



Agenda
Committee of Council
The Corporation of the City of Brampton

Date: Wednesday, March 19, 2025

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
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Regional Councillor P. Vicente	Wards 1 and 5
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Regional Councillor N. Brar	Wards 2 and 6
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Regional Councillor M. Palleschi	Wards 2 and 6
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Regional Councillor D. Keenan	Wards 3 and 4
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Regional Councillor M. Medeiros	Wards 3 and 4
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Regional Councillor P. Fortini	Wards 7 and 8
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City Councillor R. Power	Wards 7 and 8
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Regional Councillor G. Toor	Wards 9 and 10
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Deputy Mayor H. Singh	Wards 9 and 10
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Accessibility of Documents: Documents are available in alternate formats upon request. If you require an accessible format or communication support contact the Clerk's Department by email at sonya.pacheco@brampton.ca or 905-874-2178, TTY 905.874.2130 to discuss how we can meet your needs.

Note: This meeting will be live-streamed and archived on the City's website for future public access.

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**

5.1 Announcement - Local and National Space Economy

Council Sponsor: Regional Councillor Toor

Note: Jason Carvalho, Chairman and Managing Partner, Carvalho Capital Ltd., Member of Space Canada, will make the announcement.

6. **Public Delegations**

6.1 Delegation from Henry F. Verschuren CD, Government and Community Liaison, Major Wm Dwight Sharpe Branch 15, Royal Canadian Legion, re: Renewal of Lease at 80 Mary Street, Brampton - Ward 3

6.2 Delegation from Sherry-Ann Ram, Co-Chair, and Charles Coimbra, Member, Environment Advisory Committee, re: Item 8.2.1 - Ground Cover Maintenance and Prohibited Plants By-Law

(See Items 8.1.1 and 8.2.1)

6.3 Delegation from Aretha McCarthy, CEO, and Angel Massey-Singh, Board Member, REVIVE, re: Request for Support for REVIVE (The Sexual Assault and Rape Crisis Centre of Peel)

6.4 Delegation from Carrie Campbell, Independent Consultant/Community Research

Project Lead, REVIVE (Feminist Collective Project), re: Women and Gender Equality Canada (WAGE) Project

- 6.5 Delegation from Andrew Mirabella, Hemson Consulting, re: Item 12.2.1 - Expanded Development Charge Exemptions for Office Development

(See Items 12.2.1 and 12.3.1)

7. Government Relations Matters

- 7.1 Staff Update re: Government Relations Matters

To be distributed prior to the meeting.

- 7.2 Discussion Item at the request of Mayor Brown, re: Regional Waste Management

8. Public Works and Engineering Section

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

- 8.1 Staff Presentations

- 8.1.1 Staff Presentation re: Ground Cover Maintenance and Prohibited Plants By-law

Presenter: Pam Cooper, Manager, Environmental Planning, Environment and Development Engineering

To be received

(See Items 6.2 and 8.2.1)

- 8.2 Reports

- 8.2.1 Staff Report re: New Ground Cover Maintenance and Prohibited Plants By-law

Proposal to Repeal and Replace Grass and Weed Cutting By-law 166-2011

Recommendation

(See Items 6.2 and 8.1.1)

- 8.2.2 Staff Report re: Request to Begin Procurement of Maintenance Services for Street Lighting, Park and Pathway Lighting

Recommendation

- 8.2.3 Staff Report re: Request to Begin Procurement for Preventative and Demand Maintenance Services for Overhead Door Equipment at Various City Locations for a Three-Year Period

Recommendation

- 8.2.4 Staff Report re: Request to Begin Procurement for Janitorial Services at Various City Locations for a Three-Year Period

Recommendation

- 8.2.5 Staff Report re: Update on Sourcing of Diesel and Biodiesel

Recommendation

- 8.2.6 Staff Report re: Budget Amendment - Addition and Renovation of Chris Gibson Recreation Centre - Childcare Facility Integration - Ward 1

Recommendation

- 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)

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.

9. Community Services Section

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

- 9.1 Staff Presentations

9.2 Reports

9.2.1 Staff Report re: Request to Begin Procurement for Supply and Delivery of Fire Apparatus

Recommendation

9.3 Other/New Business

9.3.1 Notice of Motion re: Ensuring Clear Access to Fire Hydrants During Winter Months

Moved by: Regional Councillor Vicente

Whereas fire hydrants are a critical component of Brampton's emergency response infrastructure, providing firefighters with immediate access to water in the event of a fire;

Whereas heavy snowfall and uncleared hydrants can delay emergency response times and put lives and property at risk;

Whereas Brampton Fire and Emergency Services may experience difficulty locating or accessing fire hydrants due to snow accumulation following major winter storms; and

Whereas the Ontario Fire Code Regulation 213/07 requires hydrants to remain clear and unobstructed at all times, and municipalities such as Ottawa, Toronto, and Hamilton require property owners adjacent to hydrants to maintain necessary clearance around them, free from snow, and other obstructions;

Therefore be it resolved that staff be directed to develop a by-law requiring the nearest property owner to a hydrant in Brampton to be responsible for ensuring it remains clear of snow and accessible at all times during the winter months; and

Further be it resolved that staff explore appropriate enforcement measures, including potential cost recovery for non-compliance, and implement a public awareness campaign to educate residents on the importance of keeping hydrants clear for community safety.

9.4 Correspondence

9.5 Councillors Question Period

9.6 Public Question Period

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10. Legislative Services Section

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

10.1 Staff Presentations

10.1.1 Staff Presentation re: Proposed By-law to Regulate Encroachments on City Lands

Presenter: Allyson Sander, Strategic Leader, Project Management, Legislative Services

To be received

(See Item 10.2.2)

10.2 Reports

10.2.1 Staff Report re: Proposed By-law to Regulate Encroachments on City Lands

Recommendation

(See Item 10.1.1)

10.2.2 Staff Report re: Ward Boundary Review – Summary of Public Consultation (RM 65/2024)

Recommendation

Deferred from the January 29, 2025 Committee of Council meeting

10.3 Other/New Business

10.3.1 Minutes - Accessibility Advisory Committee - February 25, 2025

To be approved

10.4 Correspondence

10.5 Councillors Question Period

10.6 Public Question Period

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

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11. **Economic Development Section**

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

11.1 Staff Presentations

11.2 Reports

11.3 Other/New Business

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. **Corporate Services Section**

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

12.1 Staff Presentations

12.2 Reports

12.2.1 Staff Report re: Information Report – Expanded Development Charge Exemptions for Office Development

To be distributed prior to the meeting

(See Items 6.5 and 12.3.1)

- 12.2.2 Staff Report re: Annual Statement of Remuneration and Expenses for 2024

Recommendation

- 12.2.3 Staff Report re: 2024 Annual Sponsorship Report

To be received

- 12.2.4 Staff Report re: 2025 Protocol Policy Updates

Recommendation

- 12.2.5 Staff Report re: Implementing Brampton's "Made in Canada" Procurement Policy

To be distributed prior to the meeting

- 12.3 Other/New Business

- 12.3.1 Discussion Item at the request of Regional Councillor Palleschi re: Development Charges for Office

Referred from the Council Meeting of February 26, 2025 pursuant to Resolution C052-2025

(See Items 6.5 and 12.2.1)

- 12.3.2 Discussion Item at the request of Deputy Mayor Singh, re: Proposed Motion regarding Niwaas Affordable Rental Project - Ward 3

Proposed Motion:

Whereas Brampton's housing strategy, Housing Brampton, identifies the need to increase the supply of affordable and purpose-built rental housing across the city;

Whereas Housing Brampton outlines six guiding principles, including collaboration with the non-profit sector, and Niwaas Living, a Brampton-based non-profit organization, exemplifies this principle through its commitment to delivering community-focused housing solutions;

Whereas the City has committed to a Housing Pledge to support the creation of 113,000 new housing units by 2031;

Whereas there is a shortage of purpose-built rental housing in Brampton, and

affordable rental units play a crucial role in ensuring a diverse and accessible housing supply for residents;

Whereas on August 12, 2024, Niwaas Living delegated to the Planning and Development Committee, seeking collaboration with the City on both of their projects, leading Council to direct staff to explore opportunities for municipal support;

Whereas City staff have reviewed the Niwaas Affordable Rental Project in ward 3 under the Council-endorsed Community Improvement Plan (CIP) for affordable housing;

Whereas the project will deliver 90 purpose-built family rental units along the newly announced Hazel McCallion LRT extension, aligning with Council's vision for transit-oriented development;

Whereas Niwaas Living has a proven track record in delivering community-based projects, including a 160-bed long-term care facility at 380 Fernforest Drive, which has received provincial and municipal funding and remains on time and on budget;

Whereas 40 of the 90 family rental units meet the affordability criteria established under the Council-endorsed CIP, and the development will incorporate geothermal technology to achieve key sustainability metrics;

Whereas the project qualifies for \$10,800,000 in funding under the Community Improvement Plan (CIP) for affordable housing; and

Whereas the Niwaas Affordable Rental Project has reached key development milestones and is close to shovel-ready, with construction expected to begin within 30 days, pending financing;

Now Therefore Be It Resolved:

1. That the Commissioner of Planning, Building and Growth Management, City Solicitor, and Treasurer be delegated the authority to enter into and execute a contribution agreement for Niwaas' Affordable Rental Project, totaling approximately \$10,800,000;
2. That a new capital project be established for Niwaas Affordable Rental – in ward 3 to construct 40 affordable housing rental units, in the amount of \$10,800,000, to be funded through the Building Faster Fund and Housing Accelerator Fund, along with identified return of capital; and
3. That the Treasurer be authorized to transfer funding from reserves and close identified capital projects to fund the new capital project.

12.4 Correspondence

12.4.1 Correspondence from Annette Groves, Mayor, Town of Caledon, re: Request that the Province of Ontario Reimburse Expenses Incurred related to the Dissolution of the Region of Peel

12.4.2 Correspondence from Annette Groves, Mayor, Town of Caledon, re: Request that the Ministry of Housing and Municipal Affairs Release the Confidential Recommendations of the Peel Transition Board

12.5 Councillors Question Period

12.6 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.

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 February 26, 2025
= 57

13.1 Referred Matters List Update - First Quarter 2025

To be received

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 Verbal Update - Solicitor Advice re: Planning File

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

Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

16. Adjournment

Next Regular Meeting: Wednesday, April 2, 2025



Announcement Request

For Office Use Only:

Meeting Name:

Meeting Date:

Please complete this form for your request to make an Announcement at a future Council Meeting. An announcement can relate to an event of interest to the general public. Your request must include the name of the Member of Council sponsoring the Announcement. Once this completed form is received by the City Clerk's Office, you will be contacted to confirm your placement on the appropriate agenda. **Announcements are limited two (2) minutes at the meeting.**

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:

Attendance: ☒ In-person ☐ Remote

Meeting Date Requested: March 19, 2025

Name of Individual(s): Jason Carvalho

Position/Title: Chairman & Managing Partner at Carvalho Capital Ltd., Member of Space Canada

Organization/Person being represented: Carvalho Capital Ltd.

Full Address for Contact:

Telephone:

Email:

jason@carvalhocapital.com

Event or Subject Name/Title/ Date/Time/Location:

- To highlight the importance of bolstering the local and national space economy
- Highlight Space Challenge Program
- Invite Mayor Brown to participate in Podcast

Additional Information:

Name of Member of Council Sponsoring this Announcement:

Regional Councillor Gurpartap Toor

A formal presentation will accompany my Announcement: ☒ Yes ☐ No

Presentation format: ☒ PowerPoint File (.ppt) ☐ Adobe File or equivalent (.pdf)
☐ Picture File (.jpg) ☐ Video File (.mp4)

☐ Other:

Additional printed information/materials will be distributed with my Announcement: ☐ Yes ☒ No ☐ Attached

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

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

Submit by Email

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Delegation Request

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Meeting Date:

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

Meeting Date Requested: March 19 2025

Agenda Item (if applicable):

Name of Individual(s): Henry F Verschuren CD

Position/Title:

Government and Community Liaison

Organization/Person
being represented:

Major Wm Dwight Sharpe Branch 15, Royal Canadian Legion, Brampton

Full Address for Contact: 80 Mary St Brampton On L6W 2R3

Telephone:

Email:

Subject Matter
to be Discussed:

Renewal of the Lease held by Branch 15 Legion at the city owned building of 80 Mary Street
Brampton

Request to
Council/Committee:

In July 2026 Branch 15 will celebrate its 100 anniversary operating in Brampton. Also in July 2026, the 20 year lease with the city for 80 Mary St will expire.. We seek to renew the lease for another 20 year period on the same terms as currently prevail in the lease as amended in February 2025

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

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Major Wm Dwight Sharpe Branch 15,
Brampton





July 2026 marks the 100th Anniversary of the beginning of operations in Brampton of Maj Wm. Dwight Sharpe Branch 15.

