, where the draft-preferred option(s) will be presented for review and feedback. A further update is planned when the delivery model for the Transit Hub will be selected.

Authored by:

Reviewed by:

Kumar Ranjan, Manager Higher
Order Transit EA

Doug Rieger, Director, Transit
Development

Submitted by:

Approved by:

Heidi Dempster, General Manager,
Transit

Marlon Kallideen, Chief Administrative
Officer



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-08-09

Subject: **Timing Traffic Signals and Pedestrian Crossings at Intersections – All Wards (RM 43/2022)**

Contact: Shane Loftus, Manager, Transportation Right of Way and Safety, Road Maintenance, Operations and Fleet

Report number: Public Works & Engineering-2024-660

RECOMMENDATIONS:

1. That the report from Shane Loftus, Manager, Transportation Right of Way and Safety, Road Maintenance, Operations and Fleet to the Committee of Council Meeting of October 23, 2024, re: **Timing Traffic Signals and Pedestrian Crossings at Intersections – All Wards (RM 43/2022)**, be received.

OVERVIEW:

- **This report provides information to Council regarding the Timing of Traffic Signals and Pedestrian Crossings at Intersections.**
- **The report identifies technologies currently being piloted at various locations in the City that provide an enhanced pedestrian experience while maintaining safety and promote efficiency in traffic management.**
- **This report identifies the goal of Traffic Operations to continue to leverage stakeholder projects and to deploy technological solutions to maximize the capabilities of the Advanced Traffic Management System.**
- **Staff will continue to deploy various advanced smart detectors, and sensors at various locations across the City, relying on technology to maximize the safety and efficiency in the traffic system.**

BACKGROUND:

In 2023 concerns were received from residents having missed pedestrian walk opportunities at various intersections by failing to activate the walk signal when arriving at an intersection.

Direction was received from Council to explore having the pedestrian walk signal activate automatically whenever the traffic signals turned green for any vehicle direction, a process called “Automatic Pedestrian Recall”.

Staff conducted two separate information sessions for the Chair and Vice Chair Councillors for Public Works and Engineering as well as the Councillors from Wards 2 & 6, where the resident concerns originated.

Through the information session, staff were able to communicate the negative effects that Automatic Pedestrian Recall would present, including introducing significant inefficiency and delay into the traffic system, but also removing the ability for Transit Signal Priority (TSP) and Fire Pre-emption to work, increasing Transit and Emergency Services response times.

Several options were explored that would maintain efficiency within the traffic system but would also provide efficiencies for pedestrians and cyclists as well. Staff demonstrated advanced detector systems piloted at Williams Parkway and Graymar Road as well as Chinguacousy Road and Sandalwood Parkway West. These advanced detector systems can identify pedestrians, cyclists, various vehicle types including e-scooters, collision conflict hotspots and vehicle speeding trends among many other smart features. By being able to detect pedestrians and cyclists, the system can identify those waiting to cross an intersection and can automatically initiate a “call” to activate the walk/ride signal without the pushbutton being activated, among the various other functions that prioritize traffic safety and efficiency.

CURRENT SITUATION:

In the City of Brampton, our Pedestrian, and Traffic signals typically work independently. The pedestrian “walk” signal does not automatically activate when the traffic signal turns green. The pedestrian signal must be activated by using the push button, located near the curb depression for the crossing.

When a push button is activated for a pedestrian signal, it’s communicated to the traffic controller that there is a pedestrian waiting to cross and the controller will activate the pedestrian crossing interval (Walk and Flashing Don’t Walk). The maximum vehicle green time is activated simultaneously with a pedestrian crossing call, overriding the programmed vehicle green lengths. If a pedestrian does not activate the push button, it can lead to pedestrians still being in the intersection when the traffic signals change and/or create jaywalking incidents; both situations create dangerous vehicle-pedestrian conflict situations.

Pedestrian crossing intervals are calculated using mathematical formulas to determine how long it will take a pedestrian to cross the intersection using predetermined walk speeds and the width of an intersection. If a push button is not activated, the traffic

controller will use the minimum green time required by vehicular traffic, which is significantly lower than pedestrian crossing time requirements.

When pedestrian walk phases are not activated there is a significant amount of unused green time which is saved in a “bank” of available green time. The bank can be used to allow additional future movements (i.e., left turn arrows, advance green time, etc.) while maintaining overall system efficiency. This banked green time is also used to provide Signal Priority for buses and emergency vehicles.

Automatic Pedestrian Recall:

If the traffic signal green time was always maximized for each vehicle phase due to automatic pedestrian recall, the available bank would be zero. Without having a bank of available green time that can be deployed at an intersection, TSP and Fire Pre-emption would not be possible and vehicles would be left waiting at a red light when there was no demand on the cross street. Increased delay and inefficiency would lead to a significant rise in resident/driver complaints due to increased travel times, drivers making unsafe movements and a significant increase in pedestrian non-compliance.

Advanced Detector Systems:

Smart detector systems can work in conjunction with an Advanced Traffic Management System (ATMS) and the traffic controllers to create a smart and connected system that is capable of capturing data from an intersection or along a corridor, analyzing the data collected in the cloud and making signal timing changes in real time based on observed field conditions. Advanced detector cameras, that work in conjunction with detectors such as those deployed at Williams Parkway and Graymar Road and deployed at Chinguacousy Road and Sandalwood Parkway West are capable of monitoring live data, categorizing it by vehicle class, identifying specific road conditions, measuring congestion levels, identifying collision risk factors and communicating with the traffic controller through the ATMS to change local and corridor signal timings or to implement special actions such as activating a dynamic Leading Pedestrian Intervals (LPI) to reduce the probability of vehicle-pedestrian conflicts.

Staff have worked with internal stakeholders to ensure that the 360-degree camera systems being deployed at select intersections across the City are compatible with the traffic signal detectors and software, which will greatly increase the number of intersections where the City will be able to leverage smart detection technology.

These detectors, along with Intelligent Count Stations, which can monitor vehicle speeds, volumes, traffic density and travel times, will be the eyes and ears of a smart traffic solution that along with our new ATMS and traffic controllers will provide the City of Brampton with a traffic system that is industry leading in terms of efficiency and safety for all right of way users.

CORPORATE IMPLICATIONS:

Financial Implications:

There is no financial impact resulting from the recommendations in this report

STRATEGIC FOCUS AREA:

This report fulfills the strategic focus of Healthy and Safe City by improving the safety and efficiency for all road users. By modernizing the traffic signal system, we will be able to efficiently move people and goods on the City's road network.

CONCLUSION:

Traffic Signals staff will continue to deploy various advanced smart detectors (subject to budget approval), and sensors at various locations across the City, relying on technology to maximize the safety and efficiency in the traffic system.

Advanced Smart Detectors, Intelligent Count Stations and other sensors will be installed at appropriate locations throughout the City with a focus on all major intersections and along all major collector corridors, subject to Capital Budget approval.

Public Works and Engineering staff will work with Strategic Communications to create a communication plan that informs residents how the pedestrian and cyclist signals operate and to communicate that the “push” button must be pressed to activate the pedestrian “walk” signal.

Authored by:

Reviewed by:

Shane Loftus
 Manager, Transportation Right of
 Way and Safety
 Road Maintenance, Operations and
 Fleet

Kevin Minaker
 Acting Director, Road Maintenance,
 Operations and Fleet

Approved by:

Approved by:

Peter Pilateris, M.A.Sc.,P.Eng.
 Commissioner
 Public Works and Engineering

Marlon Kallideen
 Chief Administrative Officer



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-09-04

Subject: **Residential Bollard Report (RM 9/2024)**

Contact: Shane Loftus, Manager, Transportation Right-Of-Way and Safety

Report number: Public Works & Engineering-2024-753

RECOMMENDATIONS:

1. That the report from Shane Loftus, Manager, Transportation Right-Of-Way & Safety to the Committee of Council Meeting of October 23, 2024, re: **Residential Bollards (RM 9/2024)**, be received; and
2. That Council supports installation of residential bollards within a resident's private property, but not within the City's Right-of-way.

OVERVIEW:

- **At the March 20th Committee of Council meeting, a delegation was received regarding the use of bollards on residential properties to combat the rise of auto thefts in the City of Brampton.**
- **Council passed motion CW078-2024, referring the use of residential bollards to staff for consideration.**
- **Staff support the installation of residential bollards within a resident's private property, but not within the City's Right-of-way.**

BACKGROUND:

At the March 20th Committee of Council meeting, a delegation was received regarding the use of bollards on residential properties to combat the rise of auto thefts in the City of Brampton.

Council passed motion CW078-2024, referring the use of residential bollards to staff for consideration.

At the June 19th Committee of Council Meeting, staff were directed to bring a recommendation report forward to Council with additional details, including assessment of staffing and financial implications should there be any associated with this work; and to establish the appropriate standard operating procedures, protocols and relevant enacting by-laws to offer the option for residents to install residential bollards.

CURRENT SITUATION:

Current setback allowances allow staff to maintain the right-of-way without risk to private property. Allowing bollards to encroach on City property introduces potential risks during routine maintenance, such as snow plowing or mud jacking, especially if the bollard is in an upright position. Underground utility work may also damage or require removal of the bollard, even though an Encroachment Agreement would specify that the property owner is responsible for replacement. Despite this, homeowners may still file complaints with the City.

The installation of bollards on the public right of way could also impede emergency service access by blocking access for emergency service vehicles to respond to a call at a residential address.

Investigating Service Requests from complainants will increase City staff workloads. Bollards reduce driveway space, potentially increasing on-street parking demand. In areas with single-car driveways, full-sized trucks may not fit with a bollard in place. The space taken by bollards could also lead to the denial of curb cut requests for driveway widening.

If bollards are permitted to encroach within the City's right-of-way, this would require an Encroachment Agreement, as is the current practice with any installation that requires encroachment onto City's lands. Encroachment Agreements are registered on the property and the property owner is required to notify the City when the property has been sold, so a new agreement can be entered into between the City and the new property owner. Experience shows that property owners may sell without notifying the City, and new owners may not enter into a new Encroachment Agreement, potentially leading to legal issues.

If bollards are allowed in the City's right-of-way, staff estimate that 1-2 full-time equivalents (FTEs) would be needed to manage permits, inspections, inquiries, and agreements. Staffing needs would depend on the volume of applications and budget approval.

CORPORATE IMPLICATIONS:

Financial Implications:

There are no immediate financial implications from the recommendations in this report. Should Council direct staff to proceed with this initiative, any funding requests, including

staffing resources, will be requested in a future budget submission. This will allow time to assess the actual number of applications received, which will be included in a future budget submission and presented for consideration.

STRATEGIC FOCUS AREA:

This report aligns with the “Health and Well-being” strategic focus area. It focuses on solutions to assist with creating a safer environment for residents.

CONCLUSION:

Staff do not recommend allowing installation of bollards within the City’s right-of way, rather residents should consider alternatives within their own property limits with proper setbacks or use other non-intrusive measures like parking in garages, install fencing, or theft mitigation devices (which may lower insurance costs). If bollards are limited to private property, residents would not need City permits and would not need City permits and would only need to follow local utility safety procedures before installation.

Authored by:

Reviewed by:

Shane Loftus
Manager, Transportation Right-Of-Way and Safety
Road Maintenance, Operations and Fleet

Kevin Minaker
(A) Director, Road Maintenance, Operations and Fleet
Public Works and Engineering

Approved by:

Approved by:

Peter Pilateris, M.A.Sc., P. Eng.
Commissioner
Public Works and Engineering

Marlon Kallideen
Chief Administrative Officer



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-10-02

Subject: **Traffic By-law 93-93 – Administrative Update**

Contact: Binita Poudyal, Traffic Operations Technologist, Road Maintenance, Operations and Fleet

Report number: Public Works & Engineering-2024-801

RECOMMENDATIONS:

1. That the report from Binita Poudyal, Traffic Operations Technologist, Road Maintenance, Operations and Fleet to the Committee of Council Meeting of October 23, 2024, re: **Traffic By-law 93-93 – Administrative Update**, be received; and
2. That Traffic By-law 93-93, as amended, be further amended.

OVERVIEW:

- **Administrative changes are required to update and/or add new By-law information to the appropriate schedules and consolidated text of the General Traffic By-law 93-93.**
- **The By-law schedules relating to Rate of Speed and Community Safety Zones are impacted by this administrative update.**

BACKGROUND:

Administrative changes to Traffic By-law 93-93 are necessary on a regular basis as staff identifies, adds, and modifies by-law information to the appropriate schedules of the by-law. This allows Traffic By-law 93-93 to support appropriate changes to the City's road network and subsequent traffic and parking regulations.

CURRENT SITUATION:

The following amendment to the schedules of Traffic By-law 93-93 are recommended:

Rate of Speed (Schedule X):

Housekeeping amendment is required to the “Rate of Speed” schedule of Traffic By-law 93-93 for McMurchy Avenue South (Ward 3) to align with the posted speed limit for the school area between Elgin Drive and Charolais Boulevard.

Community Safety Zones (Schedule XXIV):

Based on the report to the July 2020 Council meeting titled “Timetable for Automated Speed Enforcement Implementation”, the following roadway sections are recommended to be designated as Community Safety Zones to meet the provincial requirements for implementing Automated Speed Enforcement.

- County Court Boulevard between Havelock Drive (northerly intersection) and Turtlecreek Boulevard (Ward 3)
- Dearbourne Boulevard between Dorset Drive and Delemere Road (Ward 7)
- Via Romano Way between Ebenezer Road and Big Moe Crescent (Ward 10)
- Pleasantview Avenue between Vodden Street West and Fairglen Avenue (Ward 1)

CORPORATE IMPLICATIONS:

Financial Implications:

There is no financial impact resulting from the recommendations in this report.

STRATEGIC FOCUS AREA:

This report supports Brampton’s Transit & Connectivity through administrative updates to Traffic By-law 93-93.

CONCLUSION:

The administrative updates to Traffic By-law 93-93 are required for the City to amend the Rate of Speed and Community Safety Zones schedules.

Authored by:

Reviewed by:

Binita Poudyal
Traffic Operations technologist,
Road Maintenance, Operations and
Fleet

Frank Massacci
Acting Director,
Road Maintenance, Operations and Fleet

Approved by:

Submitted by:

Peter Pilateris, M.A.Sc., P.Eng.
Commissioner,
Public Works and Engineering

Marlon Kallideen
Chief Administrative Officer



BRAMPTON

Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-10-15

Subject: **Budget Amendment – Fire Station 215 Construction Project – Ward 10**

Contact: Norval Thompson, Project Manager, Building Design & Construction

Report number: Public Works & Engineering-2024-809

RECOMMENDATIONS:

1. That the report from Norval Thompson, Project Manager, Building Design and Construction to the Committee Meeting of October 23rd, 2024, re: **Budget Amendment – Fire Station 215 Construction Project - Ward 10**, be received; and
2. That a budget amendment be approved for project #222520-003 - Fire Station 215 - Construction, to increase the project budget by \$6,500,000, with the funding to be transferred from Reserve # 4 – Asset Repair & Replacement.

OVERVIEW:

- In September 2020, Council endorsed the Brampton Fire and Emergency Services (BFES) 2021-2025 Fire Master Plan, which identifies the need for the new Fire Station 215.
- The new station includes a two-bay fire station of approximately 10,000 sq.ft., located at 10539 Goreway Drive.
- Design funding was approved in the 2022 Budget, and then partial construction funding was approved in the 2024 Budget. Currently there is \$8,000,000 approved, with the top-up of construction funding to be based on actual competitive market pricing received during tendering.
- In May 2024, Council authorized the procurement of a General Contractor for the construction of Fire Station 215.
- The project was tendered in September 2024, and based on market pricing received, an increase of \$6,500,000 is required to proceed with construction. The overall project cost is anticipated to be \$14,500,000.