Prior to that we operated as the Great War Veterans Association starting in 1919.

In the last 100+ years there have been significant trendsetting milestones accomplished between Branch 15 and The City of Brampton.

Branch 15 will continue to serve a new generation of Veterans whose numbers are and will continue to grow. We will also continue to support Seniors and Youth in this community through our various programs .



Effective Aug 1 2006, Maj Wm Dwight Sharpe Branch 15 took possession of the city owned building at 80 Mary Street on a 20-year lease agreement

That agreement, which has been amended from its original terms a few times, (the latest being February 2025), will expire July 31 2026.

The work of Branch 15 needs to continue as the need for our services has not diminished in the last 100 years due, inter alia, to the fact that we have a new generation of Veterans



Our Request:

We respectfully request that the current lease agreement, as last amended in February 2025, be renewed for another 20-year term commencing August 1 2026.

Thank you for your consideration

Lest we Forget

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Email: cityclerksoffice@brampton.ca Telephone: (905) 874-2100 Fax: (905) 874-2119Meeting: ☐ City Council ☐ Planning and Development Committee
☒ Committee of Council ☐ Other Committee:

Meeting Date Requested: 19-Mar-2025

Agenda Item (if applicable):

Name of Individual(s): Charles Coimbra
Sherry-Ann Ram

Position/Title:

Brampton Environmental Advisory Committee Members

Organization/Person
being represented:

Brampton Environmental Advisory Committee

Full Address for Contact:

Telephone:

Email:

Subject Matter
to be Discussed:

Ground Cover Maintenance and Prohibited Plants By-Law

Request to
Council/Committee:

Request support for by-law as a way to provide clarity on maintenance requirements/prohibited plants, give residents more freedom over their approach to gardening and allow residents to support more sustainable and natural gardens

Attendance: ☒ In-person ☐ RemoteA formal presentation will accompany my delegation: ☐ Yes ☒ NoPresentation 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:**

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Delegation Speaking Notes:

Across Canada, habitat gardening has emerged as a hopeful and tangible response to pressing challenges like biodiversity loss, climate change, and humanity's detachment from wild species resulting in a surge in public interest in alternative gardening styles. Naturalized and sustainable gardening is gaining popularity among homeowners and municipalities due to its multiple benefits, such as increased pollinator habitat and biodiversity, reduced stormwater runoff, lower fertilizer and herbicide use, decreased water use, and a cooling effect during heat waves. These gardens also help sequester more carbon, are easier to maintain than traditional lawns, and absorb excess stormwater during big storms, reducing soil erosion. Ontario court decisions favoring naturalized landscapes, underscores the need to update yard maintenance by-laws to reflect evolving community expectations and legal standards.

Brampton is at the forefront of this movement, with numerous plans, policies, and strategies supporting biodiversity. The updated by-law will further bolster these efforts. In 2021, the Council endorsed the Brampton Grow Green Environmental Master Plan (EMP) Refresh, which included an action to review and update city by-laws to ensure they do not restrict naturalization efforts on public and private lands. Additionally, Brampton's Bee City designation highlights its commitment to enhancing pollinator habitats and promoting naturalized gardening. The Ground Cover Maintenance and Prohibited Plants By-law updates the former Grass and Weed Cutting By-law, aligning it with Brampton's environmental goals, clarifying maintenance standards for private properties, listing prohibited plants, and granting residents more freedom in their gardening approaches.

Other municipalities including Toronto, Burlington, Barrie, Windsor, London, Guelph, Kingston, and Markham, are also updating their yard and maintenance by-laws to allow boulevard gardens. It is crucial for municipalities to focus on health and safety rather than aesthetics when updating their by-laws. Municipal councils' support for these progressive policies is essential, as they have the power to help pollinator-friendly gardens flourish.



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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:	A Lifeline at Risk – Urgent Call for City Support 1. Convey the impact of REVIVE's work 2. Importance of services and consequences of funding shortfall (\$300,000 of gov't funding removed - agency at high risk of doors closing in April)
Request to Council/Committee:	1. Any guidance? 2. Funding opportunities? 3. Partnership/Collaboration opportunities?

Attendance: ☒ In-person ☐ Remote

A formal presentation will accompany my delegation: ☒ Yes ☐ No

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

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

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REVIVE

Empowering Survivors, Restoring Lives





**REVIVE IS MORE THAN JUST A
SERVICE PROVIDER; IT IS A LIFELINE
FOR THOSE IN NEED.**

REVIVE is an **accredited Sexual Assault and Rape Crisis Center Of Peel**, providing **critical support services** to victims of sexual assault, rape & sex trafficking.

Our mission is to **empower** and **support** survivors of sexual assault, rape, and sex trafficking by providing comprehensive, **trauma-informed care and advocacy**, helping them reclaim their lives

CRITICAL SERVICES PROVIDED

At REVIVE, we touch on 4 key components:

Engagement



Clinical Services



Our most recent program that we recieved funding for !

Education



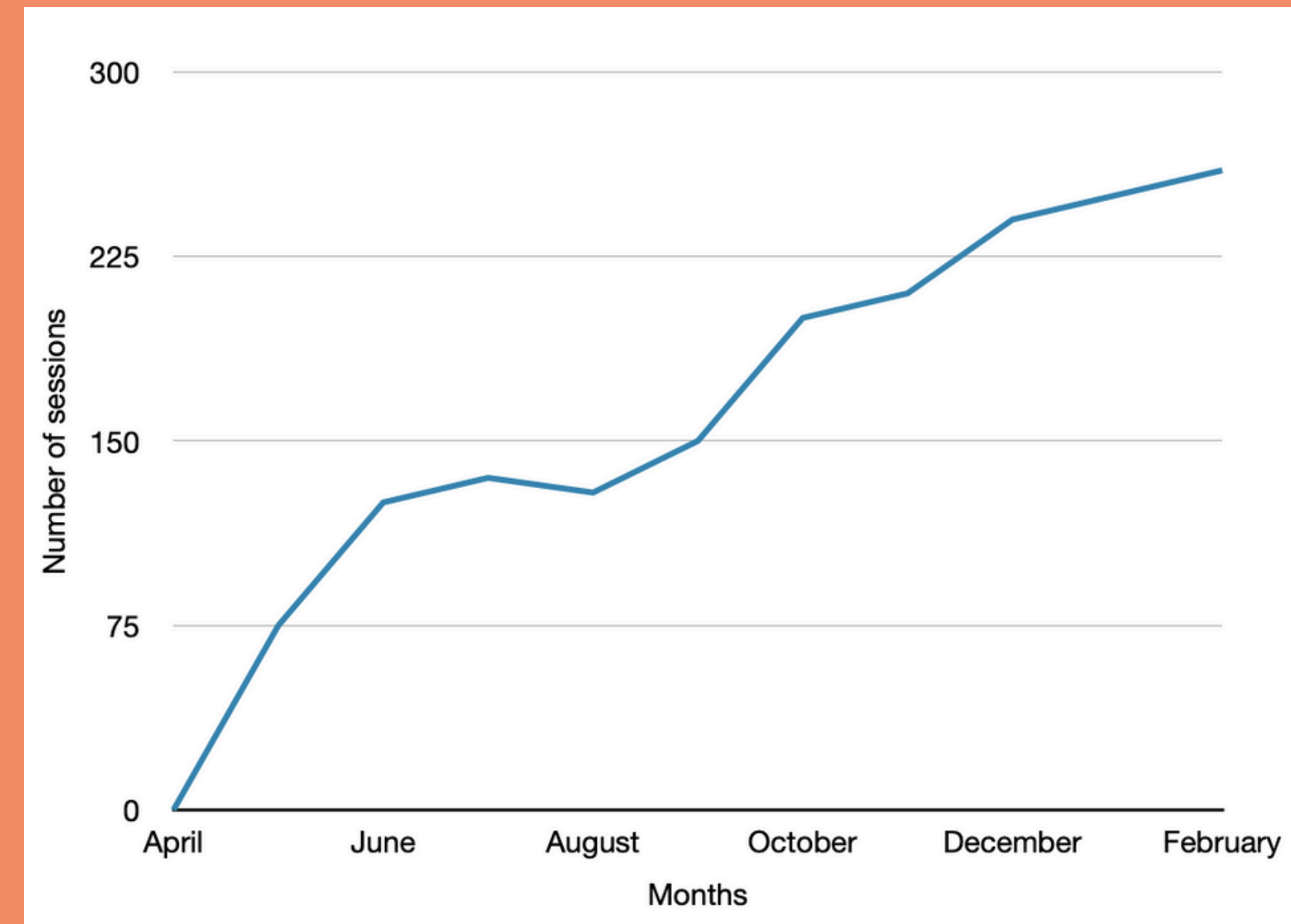
Active



IMPACT ON THE COMMUNITY

Revive Peel fills a critical gap in services—no other organization provides **3+** free trauma-informed counselling sessions for survivors

A total of **205+** individuals have been engaged across the programs and **83%** reported increased feelings of empowerment



Since the appointment of our new CEO and the announcement of Sexual Assault/Rape Crisis Centre rebrand to REVIVE, client counselling session bookings have surged by **947%** since April.

KEY PARTNERSHIPS

OUR PLACE PEEL

**CENTRAL BRAMPTON
FAMILY HEALTH TEAM**

**WILLIAMS OSLER HEALTH
SYSTEM**

ARMAGH HOUSE

CHANTELS PLACE

**DOMINANCE FORBES
FOUNDATION INC**

**CATHOLIC FAMILY
SERVICES**

CMHA

DOGGPOUND MMA

**FAMILY SERVICES OF
PEEL**

**PEEL DISTRICT SCHOOL
BOARD**

**AFRICAN COMMUNITY OF
PEEL**

**TRILLIUM HEALTH
PARTNERS**

PRESZLER LAW

NUBEGGININGS

VICTIM SERVICES OF PEEL

CURRENT FINANCIAL CRISIS

Revive Peel is facing a \$300,000 funding shortfall, jeopardizing our ability to provide free, trauma-informed support to survivors of sexual violence.

The Consequences of Inaction

- ✗ Closure of essential services – Survivors left without support**
- ✗ Loss of therapists and advocates – Fewer professionals to help those in crisis**
- ✗ Increased trauma & suffering – Survivors forced to struggle alone**
- ✗ Silence & isolation – Without safe, confidential care, survivors lose hope**

WE NEED YOUR HELP TO ENSURE SURVIVORS ARE NOT LEFT BEHIND

TESTIMONIALS

“

“I lived in Brampton for over 12 years, and this is the first real community event that I have participated in other than join the gym through parks and recreation Brampton. I feel more part of the larger community that’s just the people on my street.” GY

“

“I am feeling very positive with the direction I am going in. I’m feeling like I can deal with the issues I’ll be confronted with soon in a more productive way for myself.”

“

“I love my therapist, she is understanding, caring, sweet and an awesome person. She listens to my needs, and I cannot thank her enough. I have progressed positively and more than I thought I would at this organization. I love this organization. I truly appreciate all that my therapist has done for me.” - DG

“

“This is my last session and I just want to say thank you for helping me get through a difficult period of my life” - YB

CALL TO ACTION



SUPPORT FOR SURVIVORS IS A COMMITMENT TO COMMUNITY CARE

This is not just an expense—it's an **investment** - Funding Revive Peel strengthens Brampton's public health, safety, and social support systems.

We're asking for a **partnership**, not just funding. Let's work together on a sustainable, long-term solution to support survivors beyond this crisis.

A vision for the future: With city collaboration, we can expand outreach, improve survivor services, and build a Brampton where no one faces sexual violence alone.

REVIVE:
A LIFELINE AT RISK – URGENT CALL FOR CITY SUPPORT



Thank you for your time and commitment to our community. We hope you will stand with us in this critical moment.



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: March 19, 2024

Agenda Item (if applicable):

Name of Individual(s): Carrie Campbell

Position/Title:

Independant Consultant/Community Research Project Lead

Organization/Person
being represented:

Revive, (Feminist Collective Project)

Full Address for Contact:

Telephone:

Email:

Subject Matter
to be Discussed:

Presentation of Key findings from our last meeting in 2023 and content from research and policy paper containing policy recommendation and suggestions, as well as multi-year strategies for addressing gender based violence within the Region of Peel.

Request to
Council/Committee:

Engagement with the research and recommendations as well as equity seeking organizations working in the VAW/GBV sector to implement strategies.

Attendance: ☐ In-person ☒ Remote

A formal presentation will accompany my delegation:

☐ Yes ☐ No

Presentation format:

☒ PowerPoint File (.ppt)

☐ Picture File (.jpg)

☐ 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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INTRODUCTION

- **Purpose:** Advocate for improved policies and services for GBV survivors in Peel
- **Brief Overview:**
 - Peel is a **diverse** region with unique challenges
 - GBV declared an **epidemic** in Peel (2023)
 - **Ontario** Bill 173 introduced (2024)
 - In 2022- 2025 **REVIVE** started a **Barriers** and **Solutions** research project funded by Women and Gender Equality Canada



ADDRESSING BARRIERS & SOLUTIONS FOR SURVIVORS OF GENDER-BASED VIOLENCE IN PEEL


A Policy-Driven Approach to Community Support

Presented By Carrie Campbell, RSSW


**Independent Consultant, Co-Investigator,
Feminist Collective Research Project for REVIVE**

RESEARCH STUDY BACKGROUND

 **Research**
Participants Needed 

 **Are you 18 years and older?**

- Have you experienced gender based violence (e.g., intimate partner violence, domestic violence, sexual assault)
- Do you want to share your experiences on Barriers and Solutions to Reporting Gender Based Violence?


If so, you are invited to participate in a research study:
"Barriers and Solutions to Reporting Gender Based Violence: The Experience of Survivors" 

The Goals of the Study are to:

- Understand formal and informal community resources that can mitigate barriers to reporting gender based violence and mitigate the cycle of violence
- Explore how these experiences or resources are unique to survivors who encounter multiple forms of oppression
- Identify recommendations to develop survivor-centric, community-based responses to support survivors of gender based violence

Other details



- Participants will complete a 45-60 minute virtual interview
- Completely voluntary; you can withdraw at any time
- All information provided in the interview is strictly confidential. No one will know whether or not you decided to participate in this research study
- Participants will receive a \$200 e-gift card in appreciation for their time

 **Research Team**

Laura MacDiarmid, Principle Investigator - lmacdiar@uoguelph.ca
Carrie Campbell, External Co-Investigator - campcarr@sheridancollege.ca
Savina Nankoo, MEd Candidate at OISE - savina.nankoo@mail.utoronto.ca

Interested?
Contact: research@feministcollectiveproject.com

This study has been reviewed by the Research Ethics Board for Compliance with federal guidelines for research involving human participants (REB #23-06-012).

 Women and Gender Equality Canada 

The research was guided by a Community Advisory Board (CAB)

- CAB consisted of **14 community members** strong representation of women with **lived experience as survivors** of gender-based violence (GBV).
- Most of the CAB members defined themselves as either **professionals in the GBV field** in the Region of Peel or women who had lived experiences of GBV.
- The CAB played a **critical role** in shaping the research, meeting monthly in a hybrid format. Their **participation was essential** in providing feedback on the research design, ensuring the questions were relevant and reflective of **priorities identified by community**

THE PROBLEM – GENDER-BASED VIOLENCE AND ITS IMPACT IN PEEL

“I was living in poverty, not having full-time income, not having the ability to move around and have the freedom that having certain aspects of financial security enables you to do.” - study participant

- **Key Statistics:**
- In 2023, Peel police responded to just over 16,000 incidents of family and intimate partner violence
- 62% of Canadian human trafficking cases originate in the GTA
- **Barriers to Seeking Help:**
- Fear, financial dependence, language barriers, cultural stigma
- Distrust of legal approaches
- Social Impacts: Stigmatization, isolation, intergenerational trauma
- Economic Impacts: Workplace absenteeism, financial instability
- Health Impacts: Strain on healthcare, need for culturally sensitive mental health services

SURVIVOR PERSPECTIVES & BARRIERS

- Key Findings from Study **(60 Participants)**:
- Top needs: Safety, mental health support, housing, financial stability
- **Barriers: Fear** (88%), financial barriers (81%), distrust of police (62%)
- 50% of survivors felt unsupported by law enforcement
- **Over 50% relied on family and friends** for emotional and financial support. Cultural Stigma and fear of judgment **sometimes prevented survivors from reaching out for help**

“Like, not really knowing what to do, who to call, what would happen if I called” – Study Participant

MIXED EXPERIENCES WITH ACCESS TO SOCIAL SERVICES

- Survivors reported **varied levels of satisfaction** with formal social services.
- **Counseling was the most widely used service** (72% of survivors), with **62% reporting satisfaction**.
- **Housing services had the lowest satisfaction**, with many survivors struggling to access safe and affordable housing.
- Survivors reported **long wait times, bureaucratic challenges, and lack of culturally relevant services**. **66% cited lack of knowledge** about available services as a major barrier. **Financial barriers** prevented survivors from accessing therapy and legal help.

“Nowadays, there's just so much waiting times to get help and you (survivor) get caught in that web. You feel like you're never going to get help. They advertise places you can go and that, but you wait so long...” - Study Participant

CURRENT GAPS IN SUPPORT SERVICES

- Challenges Identified:
 - - Limited culturally relevant shelters and services
 - - Inconsistent police response and lack of female officers
 - - Economic barriers to leaving abusive relationships
 - - Lack of survivor-centered justice alternatives

“to actually just speak to an officer for them to take my details...Took five days”

POLICY RECOMMENDATIONS

Policy paper developed by the research team will be available in late March 2025.

- 1. Strengthen Legal Protections
- 2. Enhance Support Services
- 3. Education & Prevention Programs
- 4. Targeted Support for Marginalized Communities
- 5. Data Collection & Research

MULTI-YEAR STRATEGIES FOR CHANGE

- **Strategy 1: Building Inclusive Leadership and Representation in GBV Response Services**
- **Goal:** Enhance diversity and cultural competency in leadership and frontline roles within GBV-focused services to better represent the Peel community's demographics.
- **Strategy 2: Removing Systemic Barriers to Accessing GBV Support Services**
- **Goal:** Address systemic obstacles such as language, immigration status, stigma, and economic dependence to make GBV services more accessible to marginalized communities.

CONCLUSION & CALL TO ACTION

In Summary: Addressing GBV is **critical** for safety, equality, and community strength

- **Request to City Council:**

- Explore committing funding to the enhancement of survivor **support** services
- Support policy changes for **better legal** protections
- Promote a **community-driven** approach to GBV response
- Engage with community-based agencies to **learn** about their **needs and trends**.

THANK YOU

[A complete policy paper will be available by March 30th 2025. Our team is looking forward to sharing a copy with you following its completion.](#)

[I can be reached via email at the address below](#)

[Carrie Campbell, RSSW](#)

carrie@contemporaryheart.ca

COMPASSIONATE SUPPORT FOR SURVIVORS

Contact Revive Peel:

10 Gillingham Drive, Suite 305 Brampton ON, L6X 5A5

Email: info@revivepeel.com

www.revivehere.com



Delegation Request

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Meeting Name:

Meeting Date:

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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: March 19/25

Agenda Item (if applicable): Item 12.2.1

Name of Individual(s): Andrew Mirabella

Position/Title:

Organization/Person
being represented: Hemson Consulting

Full Address for Contact:

Telephone:

Email:

Subject Matter
to be Discussed:

DC exemptions for office

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)☐ 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:**

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Date: 2020-02-24

Subject: **Ground Cover Maintenance and Prohibited Plants By-law Presentation**

Contact: **Pam Cooper, Manager, Environmental Planning**, Environment and Development Engineering Division

Report number: Planning, Bld & Growth Mgt-2025-191

RECOMMENDATIONS:

1. That the presentation from Pam Cooper, Manager, Environmental Planning, Environment and Development Engineering, to the Committee of Council Meeting of March 19, 2025, re: **Ground Cover Maintenance and Prohibited Plants By-law** , be received.

Attachments:

- Attachment 1 – Ground Cover Maintenance and Prohibited Plants By-Law Presentation

Proposed Ground Cover Maintenance and Prohibited Plants Bylaw

Proposal to Repeal and
Replace Grass and Weed
Cutting By-law 166-2011

Committee of Council
March 19, 2025



Introduction

- Across Canada, people are turning to naturalized gardens as a way to mitigate the impacts of climate change and habitat and biodiversity loss.
- Sometimes referred to as pollinator gardens, habitat gardens, rain gardens, meadows, collectively referred to as “naturalized gardens”



Naturalized Gardens

Benefits of naturalized gardens:

- Provide food, shelter, and water to wildlife
- Restore native habitats that have been diminished as a result of urbanization
- Create and improve pollinator habitats, supporting the mission of Bee City Canada
- Require less maintenance which results in:
 - Conservation of water and soil
 - Less pesticides and fertilizers being released into the environment
 - Reduced need for fossil fuels (ex. Gasoline or electricity required for a lawn mower)



Background

Brampton 2040 Vision

Vision 1 (Sustainability and the Environment): “In 2040, Brampton will be a mosaic of sustainable urban places, sitting within an interconnected green park network, with its people as environmental stewards – targeting ‘one-planet’ living”

Brampton Plan

3.2.5.6 The use of green infrastructure will be encouraged to improve ecosystem connectivity, provide habitat, and improve biodiversity through approaches such as green roofs, urban forest enhancements, urban agriculture, rain gardens, pollinator gardens, meadows and naturalized front and backyards.

Brampton Grow Green Environmental Master Plan

Action: review and update the City by-laws to ensure they do not restrict designed naturalization efforts on public and private lands.



Brampton Eco Park Strategy

Action: developing a plan to integrate Eco Park principles into residential and private properties

Natural Heritage Restoration Program

Increase pollinator habitat and educate residents on the value and biological imperative of conserving pollinator wildlife species

Bee City Canada

All program participants must commit to creating, maintaining and improving pollinator habitat

Climate Change

Brampton's first Climate Change Adaptation Plan is in progress and will have pollinator supporting actions.



Current Situation

- Since 1995, Ontario courts have ruled in various cases that individuals' rights to freedom of expression, as protected under the Canadian Charter of Rights and Freedoms, extend to the expression of environmental values and relationships to nature through gardening practices.
- Completed a review of Grass and Weed Cutting By-law 166-2011
- Assessment of related Brampton by-laws: Property Standards By-law, Boulevard Maintenance & Highway Obstruction By-law, and the proposed new Encroachment By-law
- Review also included recently updated Yard Maintenance By-laws from other municipalities in the GTA and Ontario, including the Cities of Toronto, Ottawa, Guelph, Mississauga and Barrie



Outcome: current Grass and Weed Cutting By-law is outdated, unclear, and does not align with current City plans, policies and practices related to biodiversity.

Key Proposed Changes

Staff collaborated to draft a **Ground Cover Maintenance and Prohibited Plants By-law** to:

1. Introduce the term “prohibited plants” to replace the use of the ambiguous term “weed”, and add a list of prohibited plants;
2. Distinguish “gardens” from “ground cover” (e.g. turf grass/lawn);
3. Modernize and update provisions regarding the maintenance of gardens and ground cover;
4. Update by-law title to “**Ground Cover Maintenance and Prohibited Plants By-law**”;
5. Align with the proposed new Encroachment By-law; and
6. Support continued enforcement of excessive growth violations by amending the Administrative Penalties (Non-Parking) By-law 218-2019 to establish new graduated penalties for non-compliance with escalating penalties for repeat violations. The penalty amount for first time offences is not changing from the currently established penalty under the current Grass and Weed Cutting By-law 116-2011 (\$250).