BACKGROUND:

In 2016, Council endorsed the development of a new fire station in the proposed area as part of the Brampton Fire and Emergency Services (BFES) 2016 Station Location & Apparatus Deployment Study. Then in 2020, Council endorsed the BFES 2021-2025 Fire Master Plan, which identified the need for construction of Fire Station 215.

The property at 10539 Goreway Drive is optimally located for a fire station, and will be used to address the needs of the northeast section of the City. Current response times and increasing call volume in the area require the new Fire Station 215 to be in-service in 2026.

Fire Station 215 is planned as a two-bay fire station with approximately 10,000 sq.ft. Design funding for the project was approved in the 2022 Budget, and partial construction funding was approved in the 2024 Budget. There is \$8,000,000 approved, with the top-up amount to be requested after tender based on competitive market pricing.

An Architect was hired in February 2023 to provide design and contract administration services. In May 2024, Council authorized the procurement to begin to hire the General Contractor for the construction of Fire Station 215. The design package was tendered to general contractors in July 2024, with the award contingent on top-up funding being approved.

CURRENT SITUATION:

A public tender to hire a General Contractor was released in September 2024 and closed in September 2024. 7 compliant bids were received. A budget amendment of \$6,500,000 is required to proceed with award for construction services.

The tender value received is within 5% of the estimated value. The total anticipated project cost is \$14,500,000, including all soft costs and hard costs.

Construction is planned to start in Q4 2024, with an anticipated completion in Q1 2026.

CORPORATE IMPLICATIONS:

Financial Implications:

As per recommendations in this report, a budget amendment in the amount of \$6,500,000 is required to increase project #222520-003 – Fire Station 215, for construction work, with the funding to be transferred from Reserve # 4- Asset Repair & Replacement, subject to council approval. However, the financial impact on City reserves will be fully offset by the return of surplus capital funds, totaling approximately

\$8,011,092, from various projects under Public Works & Engineering, which will be processed in the Q4 Capital Status Report.

Although the project qualifies for Fire Development Charges (DC) funding the deficit in Fire Protection DC reserve would be beyond the 10-year repayment period if the project was funded through DCs, exceeding the City's long standing financial management practice of limiting DC deficits to 10 years. As such, the current DC growth plan cannot support this amendment.

The budget for this initiative will increase from \$8,000,000 to \$14,500,000 as shown in the table below:

Project # 222520 Fire Station 215	Approved Funding	Budget Amendment	Total Funding
Res # 4-Asset Repair & Replacement	8,000,000	6,500,000	14,500,000
Total	8,000,000	6,500,000	14,500,000

Purchasing Implications

A public Procurement Process has been conducted and the bid submissions have been evaluated in accordance with the published tendering process within the bid document. Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with Bidders involved in the procurement must occur formally, through the contact person identified in the Bid Document.

STRATEGIC FOCUS AREA:

The Fire Station 215 construction project supports Health and Well-being by providing a fire emergency facility within the growing community. This station will significantly reduce response times in the area and reduce the risk of potential loss of life and property. It also supports Government & Leadership by delivering on the City's strategic visions and master plans, including the BFES 2021-2025 Fire Master Plan.

CONCLUSION:

This report requests a budget amendment for the Fire Station 215 construction at 10539 Goreway Drive, Ward 10. A tender has been conducted and the award to the successful proponent is dependent on approval of additional funding. The project is planned to deliver adequate services to the community and meet the desired response times for Brampton Fire Emergency Services.

Authored by:

Reviewed by:

Norval Thompson
Project Manager, Building Design and
Construction

Mitsa Montaser
Director, Building Design and Construction

Approved by:

Submitted by:

Peter Pilateris, M.A.Sc., P.Eng.
Commissioner, Public Works and
Engineering

Marlon Kallideen
Chief Administrative Officer



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-09-30

Subject: **Request to Begin Procurement – Widening and Reconstruction of Goreway Drive between Cottrelle Boulevard and Humberwest Parkway – Ward 8**

Contact: Jia He, M.Eng., P.Eng., Project Manager, Capital Works

Report number: Public Works & Engineering-2024-780

RECOMMENDATIONS:

1. That the report from Jia He, Project Manager, Capital Works, to the Committee of Council Meeting of October 23, 2024, re: **Request to Begin Procurement – Widening and Reconstruction of Goreway Drive between Cottrelle Boulevard and Humberwest Parkway – Ward 8**, be received; and
2. That the Purchasing Agent be authorized to commence procurement for the widening and reconstruction of Goreway Drive between Cottrelle Boulevard and Humberwest Parkway including Contract Administration Services.

OVERVIEW:

- **This report is to obtain Council approval and authorization to begin procurement for the widening and reconstruction of Goreway Drive between Cottrelle Boulevard and Humberwest Parkway including Contract Administration Services.**
- **The construction work includes, but is not limited to, road widening, intersection improvements, multi-use paths, sidewalks, cross-ride, storm sewer, landscaping, streetscaping, pavement marking, traffic signals, and street lighting.**
- **The Capital budget for Goreway Drive widening and reconstruction was approved under the Capital project #243580-001.**

BACKGROUND:

Goreway Drive runs from Mayfield Road to Humberwest Parkway in the City of Brampton. The City's Transportation Master Plan (2015) has identified the need to widen Goreway Drive from Cottrelle Boulevard to Humberwest Parkway from 2 lanes to 4 lanes. An Environmental Assessment study was completed and detailed design and tender documentation is close to completion. Due to significant cost for relocation of utilities and impacts to valley land, the segment of Goreway Drive from Cottrelle Boulevard to North of Yorkland Boulevard will be maintained as 2 lanes with active transportation facilities. The segment from north of Yorkland Boulevard to Humberwest Parkway will be widened to 4 lanes along with active transportation facilities. Attachment One (1) shows the project location and the key plan.

CURRENT SITUATION:

Design and Tender documentation for the widening and reconstruction of subject segment of Goreway Drive is anticipated to be completed by December 2024 and can be tendered early in 2025 to start construction in Spring 2025. Funds are available under the Capital Project #243580-001.

Utility relocation work is in progress and expected to be completed by the Spring of 2025. Realty Services is working to obtain agreements for grading easements from private property owners and from the TRCA for road widening and reconstruction and will be completed prior to the start of construction.

To ensure safe traffic flow, the road will be closed during construction, with access restricted to local residents only. A detailed traffic management plan will be shared with stakeholders and residents before and during construction. Closing the road, for bridge, storm sewer and road construction will reduce capital costs, improve safety and significantly shorten the construction timeline.

Scope of project:

The tasks associated with this project include the following:

- Widening of Goreway Drive from a 2-lane rural cross-section to a 4-lane urban cross-section from Humberwest Parkway to north of Yorkland Boulevard;
- Reconstruction of Goreway Drive from north of Yorkland Boulevard to Cottrelle Boulevard;
- Construction of new storm sewers; multi-use paths, transit shelters, traffic signals, street lighting and landscaping

Project Timing (Anticipated):

Begin Procurement Approval	Q4, 2024
Issue for Tender	Q1, 2025
Tender Closing	Q1, 2025
Construction Start	Q2 2025
Completion of Project	Q4 2026

CORPORATE IMPLICATIONS:

Financial Implications:

Sufficient funding is available within the Public Works & Engineering approved Capital Budget for this initiative.

Purchasing Implications:

A public Procurement Process will be conducted, and the Bid submissions shall be evaluated in accordance with the published evaluation process within the bid document. Purchase approval shall be obtained in accordance with the Purchasing By-law.

A separate public Procurement Process will be conducted for Contract Administration Services and Proposals shall be evaluated in accordance with the published evaluation process within the bid document.

All communication with bidders involved in the procurement must occur formally, through the contact person identified in the RFP Document.

STRATEGIC FOCUS AREA:

This report aligns with the City's strategic focus on Transit and Connectivity by enhancing street connectivity, promoting active transportation, and improving overall livability.

CONCLUSION:

This report recommends that the Purchasing Agent be authorized to commence the procurement as described in this report.

Authored by:

Reviewed by:

Jia He, M.Eng. P.Eng.
Project Manager,
Capital Works Division

Sunil Sharma, P.Eng.
Director,
Capital Works

Approved by:

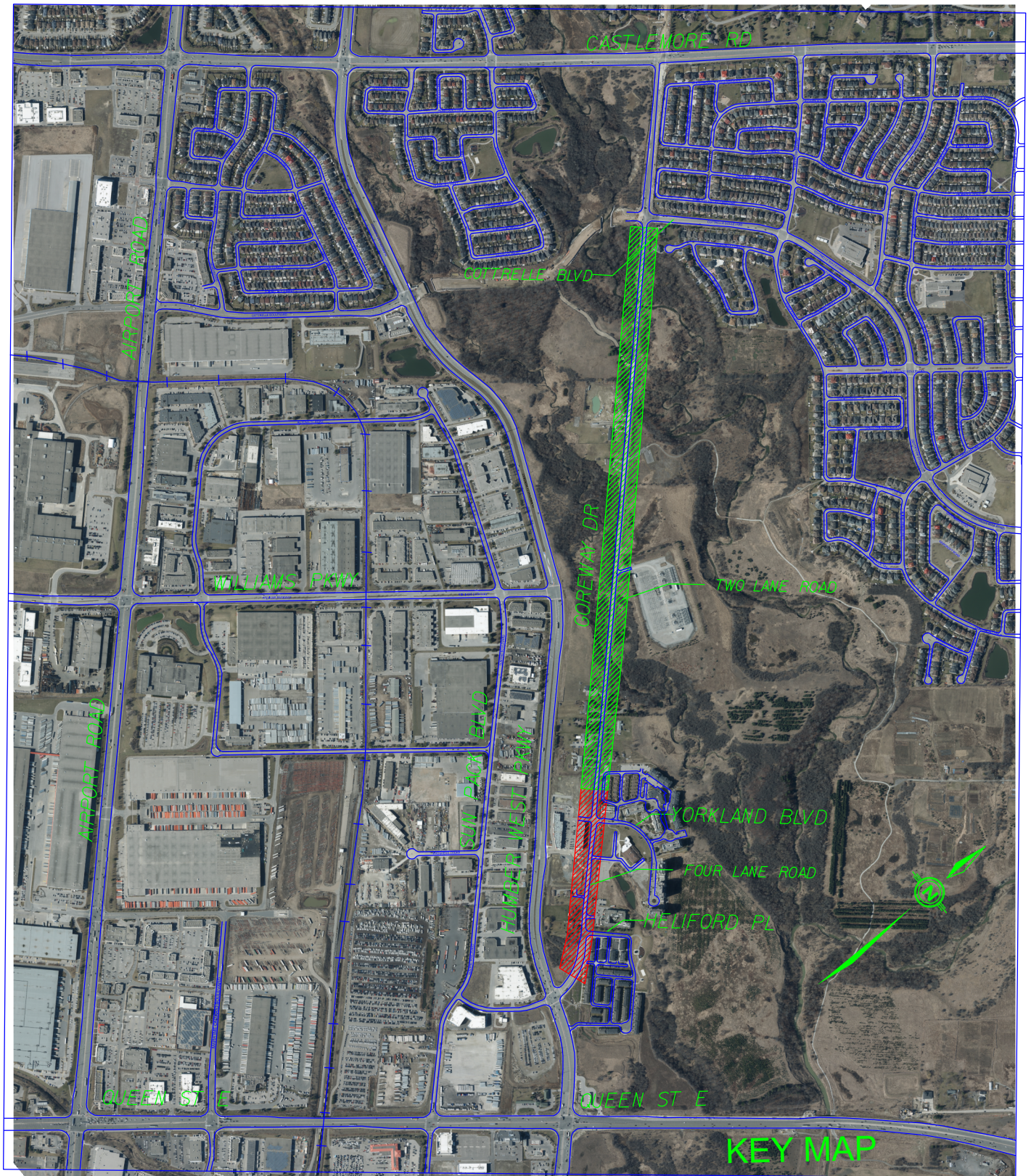
Approved by:

Peter Pilateris, M.A.Sc., P.Eng.
Commissioner,
Public Works and Engineering

Marlon Kallideen
Chief Administrative Officer

Attachments:

- Attachment #1 – Key Plan





Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-09-20

Subject: **Request to Begin Procurement – Countryside Drive from Regional Road 50 to 700 m west of Coleraine Dr (Phase I) – Ward 10**

Contact: Jia He, M.Eng., P.Eng. Project Manager, Capital Works

Report number: Public Works & Engineering-2024-782

RECOMMENDATIONS:

1. That the report from Jia He, Project Manager, Capital Works, to the Committee of Council Meeting of October 23, 2024, re: **Request to Begin Procurement – Countryside Drive from Regional Road 50 to 700 m west of Coleraine Dr (Phase I) – Ward 10**, be received;
2. That the Purchasing Agent be authorized to commence the procurement for the widening of Countryside Drive from Regional Road 50 to 700 m west of Coleraine Drive including Contract Administration Services during construction.

OVERVIEW:

- **This report is to obtain Council authorization to begin procurement for the construction of Countryside Drive from Regional Road 50 to 700 m west of Coleraine Drive (Phase I) including Contract Administration Services;**
- **The construction includes road widening, intersection improvements, multi-use paths, sidewalks, storm sewer, landscaping, streetscaping, pavement marking, traffic signals, and street lighting, sanitary sewer and watermain construction;**
- **The cost of sanitary sewer and watermain construction will be recovered from the Region of Peel; and**
- **The procurement and construction are subject to Council approval of the 2025 Public Works and Engineering Capital Budget.**

BACKGROUND:

Countryside Drive runs from Heart Lake Road to Regional Road 50 (see Attachment #1). The City's Transportation Master Plan 2015 has identified the need to widen Countryside Drive from Regional Road 50 to 700 m west of Coleraine Drive from 2 lanes to 4 lanes. An Environmental Assessment study was completed and detailed design and tender documentation is currently in progress. Upon completion of the design and tender documentation, City can tender the project for construction subject to property acquisition and Council approval of 2025 Public Works and Engineering budget.

CURRENT SITUATION:

Capital Works initiated the detailed design of Countryside Drive from The Gore Road to Regional Road 50 in March 2024. The total length of the project is approximately 3.6 km. For construction purposes, the project has been divided into two phases. Phase I consists of approximately 1.6 km from Regional Road 50 to 700 m west of Coleraine Drive and Phase II consists of approximately 2 km, 700 m west of Coleraine Drive to The Gore Road. The phasing of the project allows to expedite construction of the roadway that is required to serve the proposed industrial developments on west of Regional Road 50. Detailed design of the first phase is expected to be completed by the end of 2024 with construction planned for spring 2025 subject to property acquisition and utility relocations. Construction of the Phase II is tentatively scheduled for 2026 subject to development of adjacent area and property acquisition.

Staff is seeking Council authorization to Begin Procurement for the construction and Contract Administration Services of Phase I of the project.

Scope of project:

The tasks associated with this project are comprised of, but not limited to, the following elements:

- Widening of Countryside Drive from 2-lane rural cross-section to 4-lane urban cross-section from Regional Road 50 to 700 m west of Coleraine Drive;
- Construction of new storm sewers; multi-use path; transit shelter; traffic signals; street lighting; and landscaping; and
- Sanitary and watermain construction on behalf of the Region of Peel.

Project Timing (Anticipated):

Council Approval	Q4 2024
Issue for Tender	Q1 2025

Tender Closing	Q1 2025
Construction Start	Q2 2025
Completion	Q4 2026

CORPORATE IMPLICATIONS:

Financial Implications:

Departmental staff in Public Works & Engineering have identified sufficient funding within the 2025 Capital Budget request for this project. The cost of sanitary sewer and watermain construction works to be completed on behalf of the Region of Peel is fully recoverable from the Region. However, procurement for construction and contract administration will be subject to the Mayor’s approval of the 2025 capital budget request.

Purchasing Implications:

A public Procurement Process will be conducted for Contract Administration Services and Proposals shall be evaluated in accordance with the published evaluation process within the Proposal document. Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with bidders involved in the procurement must occur formally, through the contact person identified in the RFP Document.