PROHIBITED PLANTS

- The current bylaw uses the Weed Control Act to define noxious weeds. Currently, there are twenty-five weeds classified by the Weed Control Act
- The bylaw update also includes a list of invasive and noxious species that are specific to the City of Brampton, such as Garlic mustard, Japanese knotweed, Phragmites, Oriental Bittersweet, Yellow floatingheart and Dog-strangling vine



Garlic Mustard



Japanese Knotweed



Phragmites



Dog Strangling Vine

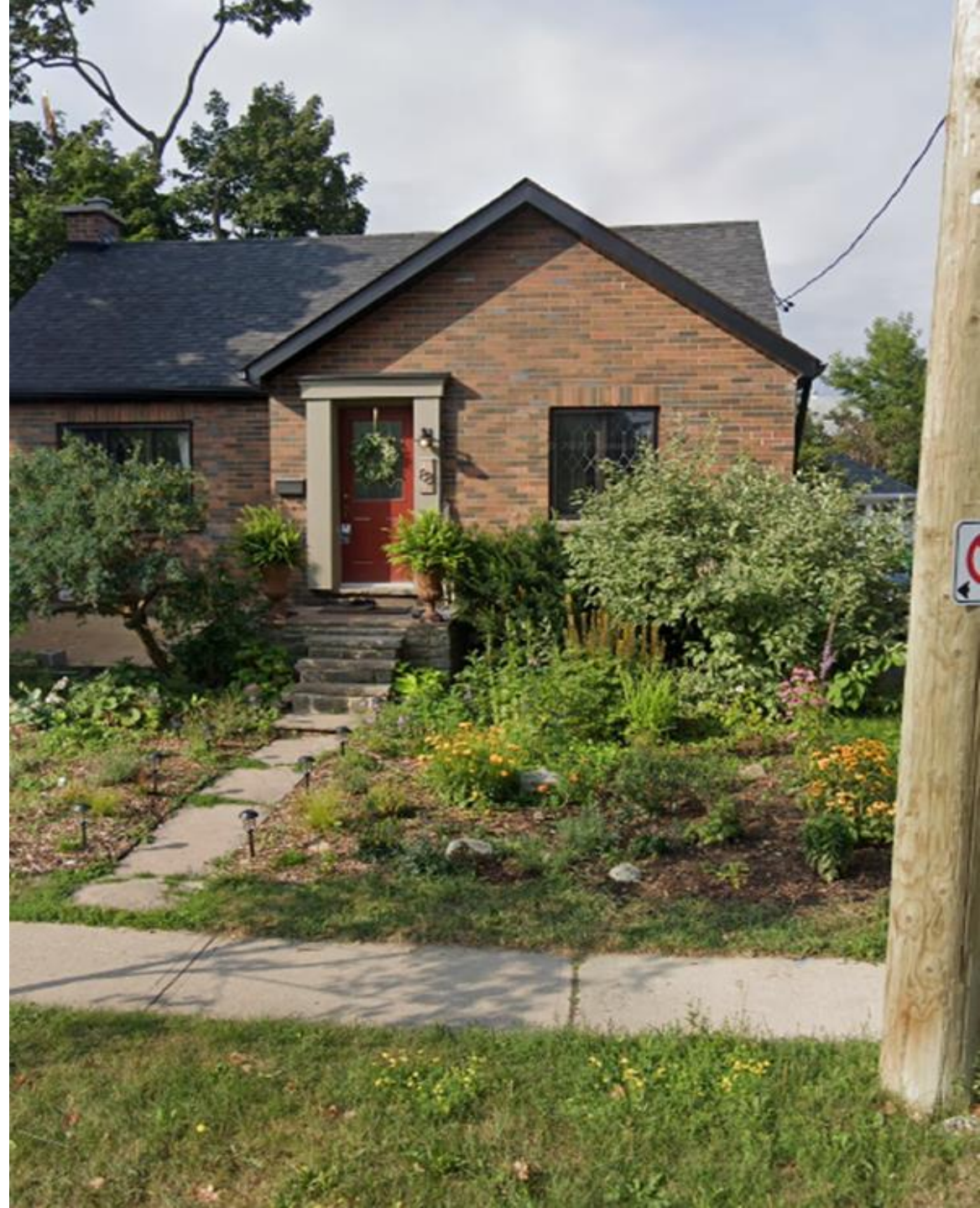
MAINTENANCE OF PREMISES

- The current bylaw states that every owner shall cut the grass and weeds on their Premises and remove the cuttings whenever the growth of grass or weeds exceeds twenty centimetres (20 cm) in height.
- The bylaw update states that every Owner or Occupant shall:
 - maintain all Ground Cover on Private Property to ensure it does not exceed a height of twenty centimetres (20 cm),
 - be permitted to maintain gardens for aesthetic value or native habitat provided they are not unreasonably overgrown or cause potential adverse safety effects on something or someone,
 - ensure gardens planted on Private Property shall not affect the safety, visibility, or passage of the general public and not encroach or obstruct sidewalk or roadway traffic or driver/pedestrian sight lines or adjacent property,
 - not permit Prohibited Plants



Recommendations

- Approval of the proposal to repeal Weed and Grass Cutting By-law 166-2011
- Enactment of the proposed Ground Cover Maintenance and Prohibited Plants By-law
- Approval of the proposed amendments to the Administrative Penalties (Non-Parking) By-law 218-2019, as amended, to establish new graduated penalties for repeat violations



Benefits

- Align maintenance of yards on private property with current City policies, goals, practices and other by-laws
- Provide residents with more clarity on the maintenance of sustainable gardens including fusion, pollinator and naturalized
- Promote biodiversity and habitats for birds and pollinators
- Reduction of stormwater runoff from properties, reduced fertilizer use and decreased water use



Thank you!

growgreen@brampton.ca





Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2020-01-29

Subject: **New Ground Cover Maintenance and Prohibited Plants By-law**

Secondary Title: **Proposal to Repeal and Replace Grass and Weed Cutting By-law 166-2011**

Contact: Pam Cooper, Manager, Environmental Planning, Environment and Development Engineering Division

Report number: Planning, Bld & Growth Mgt-2025-110

RECOMMENDATIONS:

1. That the report from Pam Cooper, Manager, Environmental Planning, Environment and Development Engineering Division to the Committee of Council Meeting of March 19, 2025, re: **New Ground Cover Maintenance and Prohibited Plants By-law**, be received;
2. That Council repeal Grass and Weed Cutting By-law 166-2011, as amended;
3. That Council enact the Ground Cover Maintenance and Prohibited Plants By-law in Attachment 1; and
4. That Council approve the proposed amendments to the Administrative Penalties (Non-parking) By-law 218-2019, as amended, in Attachment 2.

OVERVIEW:

- **In 2021, Council endorsed the Brampton Grow Green Environmental Master Plan (EMP) Refresh (CW124-2021), including an action to “Review and update the City by-laws to ensure they do not restrict designed naturalization efforts on public and private lands.”**
- **A recent surge in public interest in alternative gardening styles, and recent court decisions over residents’ rights to maintain more naturalized gardens on their property has led to the need for Ontario municipalities to update Yard Maintenance by-laws.**

- **Staff completed a comprehensive review of the Grass and Weed Cutting By-law 166-2011 which included public engagement and input opportunities.**
- **Staff drafted a new By-law to update maintenance requirements, reduce ambiguity and improve alignment with current City policies, goals and practices.**
- **The proposed By-law provides more clarity on maintenance requirements for private front and back lawns and gardens, reducing uncertainty and giving residents more freedom over their approach to gardening on their property including the option of maintaining more sustainable and natural gardens.**
- **This update also moves forward the Council Priorities under “Environmental Resilience & Sustainability” and “Health & Wellbeing” and aligns with the City’s strong Sustainability framework.**

BACKGROUND:

The City of Brampton has a strong Natural Heritage and Sustainability framework that contains a number of strategic plans, policies and programs that encourage and support the provision of more opportunities for landowners to naturalize private property. The proposed changes to Bylaw 166-2011, the Grass and Weed Cutting By-law, directly support the goals, objectives and policies of these approved strategic plans, including the Council Priorities under “Environmental Resilience & Sustainability” and “Health and Wellbeing” as well as the Brampton Grow Green Environmental Master Plan. In 2021, Council approved the Environmental Master Plan (EMP) Refresh and its Action Plan (CW124-2021). Related Action 37 states: *“Review and update the City by-laws to ensure they do not restrict designed naturalization efforts on public and private lands.”*

Other strategic plans and programs the Bylaw update supports include: the Brampton 2040 Vision, the recently adopted Brampton Plan (Official Plan) the proposed Climate Change Adaptation Plan (CCAP), the Natural Heritage Environmental and Management Plan (NHEMs), the Natural Heritage Restoration Program (NHARP) and the Brampton Eco Park Strategy.

Furthermore, in 2021, Brampton was designated a Bee City, committing to the protection of pollinators and demonstrating our commitment to improve and maintain pollinator habitat across the City. This By-law update directly supports this ongoing commitment.

Naturalized and sustainable gardening is growing in popularity among homeowners and municipalities. There are several direct benefits gained by naturalized or fusion gardens:

- increased pollinator habitat,
- reduction of stormwater runoff from properties,
- reduced fertilizer and herbicide use, and
- decrease in water use.

Ontario municipalities have been updating their Yard Maintenance by-laws because of a recent surge in public interest in alternative gardening styles and recent court decisions favouring residents' rights to maintain more naturalized gardens on their property. Most prominent is the 1996 court case, which ruled in favour of a resident who appealed a charge by the City of Toronto for the growth of her naturalized front yard garden. The Ontario Court of Justice found that Toronto's by-law was primarily concerned with aesthetics, not the health and safety of human beings, or environmental nuisance. As well, it found that "wild gardens" are a form of freedom of expression protected by the Canadian Charter of Rights and Freedoms. A 2022 order to comply in the Town of Smith Falls was rescinded and Council is currently reviewing the Property Standards Bylaw, "and will be considering a yard naturalization provision."

Considering these developments, it became imperative that Staff complete a comprehensive review of the City of Brampton's Grass and Weed Cutting By-law 166-2011 to align with current City policies, goals and practices and to be aware of emerging legislative trends. This By-law applies to private property, and not publicly owned boulevards/right-of-ways.

CURRENT SITUATION:

Staff Review

Environmental Planning, Enforcement & By-law Services, Horticultural, and Legal staff completed a comprehensive review of By-law 166-2011. This also involved an assessment of related Brampton by-laws, such as the Property Standards By-law, Boulevard Maintenance & Highway Obstruction By-law, and the proposed new Encroachment By-law, as well as by-laws of other GTA and Ontario municipalities.

This review also included recently updated Yard Maintenance By-laws from other municipalities in the GTA and Ontario, including the Cities of Toronto, Ottawa, Guelph, Mississauga and Barrie.

The outcome of this review found the current Grass and Weed Cutting By-law was outdated, unclear, and did not align with current City plans, policies and practices.

Proposed New Ground Cover Maintenance and Prohibited Plants By-law

The new by-law recognizes that homeowners can help protect the natural environment through establishing various garden styles on their property. Additionally, various garden styles can improve:

- local food opportunities,
- biodiversity,
- pollinator habitats,
- stormwater runoff, and
- conservation of natural resources.

As part of the new Ground Cover Maintenance and Prohibited Plants By-law, changes focused on clarification of allowances and maintenance requirements, and removal of ambiguous language and statements.

The key changes to the Grass and Weed Cutting By-Law include:

- Introducing the term “prohibited plants” to replace the use of the ambiguous term “weed”, and adding a list of prohibited plants;
- Distinguishing “gardens” from “ground cover” (e.g. turf grass/lawn);
- Modernizing and updating provisions regarding the maintenance of gardens and ground cover;
- Updating by-law title to “Ground Cover Maintenance and Prohibited Plants By-law”;
- Aligning with the proposed new Encroachment By-law; and
- To support the continued enforcement of excessive growth violations, staff are also recommending an amendment to the Administrative Penalties (Non-parking) By-law 218-2019 to establish new graduated penalties for non-compliance with escalating penalties for repeat violations. The penalty amount for first time offences is not changing from the currently established penalty under the current Grass and Weed Cutting By-law 116-2011 (\$250).

Outreach

In addition to the staff background review, public outreach activities were conducted throughout 2022 and 2023. This was done through:

- a dedicated webpage
- an online survey
- presentations to the Brampton Environmental Advisory Committee (BEAC)
- a presentation to the Brampton Horticultural Society
- attendance in person at City events with engagement boards to talk with, and collect input from residents (e.g. Farmers Market)

The outreach results revealed residents were generally in strong support of the proposed changes. Primary concerns were in regard to the potential lack of maintenance or abandonment of yards, which have been addressed in the new By-law through provisions that require proper upkeep of yards.

Alignment with the Encroachment By-law

The proposed new Ground Cover Maintenance and Prohibited Plants By-law aligns with the proposed new Encroachment By-law which will regulate encroachment on City lands and also permit soft landscaped gardens that encroach onto boulevards, subject to conditions that safeguard public safety and City maintenance operations.

Education

This By-Law update will require Environmental Planning to work with Horticulture (Community Services) to develop education materials for Enforcement Staff and By-law Services. Environmental Planning will also work with Communication Services to develop education materials for residents to educate about the benefits of naturalizing yards and which plants are prohibited.

Next Steps

City staff will develop new outreach and education materials for both internal staff and residents to build awareness of and ensure successful implementation of the new By-law. This may include a combination of promotion through existing programs/resources, social media, webpages and advertisements.

CORPORATE IMPLICATIONS:

Financial Implications:

There are no immediate direct financial implications resulting from the approval of the recommendations in this report or adoption of the new By-law.

Other Implications:

There are no other implications resulting from the approval of the recommendations of this report or adoption of the new By-law.

STRATEGIC FOCUS AREA:

- Health & Well-being: Focusing on citizens' belonging, health and wellness through local food production.
- Environmental Resilience & Sustainability: Focusing on nurturing and protecting our environment for a sustainable future through increased pollinator habitat and decreased stormwater runoff.

CONCLUSION:

The enactment of the new Ground Cover Maintenance and Prohibited Plants By-law will modernize and align maintenance of yards on private property with current City policies, goals, practices and other bylaws, and provide residents more clarity on the

maintenance of sustainable gardens on their property including fusion, pollinator and naturalized gardens. Staff hereby request that the existing Grass and Weed Cutting By-law 166-2011 be repealed, and the new Ground Cover Maintenance and Prohibited Plants By-law be moved forward for adoption.

Authored by:

Reviewed by:

Zoe Milligan, Environmental Planner,
Environment & Development
Engineering Division

Michael Heralall, P.Eng, Director,
Environment & Development Engineering

Approved by:

Approved by:

Steve Ganesh, RPP, MCIP,
Commissioner, Planning, Building and
Growth Management Department

Bill Boyes, Commissioner,
Community Services

Approved by:

Approved by:

Laura Johnston, Commissioner,
Legislative Services

Marlon Kallideen,
Chief Administrative Officer

Attachments:

Attachment 1 – Proposed Ground Cover Maintenance and Prohibited Plants By-law
Attachment 2 – Draft By-law to Amend By-law 218-2019



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number _____ - 2025

To Attachment 1 – Proposed Ground Cover Maintenance and Prohibited Plants
By-law .docx

WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (“Municipal Act, 2001”) gives municipalities the capacity, rights and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS sections 8 and 11 of the *Municipal Act, 2001* provide the City with broad authority to provide any service or thing that the City considers necessary or desirable for the public;

AND WHEREAS section 11 of the *Municipal Act, 2001* provides authority to a municipality to pass by-laws for the health, safety and well-being of persons and protection of persons and property, including consumer protection;

AND WHEREAS section 127(a) of the *Municipal Act, 2001* enables a municipality to pass by-laws requiring the owner of lands to clean and clear the land and section 127(b) enables a municipality to regulate how matters under section 127(a) shall be done;

AND WHEREAS section 128 of the *Municipal Act, 2001* enables a municipality to pass by-laws which prohibit and regulate public nuisances, including matters which in the opinion of Council are or could become or cause public nuisance;

AND WHEREAS certain plants can disrupt ecological systems and impact the health, safety and well-being of the inhabitants of the city and the natural environment;

AND WHEREAS the height of ground cover in certain circumstances, can have safety implications on local communities, such as impeding fire safety, impairing visual sightlines, and fostering disease-causing agents.

AND WHEREAS various garden styles can provide urban agriculture, biodiversity, pollinator habitats, stormwater attenuation, and conservation of resources;

AND WHEREAS it is desirable to allow a designed naturalistic approach to gardening using native species, in addition to the conventional manicured approach;

AND WHEREAS it is desirable to require owners of Private Property to maintain growth of vegetation and remove Prohibited Plants;

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

TITLE

1. This By-law may be referred to as the “Ground Cover Maintenance and Prohibited Plants By-law”.

APPLICATION

2. This By-law shall apply to all land in the City, save and except for any lands owned by:
- (1) The Corporation of the City of Brampton (excluding City-owned Boulevards), its local boards or authorities;
 - (2) The Regional Municipality of Peel, its local boards and authorities;
 - (3) Any conservation authority; and,
 - (4) Any other government authority or utility corporation.

ADMINISTRATION AND ENFORCEMENT

3. The Commissioner is responsible for the administration and enforcement of this By-law and may appoint delegates or assign duties to City staff under this By-law.
4. City staff who carry out any action under this By-law are deemed to be authorized staff for the purposes of this By-law, in the absence of evidence to the contrary.

DEFINITIONS

5. In this By-law:

“Boulevard” means that portion of the Highway between the City property line and the roadway which is not used or intended for use for vehicular travel by the general public, and includes the landscaped areas and any driveway apron, but does not include any paved or poured hard-surface sidewalk or a curb or gutter that is not part of a driveway apron;

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

“Commissioner” means the Commissioner of Legislative Services or designate;

"Cultivate" means to promote growth and development, and undertake maintenance through deliberate effort or care.

“Destroy”; means the removal, destruction and disposal of a Prohibited Plant, which may include the following depending on the type of Prohibited Plant and direction provided by City staff:

- pulling or removing the plants from the soil;
- plowing or cultivating the soil in which the plants are growing; and/or,
- treating with an herbicide that causes the plants to be destroyed or prevents the growth of the plants or the ripening of their seeds; and,
- disposing of the Prohibited Plant within a garbage receptacle or Community Recycling Centre.

“Garden” means an area where plants, trees, bushes and shrubs are cultivated with the intent to grow food, provide aesthetic value, or supply a native habitat, but excludes Prohibited Plants;

“Ground Cover” means low-growing, ground vegetation such as sod with living turfgrass; but does not include trees, shrubs, bushes or Gardens.

"Highway" means a common and public highway, and includes one or both of the following:

(a) any street, road, avenue, parkway, lane, driveway, boulevard, sidewalk, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles or persons, or

(b) the area between the lateral property lines of any highway or road allowance including any curbs, gutters, boulevards, culverts, ditches and retaining wall;

“Occupant” means any Person or Persons over the age of 18 years in possession of the Property.

“Officer” means a person employed by the City and appointed as a Municipal Law Enforcement Officer;

"Owner" means

- 1) the registered Owner of a Site, including any heirs, assigns, Personal representatives, and successors in title;
- 2) mortgagee in possession of the Site;
- 3) the Person for the time being managing or receiving the rent of the Site or Premises in connection with which the word is used whether on their account or as agent or trustee of any other Person, or who would so receive the rent if such land and Premises were let; or
- 4) a lessee or Occupant of the Site who, under the terms of a lease, is required to Repair and maintain the Site in accordance with the standards for maintenance and occupancy of the Site.

"Person" means an individual, partnership, association, firm, corporation, business entity, club, incorporated group or organization, federal or provincial government, crown agent, school board and regional or other municipality;

"Premises" means a parcel of real property under registered ownership and includes all buildings and structures thereon;

“Private Property” means premises not owned by the City, its Local Public Bodies and agencies; The Regional Municipality of Peel, its Local Public Bodies and agencies; the Toronto and Region Conservation Authority; Credit Valley Conservation; the Crown in Right of Ontario, and its boards, commissions and agencies; and the Crown in Right of Canada and its boards, commissions or agencies; and crown corporations;.

“Prohibited Plant” means Noxious Weeds classified by or under the *Weed Control Act*, or plants listed in the Prohibited Plant List, attached as Schedule “A” to this By-law.

“Site” shall have the same meaning as Premises.

GENERAL

6. Every Owner or Occupant shall maintain all Ground Cover on Private Property and adjacent Boulevards, so as to ensure it does not exceed a height of twenty centimetres (20 cm).
7. Every Owner or Occupant shall be permitted to maintain Gardens to provide aesthetic value, a native habitat, or grow food; provided that they are maintained so as to not be unreasonably overgrown or cause potential adverse safety effects on something or someone.
8. Every Owner or Occupant shall ensure that Gardens planted on Private Property do not affect the safety, visibility, or passage of the general public and not encroach or obstruct:

- (1) A sidewalk or roadway traffic;

- (2) A driver or pedestrian sight lines; or,
 - (3) Adjacent property
9. No Owner or Occupant shall permit Prohibited Plants on Private Property.
10. Every Owner or Occupant shall be responsible for Destroying all Prohibited Plants on Private Property at their sole expense.

ENFORCEMENT

Inspection

11. An Officer may at any reasonable time, enter and inspect any land for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
- (1) This By-law;
 - (2) A direction or order of the municipality;
 - (3) A condition of a permit or agreement issued under this By-law; or,
 - (4) An order made under section 431 of the Municipal Act, 2001.
12. For the purposes of an inspection, the Officer may:
- (1) Require the production for inspection of documents or things relevant to the inspection;
 - (2) Inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - (3) Require information from any Person concerning a matter related to the Inspection; and
 - (4) Alone or in conjunction with a Person possessing special or expert knowledge, make examinations or take tests, samples, or photographs necessary for the purposes of the Inspection.
13. A receipt shall be provided for any document or thing removed and the document or thing shall be promptly returned after the copies or extracts are made.
14. A sample taken shall be divided into two parts, and one part shall be delivered to the Person from whom the sample is taken, if the Person so requests at the time the sample is taken and provides the necessary facilities.
15. If a sample is taken and the sample has not been divided into two parts, a copy of any report on the sample shall be given to the Person from whom the sample was taken.

Orders

16. Where an Officer is satisfied that a contravention of the By-law has occurred, the Officer may make an order requiring the Person who contravened the By-law, or who caused or permitted the contravention, or the Owner or Occupant on which the contravention occurred to do work to correct the contravention.
17. Where there is evidence that the Person in possession of the Private Property is not the Owner then the order may be served on both the Owner and the Occupant.
18. Orders issued pursuant to section 16 shall set out in writing:
- (1) The Municipal address or legal description of the land;
 - (2) The reasonable particulars of the contravention(s);
 - (3) The date by which the order must be complied with; and,
 - (4) If applicable, the work to be completed.

19. The date by which an order must be complied with shall not be sooner than seventy-two (72) hours after the serving of the order.
20. An order issued under this By-law may be served personally or served by email or mail to the last known email or mailing address of the Person and such other Persons affected by it as determined by the Officer.
21. A copy of the order may be posted on any site or property to which the contravention applies.
22. If an order is served by registered mail, the service shall be deemed to have been made five (5) days after mailing.

Remedial Work

23. Wherever this By-law directs or requires anything to be done, in default of it being done by the person directed or required to do it, such thing may be done under the direction of the Officer at the expense of the Owner and the City may recover the expense incurred in doing it by action or the same may be recovered in the same manner as municipal taxes in accordance with section 446 of the *Municipal Act, 2001*.
24. An Officer, the City's employees or an authorized agent on behalf of the City may enter onto the Private Property at any reasonable time and complete the work required to bring the Private Property into compliance with the provisions of this By-law.

OFFENCES

25. Every Person who contravenes a provision of this By-law and every director or officer of a corporation who concurs in such contravention by the corporation is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the *Provincial Offences Act*, R.S.O, 1990, c. P.33, and the *Municipal Act, 2001*, as both may be amended from time to time.
26. Every Person who hinders or obstructs, or attempts to hinder or obstruct, any person who is exercising a power or performing a duty under this By-law is guilty of an offence.
27. Every Person who neglects or refuses to produce any information or thing or to provide any information required by any person pursuant to a court order is guilty of an offence.
28. Every Person who contravenes an order made under this By-law is guilty of an offence.
29. Every Person charged with an offence under this By-law by the laying of an information under Part III of the *Provincial Offences Act*, as amended, upon conviction, is liable pursuant to the *Municipal Act, 2001*, to the following fines:
 - (1) To a minimum fine of \$500;
 - (2) In the case of a continuing offence, for each day or part of a day that the offence continues, a minimum fine of \$500; and,
 - (3) In the case of a multiple offence, for each offence included in the multiple offence, a minimum fine of \$500.
30. Where a Person is convicted of an offence under this By-law, in addition to any other remedy or any penalty imposed, the court in which the conviction has been entered, and any court of competent jurisdiction, may make an Order prohibiting the continuation or repetition of the offence by the Person convicted.

- 31. An Officer may require a Person, subject to the conditions set out within the Administrative Penalties (Non-Parking) By-law 218-2019, as amended, or successor By-law, to pay an administrative penalty if the Officer is satisfied that the Person has failed to comply with a provision within this By-law or an Order issued under this By-law.
- 32. Every Person who is served a Penalty Notice is liable to pay to the City an administrative penalty in the amount set out in the Administrative Penalties (Non-Parking) By-law 218-2019, as amended.

VALIDITY AND INTERPRETATION

- 33. Words importing the singular number shall include the plural, and words importing the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the context of the By-law otherwise requires.
- 34. If a court of competent jurisdiction declares any provisions or part of a provision of this By-law to be invalid or to be of no force and effect, it is the intention of City Council in enacting this By-law that the remainder of this by-law shall continue in force and be applied and enforced in accordance with its terms to the fullest extent possible according to law.

CONFLICT

35.

EFFECTIVE DATE & REPEAL

- 36. This By-law shall come into force and effect on the date that it is enacted.
- 37. By-laws 166-2011 and 121-90, as amended are hereby repealed.