STRATEGIC FOCUS AREA:

This report supports the City’s Strategic focus on Transit and Connectivity by improving connectivity and livability of streets and promoting active transportation facilities in the City.

CONCLUSION:

This report recommends that the Purchasing Agent be authorized to commence the procurement as described in this report.

Authored by:

Reviewed by:

Jia He, M.Eng. P.Eng.
Project Manager,
Capital Works

Sunil Sharma, P.Eng.
Director,
Capital Works

Approved by:

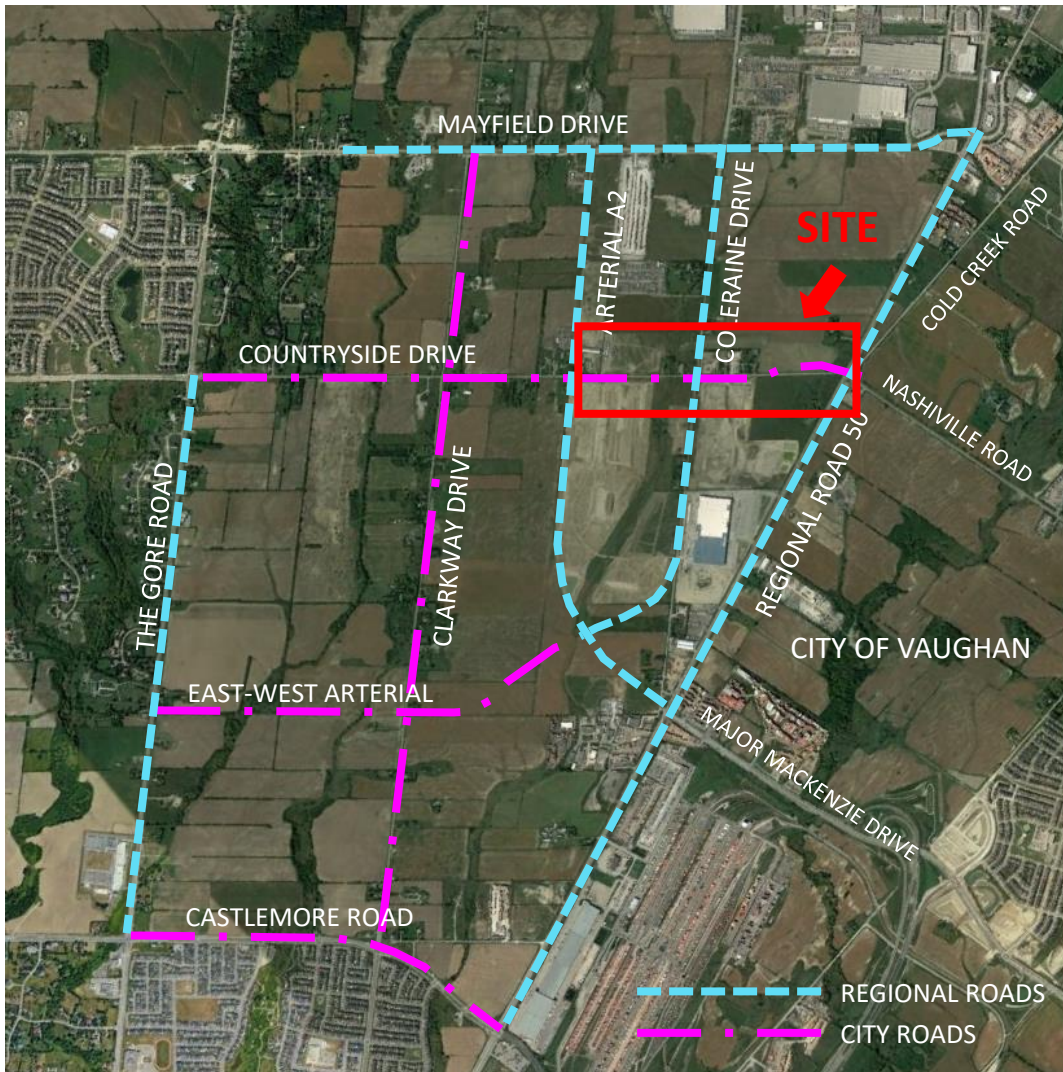
Approved by:

Peter Pilateris, M.A.Sc., P.Eng.
Commissioner,
Public Works and Engineering

Marlon Kallideen
Chief Administrative Officer

Attachments:

- Attachment 1 – Key Plan



KEY MAP

Tuesday, October 1, 2024**Members Present:**

Raman Vasudev (Co-Chair)
Sherry-Ann Ram (Co-Chair)
Charles Coimbra
Subhash Chander Duggal
Neil Fairhead
Sandra Roppa

Members Absent:

Sukran Balaban (regrets)
Brajgeet Bhathal (regrets)
Pushproop Brar
Hardik Mankad
Shailly Prajapati
Regional Councillor G. Toor - Wards 9 and 10 (personal)

Staff Present:

Pam Cooper, Manager, Environmental Planning, Planning, Building
and Growth Management
Kristina Dokoska, Policy Planner - Environment, Planning, Building
and Growth Management
Karline McCawley, Environmental Project Specialist, Planning,
Building and Growth Management
Sonya Pacheco, Legislative Coordinator, City Clerk's Office

1. **Call to Order**

The meeting was called to order at 6:09 p.m. and adjourned at 6:38 p.m.

2. **Approval of Agenda**

The following motion was considered.

EAC026-2024

That the agenda for the Environment Advisory Committee Meeting of October 1, 2024, be approved, as amended, to add the following item:

- 8.1 Discussion re: Private Property Maintenance and Prohibited Plants By-law (Grass and Weed Cutting By-law 166-2011 Update)

Carried

3. **Declarations of Interest under the Municipal Conflict of Interest Act**

Nil

4. **Previous Minutes**

4.1 Minutes - Environment Advisory Committee - August 6, 2024

The minutes were considered by Committee of Council on September 4, 2024 and were approved by Council on September 11, 2024. The minutes were provided for Committee's information.

5. **Presentations\Delegations**

Nil

6. **Reports/Updates**

6.1 Verbal Update from Karline McCawley, Environmental Project Specialist, Planning, Building and Growth Management, re: Dearbourne Pollinator Planting Event

Karline McCawley, Environmental Project Specialist, Planning, Building and Growth Management, provided an overview of the Dearbourne Park pollinator habitat planting event held on September 21, 2024.

In response to questions from Committee staff provided information regarding the theme and materials used for the painting activity, and advised this activity was open to all ages.

The following motion was considered.

EAC027-2024

That the verbal update from Karline McCawley, Environmental Project Specialist, Planning, Building and Growth Management, to the Environment Advisory Committee Meeting of October 1, 2024, re: **Dearbourne Pollinator Planting Event**, be received.

Carried

6.2 Verbal Update from Kristina Dokoska, Policy Planner - Environment, Planning, Building and Growth Management, re: Climate Change Adaptation Plan

Kristina Dokoska, Policy Planner - Environment, Planning, Building and Growth Management, provided an update regarding the Climate Change Adaptation Plan, which included information on the development of the plan, timelines for review, and public engagement and education. In addition, Kristina advised that staff will be seeking input from Committee members on the draft plan and actions within, and encouraged members to assist with public engagement.

Committee discussion on this matter included the following:

- Opportunities for the Committee to support the plan, including through community outreach and promoting the plan once its released to the public
- Target age group for engagement
- Engaging the younger generation and opportunities to attend local schools

The following motion was considered.

EAC028-2024

That the verbal update from Kristina Dokoska, Policy Planner - Environment, Planning, Building and Growth Management, to the Environment Advisory

Committee Meeting of October 1, 2024, re: **Climate Change Adaptation Plan**, be received.

Carried

7. Sub-Committees

7.1 Sub-Committee Progress Updates

Sherry-Ann Ram, Co-Chair, provided an update on behalf of the Ad-Hoc Pollinator Sub-committee, which included an overview of discussions at the previous meeting regarding the Grass and Weed Cutting By-law update, initiatives to encourage natural gardens, and a future delegation to the Committee of Council in June 2025 for Pollinator Week.

8. Other New/Business

8.1 Discussion re: Private Property Maintenance and Prohibited Plants By-law (Grass and Weed Cutting By-law 166-2011 Update)

Pam Cooper, Manager, Environmental Planning, Planning, Building and Growth Management, provided a brief overview of the Private Property Maintenance and Prohibited Plants By-law (Grass and Weed Cutting By-law 166-2011 Update), which was presented at the August 6, 2024 Environment Advisory Committee (EAC) meeting, and outlined the opportunity for the Committee to delegate in support of this by-law at a future Committee of Council meeting. It was noted that a meeting date has not been confirmed.

Staff responded to questions from Committee with respect to the by-law update, and consideration was given to selecting representatives to delegate on behalf of the EAC at a future Committee of Council meeting in support of the subject by-law.

The following motion was considered.

EAC029-2024

That Sherry-Ann Ram, Co-Chair, and Charles Coimbra be selected as representatives of the Environment Advisory Committee to delegate at a future Committee of Council meeting in support of the Private Property Maintenance and Prohibited Plants By-law (Grass and Weed Cutting By-law 166-2011 Update).

Carried

9. **Correspondence**

Nil

10. **Question Period**

Nil

11. **Public Question Period**

Nil

12. **Adjournment**

The following motion was considered.

EAC030-2024

That the Environment Advisory Committee do now adjourn to meet again for a regular meeting on Tuesday, December 3, 2024 at 6:00 p.m. or at the call of the Chair.

Carried

Raman Vasudev – Co-Chair

Sherry-Ann Ram – Co-Chair

October 11, 2024

Via Electronic Submission

City of Brampton
Brampton City Hall
2 Wellington Street West
Brampton, ON L6Y 4R2

ATTN: Mayor Patrick Brown and Members of Council

RE: Downtown Brampton Transit Hub (Bus Terminal) Preliminary Design, and Business Case Study – Comments on Transit Project Assessment Process (“TPAP”)

Tribute (Railroad Street) Limited (“Tribute”) is the registered owner of the properties municipally known as 17-35 Railroad Street, 48-50 Mill Street North and 55-59 Elizabeth Street North (the “Lands”) in the City of Brampton (the “City”). Tribute recently acquired the Lands on June 21, 2024, but the Lands’ development potential has been subject to extensive pre-application consultation with the City and a rezoning application was filed by the prior owner on April 30, 2024 (the “Application”). The City deemed Tribute’s application complete as of August 14, 2024.

We are writing to provide comments on the City’s Downtown Transit Hub (Bus Terminal) Preliminary Design (the “Preliminary Design”) that is being considered under a TPAP in accordance with O. Reg 231/08. We are of the view that the proposed Transit Hub, inclusive of the relocation of Railroad Street, will result in significant adverse impacts to the Lands by hindering its development potential as a site that can accommodate development in a three point-tower form. These impacts have not been accurately reported and considered in the City’s Preliminary Design and Business Case Study, and request that City staff continue to consult with Tribute to identify an appropriate option.

The Lands

The Lands are immediately across Railroad Street from the Brampton Innovation District GO Station (the “GO Station”) and are included within the boundary of the Brampton GO Major Transit Station Area. Mill Street abuts the Lands to the west & Elizabeth Street abuts the Lands to the east.

The Lands currently consist of an assembly of vacant parcels and 1 to 2-storey detached dwellings. The City’s in-force Official Plan designates the Lands as Mixed Use and the Downtown Brampton Secondary Plan designates the Lands as Central Area Mixed Use. Both designations prioritize transit-supportive development in a compact form. The Lands are accordingly underutilized and appropriate for redevelopment in tower form.



The TPAP

Through the TPAP, the City is proposing to construct additional bus bays, layovers, charging stations, and bus loops near the GO Station. In November 2023, City staff presented a long-list of options divided into three conceptual alternatives: (1) on-street bus exchanges south of the Railway Street corridor; (2) off-street exchanges south of the Railway Street corridor; and (3) a split exchange on the north and south side of the Railway Street corridor. At the time, staff identified benefits and impacts arising from each option, but did not select a preferred design. Instead, staff stated that they would carry out additional studies and present short-listed design alternatives in a second Public Information Centre in the Spring of 2024, with a third Public Information Centre scheduled in the future to select a preferred alternative design and complete the environmental project report as required by O. Reg 231/08. It is our understanding that short-listed design alternatives have yet to be presented to the public.

As the formal TPAP is subject to stringent timelines, the TPAP Manual strongly recommends pre-planning activities with property owners within 30-metres of the transit project location. The TPAP Manual recommends that pre-consultation should canvass preferred options, complete studies, and consider objections from these property owners to minimize objections during the TPAP process. This has not occurred.

At a meeting held between Tribute and the City on July 15, 2024, staff identified that they had refined Option 2, Configuration “D” (“Option 2D”), which requires acquisition of property along the Railroad Street frontage of the Lands to protect for the continuation of Railroad Street, west of Elizabeth Street with additional bus stops. The City labelled this refined option as Option 2D – Alternative 1 and referred to it as their preferred option at the meeting. The City’s meeting minutes and Option 2D – Alternative 1 are enclosed with this letter for reference. Some redactions have been applied to protect commercially sensitive information.

A further meeting with staff was held on October 10, 2024, where staff clarified that Option 2D – Alternative 1 is an emerging option to be considered together with the other long-list options.

The Preliminary Design Will Result in Significant Adverse Impacts

While Tribute understands that Option 2D – Alternative 1 is one of several long-list options, Tribute remains concerned that this option has not been adequately evaluated together with the other options to properly identify all potential adverse impacts.

Through the evaluation of the long-list options, Metrolinx’ proposed corridor expansion project to accommodate two-way all-day rail service was taken into consideration and is anticipated to encroach on Railroad Street and the 8 Nelson site (existing bus terminal). The long-list options were developed with either the full realignment, partial realignment/closure, or full closure of Railroad Street in mind. From reviewing the long-list options, closure means closure to public traffic but open to transit. The assumption that Railroad Street can remain west of Elizabeth Street, east of Mill Street makes the review of these long-list options inherently flawed.



City staff identified evaluation methodology & criteria where a key measurement of impact is whether the design option would minimize capital costs.

As shown in the development options enclosed with this letter, specifically Option 1, the Lands, with the closure of Railroad Street between Mill Street and Elizabeth Street, can accommodate three towers with standard 750m² floor plates and appropriate tower separation.

Maintaining Railroad Street as a through street, north of the Lands between Mill Street and Elizabeth Street, would require an acquisition of 17.5% of the Lands. Please see Option 2 enclosed with this letter. Option 2D – Alternative 1, with Railroad Street as a through street, north of the Lands between Mill Street and Elizabeth Street, including the bus stops, would require an acquisition of 22.8% of the Lands. Please see Option 3 enclosed with this letter.

The overlay of the proposed land takings due to maintaining Railroad Street as a through street, between Mill Street and Elizabeth Street, and Option 2D – Alternative 1 significantly constrains the Lands and results in the loss of development potential of a third tower, the reduction of approximately 28,500m² (307,200ft²) of Gross Floor Area (GFA) and the loss of 361 units. Please note that Option 2 and 3 include tower floor plates that are approximately 850m². The towers were expanded from 750m² in Option 1 to approximately 850m² in Option 2 and 3 to try and recoup the significant loss the proposed land taking would have on the Lands. If Option 2 and 3 were designed with two 750m² towers, the loss in GFA would be approximately 36,700m² (395,000ft²), and the unit loss would be 489.

Tribute believes that Option 1 represents an appropriate development for the Lands, meeting all statutory tests under the *Planning Act* and representing good planning. While the Application attempted to mitigate this potential loss by proposing only two towers, the Application should not be understood as any acquiescence or consent to the proposed taking shown in Option 2D – Alternative 1. The impacts of these constraints cannot be overstated and must be considered in the evaluation of options.