Approved as to
form.
20 __/month/day
[insert name]

Patrick Brown, Mayor

Approved as to
content.
20 __/month/day
[insert name]

, City Clerk

Common Name	Scientific Name
Garlic Mustard	<i>Alliaria petiolata</i>
Japanese knotweed	<i>Reynoutria japonica</i> var. <i>japonica</i>
Phragmites	<i>Phragmites australis</i> subsp. <i>australis</i>
Oriental Bittersweet	<i>Celastrus orbiculatus</i>
Yellow floating heart	<i>Nymphodes peltata</i>

Noxious Weeds List (Weed Control Act)

Common Name	Scientific Name
Barberry, common	<i>Berberis vulgaris</i> L.
Bedstraw, smooth	<i>Galium mollugo</i> L.
Buckthorn, European	<i>Rhamnus cathartica</i> L.
Chervil, wild	<i>Anthriscus sylvestris</i> (L.) Hoffmann
Coltsfoot	<i>Tussilago farfara</i> L.
Crupina, common	<i>Crupina vulgaris</i> Cass.
Cupgrass, woolly	<i>Eriochloa villosa</i> (Thunb.) Kunth
Dodder spp.	<i>Cuscuta</i> spp.
Dog-strangling vine	<i>Vincetoxicum rossicum</i> (Kleopow) Barbar.
Dog-strangling vine, black	<i>Vincetoxicum nigrum</i> (L.) Moench
Goatgrass, jointed	<i>Aegilops cylindrica</i> Host
Hogweed, giant	<i>Heracleum mantegazzianum</i> Sommier & Levier
Knapweed spp.	<i>Centaurea</i> spp.
Kudzu	<i>Pueraria montana</i> (Lour.) Merr.
Parsnip, wild	<i>Pastinaca sativa</i> L.
Poison-hemlock	<i>Conium maculatum</i> L.
Poison-ivy	<i>Toxicodendron radicans</i> (L.) Kuntze
Ragweed spp.	<i>Ambrosia</i> spp.
Ragwort, tansy	<i>Senecio jacobaea</i> L.
Sow-thistle spp.	<i>Sonchus</i> spp.
Spurge, cypress	<i>Euphorbia cyparissias</i> L.
Spurge, leafy	<i>Euphorbia esula</i> L.
Thistle, bull	<i>Cirsium vulgare</i> (Savi) Tenore
Thistle, Canada	<i>Cirsium arvense</i> (L.) Scopoli
Tussock, serrated	<i>Nassella trichotoma</i> Hackel ex Arech.



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number _____ - 2025

To Attachment 2 – Draft By-law to Amend By-law 218-2019 .docx

WHEREAS By-law [Number]-2025 ("Ground Cover Maintenance and Prohibited Plants By-law") was enacted to regulate ground cover and prohibited plants on private properties within the City of Brampton;

AND WHEREAS By-law 218-2019 "Administrative Penalties (Non-Parking) Bylaw" was enacted to provide for a system of administrative penalties for designated by-laws;

AND WHEREAS City Council for The Corporation of the City of Brampton deems it appropriate to provide for administrative penalties to enforce the provisions of the Ground Cover Maintenance and Prohibited Plants By-law;

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

1. That Schedule "A" of By-law 218-2019 is hereby further amended by deleting the following section:

“GRASS AND WEED CUTTING BY-LAW 166-2011

5. For the purpose of Section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in Grass and Weed Cutting By-law 166-201, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 2	Fail to cut grass and weeds in excess of 20 cm in height	\$250.00

2. That Schedule "A" of By-law 218-2019 is hereby further amended by adding the following section:

“GROUND COVER MAINTENANCE AND PROHIBITED PLANTS BY-LAW [Number]-2025

5. For the purpose of Section 3 of this By-law:

1. Column 1 in the following table lists the provisions in Ground Cover Maintenance and Prohibited Plants By-law [Number]-2025, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (a) Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 1;
- (b) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	Section 5	Fail to maintain ground cover under 20 cm in height	\$250	\$375	\$500
2	Section 6	Fail to maintain a garden in accordance with the by-law	\$250	\$375	\$500
3	Section 7	Cause or permit a garden to obstruct sidewalk, roadway or sightline	\$250	\$375	\$500
4	Section 8	Permit prohibited plant(s) on private property	\$250	\$375	\$500
5	Section 10	Fail to comply with an order	\$250	\$500	\$750

ENACTED and PASSED this [#] day of [Month], 2025.

Approved as to
form.

YYY/MM/DD

Name

Patrick Brown, Mayor

Approved as to
content.

YYY/MM/DD

Name

G, City Clerk



Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2025-02-14

Subject: **Request to Begin Procurement of Maintenance Services for Street Lighting, Park and Pathway Lighting**

Contact: Gurmeet Saini, Street Lighting Coordinator, Roads Maintenance and Operations and Fleet

Report number: Public Works & Engineering-2025-164

RECOMMENDATIONS:

1. That the report from Gurmeet Saini, Street Lighting Coordinator, Roads Maintenance and Operations and Fleet to the Committee of Council Meeting of March 19, 2025, re: **Request to Begin Procurement of Maintenance Services for Street Lighting, Park and Pathway Lighting**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement of Maintenance Services for Street Lighting and Park and Pathway Lighting.

OVERVIEW:

- **This report seeks Council approval to commence the procurement of Maintenance Services of Street Lighting and Park and Pathway Lighting for a two two-year initial period with three additional one-year optional renewal periods.**

BACKGROUND:

To be compliant with the current Ontario Regulation 239/02 Minimum Maintenance Standards for Municipal Highways, The City of Brampton has contracted the current maintenance contractor for a two-year term, commencing August 1, 2022, with the option for three additional one-year renewal periods to provide routine and emergency maintenance of street lighting, park and pathway lighting and related devices throughout the City.

In 2024, the current maintenance contract was extended for one year which will expire on July 31, 2025.

CURRENT SITUATION:

A procurement process is required in order to award a new contract commencing on August 1, 2025, for two-year initial term with three additional one year optional renewal periods.

CORPORATE IMPLICATIONS:**Financial Implications:**

Funding for this initiative is available in the approved operating and capital budgets within the Public Works and Engineering Department. Departmental staff will ensure that sufficient funds are requested through subsequent budget submissions for future years of the contract and will be presented to the Mayor for his consideration.

Purchasing Implications:

A public Procurement Process will be conducted. 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 appropriate procurement document.

STRATEGIC FOCUS AREA:

The procurement approval being sought through this report supports Brampton's Transit and Connectivity Strategic Focus Area by ensuring that the City's transportation infrastructure is maintained in a safe, reliable and sustainable manner.

CONCLUSION:

This report recommends that the Purchasing agent be authorized to commence the procurement of maintenance services for Street Lighting, Park and Pathway Lighting.

Authored by:

Reviewed by:

Gurmeet Saini
Street Light Coordinator
Road Maintenance, Operations &
Fleet

Amanda McIlveen
Manager, Transportation Right of Way and
Safety

Approved by:

Approved by:

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

Marlon Kallideen
Chief Administrative Officer



Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2025-02-14

Subject: **Request to Begin Procurement for Preventative and Demand Maintenance Services for Overhead Door Equipment at Various City Locations for a Three-Year Period**

Contact: Dale Turpin, Supervisor, Contracts and Client Services, Facilities, Operations and Maintenance

Report number: Public Works & Engineering-2025-171

RECOMMENDATIONS:

1. That the report from Dale Turpin, Supervisor, Contracts and Client Services, Facilities, Operations and Maintenance to the Committee of Council Meeting of March 19, 2025, re: **Request to Begin Procurement for Preventative and Demand Maintenance Services for Overhead Door Equipment at Various City Locations for a Three-Year Period**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for Preventative and Demand Maintenance Services for Overhead Door Equipment at various City locations for a three-year period with the renewal options for two additional one-year periods.

OVERVIEW:

- **The purpose of this report is to obtain Council authorization to begin procurement for preventative and demand maintenance services for overhead door equipment at various City locations for a three-year period with the renewal options for two additional one-year periods.**
- **The current contract is due to expire on April 30, 2025.**

BACKGROUND:

A public procurement process was conducted in 2022 to establish a contract for the supply of all labour, materials and equipment necessary to provide regularly scheduled preventative and demand maintenance services to overhead door equipment for a three-year period at various City locations. The contract commenced February 1, 2022. This contract included two, one-year renewal options which were not exercised.

At the end of the original three-year term, the contract was extended for a three-month period to allow time for a new procurement.

CURRENT SITUATION:

The current contract will expire on April 30, 2025, and a new contract is required.

Facilities, Operations and Maintenance is ready to begin the procurement process to award a new contract for overhead door services for Citywide facilities for a three-year period with the renewal options for two additional one-year periods. It is the City of Brampton's expectation that the facilities serviced through this contract receive a cost-effective corporate standard for preventative and demand maintenance services for overhead door equipment.

CORPORATE IMPLICATIONS:

Financial Implications:

This initiative will be funded from various accounts within the Corporation through operating account number 720000-001. Sufficient funds have been identified in the 2025 Operating Budget for first year of the contract. Departmental staff will ensure sufficient funds are requested through subsequent budget submissions for future years of the contract and presented to the Mayor for his consideration.

Purchasing Implications:

A public procurement process will be conducted, and the lowest compliant bid will be eligible for a contract award. 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:

This report achieves the Strategic Focus Area of Brampton's Health & Well-being by focusing on citizens' wellness and safety through managing service excellence for the preventative and demand maintenance of overhead door equipment at various City locations.

CONCLUSION:

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

Authored by:

Reviewed by:

Dale Turpin
Supervisor, Contracts and Client Services,
Facilities, Operations and Maintenance

Rajkaran Chhina
Director,
Facilities, Operations and Maintenance

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
 3/19/2025

Date: 2025-02-14

Subject: **Request to Begin Procurement for Janitorial Services at Various City Locations for a Three-Year Period**

Contact: Dale Turpin, Supervisor, Contracts and Client Services, Facilities, Operations and Maintenance

Report number: Public Works & Engineering-2025-173

RECOMMENDATIONS:

1. That the report from Dale Turpin, Supervisor, Contracts and Client Services, Facilities, Operations and Maintenance to the Committee of Council Meeting of March 19, 2025, re: **Request to Begin Procurement for Janitorial Services at Various City Locations for a Three-Year Period** be received; and
2. That the Purchasing Agent be authorized to commence the procurement for Janitorial Services at various City locations for a three-year period with the renewal options for two additional one-year periods.

OVERVIEW:

- **The purpose of this report is to obtain Council authorization to begin procurement for Janitorial Services at various City locations for a three-year period with renewal options for two additional one-year periods.**
- **The current contract is due to expire on May 31, 2025.**

BACKGROUND:

A public procurement process was conducted in 2021 to establish a contract for janitorial services for a two-year period at various City locations. The contract commenced June 1, 2021. This contract included two, one-year renewal options which were exercised.

CURRENT SITUATION:

The current contract will expire on May 31, 2025, and a new contract is required.

Facilities, Operations and Maintenance is ready to begin the procurement process to award a new contract for janitorial services at various City locations for a three-year period with the renewal options for two additional one-year periods. It is the City of Brampton's expectation that the facilities serviced through this contract receive a cost-effective corporate standard for janitorial services.

CORPORATE IMPLICATIONS:

Financial Implications:

This initiative will be funded from various accounts within the Corporation through operating account number 720000-001. Sufficient funding has been identified in the 2025 Operating Budget for year one of the contract. Departmental staff will ensure sufficient funds are requested for the future years of this contract through subsequent budget submissions and presented to the Mayor for his consideration.

Purchasing Implications:

A public procurement process will be conducted, and the 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.

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

STRATEGIC FOCUS AREA:

This report achieves the Strategic Focus Area of Brampton's Health & Well-being by focusing on citizens' wellness and safety through managing service excellence for the janitorial services at various City locations.

CONCLUSION:

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

Authored by:

Reviewed by:

Dale Turpin
Supervisor, Contracts and Client Services,
Facilities, Operations and Maintenance,

Rajkaran Chhina
Director,
Facilities, Operations and Maintenance

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
 3/19/2025

Date: 2025-02-24

Subject: **Update on Sourcing of Diesel and Biodiesel**

Contact: Ryan Booth, Director, Transit Operations and Maintenance

Report number: Brampton Transit-2025-185

RECOMMENDATIONS:

1. That the report titled re: **Update on Sourcing of Diesel and Biodiesel** to the Committee of Council meeting on March 19, 2025 be received; and
2. That the Purchasing Agent be authorized to participate in up to two (2) options, each one-year in length available in the current joint diesel fuel contract with the City of Toronto and Mississauga; and
3. That the recommendations two and three in Council's resolution CW041-2024 be extended to March 30, 2027, authorizing:
 - i. the Purchasing Agent to commence procurement of diesel and biodiesel, and
 - ii. the General Manager, Transit, or designate, be delegated authority on behalf of the City to execute any necessary contracts, agreements, and or amending agreements, and other documentation as may be required in connection therewith on terms and conditions satisfactory to the General Manager, Transit, or designate and Treasurer in a form acceptable to the City Solicitor.

OVERVIEW:

- **At Committee of Council, on January 31, 2024, Council authorized the procurement of diesel and biodiesel, and provided delegated authority to the General Manager, Transit, to enter and modify joint procurement agreements.**
- **This report is an update on the approach being followed to secure a lower unit price and fees by consolidating the City's requirements with other municipalities and agencies.**

BACKGROUND:

At Committee of Council, on December 12, 2019, Transit submitted a report: Request to Begin Procurement for the Supply and Delivery of Diesel Fuel for Transit and Fleet Services.

On April 1st, 2020, the City joined a co-operative procurement with the cities of Toronto and Mississauga.

The Contract consisted of a two-year initial term and five one-year options. The City joined the Contract about eight months after its initiation and only for three one-year options.

The current option expires in March 2025. In anticipation of the need for a new Contract, Transit submitted report 2024-062, on January 31, 2024, Request to Begin Procurement – Various Transit Goods and Services.

Through resolution CW041-2024, Council authorized:

- the Purchasing Agent to commence procurement of diesel and biodiesel, and
- the General Manager, Transit, or designate, be delegated authority on behalf of the City to execute any necessary contracts, agreements, and or amending agreements, and other documentation as may be required in connection therewith on terms and conditions satisfactory to the General Manager, Transit, or designate and Treasurer in a form acceptable to the City Solicitor

CURRENT SITUATION:

Given the success of joint procurements to obtain lower prices, the City's approach is to maximize the benefits of volume consolidation by joining a procurement that seeks to combine the requirements of more than the two cities already in partnership.

This larger joint procurement is in the works and the cities of Toronto and Mississauga plan to exercise at least one of the two one-year options left in the Contract.

CORPORATE IMPLICATIONS:

Financial Implications:

There are no immediate financial implications arising from the adoption of the recommendations in this report.

Joint procurements have consistently demonstrated better value for money by leveraging larger purchase volumes, leading to cost savings for participating municipalities.

Funding for fuel procurement is available through the Goods and Services Inventory Account, and Transit will ensure adequate funding is incorporated into future years' operating budgets and presented to the Mayor for consideration.

Purchasing Implications

Joint or Co-operative Purchasing are a more efficient competitive procurement method and approach that leverage the combined purchase volumes of several municipalities, often resulting in improved pricing, value for money and contract terms for participants.

Upon Council approval, a Contract Extension for the approved contract option will be undertaken and authorized in accordance with the Purchasing By-Law and established procedures.

STRATEGIC FOCUS AREA:

This report supports the following Corporate Strategic Plan priorities:

- **Transit & Connectivity:** Focusing on transportation and connected infrastructure that is safe, convenient, efficient, and sustainable by enhancing transit services.
- **Environmental Resilience & Sustainability:** Focusing on nurturing and protecting our environment for a sustainable future by enhancing energy and climate resilience.

The goods described on this report will be procured through an open and transparent process and ensure Transit service reliability.

Completion of this procurement also support Transit's contribution to Brampton's goals as a green City through provision of alternative modes of transportation.

CONCLUSION:

The approach described on this report results in better pricing than the one that can be obtained through City only procurement of diesel and biodiesel, it is recommended that Council authorize the Purchasing Agent to issue up to two, one-year options under the current contract, and to extend the validity of Council resolution CW041-2024 to March 30, 2027.

Authored by:

Reviewed by:

Fermin Pico,
Manager, Transit, Maintenance

Ryan Booth,
Director, Transit Operations and
Maintenance

Approved by:

Approved by:

Heidi Dempster,
General Manager, Transit

Marlon Kallideen,
Chief Administrative Officer



Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2025-03-12

Subject: **Budget Amendment - Addition and Renovation of Chris Gibson Recreation Centre - Childcare Facility Integration - Ward 1**

Contact: Mitsa Montaser, Director, Building Design and Construction

Report number: Public Works & Engineering-2025-244

RECOMMENDATIONS:

1. That the report from Mitsa Montaser, Director, Building Design and Construction to the Committee of Council Meeting of March 19, 2025, re: **Budget Amendment - Addition and Renovation of Chris Gibson Recreation Centre - Childcare Facility Integration - Ward 1**, be received;
2. That Council approve the return of surplus capital funds totaling \$2,300,000 as detailed in the financial section of this report;
3. That a budget amendment be approved for project #185670-003 - Chris Gibson Recreation Centre, to increase the project budget by the amount of \$2,300,000, with the funding to be transferred from Reserve # 4 – Asset Repair & Replacement;
4. That staff be directed to amend the existing contract for Addition and Renovation of Chris Gibson Recreation Centre to add the construction of the Childcare scope of work.

OVERVIEW:

- The Chris Gibson Recreation Centre expansion includes a 39,000-square-foot renovation and a 69,000-square-foot addition, bringing the facility to 116,000 square feet (not including the childcare facility). The project will add a second ice rink, gymnasium, and dance studios, significantly enhancing community recreational services.
- In May 2021, the City secured \$18,794,000 in funding from the Ontario Ministry of Infrastructure through the Strategic Priorities Infrastructure Fund. To fulfill the project's financial requirements, the City committed to covering the remaining costs. A key condition of the funding is that substantial project completion must be achieved by March 31, 2027.

- **Following a public, negotiable RFP process, a purchase order was issued to a General Contractor on August 30, 2023.**
- **On September 13, 2023, Council approved additional funding to incorporate a childcare facility into the expansion project.**
- **A childcare provider was selected through a public procurement process and is receiving grant funding from the Region for start-up costs and space fit-out, which must be used by December 2026.**
- **Following the completion of design work for the 10, 656 square foot childcare facility, a Contemplated Change Order was issued to the existing contractor to price the additional scope of work. The General Contractor's final quotation for the construction of the childcare facility is \$7.5 million, exceeding the approved estimated budget.**
- **Given that construction is already underway, integrating this work within the existing contract is necessary to ensure seamless coordination and avoid delays. As per the contractor's latest schedule the project will be substantially complete by April 2026, allowing enough time for the childcare provider to fit-out the space by December 2026.**
- **This report seeks Council approval to proceed with a contract extension to add the construction of the childcare scope of work to the existing contract and requests a budget amendment of \$2.3 million to cover the additional costs and ensure project completion.**

BACKGROUND:

The Chris Gibson Recreation Centre expansion project includes the renovation of 39,000 square foot and a 69,000-square-foot addition, bringing the total facility size to 116,000 square feet. The project will introduce a second ice rink, a gymnasium, and dance studios, significantly enhancing recreational services for the community.

In May 2021, the City secured \$18,794,000 in funding from the Ontario Ministry of Infrastructure through the Strategic Priorities Infrastructure Fund – Priority Local Infrastructure (SPIF-PLI). Under the Transfer Payment Agreement (TPA) with the Province, the City committed to funding the remaining project costs, with a key requirement that substantial project completion must be achieved by March 31, 2027.

Following a public, negotiable RFP process, a purchase order was issued to a General Contractor on August 30, 2023.

On September 13, 2023, Council approved additional funding to incorporate a childcare facility into the expansion project.

Through a public procurement process, a childcare provider was selected for this site. The provider is receiving grant funding from the Region for start-up costs and space fit-out, which must be utilized by December 2026 upon facility handover.

CURRENT SITUATION:

Following Council approval to incorporate a childcare facility into the addition and renovation of the Chris Gibson Recreation Centre, the project team promptly initiated the design work, which was completed by August 2024. At that point, a Contemplated Change Order was issued to the General Contractor to price the additional scope. The new childcare facility contributes an additional 10,656 square feet to the overall expansion of the recreation centre.

Given that construction was already underway, integrating the childcare facility within the existing contract is both necessary and strategically beneficial for the following reasons:

1. **Seamless Integration of Systems and Infrastructure**

The childcare facility must be fully integrated with the electrical and mechanical, systems of the main building. Engaging the existing contractor ensures seamless coordination of these critical components, minimizing duplication of work and potential conflicts.

2. **Alignment with Project Timeline and Funding Requirements**

According to the latest schedule provided by the contractor, the overall project is set for substantial completion by April 2026. The childcare provider is also receiving grant funding from the Region for fit-out costs, which must be spent by December 2026. Delays in awarding a separate contract for the childcare facility could misalign the construction schedule, creating inefficiencies and risking the loss of startup funding for the provider.

3. **Cost Efficiency and Contractor Familiarity**

The General Contractor is already mobilized on-site, familiar with the project scope, and has allocated the necessary resources. Procuring a separate contractor at this stage would introduce additional administrative, mobilization, and coordination costs, increasing the overall budget.

4. **Regulatory and Site Constraints**

Constructing the childcare facility separately would require additional site logistics, contractor coordination, and risk disruptions to the main project. An integrated approach ensures efficient management of safety measures, site access, and overall construction activities.

The General Contractor's final quotation for the childcare construction is \$7.5 million, exceeding the estimated budget. The initial budget was established as an order-of-magnitude estimate because the detailed construction drawings were not completed prior to the approval. As such, due to limited project details available and due to construction cost escalation since the time of the estimate additional funding is required to complete the construction of the childcare facility.

This report seeks Council approval for a budget amendment to cover the additional costs and ensure the completion of the childcare facility as part of the overall Chris Gibson Recreation Centre expansion.

CORPORATE IMPLICATIONS:

Financial Implications:

The recommendations in this report require capital investments but will result in a net-zero budget impact. The additional funding required will be fully offset by the return of surplus funds from previously approved projects, as follows:

Project	Funding Source	Amount
Project #205120 – FCCC Courtyard 1 & 2 Infill	Reserve #93 – Building Rate	1,700,000
Project #201650 – Facility R & R	Reserve #4 – Asset R&R	259,000
Project #221650 – Facility R & R	Reserve #4 – Asset R&R	151,000
Project #201900- Interior Design Service	Reserve #4 – Asset R&R	190,000
Total		\$2,300,000

A budget amendment is required for Project #185670-003 – Chris Gibson Recreation Centre childcare, increasing the project budget by \$2,300,000, with funding to be transferred from Reserve # 4 – Asset Repair & Replacement.

There is sufficient funding available to proceed with the recommendations outlined in this report.

Purchasing Implications:

Upon Council approval, a Contract Amendment and Extension for the approved Chris Gibson Recreation Centre Addition and Renovation will be undertaken and authorized in accordance with the Purchasing By-Law and established procedures.

STRATEGIC FOCUS AREA:

Health & Well-being: Focusing on citizens' belonging, health, wellness, and safety. The new facility will provide a venue to deliver programming geared to community safety, improving mental health support and encourage active healthy lifestyles.

Growing Urban Centres & Neighbourhoods: Focusing on an economy that thrives with communities that are strong and connected. Recreation Centres and Childcare facilities are key components of a complete and balanced neighbourhood.

CONCLUSION:

Approving this budget amendment ensures the timely completion of the childcare facility while maintaining alignment with the overall Chris Gibson Recreation Centre expansion. It minimizes project risks, maximizes operational efficiency, and upholds the City's commitment to delivering essential community services within the established timelines.

Authored by:

Reviewed by:

Mitsa Montaser
Director
Building Design and Construction

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

Approved by:

Approved by:

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

Marlon Kallideen
Chief Administrative Officer



Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2025-02-20

Subject: **Request to Begin Procurement for Supply and Delivery of Fire Apparatus**

Contact: Nick Ruller, Fire Chief, Brampton Fire & Emergency Services
 Dwayne Chaisson, Division Chief, Apparatus & Maintenance,
 Brampton Fire & Emergency Services

Report number: Community Services-2025-183

RECOMMENDATIONS:

1. That the report from Nick Ruller, Fire Chief, Brampton Fire & Emergency Services to the Committee of Council Meeting of March 19, 2025, re: **Request to Begin Procurement for the Supply and Delivery of Fire Apparatus**, be received; and
2. That the Purchasing Agent be authorized to initiate the procurement process for the supply and delivery of:
 - Two aerial devices with idle reduction technology;
 - Two pumper fire apparatus with idle reduction technology;
 - Two rescue squad fire apparatus with idle reduction technology; and
 - One hazmat unit with idle reduction technology.

OVERVIEW:

- **This report seeks Council's authorization to begin procurement for the supply and delivery of fire apparatus, that includes aerial devices, pumpers, rescue squads and a hazmat unit, all equipped with idle reduction technology.**
- **Funding for this initiative was approved in the 2024 and 2025 Capital Budgets.**

BACKGROUND:

The Brampton Fire & Emergency Services (BFES) 2024 and 2025 capital budgets include the addition of one growth vehicle and the replacement of six fire apparatus, each featuring idle reduction technology.

As detailed in the BFES Fire Master Plan (FMP), fire apparatus serve as primary response units for 12 years before being transitioned to the secondary service fleet for an additional five years. These secondary units are used when primary apparatus require maintenance or repairs.

In alignment with the City's strategic focus on Environmental Resilience & Sustainability (2024 Corporate Strategic Plan) and the objectives of the 2021-2025 FMP, BFES is committed to exploring alternatives to traditional internal combustion engine fire apparatus. The 2025 replacement vehicles will incorporate idle reduction technology, reducing engine idle time by utilizing battery-powered unit to perform critical functions, thus minimizing reliance on the diesel engine.

CURRENT SITUATION:

Brampton Fire and Emergency Services is prepared to commence procurement for:

- Two aerial devices;
- Two pumper fire apparatus;
- Two rescue squad fire apparatus; and
- One hazmat unit with idle reduction technology.