Through our application, City staff expressly advised that additional consultation with the City, Metrolinx, and CN Rail should occur to evaluate the closure or re-alignment of Railroad Street. To date, that consultation has not occurred. Accordingly, Tribute requests that such consultation occur as part of the City's evaluation of long-list options.

City to Re-evaluate Long-List Options

We propose the City evaluate the long-list options with consideration of closing Railway Street north of the Lands between Mill Street and Elizabeth Street due to the loss of the development potential of a third tower on the Lands and capital costs for the City associated with required land acquisitions.



Our Transportation consultant, Arcadis, has reviewed the potential closure of Railroad Street to the north of the Lands. Preliminary Analysis confirms the closure of Railroad Street can be achieved with improvements such as turn lanes and signalization at the intersection of Mill Street North and Nelson Street West and Elizabeth Street North and Nelson Street West. There is sufficient width at these intersections to accommodate signalization without widening.

A benefit to the closure of Railroad Street north of the Lands is the development of a pedestrian mews between our future development and the GO Station.

Closing

We ask the City to consider our comments on the City's Downtown Transit Hub (Bus Terminal) Preliminary Design that is being considered under a TPAP in accordance with O. Reg 231/08 and request that City staff continue to consult with Tribute to identify an appropriate option.

Regards,

TRIBUTE (RAILROAD STREET) LIMITED



Peter Jakovcic
Vice President of Land Development

Cc:



DESIGN OPTIONS	OPTION 1			OPTION 2			OPTION 3		
	3 TOWERS			2 TOWERS			2 TOWERS		
	0% LAND TAKING			17.5% LAND TAKING (RAILROAD ST MAINTAINED)			22.8% LAND TAKING (TPAP OPTION 2D-Alt.1)		
	sq.m.	sq.ft.	sq.m.	sq.ft.	sq.m.	sq.ft.	sq.m.	sq.ft.	
NET SITE AREA	6,049	65,107	4,992	53,736	4,670	50,263			
Gross Site Area	6,049	65,107	6,049	65,107	6,049	65,107			
Reductions (%)	0	0	1,056	17.5%	1,379	22.8%	14,843		
TOTAL FLOOR AREA (TFA)	153,460	1,651,825	116,297	1,251,806	114,213	1,229,378			
Residential	140,231	1,509,435	106,505	1,146,411	104,826	1,128,340			
Non-Residential (Retail)	620	6,674	419	4,510	350	3,767			
Parking (Above Ground)	12,608	135,716	9,372	100,884	9,037	97,271			
GROSS FLOOR AREA (GFA)	120,388	1,295,845	93,367	1,004,994	91,848	988,640			
Above Ground	119,893	1,290,517	92,945	1,000,452	91,426	984,097			
Underground	495	5,328	422	4,542	422	4,542			
NET FSI	19.90			18.70			19.67		
Gross FSI	19.90			15.44			15.18		
NO. OF FLOORS	53	55	58	55	58	55	58		
Tower Plate Size sq.m. (TFA)	750	750	750	850	850	850	850		
Buildings A - B - C	A	B	C	A	B	A	B		
NO. OF UNITS	1,955			1,628			1,594		
units per typical plate	11	12	11	14	14	14	14		
PARKING PROVIDED	575			454			409		
	Ratio	0.29	per unit	Ratio	0.28	per unit	Ratio	0.26	per unit
Provided number of floors	*3.5 levels above ground and 3 level below ground			*3.5 levels above ground and 3 level below ground			*3.5 levels above ground and 3 level below ground		

Note 1: "Total Floor Area" Calculated from building massing

Note 2: GFA By-Law Definition: "Gross Floor Area" shall mean the aggregate of the area of all floors in a building, above or below established grade, measured from the exterior of the outside walls, but excluding any parts of the building used for mechanical equipment, stairwells, elevators, or any part of the building below grade used for storage purposes. "Residential Gross Floor Area" shall mean the aggregate of the area of all the floors in a building, above or below established grade, measured between the exterior walls of the building, but excluding any porch, verandah, unfinished attic, basement or any floor area used for building maintenance or service equipment, loading area, common laundry facilities, common washroom, common children's play area, recreation area, parking of motor vehicles, or storage.

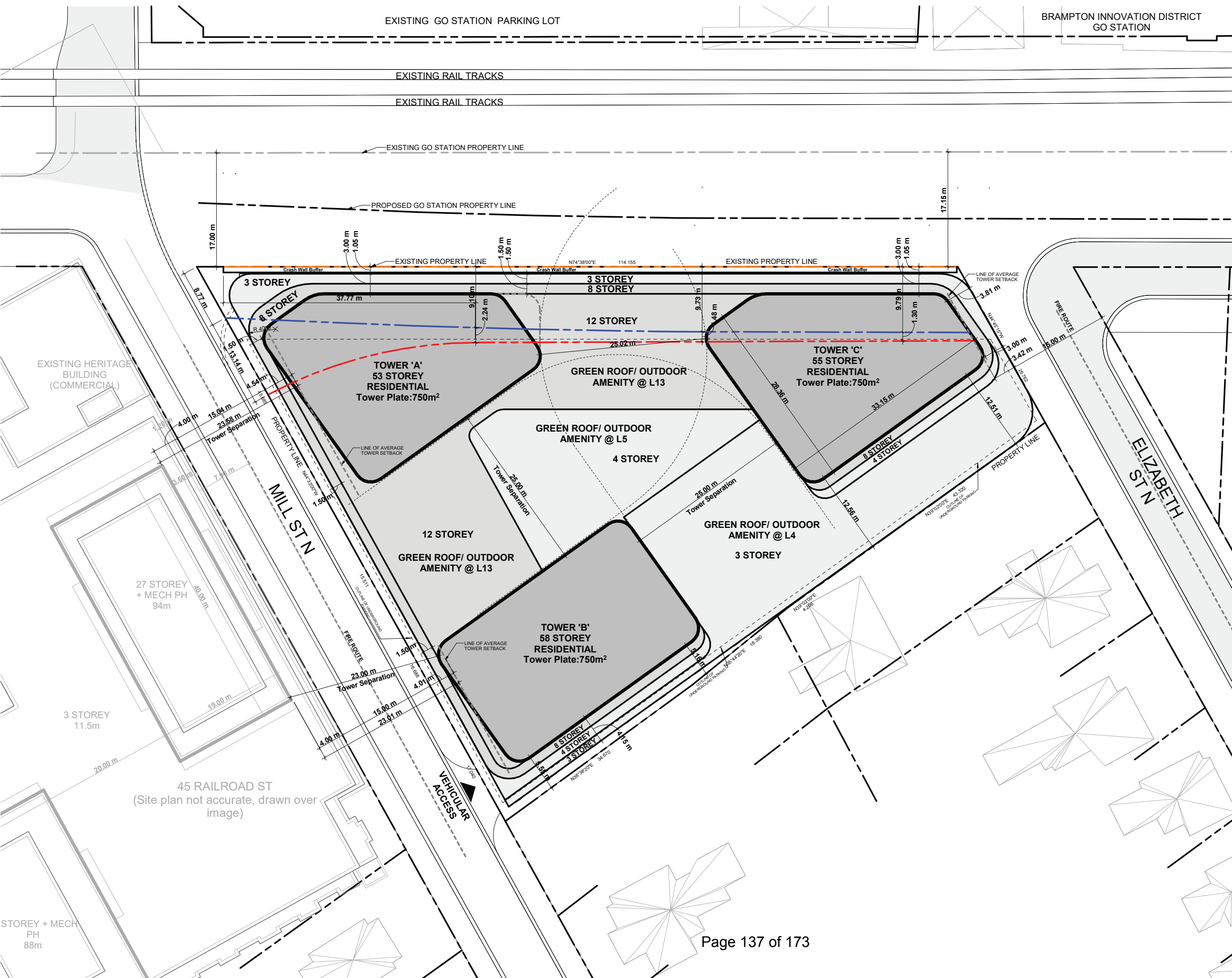
Note 3: Gross floor areas does not include amenity spaces

Note 4: Gross floor areas for options 3 are estimated with similar GFA/TFA ratio as option 2

Note 5: Gross floor areas for options 1 are estimated from massing & high level concept plan sketches

ALL OPTIONS STATISTICS

35 RAILROAD ST
BRAMPTON ON.



OPTION 1			
3 TOWERS			
0% LAND TAKING			
	sq.m.	sq.ft.	
NET SITE	6,049	65,107	
GROSS SITE	6,049	65,107	
REDUCTIONS	0	0	
TFA	153,460	1,651,825	
RES.	140,231	1,509,435	
NON-RES.	620	6,674	
PARKING	12,608	135,716	
GFA	120,388	1,295,845	
ABOVE	119,893	1,290,517	
U/GROUND	495	5,328	
NET FSI	19.90		
GROSS FSI	19.90		
FLOORS	53	55	58
PLATE TFA	750	750	750
	A	B	C
UNITS	1,955		
PER PLATE	11	12	11
PARKING	575		
	Ratio	0.29	per unit
	*3.5 levels above ground and 3 level below ground		

OPTION 1 MASSING BRAKDOWN:

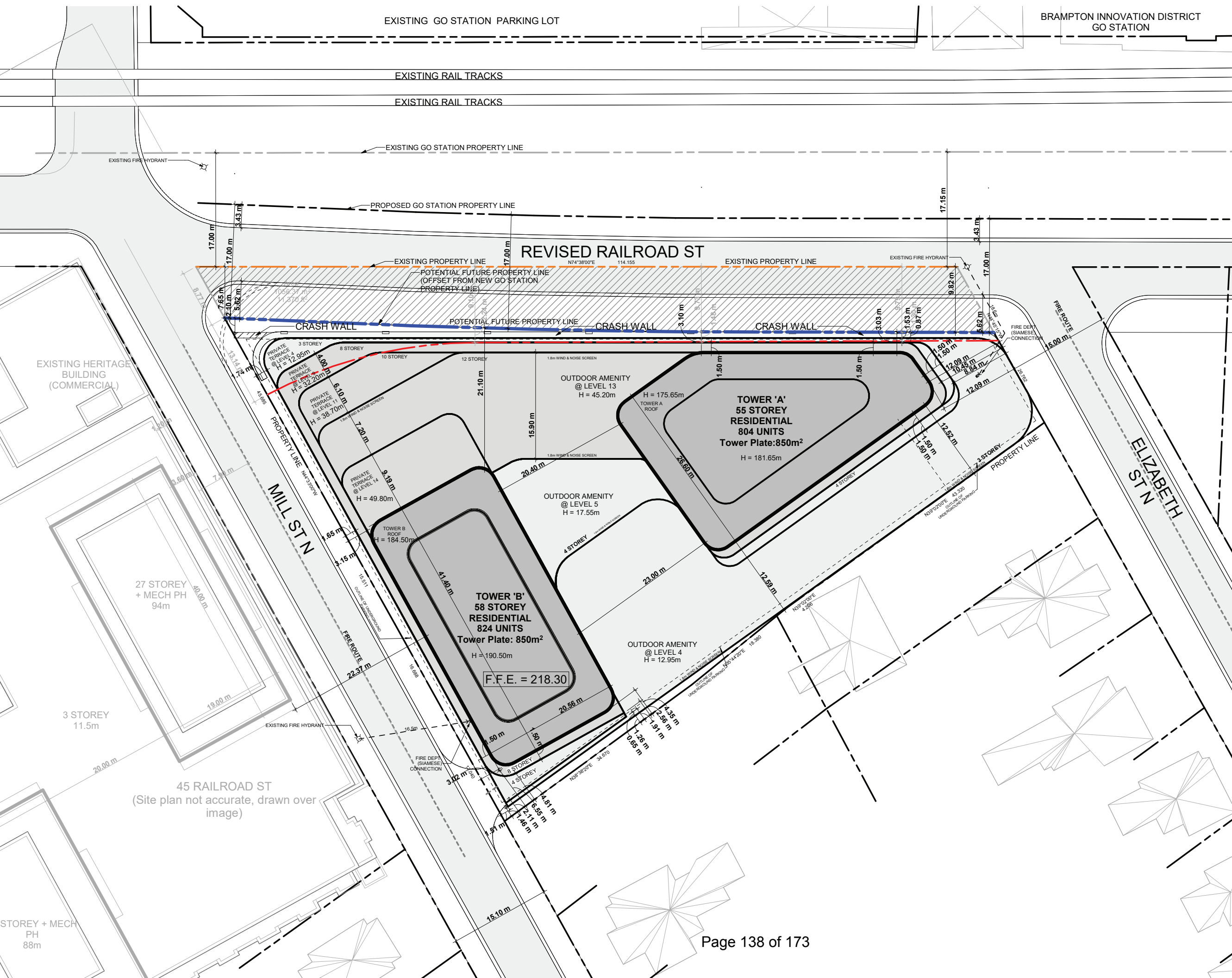
Levels P1-P3: Underground Parking
 Level 1: Lobbies, Retail along Mill St, Parking
 Level Mezz: Parking
 Levels 2&3: Parking, 16 Res. Units facing Mill & Elizabeth St
 Level 4: 42 Res. Units + Indoor & Outdoor Amenity
 Level 5: 42 Res. Units + Indoor & Outdoor Amenity
 Level 6-8: 3x56 Res. Units
 Level 9-12: 4x54 Res Units
 Levels 13: 16 Res. Units + Indoor & Outdoor Amenity
 Levels 14 up(Typical Tower): 11+11+12 Units per Floor

LEGEND (North Property Line)

- 0% LAND TAKING
- 17.5% LAND TAKING (Railroad St Maintained)
- 22.8% LAND TAKING (TPAP Option 2D)

SITE PLAN 3 TOWERS 0% LAND TAKING OPTION 1

35 RAILROAD ST
BRAMPTON ON.



OPTION 2 2 TOWERS 17.5% LAND TAKING (RAILROAD ST MAINTAINED)			
	sq. m.		sq. ft.
NET SITE	4,992		53,736
GROSS SITE	6,049		65,107
REDUCTIONS	1,056	17.5%	11,371
TFA	116,297		1,251,806
RES.	106,505		1,146,411
NON-RES.	419		4,510
PARKING	9,372		100,884
GFA	93,367		1,004,994
ABOVE	92,945		1,000,452
U/GROUND	422		4,542
NET FSI		18.70	
GROSS FSI		15.44	
FLOORS	55		58
PLATE TFA	850		850
	A		B
UNITS PER PLATE PARKING	14	1,628	14
		454	
	Ratio	0.28	per unit
	*3.5 levels above ground and 3 level below ground		

OPTION 2 MASSING BRAKDOWN:

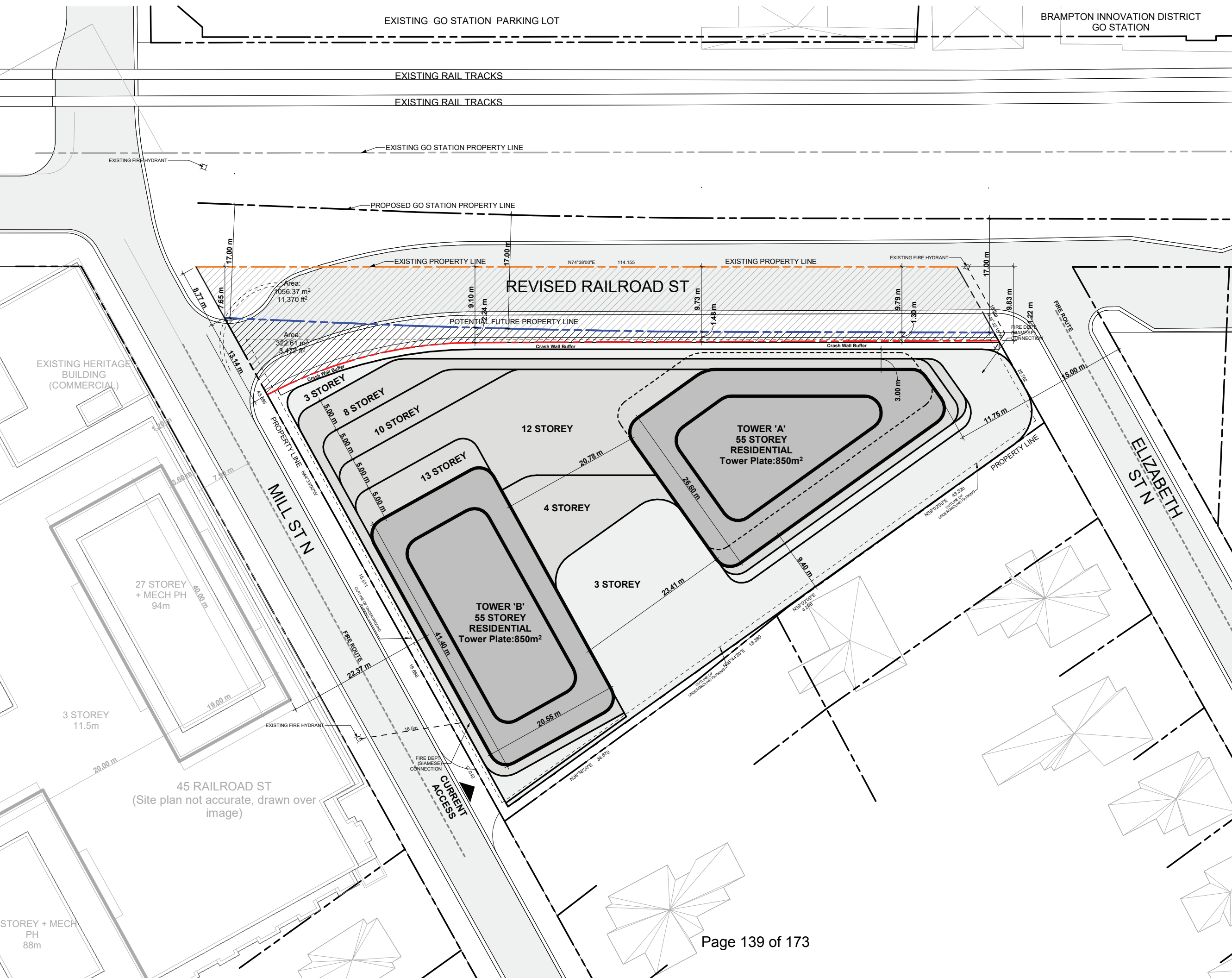
Levels P1-P3: Underground Parking
 Level 1: Lobbies, Retail along Mill St, Parking
 Level Mezz: Parking
 Levels 2&3: Parking, 12 Res. Units facing Mill & Indoor Amenity facing Elizabeth St
 Level 4: 42 Res. Units + Indoor & Outdoor Amenity
 Level 5: 42 Res. Units + Indoor & Outdoor Amenity
 Level 6-8: 3x45 Res. Units
 Level 9-10: 2x43 Res Units
 Level 11-12: 2x42 Res Units
 Levels 13: 20 Res. Units + Indoor & Outdoor Amenity
 Levels 14 up(Typical Tower): 14+14 Units per Floor

LEGEND (North Property Line)

- 0% LAND TAKING
- 17.5% LAND TAKING (Railroad St Maintained)
- 22.8% LAND TAKING (TPAP Option 2D)

SITE PLAN RAILROAD ST MAINTAINED 17.5% LAND TAKING OPTION 2

35 RAILROAD ST
BRAMPTON ON.



OPTION 3			
2 TOWERS			
22.8% LAND TAKING (TPAP OPTION 2D-Alt 1)			
	sq. m.		sq. ft.
NET SITE	4,670		50,263
GROSS SITE	6,049		65,107
REDUCTIONS	1,379	22.8%	14,843
TFA	114,213		1,229,378
RES.	104,826		1,128,340
NON-RES.	350		3,767
PARKING	9,037		97,271
GFA	91,848		988,640
ABOVE	91,426		984,097
U/GROUND	422		4,542
NET FSI	19.67		
GROSS FSI	15.18		
FLOORS	55		58
PLATE TFA	850		850
	A		B
UNITS	1,594		
PER PLATE	409		
PARKING	Ratio 0.26 per unit		
	*3.5 levels above ground and 3 level below ground		

OPTION 3 MASSING BRAKDOWN:

Levels P1-P3: Underground Parking
 Level 1: Lobbies, Retail along Mill St, Parking
 Level Mezz: Parking
 Levels 2&3: Parking, 11 Res. Units facing Mill & Indoor Amenity facing Elizabeth St
 Level 4: 20 Res. Units + Indoor & Outdoor Amenity
 Level 5: 37 Res. Units + Indoor & Outdoor Amenity
 Level 6-8: 3x41 Res. Units
 Level 9-10: 2x39 Res Units
 Level 11-12: 2x38 Res Units
 Levels 13: 20 Res. Units + Indoor & Outdoor Amenity
 Levels 14 up(Typical Tower): 14+14 Units per Floor

LEGEND (North Property Line)

- 0% LAND TAKING
- 17.5% LAND TAKING (Railroad St Maintained)
- 22.8% LAND TAKING (TPAP Option 2D)

**SITE PLAN
 TPAP OPTION 2D - ALT1
 22.8% LAND TAKING
 OPTION 3**

**35 RAILROAD ST
 BRAMPTON ON.**



Meeting Minutes

Project: Downtown Brampton Transit Hub (Bus Terminal), Transit Project Assessment Process (TPAP) and Supporting Studies (DBTH)

Subject: 35 Railroad Street Developer Meeting

Date: Monday, July 15, 2024

Location: Microsoft Teams

Attendees: City of Brampton (CoB):
Compton Bobb – City Project Manager (acting)
Doug Rieger
Arjun Singh
Angelo Ambrico

DBTH Consultant Team:
Andrew Shea (HDR) – Project Manager
Adrian Sin (HDR) – Deputy Project Manager

Developer:
Anish Panday
Arash Ershad
Adrienne Lee
Andrae Griffith
Peter Jakovcic
Thomas Kilpatrick
Ezra Rosenzweig
Josh Rosenzweig
Andrew Walker
Michael Gagnon
Clifford Korman

The presentation slides shared at the meeting are included as **Attachment 1**.

No.	Item
1	<p>Discussion</p> <p>Clifford Korman inquired about the additional distance south of the existing Railroad Street ROW required.</p> <ul style="list-style-type: none"> HDR responded that it would be approximately 11 m, but exact dimensions are to be confirmed. <p>Clifford Korman inquired about the crash wall with passengers loading and unloading from the buses.</p> <ul style="list-style-type: none"> HDR responded that based on precedents at GO stations, a crash wall is not required for bus platforms. <p>Adrienne Lee inquired about the requirement for the proposed Railroad/Mill Street crossing 30 m offset from the existing CN / Mill Street crossing.</p> <ul style="list-style-type: none"> HDR responded that it is a Transport Canada/CN requirement. <p>Clifford Korman inquired about how buses would turn left from Mill Street onto Railroad Street given the short distance.</p> <ul style="list-style-type: none"> CoB confirmed that current plans only have one route that continues west of Railroad Street. Michael Gagnon stated that this intersection would not be ideal for general traffic needing to turn onto Railroad Street either. <p>[REDACTED]</p> <ul style="list-style-type: none"> [REDACTED]



No.	Item
	<p>CoB inquired about the offset from the existing proposed crash wall.</p> <ul style="list-style-type: none">HDR responds that it is about 1.5 m except for the approach to Mill Street. HDR cautioned that this will be going through preliminary design in the coming months to flesh out utility relocation space requirements and that it is subject to change. <p>Peter Jakovcic inquired about the Downtown Brampton Transit Hub project inception.</p> <ul style="list-style-type: none">CoB responded that the hub had been in the works since 2019 on a staff level. <p>Peter Jakovcic inquired about whether this number of bays and laybys are necessary, if two-way flow on Railroad Street was required and if it could become a pedestrian mews.</p> <ul style="list-style-type: none">CoB stated that a long development process has already reduced bus bay requirements and the City has determined that the remaining bays are needed for the long term, including protection for bays on Railroad Street. <p>Peter Jakovcic inquired about whether Denison Street extension would be intended as a public ROW.</p> <ul style="list-style-type: none">CoB stated that the City is protecting for it, but the focus of transit hub team is the transit hub. <p>Peter Jakovcic urged dialogue with MX to determine the future status of the Mill Street crossing.</p> <ul style="list-style-type: none">CoB confirmed there is an open communication channel with MX. <p>Peter Jakovcic inquired about the possibility of specific design standards for this segment of railroad street (Elizabeth to Mill).</p> <ul style="list-style-type: none">CoB responded that they would be open to discussing with other internal city departments (planning and public works) the need for specific design standards for this section of railroad street. <p>Thomas Kilpatrick inquired about the dashed line through the proposed property.</p> <ul style="list-style-type: none">HDR responded that it represents the 30 m setback from the new track. <p>Adrienne Lee inquired about the specifications at the Mill Street intersection and potential daylight triangle requirements.</p> <ul style="list-style-type: none">HDR responded that detailed traffic and lighting analysis have not been completed yet. <p>Michael Gagnon inquired about parcel 2 on the key plan.</p> <ul style="list-style-type: none">HDR responded that it is currently the MX park and ride lot with a vision for proposed development. <p>Michael Gagnon inquired about any discussion of bringing Denison Street extension through parcel 2 to avoid a staggered intersection at Elizabeth Street.</p> <ul style="list-style-type: none">HDR responded that no specific link between Elizabeth Street and George Street was considered.



No.	Item
	<p>Josh Rosenzweig inquired about the timeline for comprehensive drawings from MX with all information compiled.</p> <ul style="list-style-type: none">• CoB responded that there are currently no timelines, but are continuing to push for it as a priority item. <p>Ezra Rosenzweig stated that this is the first time they are seeing this preferred option and asked when this option became the preferred option.</p> <ul style="list-style-type: none">• CoB responded that the project is a work in progress and the long-list options were shared publicly in November 2023. Over the past 7 months, the option has been narrowed down as the preferred alternative. <p>Peter Jakovcic and Clifford Korman expressed a desire to have the preferred option looked at holistically over the broader transportation network in the area.</p> <p>Clifford Korman requested CAD drawings with an approximate scale recognizing that the project design is a work in progress.</p> <ul style="list-style-type: none">• CoB agreed to share CAD files for the preferred transit hub option shared recognizing that the material is work in progress and subject to change.

Please contact Andrew Shea at andrew.shea@hdrinc.com if you have any questions or comments.

If there are any errors or omissions, please advise Adrian Sin at adrian.sin@hdrinc.com within ten business days of the issuance of these minutes. Minutes prepared by Adrian Sin.

Downtown Brampton Transit Hub (Bus Terminal)

TPAP, Preliminary Design, and Business Case Study

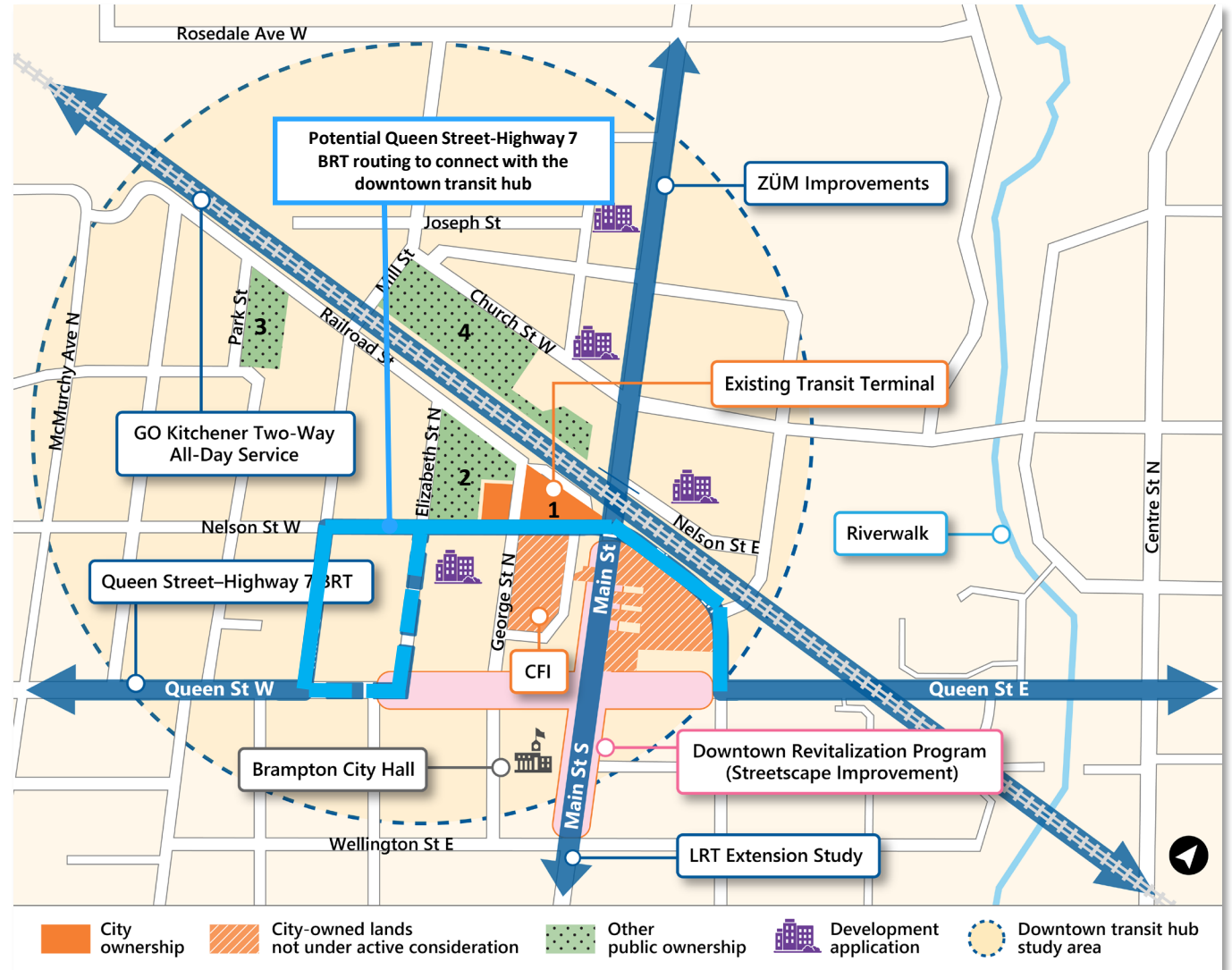
35 Railroad Street

July 15th, 2024



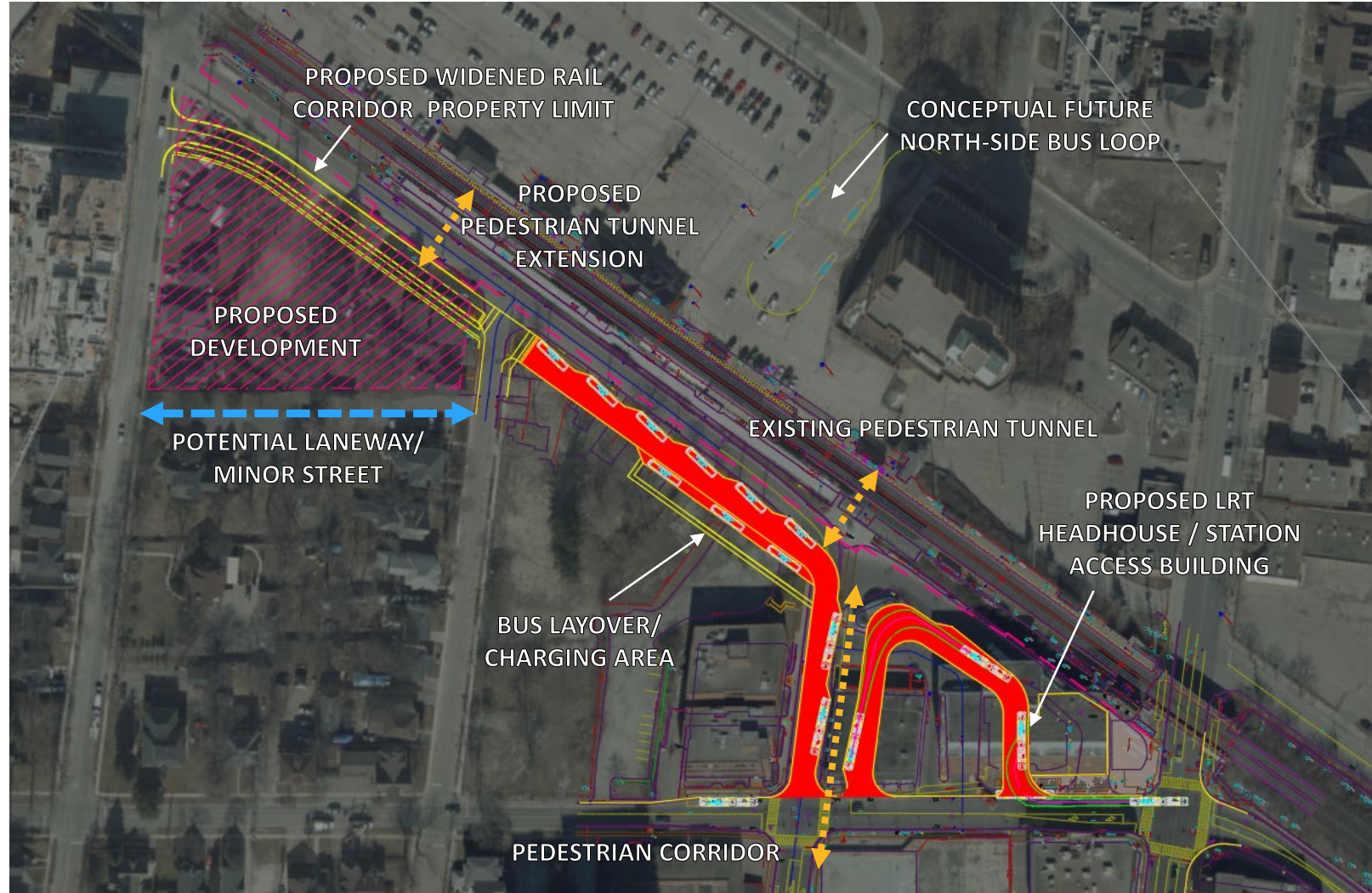
Study Area

- ❖ Potential Sites for Transit Hub
 1. 8 Nelson Street
 2. Elizabeth / George Block
 3. Park Street
 4. Brampton GO Station
- ❖ Preliminary screening of sites indicated that Sites 1, 2, and 4 offer sufficient size to accommodate the transit hub.
- ❖ Site 3 is too small to accommodate program requirements, is disconnected from the GO Rail and proposed LRT station, and has fewer access/egress routes
- ❖ As such, the long-list of transit hub options was developed focusing on Sites 1, 2, and 4 as they are most feasible



Option 2D – Alternative 1

- ❖ 2 on-street bus stops eliminated
- ❖ 3-bay bus loop on 8 Nelson Street
- ❖ 8 bays along Railroad Street alignment
- ❖ 3 layover/charging bays
- ❖ Multiple accesses on Nelson Street; fractured frontage and pedestrian realm
- ❖ Accommodates Innovation Corridor





Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-10-09

Subject: Safe Public Spaces for All: Addressing Encampments in the City of Brampton (RM 55/2024)

Contact: Razmin Said, Senior Manager, Community Safety & Well-Being Office

Report number: Community Services-2024-826

RECOMMENDATIONS:

1. That the report from Julia Seeratan, Advisor, Community Safety and Well-Being Office, to the Committee of Council Meeting of October 23, 2024, re: **Safe Public Spaces for All: Addressing Encampments in the City of Brampton (RM 55/2024)**, be received;
2. That the Brampton Encampment Planning Working Group examine by-laws identified by Enforcement and By-Law Services that fall under the umbrella of 'safe public spaces for all' to determine:
 - i. how they can be strengthened to ensure public spaces are safe for all users in the city, and;
 - ii. which will need updating for the Encampment Policy Framework and Joint Protocols for Peel Region and its Local Municipalities;
3. That this report be forwarded to Regional Council, Regional staff, and the Peel Encampment Working Group and Steering Committee for consideration in the development and implementation of the Encampment Policy Framework and Joint Protocols for Peel Region and its Local Municipalities;
4. That staff increase advocacy efforts by supporting the Solve the Crisis campaign and a letter be sent to the Federal Government and Provincial Government, relevant cabinet members, and local MPs and MPPs asking to appoint a single ministry and minister to lead the Province's response to homelessness and mental health issues and to create a municipal-provincial task force to immediately direct resources and supports to cities and establish a common framework that includes operational guidelines for municipalities; and
5. That the 2025 Community Services capital budget submission include the cost of a dedicated multi-disciplinary unit focused on risk intervention and response with the subject matter expertise needed to assess and address encampment hazards, provide interventions, and respond to encampment concerns, with an estimated annual budget of \$907,000 and presented to the Mayor for his consideration.

OVERVIEW:

- **The City of Brampton is collaboratively working with the Region of Peel and community partners to address the growing number of encampments and the need to ensure safety for all. This includes collaborating on the development of the Encampment Policy Framework and Joint Protocols for Peel Region and its Local Municipalities.**
- **Several internal improvements to address gaps and streamline existing processes were made in 2024; however, there is still additional work needed.**
- **A review and update of the by-laws identified in this report will ensure a balanced approach to addressing safety in public spaces for all Brampton residents.**
- **Sustaining the current level of response will require investment in resources and the addition of a dedicated unit. As part of the 2025 Community Services Capital Budget submission, staff will include \$907,000 of budget asks for the dedicated multi-disciplinary unit for the Mayor’s consideration.**

BACKGROUND:

This Council Report relates to a motion from the July 10, 2024 Committee of Council meeting, RM 55/2024 and Resolution C149-2024 Clause 8, directing staff to report on “gaps and further improvements to the City of Brampton’s internal processes in addressing encampments on City property, and any recommendations that improve the City’s coordination with Region of Peel, Peel Police and local Social Agencies, before the Region of Peel’s final draft of the encampment protocol/policy to Regional Council.”

The Office of the Federal Housing Advocate uses the term “encampments” to refer to emergency accommodations [such as tents and informal structures] established by people who are unhoused, usually on public property or privately-owned land, and often without permission¹. Encampment residents are a small portion of unhoused people but represent a visible form of homelessness.

The largest concentration of encampments in Brampton started to emerge along a 2 km stretch of the Etobicoke Creek Trail (ECT) between Church Street and Williams Parkway in Spring 2023. Traditional response interventions to address these encampments were not sufficient. This led to the development and implementation of an interim procedure to secure overflow motel spaces through the Region of Peel before issuing Trespass to Property Act (TPA) notices. Despite enforcement related challenges, the interim procedure successfully transitioned encampments along the ECT from twenty-five to one.

¹ The Office of the Federal Housing Advocate, 2024. *Upholding dignity and human rights: the Federal Housing Advocate’s review of homeless encampments – Final report*. Ottawa: The Office of the Federal Housing Advocate.

CURRENT SITUATION:

This work requires coordination across multiple divisions, levels of government and service providers, there is a need for constant coordination and communication. The growing number of encampments has dictated an elevated response from all partners. As of October 9, 2024, there are 21 active encampments across the city (4 along the ECT).

The Brampton Encampment Response Group

The City of Brampton recognized the need for increased information sharing and a coordinated approach between key internal and external partners to identify and address encampment related needs and hazards for all encampments in Brampton. The Community Safety & Well-Being Office (CSWO) established the Brampton Encampment Response Group on May 1, 2024, and meets weekly to review all known encampments, address needs and potential hazards, and coordinate solutions. Below is a list of partners in this group:

Internal Partners:

- Animal Services
- Community Safety and Well-Being
- Enforcement and By-Law Services
- Fire and Emergency Services
- Parks Maintenance & Forestry
- Security Services
- Service Brampton
- Strategic Communications
- Welcoming Streets

External Partners:

- Peel Regional Police
- Region of Peel's Housing Services
- Region of Peel's Outreach Services

Development and Implementation of the Encampment Policy Framework and Joint Protocols for Peel Region and its Local Municipalities

Although encampments in Brampton are located on City property, the Region of Peel, as the Service Manager, leads the Peel Encampment Working Group and Steering Committee ([see Attachment 1](#)). These groups are developing the Encampment Policy Framework and Joint Protocols for Peel Region and its Local Municipalities (Encampment Policy and Joint Protocols), which will be presented to Regional Council in early 2025 for approval and implemented later that year. Prior to implementation, the City of Brampton continues its collaborative work with the Region and below is a compilation of areas to focus on through the development process.

Through the Peel Encampment Working Group and Steering Committee, City staff will advocate for the following considerations for development and inclusion in the Encampment Policy and Joint Protocols:

- Include actions and cost to address regular waste and sharps disposals at encampment sites.

- Examine the benefits of having Peel Outreach Services at encampment cleanup events and occasions when TPA notices are issued. Include a time frame and process for joint efforts needing coordination.
- Examine and include strategies to address non-compliance of TPA notices, a time frame for site conferences, and the benefits of Peel Regional Police (PRP) attending site conferences that involve non-compliance of TPA notices.
- Examine and include ways to mitigate fire risks caused by cooking at encampments and warming/heating during the cold seasons.
- Include an extreme weather (such as flood warnings) response for encampment residents.
- Include guidance on engaging encampment residents from Indigenous, racialized, and equity deserving groups.
- Include a review of the Region's affordable housing, supportive housing, and shelter supports to ensure there are safe, low-barrier, accessible, and suitable options.

Through the Peel Encampment Working Group and Steering Committee, City staff will advocate for the following considerations for implementation when launching the Encampment Policy and Joint Protocols:

- Workshops and information sessions that include a step-by-step breakdown of action items, timelines, and a Question-and-Answer session to ensure city staff understand roles and expectations.
- Training for city staff involved in encampment work. This may include training related to information and privacy, trauma-informed, de-escalation, and mental health and addictions.
- Disclosure of any new federal/provincial funding related to homelessness and encampments, and discussion through the Peel Encampment Working Group on resourcing required to implement the Encampment Policy and Joint Protocols.
- Public information about encampments to be shared including jurisdictional responsibilities, the protocol and process for responding to encampments, and a point of contact at the Region of Peel to answer resident inquiries.

Gaps and Improvements in Addressing Encampments in the City of Brampton

Through the Brampton Encampment Planning Working Group, gaps and their respective improvements have been identified.

1. Gap: Information Sharing and Collaboration

In 2024, multiple teams identified the need for additional, consistent, more frequent information sharing, and the ability to access or update information onsite.

Information sharing and coordination between partners is restricted due to various privacy protections in place; Government organizations and child and family service providers that collect personal information must follow the rules set out in the [Freedom of Information and Protection of Privacy Act \(FIPPA\)](#), the [Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)](#) and [Part X of the Child, Youth and Family Services Act \(CYFSA\)](#). Peel Housing Services and the Canadian Mental Health Association are considered Health Information Custodians

and have additional privacy requirements from the [Personal Health Information Protection Act \(PHIPA\)](#) that need to be followed in any communication or reporting.

- a) *Improvement: Consistent Information Sharing (implemented and ongoing)*
In May 2024, CSWO led a collaborative enhancement of a Brampton Fire and Emergency Services (BFES) database to streamline coordination. CSWO initiated the Brampton Encampment Response Group that meets weekly to coordinate responses.
- b) *Improvement: Multi-Sector Collaboration (implemented and ongoing)*
Collaborative groups were created to coordinate encampment efforts and include: the Peel Encampment Working Group and Steering Committee, the Brampton Encampment Response Group, and the Brampton Encampment Planning Working Group. Implementing Site Conferencing practices has increased collaboration and coordination between CSWO and Security Services with Peel Outreach and the Region of Peel Housing Services.
- c) *Improvement: Protection of Privacy Training (required)*
Enhanced training for City staff is required to gain a stronger understanding of the privacy restrictions and documentation best practices of external partners. The Peel Encampment Working Group is beginning to draft a privacy protocol to ensure compliance with relevant privacy legislation while also providing information to encampment response partners.
- d) *Improvement: Mobile Access to Information (required)*
CSWO is working with the Digital Innovation team to create a streamlined process for information sharing. This will enable partners to communicate and share information efficiently. Recommended documentation tools should be identified through the Encampment Policy and Joint Protocols.

2. Gap: Identifying and Locating Encampment Sites

Identifying and locating encampments without using personal identifiable information is challenging. Encampment residents are often transient, move frequently, have multiple tents/sites, and may be in unsafe terrains.

- a) *Improvement: Security Data Sheets (implemented and ongoing)*
Security Services created new internal processes to identify and locate sites.
- b) *Improvement: Interactive GIS Mapping Application (required)*
An interactive Geographic Information System (GIS) application is in development to enable partners to better locate encampments.

3. Gap: Assessing Risk and Priority

Currently, there are varying methods to determine risk levels of encampment sites or coordinated processes to determine priority.

a) *Improvement: Assessment Tools (implemented and ongoing)*

The Peel Encampment Working Group has developed a draft encampment site assessment tool to identify health and safety needs and prioritize actions. This group also developed an Identification Template and a Needs Assessment tool. These assessments consider criteria pertaining to safety, health, interference, site compliance, client needs, social support, and connections. The results of these tools will assess site risks and determine mitigation strategies, interventions, and priority levels.

b) *Improvement: Training and use of Assessment Tools (required)*

City staff will require training on how to use the newly developed assessment tools. Methods and frequency of training and approaches should be identified through the Encampment Policy and Joint Protocols.

4. Gap: Continuous Monitoring and TPA Notices

Following the Spring 2024 interventions at the ECT there is a need to continuously monitor the area to deter encampments. There are also limitations to Security Services enforcing TPA notices without PRP's assistance.

a) *Improvement: Increased Security in Trespass Area (implemented and ongoing)*

To prohibit and deter new encampments in the trespass area, Security Services contracts 24-hour security patrols. These patrols monitor the trespass area every 30 minutes.

b) *Improvement: Guidance for Enforcement of TPA Notices (required)*

Through the Peel Encampment Working Group, the City will advocate that the Encampment Policy and Joint Protocols provide guidance on how PRP, Peel Outreach, and other relevant partners can participate in site conferences involving cases of non-compliant TPA notices and ways for partners to support the removal or relocation of high-priority encampment sites.

5. Gap: Enforcing and Strengthening By-Laws and Trespass to Property Act Notices

To encourage compliance with Parklands By-law 161-83, the City put up signage along the ECT, referencing no loitering and no camping overnight. The new signage is in accordance with the [Trespass to Property Act](#).

a) *Improvement: Review Existing By-Laws and Identify Opportunities for Enhancements (required)*

Collaborative work with Enforcement & By-Law Services is required to review the By-laws listed below and identify opportunities to strengthen them, ensuring safe public spaces for all users.

- [Boulevard Maintenance and Highway Obstruction By-law 163-2013](#)
- [Open Fires By-law 91-94](#)
- [Parklands By-law 161-83](#)
- [Public Nuisance By-law 136-2018](#)
- [Refuse and Dumping By-law 381-2005](#)

- [Property Standards By-law 165-2022](#)
- [Traffic By-law 93-93](#)

b) Improvement: Increase Collaboration with PRP for Enforcement of TPA Notices (required)

Direction through the Encampment Policy and Joint Protocols for an outlined procedure from PRP to support the removal or relocation of high priority encampment sites is needed to move this work forward and strengthen the City of Brampton's efforts when a TPA notice is issued. This is also needed to strengthen the City's ability to enforce its by-laws.

6. Gap: Litter and Hazards

Residents who live near encampments have expressed concerns that litter and debris accumulate quickly, because there is no regular waste collection at encampment sites. Hazards at encampment sites may include fire accelerants and combustibles, sharps, illicit drugs and paraphernalia, weapons, biohazards, poisonous plants, insects (ticks), trip hazards, and hostile individuals.

a) Improvement: Restoration and Cleanup Activities (implemented and ongoing)

Four large-scale restoration cleanup events took place along the ECT in winter/spring, 2024. Litter, unauthorized structures, hazardous items, and debris were removed to restore the area as a healthy and safe public space for all. 34 20-cubic yard bins of garbage and debris and 40 propane cylinders were removed. In late summer 2024, a cleanup around all encampment sites on city-owned property yielded litter, debris, and garbage collected into 14 20-cubic yard bins, and the collection of various safety hazards including propane tanks, lawnmowers, and sharps. Staff continue to monitor high risk areas and cleanup sites as required.

b) Improvement: Streamlining Requests through Service Brampton (implemented and ongoing)

Collaborative work by the Brampton Encampment Response Group identified the need to remove litter, debris, and hazardous items from encampment sites regularly. A new process to distinguish and streamline litter cleanups and inactive site cleanups solely through Service Brampton has improved response times.

c) Improvement: Updating Job Hazard Analysis (required)

Parks Maintenance & Forestry is updating its Job Hazard Analysis (JHA) to outline how staff respond to encampment cleanups and debris removal requests. Updates to the JHA include direction to request a security escort, a site inspection checklist upon arrival to look for hazards and an updated protocol for the safe removal and disposal of hazardous waste (chemical, biohazards) to the Region of Peel's Community Recycling Centres. Security Services plans to update its JHA.

7. Gap: Staffing

City of Brampton divisions shifted workplans and project timelines, reassigned staff and hired contractors to accommodate the work required to address encampments.

Operational teams recognize the need to visit encampments more frequently but lack staffing capacity. Dedicated resources will also be required to implement the new Encampment Policy and Joint Protocols, once approved.

a) Improvement: Staffing Response (implemented and ongoing)

Various divisions adjusted staffing levels to address encampment workloads.

- BFES increased staffing from one to three staff, from two divisions, to support this work and aim to do weekly fire inspections.
- CSWO assigned four staff resources to address encampments and work plans were restructured and delayed to accommodate the growing need to coordinate encampment responses.
- Parks Maintenance & Forestry contracted an external service provider to manage the increasing demand for encampment cleanups.
- Security Services uses an external contractor to monitor the trespass area. It also requires a dedicated Operations Coordinator to oversee its encampment response which includes planning, daily tasks, and data collection.
- The Welcoming Streets pilot program expanded from the downtown core to near the trespass area to assist businesses in need of non-police interventions and connect individuals who are at-risk to wraparound services.

b) Improvement: Budget Request (required)

Through the 2025 budget process, CSWO requests a dedicated multi-disciplinary unit with the expertise needed to meet the current level of service and prepare for the implementation of the Encampment Policy and Joint Protocols. As part of the 2025 Community Services Capital Budget submission, staff will include \$907,000 of budget asks for the dedicated multi-disciplinary unit and required resources and tools.

8. Gap: Communication with Impacted Residents, Businesses, and Concerned Stakeholders

The presence of encampments across the city has elicited diverse reactions from residents, businesses, and community stakeholders in surrounding areas. Concerns and calls for increased support for encampment residents to heightened anxiety about community safety, including fears of property theft, drug trafficking, and the risk of localized fires in parks. This mix of perspectives has highlighted the need for effective communication and transparency to address misconceptions, mitigate fear, and build community understanding of the City's approach to managing these complex issues.

a) Improvement: Proactive Weekly Communication with Impacted Residents, Businesses, and Concerned Stakeholders (implemented and ongoing)

In response, and in collaboration with local Councillors, CSWO launched proactive weekly email updates to residents, businesses, and other concerned stakeholders. These updates provide timely information on the City's actions, progress, and ongoing strategies to support encampment residents while ensuring community safety. Through the Peel Encampment Working Group,

partners are working on additional initiatives to streamline information updates across Peel.

9. **Gap: Lack of Legislative Direction**

Municipalities like the City of Brampton face significant challenges in addressing homelessness and managing encampments due to limited resources, legislation and the lack of federal or provincial direction in the form of an encampment response plan. Inconsistent court rulings related to the removal of encampments by municipalities has contributed to the lack of clear direction for municipalities that need to respond to growing health and safety concerns. These constraints create gaps in the policy framework, making it difficult for local governments to balance enforcement with the provision of necessary services and supports. ([See Attachment 2](#))

- **Federal Legislation:** The National Housing Strategy Act (2019) established the right to adequate housing as law. This places responsibility on municipalities to ensure shelter availability before taking action against individuals residing in encampments on public property. Municipalities are often caught between adhering to local by-laws and respecting federal obligations, leading to uncertainty and legal challenges. For example, in Brampton, Temporary Public Policy for Visa Processing changes in 2023 caused a surge in asylum claimants, who represented 71% of the total shelter population in Peel Region that year, compared to a historical average of 4-5%.² This influx has created significant pressure on the local shelter system, which is not equipped to handle such numbers without clear federal guidance.

Moreover, the Federal Housing Advocate's report on encampments released in February 2024 called for the establishment of a National Encampment Response Plan. However, no such plan or framework has been developed, leaving municipalities like Brampton without a consistent federal policy to address encampments. The lack of a coordinated response exacerbates the burden on local resources and limits Brampton's ability to provide humane solutions while enforcing by-laws. One of the Calls to Action in the Federal Housing Advocate's report is to offer people permanent housing options as rapidly as possible. This includes building more community housing and subsidizing housing. Portable subsidies are paid by the Region of Peel to low-income households to assist with housing costs and can be used to pay rent anywhere in the region.

Region of Peel Costs per Bed

Type of Accommodation	Average Annual Cost per Bed
Regional Shelter	\$33,480
Overflow Hotel	\$52,080
Portable Subsidy*	\$16,800
Community Housing Subsidy*	\$15,336

*Average annual cost per person. Source: Region of Peel

² Jacques, Steve. *Peel's Asylum Claimant Response*. Presented to the Region of Peel Diversity, Equity, and Anti-Racism Committee, October 3, 2024. Accessed October 8, 2024. <https://pub-peelregion.escribemeetings.com/filestream.ashx?DocumentId=35146>

Provincial Legislation: The role of law enforcement in managing encampments varies depending on the legal context. Under the Ontario Use of Force Model, PRP base their interactions with encampment residents on the perceived level of threat, focusing on de-escalation and connecting residents to support services. This approach changes significantly when encampments are on private property, requiring an escalated response due to trespassing laws. Yet, PRP must operate within municipal by-laws and balance enforcement with compassion, often in the absence of clear provincial direction.

The Mental Health Act is another area where limitations impact municipal capacity to address homelessness. It is estimated that 30-35% of people experiencing homelessness and up to 75% of women experiencing homelessness in Brampton struggle with mental illness³. Addressing these issues requires a multi-sectoral approach involving health, housing, and social services. Peel Outreach Services, funded and overseen by the Region of Peel and operated by the Canadian Mental Health Association (CMHA), serves as the primary connector to appropriate services. However, privacy-related legislation like the Personal Health Information Protection Act (PHIPA) restricts information sharing among agencies, complicating efforts to provide coordinated care for encampment residents with complex needs.

The Association of Municipalities of Ontario (AMO) has called on the province to establish a Homeless Encampment Guidance Framework to standardize responses across municipalities. Without such a framework, municipalities are left navigating inconsistent court rulings and fragmented policies, further complicating their ability to address encampments in a legally sound and humane manner.

a) *Improvement: Advocacy (implemented and ongoing)*

The City of Brampton is actively advocating for stronger legislative frameworks at both the federal and provincial levels to address the complex challenges of homelessness, encampments, and the need for adequate mental health and addiction supports. To tackle these issues effectively, the City recommends the following actions:

- Federal Government: Expedite the development of a National Encampment Response Plan that provides municipalities with clear directives and support mechanisms to better manage encampments, address mental health and addiction issues, and expand the availability of deeply affordable housing.
- Provincial Government: Establish a consistent policy framework that aligns enforcement measures with comprehensive support services. This will ensure municipalities have the legal clarity and resources needed to effectively

³ Association of Municipalities of Ontario, July 2, 2024. *Homeless Encampments in Ontario: A Municipal Perspective*. Toronto: Association of Municipalities of Ontario.
https://www.amo.on.ca/sites/default/files/assets/DOCUMENTS/Homelessness/2024/AMO_Homeless-Encampments-in-Ontario_2024-07-02.pdf

respond while respecting human rights and promoting equitable access to housing and social services.

The City of Brampton, alongside the Region of Peel and other municipalities, has passed several motions to advocate for increased funding and resources to address these pressing issues. The City's efforts are aligned with broader national and provincial advocacy initiatives. The Federation of Canadian Municipalities (FCM) is urging the federal government to collaborate with provinces and municipalities to develop a comprehensive plan aimed at ending chronic homelessness.

At the provincial level, the Ontario Big City Mayors (OBCM) launched the "Solve the Crisis" initiative, calling on the provincial government to designate a single ministry and minister to lead the response to homelessness and mental health issues. This initiative also advocates for the creation of a municipal-provincial task force that would rapidly allocate resources and supports to cities facing these challenges.

Through these advocacy efforts, the City of Brampton seeks to ensure that all residents have access to safe and stable housing while equipping municipalities with the necessary tools, funding, and policy frameworks to effectively reduce homelessness and improve quality of life.

CORPORATE IMPLICATIONS:

Financial Implications

There are no immediate financial impacts from the adoption of the recommendations in this report. As part of the 2025 Community Services Capital Budget submission, staff will include \$907,000 of budget asks for a dedicated multi-disciplinary unit and funds for supplies, contractors, and signs, for the Mayor's consideration.

Legal Implications

There are no legal implications in relation to the recommendations in this report. Legal Services will continue to be involved in the discussions to protect the City's interests.

Communications Implications

Provided Recommendation #4 of this report is adopted, there will be a need for communications planning to support increased advocacy. CSWO staff will continue working with Strategic Communications, as required.

STRATEGIC FOCUS AREA:

This report aligns with Brampton's Corporate Strategic Focus Area of Health & Well-being and relates to Brampton's approach to achieve advancements in poverty, safety, health, physical and mental wellness.

CONCLUSION:

A coordinated response among partners is required to address encampments. The implementation of the Encampment Policy and Joint Protocols will provide consistency in assessing encampment sites and determining interventions. Interim solutions implemented help address concerns; however, sustainable and long-term solutions require increased funding and support from higher levels of governments.

Authored by:

Reviewed by:

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Approved by:

Approved by:

Bill Boyes
Commissioner
Community Services

Marlon Kallideen
Chief Administrative Officer
Office of the CAO

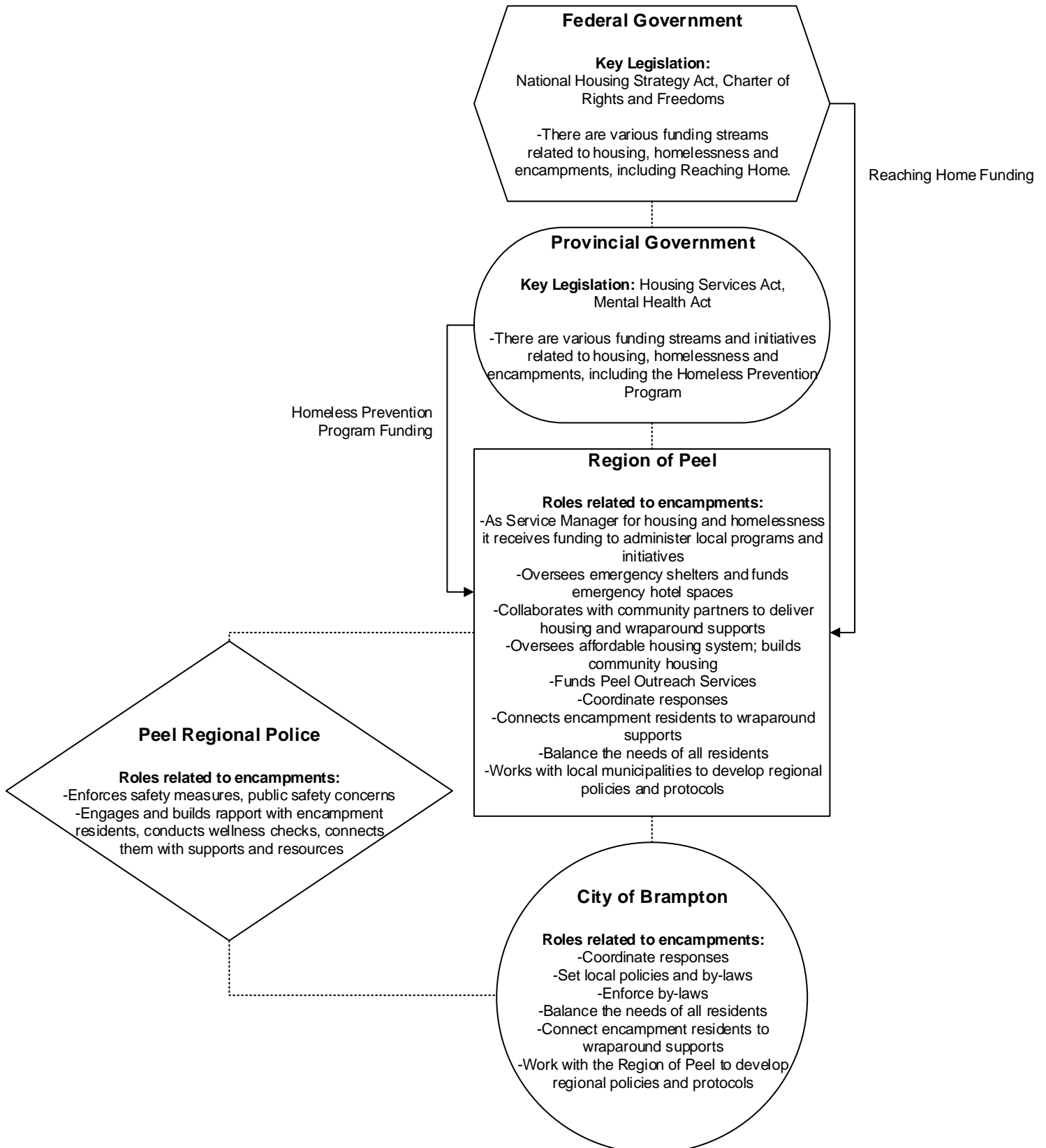
Attachments:

- [Attachment 1 – Jurisdictional Responsibilities Associated with Encampments](#)
- [Attachment 2 – Relevant Ontario Court Rulings](#)

Attachment 1

Jurisdictional Responsibilities Associated with Encampments

* Solid lines indicate funding for homelessness and encampments



Attachment 2

Relevant Ontario Court Rulings

Below is a list of relevant court rulings in Ontario and their outcomes.

Case	Issue	Court Decision
Black v. City of Toronto 2020 ONSC 6398	<ul style="list-style-type: none">• Injunction brought forth to suspend the effects of local Parks By-law	<ul style="list-style-type: none">• There was shelter capacity to accommodate• Removal was permitted
Poff v. City of Hamilton 2021 ONSC 7224	<ul style="list-style-type: none">• Request for injunction to prevent the city from enforcing its by-law in a public park	<ul style="list-style-type: none">• There was shelter capacity to accommodate• Fire concerns and prevention of some community use of public park• Removal was permitted
Regional Municipality of Waterloo v. Persons Unknown and to be Ascertained 2023 ONSC 670	<ul style="list-style-type: none">• Region applied for an injunction to evict individuals in breach of local by-law	<ul style="list-style-type: none">• Shelter spaces must be low barrier and accessible to those they are meant to serve• There was not sufficient shelter spaces• Removal was not permitted
Church of Saint Stephen et al. v. Toronto 2023 ONSC 6566	<ul style="list-style-type: none">• Request for an injunction to prevent the city from enforcing its by-law	<ul style="list-style-type: none">• Fire concerns and encampment residents offered accommodations in hotels• Removal was permitted
The City of Kingston v. Doe 2023 ONSC 6662	<ul style="list-style-type: none">• City sought injunction that would prohibiting daytime camping	<ul style="list-style-type: none">• Appeal was withdrawn• Encampment remains

Tuesday, September 10, 2024

Members Present: Franco Spadafora, (Co-Chair)
Kathia Johnson
Michelle Buckland
Nuno Alberto Peixoto
Paula Anderson
Sherri Hopkins
Vanessa Tantalo
City Councillor Rod Power - Wards 7 and 8

Members Absent: Gurleen Garcha, (Co-Chair)
Chamila Belleth
Chris Mann
Sukhbir Taank

Staff Present: Sabrina Cook, Accessibility Coordinator
Sylvia Ingham, Accessibility Coordinator
Chandra Urquhart, Legislative Coordinator

1. Call to Order

The meeting was called to order at 6:34 p.m. and adjourned at 8:42 p.m.

2. Approval of Agenda

The following motion was considered:

AAC007-2024

That the agenda for the Accessibility Advisory Committee meeting of September 10, 2024, be approved as published and circulated.

Carried

3. Declarations of Interest under the Municipal Conflict of Interest Act

Nil

4. Minutes

4.1 Minutes - Accessibility Advisory Committee - May 14, 2024

The minutes were considered by Committee of Council on June 19, 2024, and approved by Council on June 26, 2024. The minutes were provided for Committee's information.

5. Presentations\Delegations

5.1 Presentation by Sabrina Cook, Accessibility Coordinator, City Clerk's Office, re: Accessible Design Guidelines for Electric Vehicle Charging Stations

Sabrina Cook, Accessibility Coordinator, City Clerk's Office, and Adam Vaiya, Advisor, Office of Climate Change and Energy Management, Region of Peel, provided a presentation regarding Accessible Design Guidelines for Electric Vehicle (EV) Charging Stations. The following key points were highlighted:

- Current state of Brampton public EV charging stations
- Development of accessible design guidelines
- Key elements in the design
 - alignment with AODA and Traffic By-law with additional space encouraged

- recommendations to manufacturers to make products and services more accessible
- Next steps include:
 - apply guidelines to all new corporate EV charging stations
 - update the technical standards and create a web version

Item 7.4 was brought forward and dealt together with the presentation.

Sabrina Cook provided an overview of the report highlighting the dimensions of the site and spatial design, design guidelines, signage, spatial mobility, requirements and best practices, access aisles, operable parts and placement distance, lighting, websites and mobile applications.

Sabrina Cook, was joined by Adam Vaiya, Advisor, Office of Climate Change and Energy Management, Region of Peel, to respond to Committee with respect to comments and questionings that included the following:

- Seating accommodation for users while vehicles were being charged
- Both upper and lower case lettering required on signage content
- Questions on the Web Content Accessibility Guidelines (WCAG) and a suggestion that the updated AODA guidelines standards should be considered instead of the approved Provincial level standards
- Ensuring that EV charging stations are fully accessible to all users with amenities, such as bathrooms
- Suggestion that charging stations should provide wide accessible aisles on both sides

- New charging stations will be fitted with accessible aisles and follow all guidelines
- Retrofitting of older charging locations will not be considered, however the site of the Region of Peel headquarters will be retrofitted
- Clarification on the requirements for accessible EV charging spaces
- Communication to the public about where accessible charging stations will be located and ensuring that information will be available on the City's website
- Suggestion that a mobile application that can identify to a user that an accessible charging station was available and may be reserved would be beneficial

Both Sabrina Cook and Adam Vaiya advised that all comments and feedback will be reviewed and considered. The Accessible Design Guidelines will then be finalized and circulated to all stakeholders.

The following motion was considered:

AAC008-2024

1. That the presentation by Sabrina Cook, Accessibility Coordinator, City Clerk's Office, and Adam Vaiya, Advisor, Office of Climate Change and Energy Management, Region of Peel, to the Accessibility Advisory Committee meeting of September 10, 2024, re: **Accessible Design Guidelines for Electric Vehicle Charging Stations Presentation**, be received; and,
2. That the report from Sabrina Cook, Accessibility Coordinator, City Clerk's Office, to the Accessibility Advisory Committee meeting of September 10, 2024, re: **Accessible Design Guidelines for Electric Vehicle Charging Stations**, be received.

Carried

6. Municipal Accessibility Plan Priorities

Nil

7. Other/New Business

7.1 Discussion at the request of Franco Spadafora, Co-Chair, re: Accessibility Awards Event

Franco Spadafora, Co-Chair, referenced previous Accessibility Awards Events held by the City in past years, noting that the event was cancelled during the pandemic and suggested that staff consider its re-establishment. It was suggested that the event can be held as part of the Brampton Citizen Awards' event which is held annually in recognition of outstanding individuals.

Sylvia Ingham, Accessibility Coordinator, City Clerk's Office, provided the following information:

- Details of other events and initiatives that were held during the pandemic to advance accessibility awareness, one of which was an on-line event with a guest speaker
- Events were attended by AAC members and award winners and provided opportunities for sharing and networking by all in attendance
- Accessibility team partnered with Brampton Entrepreneur Centre (BEC) and hired a guest speaker for an event in 2023
 - event was an effort to improve and promote a more engaging event and it was deemed a success
- Overview of the award application process available on the City's website
 - suggested that members review the information on-line and provide feedback

Committee discussion took place and included suggestions and comments as follows:

- Combining accessibility awards event with the annual Citizen's Awards event
- Accessibility Award event should be inclusive and open to all
- Implications may result if events are combined
 - accessibility group is small and may not receive the same recognition and awareness as it will become part of a larger group setting
- Suggestion that a category be considered for an individual accessible inclusive design of a space outside of the City's purview
- Advice that the City's accessibility team provide input and comments on City facilities
 - technical standards that are followed are beyond the accessibility requirements
 - design of commercial and private buildings are reviewed by the City's Building Department and accessibility standards are based on the Ontario Building Code
- Whether there is an opportunity to add a category for an architectural design award
- Scheduling of event in December around the International Day of Persons with Disabilities
- Reference to National Accessibility Week in May 2025 and a suggestion that the awards event may be considered for that week

Sylvia Ingham advised that an awareness event is being planned for December 2024.

Committee suggested that staff continue to prepare for the December 2024 event and report back in the next few months regarding options to resume the annual Accessibility Awards event.

The following motion was considered:

AAC009-2024

1. That staff continue with the preparation of an Accessibility Awareness vent as planned for December 2024; and,
2. That it is the position of the Accessibility Advisory Committee that staff consider the comments and feedback discussed at the meeting and report back with options to re-establish the Accessibility Awards event going forward.

Carried

7.2 Verbal Update by Richa Dave, Project Manager, Transportation Planning, re: Brampton Mobility Plan

Richa Dave, Project Manager, Transportation Planning, Planning, Building and Growth Management, provided information regarding the Brampton Mobility Plan (Transportation Master Plan), noting that the Plan will serve as the City long-term strategy that will guide investment and planning over the next 20-years and beyond. The following key points were highlighted:

- Alternative network solutions to address travel demand in an environmentally and economically sustainable manner
- Seven principles endorsed by Council to guide the plan and serve as an evaluation framework for assessing alternative network solutions, leveraging technology, including a transportation solution for all ages and abilities
- Evaluation criteria metrics
- Phase 3 - next steps
- Opportunities for upcoming public consultation/engagement in September and October 2024

- Events will be posted on the project website and social media platforms, and maybe shared with the community

In response to a question Richa Dave advised that the date of the public engagement sessions will be shared with the Committee.

The following motion was considered:

AAC010-2024

That the verbal update by Richa Dave, Project Manager, Transportation Planning, to the Accessibility Advisory Committee meeting of September 10, 2024, re: **Brampton Mobility Plan** be received.

Carried

7.3 Update by Chris Sensicle, Accessible Enforcement Officer, re: Accessible Parking Statistics - Q2-2024

Chris Sensicle, Accessible Enforcement Officer, provided an overview of the Accessible Parking Statistics for the Second Quarter of 2024 which included violations for parking in an accessible space without a permit, number of tickets issued, obstruction of access aisles, and number of permits seized.

The following motion was considered:

AAC011-2024

That the update by Chris Sensicle, Accessible Enforcement Officer, to the Accessibility Advisory Committee meeting of September 10, 2024, re: **Accessible Parking Statistics - Q2-2024** be received.

Carried

7.4 Report by Sabrina Cook, Accessibility Coordinator, City Clerk's Office, re: Accessible Design Guidelines for Electric Vehicle Charging Stations

Dealt with under Item 5.1, Recommendation AAC008-2024

8. Correspondence

Nil

9. Information Items

Nil

10. Question Period

Nil

11. Public Question Period

Nil

12. Adjournment

The following motion was considered:

AAC012-2024

That the Accessibility Advisory Committee meeting do now adjourn to meet again on December 10, 2024 at 6:30 p.m.

Carried

Franco Spadafora, Co-Chair

Gurleen Garcha, Co-Chair



Report
Staff Report
 The Corporation of the City of Brampton
 10/23/2024

Date: 2024-10-09

Subject: **Multi-Year Sponsorship and Naming Rights Agreements: Algoma University and Great Gulf**

Contact: Denise McClure, A/Director, Economic Development and International Relations

Report number: CAO's Office-2024-806

RECOMMENDATIONS:

1. That the report from Tara Hunter, Manager Sponsorship and Corporate Development, Economic Development to the Committee of Council Meeting of October 23, 2024, re: **Multi-Year Sponsorship and Naming Rights Agreements: Algoma University and Great Gulf**, be received;
2. That Council authorize the Interim Director of Economic Development to execute the Algoma University sponsorship agreement on behalf of the City on terms and conditions satisfactory to the Manager of Sponsorship and Corporate Development and in a form satisfactory to the City Solicitor, or designate, in the amount of \$183,000 over the Agreement Term; and
3. That Council authorize the Interim Director of Economic Development to execute the Scottish Heather Development Inc. amenity naming rights Agreement on behalf of the City on terms and conditions satisfactory to the Manager of Sponsorship and Corporate Development and in a form satisfactory to the City Solicitor, or designate, in the amount of \$67,500 plus HST over the Agreement Term.

OVERVIEW:

- **Staff has successfully negotiated a multi-year sponsorship agreement with Algoma University in the amount of \$183,000, ending December 31, 2027.**
- **Staff has successfully negotiated an agreement to continue the existing naming rights agreement for the Great Gulf Cricket Pitch at Teramoto Park**

with Scottish Heather Development Inc. in the amount of \$67,500 plus HST ending December 31, 2027.

- The total value of the Algoma University sponsorship agreement and the Scottish Heather Development Inc. naming rights agreement exceeds the amount permitted under the Administrative Authority By-law 216-2017 that delegates authority for the execution of sponsorship agreements for sponsorships of \$100,000 or less, and authority delegated by By-law 216-2017 does not include naming rights.
- This report seeks Council approval to enter into the sponsorship agreement with Algoma University and the naming rights agreement with Scottish Heather Development Inc.
- The total revenue generated from the two agreements will result in \$250,500 over three years, with \$83,500 received annually in 2025, 2026 and 2027. Revenue will be deposited into the operating budgets of Corporate Support Services (Tourism and Events), Community Services (Parks, Recreation, Performing Arts) and Office of the CAO (Economic Development). These revenues will offset expenditures associated with the events and programming being sponsored over the term. There are no direct costs associated with this agreement.

BACKGROUND:

The city-wide Sponsorship and Naming Rights Program provides an alternative non-tax revenue source that helps the City deliver programs and services to Brampton residents without relying on the taxpayer.

The program offers companies the opportunity to enhance their local presence, support local events and build meaningful connections within the community, further strengthening the business ecosystem and fostering a sense of community pride and collaboration.

The program is guided by the Sponsorship and Naming Rights Policy ECD-100 approved as amended by [Council Resolution C049-2024 \(CW094-2024\)](#) and the Administrative Authority By-law 216-2017 as amended.

CURRENT SITUATION:

Staff has successfully negotiated a multi-year sponsorship agreement with Algoma University ending December 31, 2027. The total value of the agreement is \$183,000,

which exceeds the delegated authority limit. The total annual amount is \$61,000, made up of specified amounts payable in respect of each sponsored event and program.

The agreement will provide brand exposure, opportunities to build meaningful connections within the community and recognition of Algoma University as a sponsor for the listed City-hosted events and programs, including:

- Black History Month
- National Indigenous Peoples Day
- Pride
- Community Garba
- Heritage Months
- Farmers' Market
- The Rose Season Sponsor
- Heartbeats
- Brampton Entrepreneur Centre (BEC) – Meeting Pod

The revenue received from this sponsorship will help offset the City's cost to deliver these events and programs for Brampton residents.

Staff has also successfully negotiated an agreement to continue the existing naming rights of the Great Gulf Cricket Pitch at Teramoto Park for a three-year term with Scottish Heather Development Inc. The agreement is worth \$67,500 plus HST over the three-year term, ending December 31, 2027. The agreement provides signage on two cricket screens, the digital score clock and ID sign.

The revenue received is used by Parks to help offset maintenance costs and fund park improvements.

CORPORATE IMPLICATIONS:

Financial Implications:

The total revenue generated from the two agreements will result in \$250,500 over three years, with \$83,500 received annually in 2025, 2026 and 2027. Revenue will be deposited into the operating budgets of Corporate Support Services (Tourism and Events), Community Services (Parks, Recreation, Performing Arts) and Office of the CAO (Economic Development). These revenues will offset expenditures associated with the events and programming being sponsored over the term. There are no direct costs associated with this agreement.

Staff will ensure that the revenue is incorporated in the 2025-2027 Operating Budget submission.

Agreement	Department	2025	2026	2027	Term Total

Algoma University Sponsorship	Corporate Support Services – Strategic Communications, Tourism and Events	\$28,900	\$28,900	\$28,900	\$86,700
	Community Services – Performing Arts	\$22,100	\$22,100	\$22,100	\$66,300
	Office of the CAO – Economic Development (BEC)	\$10,000	\$10,000	\$10,000	\$30,000
	Subtotal	\$61,000	\$61,000	\$61,000	\$183,000
Scottish Heather Development Inc. Naming Rights	Community Services – Parks	\$22,500	\$22,500	\$22,500	\$67,500
	Grand Total	\$83,500	\$83,500	\$83,500	\$250,500

STRATEGIC FOCUS AREA:

This report supports the Strategic Focus Area of Growing Urban Centres and Neighbourhoods, strengthening the business ecosystem by creating opportunities for businesses to give back to the community and grow their brand presence through the sponsorship and naming rights program. It also supports Government & Leadership demonstrating a commitment to pursue alternative non-tax revenue streams through an open and transparent sponsorship and naming rights program.

CONCLUSION:

Staff recommend the Interim Director of Economic Development be authorized to execute the Algoma University Sponsorship Agreement and the Scottish Heather Development Inc. Naming Rights Agreement on behalf of the City, subject to terms and conditions deemed satisfactory by the Manager of Sponsorship and Corporate Development and in a form approved by the City Solicitor or designate.

Authored by:

Reviewed by:

Tara Hunter
Manager, Sponsorship and Corporate
Development
Economic Development

Denise McClure
A/Director
Economic Development

Approved by:

Marlon Kallideen
Chief Administrative Officer