Given the three-to-four-year production timeline for new apparatus, prompt procurement is essential to sustaining the fleet lifecycle management plan.

BFES will seek proposals from fire apparatus manufacturers offering vehicles with idle reduction technology for the Canadian market. The goal is to acquire equipment that best aligns with Brampton's operational requirements.

CORPORATE IMPLICATIONS:

Financial Implications:

The BFES 2024 and 2025 capital budgets include one growth vehicle and six fire apparatus replacement vehicles with idle reduction technology fire trucks.

Sufficient funding is available for these initiative under the following capital projects:

- 242300 – Growth Vehicles;
- 242310 – Vehicle Replacement;
- 252300 – Growth Vehicles; and
- 252310 – Vehicle Replacement.

Other Implications:

Purchasing Implications

A public procurement process will be conducted, and the 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.

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

STRATEGIC FOCUS AREA:

Brampton Fire & Emergency Services provides progressive, sustainable, and environmentally responsible services. This report supports the following strategic focus areas:

- **Environmental Resilience & Sustainability:** Focusing on nurturing and protecting our environment for a sustainable future.
- **Health & Well-being:** Focusing on citizens' belonging, health, wellness, and safety.
- **Government & Leadership:** Focusing on service excellence with equity, innovation, efficiency, effectiveness, accountability, and transparency.

CONCLUSION:

To maintain optimal service delivery and ensure operational readiness, it is recommended that the Purchasing Agent be authorized to begin the procurement process for the fire apparatus outlined in this report.

Authored by:

Reviewed by:

Dwayne Chaisson
Division Chief, Apparatus &
Maintenance
Brampton Fire & Emergency Services

Nick Ruller
Fire Chief
Brampton Fire & Emergency Services

Approved by:

Approved by:

Bill Boyes
Commissioner Community Services

Marlon Kallideen
Chief Administrative Officer

Date: 2025-02-25

Subject: **Proposed By-law to Regulate Encroachments on City Lands**

Contact: Rajat Gulati, Senior Manager, Realty Services
Peter Bryson, Manager, Enforcement and By-Law Services

Report number: Legislative Services-2025-194

RECOMMENDATIONS:

1. That the presentation by Allyson Sander, Strategic Leader, Project Management, Legislative Services, to the Committee of Council Meeting of March 19, 2025, re: **Proposed By-law to Regulate Encroachments on City Lands**, be received.

Proposed By-law to Regulate Encroachments on City Lands

Committee of Council
March 19, 2025

Presenter: Allyson Sander, Legislative Services
Leading Division Contacts: Rajat Gulati
(Realty Services) and Peter Bryson
(Enforcement and By-Law Services)





BACKGROUND

- Members of Council, at a Committee of Council meeting in May 2022, raised the matter soft landscaping encroaching on City boulevards.
- Staff were directed to review City by-laws and examine amendments to:
 1. Permit soft planting (perennials, pollinators) to enhance neighbourhoods
 2. Suspend enforcement of soft landscaping until a report is returned (CW236-2022, RM 23/2022).



CURRENT SITUATION

- Realty Services executes encroachment agreements with landowners for permissible boulevard encroachments.
- The City of Brampton does not have a dedicated Encroachment By-law to regulate encroachments on city lands.
- Enforcement may use other city by-laws to address encroachments onto boulevards, highways and parklands.

Gap

- Cannot effectively manage encroachments onto other forms of city lands (e.g., flood control infrastructure, easements, etc.).
- Soft plantings on boulevards are prohibited.



SOLUTION

Staff in Public Works and Engineering, Legislative Services, Planning Building and Growth Management and the CAO's Office collaborated to draft an Encroachment By-law.

Objective

1. To regulate encroachments of any form of City-owned lands.
2. To establish enforcement mechanisms to address unauthorized encroachments.
3. To promote biodiversity and the beautification of local streetscapes.
4. To formalize and streamline the existing encroachment agreement process.

This approach aligns with local surrounding municipalities.



BOULEVARD GARDENS

Promoting a more sustainable and aesthetically pleasing urban environment

The proposed By-law permits landowners to plant and maintain gardens on an adjacent boulevard directly abutting their residential property without an encroachment agreement, subject to conditions that would normally be prescribed in an agreement.

Benefits

- Enhance neighbourhood character and aesthetic
- Encourage native habitats
- Contribute to environmental sustainability and biodiversity
- Inspire local urban communities to engage with nature



BOULEVARD GARDENS

Boulevard gardens will only be permitted without an encroachment agreement where they:

- Are maintained in a clean, tidy and safe condition
- Do not exceed 45 cm in height or obstruct visibility
- Do not exceed the grade of or abut any adjacent sidewalk, curb or shoulder (90 cm setback required)
- Do not contain a garden wall or any hard landscape features
- Do not cause damage or injury to a person or thing
- Are only dressed with soil, topsoil or mulch (no rocks or stones)
- Do not contain shrubs, bushes, trees, thorns, sharp leaves or prohibited plants (as defined in the proposed Ground Cover Maintenance and Prohibited Plants By-law)

The City will not be responsible for any loss, damage, or replacement affected by municipal operation. Anyone installing or maintaining an encroachment does so at their own risk.



RECOMMENDATIONS

- That City Council approve the enactment of an Encroachment By-law to regulate encroachments on City-lands
- That City Council approve the enactment of amendments to the Administrative Penalty By-law (Non-parking) to create penalties for non-compliance

Thank you!





Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2025-02-25

Subject: **Proposed By-law to Regulate Encroachments on City Lands**

Contact: Rajat Gulati, Senior Manager, Realty Services
 Peter Bryson, Manager, Enforcement and By-Law Services

Report number: Legislative Services-2025-196

RECOMMENDATIONS:

1. That the report from Allyson Sander, Strategic Leader, Project Management to the Committee of Council Meeting of March 19, 2025, re: **Proposed By-law to Regulate Encroachments on City Lands**, be received;
2. That the attached draft Encroachment By-law in Attachment 1 be enacted; and,
3. That the Administrative Penalties (Non-Parking) By-law 218-2019 be amended to adopt the proposed administrative penalties in Attachment 2.

OVERVIEW:

- **CW236-2022 directed staff to review and report back on by-laws regarding encroachments and permitting soft landscaping on boulevards.**
- **Currently, the City of Brampton does not have a dedicated Encroachment By-law to regulate encroachments on City lands. This absence creates a gap in effectively managing various types of encroachments.**
- **Existing by-laws provide tools to address encroachments on boulevards, highways and parklands, but exclude critical lands like flood control infrastructure, non-designated open space and easements.**
- **While certain encroachments pose risks and should be prohibited, others, such as gardens, can contribute to enhancing neighbourhood aesthetics and native habitats. These benefits align with the City's broader goals of improving the quality and visual appeal of local communities.**
- **Currently, Realty Services administers encroachment agreements for minor encroachments on City boulevards, including boulevard gardens.**
- **To provide a comprehensive framework, staff recommend enacting a dedicated Encroachment By-law with administrative penalties to regulate encroachments on City lands, and permit soft landscaped gardens to**

encroach onto boulevards, under conditions designed to ensure public safety and support ongoing City maintenance operations.

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

BACKGROUND:

Beautifying local neighbourhoods as a means of enhancing safety and well-being is a theme residents and City Council have driven through the Community Safety Action Plan tactics of the Neighbourhood Association Guide and the Focused Neighbourhood Development and Engagement (Nurturing Neighbourhoods Program). In 2022, [CW236-2022](#) directed staff to review City by-laws with respect to encroachments and permitting soft landscaping beautification by abutting landowners and report back thereon. This report recommends the adoption of an Encroachment By-law to regulate encroachments onto City Lands and expand soft landscaping options on boulevards.

Encroachments are items of personal property which exists wholly upon or extend from a person's property onto City lands; or improvements to real property made on City lands. Certain encroachments may increase the City's risk exposure and should be prohibited, while others can help beautify local neighbourhoods and should be encouraged. Both are outlined below.

Encroachments That Can Increase Risks

Encroachments have the potential to cause safety and maintenance concerns that undermine the safety, well-being and quality of life for residents. These risks can include:

Risk Example	Encroachment Example
Sightline obstructions (pedestrians, vehicles)	Dense hedges or fences restricting line of sight requirements for accessing a roadway.
Damage to underground infrastructure	Installation of irrigation systems interfering with underground infrastructure and drainage channels.
Injury	Overhanging decorative structures near a sidewalk or bike lane, leading to collisions or trips, causing injuries.
Restricted access to perform maintenance and repairs	Hard landscape features or retaining walls reducing snow storage or reducing the clearance to allow for a safe exit from a vehicle parked curbside.
Compromise stormwater management/ Flooding	Large trees, fences, landscape features or structures erected over designated stormwater conveyance swales or drainage easements, redirecting water flow onto adjacent properties.
Compromise city tree health	Landscape pavers or garden walls installed over the root zone of a tree restricting water and nutrient absorption and oxygen exchange.
Compromise environmental integrity	Encroaching materials into a watercourse or park wetland risking habitat and ecosystem destruction, water pollution and soil erosion.
Increased risk of litigation	Encroachments leading to injuries or damages, resulting in claims.

Encroachments That Have Beautification and Ecological Advantages

Gardens, when thoughtfully planned and maintained, can add to neighbourhood character and aesthetics. Personalizing outdoor spaces with flowers and greenery can enhance curb appeal and create a more visually appealing streetscape while inspiring local urban communities to engage with nature.

Moreover, well-designed gardens can contribute to environmental sustainability by improving air quality, conserving water, providing habitat for beneficial insects and pollinators and sustaining biodiversity.

The draft Encroachment By-law aligns with the goals of the proposed Ground Cover Maintenance and Prohibited Plants By-law presented by Environmental Engineering which aims to improve alignment with the city's environmental policies and objectives by giving residents greater freedom to maintain more natural and sustainable gardens on their property, including City boulevards.

CURRENT SITUATION:

Realty Services currently oversees encroachment agreements for property owners wishing to install or maintain minor encroachments, such as gardens, on City-owned boulevards, provided they do not pose safety or operational concerns.

The City of Brampton does not currently have a by-law explicitly regulating encroachments onto City property. Staff can address encroachments on boulevards or highways through the Boulevard Maintenance and Highway Obstruction By-law [163-2013](#); and in parklands under the Parklands By-law [161-83](#). However, encroachments onto other types of city-owned land, such as flood control infrastructure, open space, and drainage easements, are not explicitly prohibited through any municipal by-laws. Furthermore, without a municipal by-law providing enforcement mechanisms – such as administrative penalties or the authority to recover removal costs through the municipal tax roll – staff have limited capacity to enforce or remove unauthorized encroachments on these lands in a cost-efficient manner.

Proposed Encroachment By-law

The draft Encroachment By-law was developed through collaboration across multiple divisions within the CAO's Office, Public Works and Engineering, Legislative Services, and Planning, Building and Growth Management to establish a regulatory framework for encroachments on City-owned lands.

The adoption of the proposed Encroachment By-law will achieve four main objectives:

1. Regulate encroachments on any form of City-owned lands.
2. Establish enforcement mechanisms to address unauthorized encroachments.
3. Promote the beautification of boulevards and biodiversity.
4. Formalize and streamline the existing encroachment agreement process.

1 - Regulate encroachments on any form of City-owned land

The proposed By-law prohibits the erection, placement or maintenance of an encroachment on City lands except where explicitly permitted in accordance with the By-law or under the authority of an encroachment agreement and any conditions made therein. The proposed By-law further prohibits alterations and improvements on or to City lands, without consent or authorization from the City.

These provisions aim to protect city assets and infrastructure while minimizing the city's risk exposure associated with the placement or installation of unauthorized property and alterations.

2 - Establish enforcement mechanisms to address unauthorized encroachments.

The proposed By-law would allow for the administration of the City of Brampton's Administrative Penalty System and create offences subject to increasing fines for non-compliance. Additionally, in cases of non-compliance or immediate danger, the proposed By-law authorizes staff to have unauthorized encroachments removed at the expense of the adjacent landowner, by recovering any incurred costs in the same manner as municipal taxes. It also establishes procedures for the disposal and release of removed encroachments, aligning with systems established in other by-laws.

3 - Promote the beautification of boulevards and biodiversity

To continue to promote a more sustainable and aesthetically pleasing urban environment, the proposed By-law would permit landowners to plant and maintain flower gardens on an adjacent boulevard directly abutting their residential property without an encroachment agreement, subject to strict conditions that would normally be prescribed in an agreement. Gardens located on a residential boulevard would be required to:

- be maintained in a clean, tidy and safe condition and in compliance with all other applicable by-laws (including any permit requirements).
- be dressed with soil, topsoil or mulch
- not contain shrubs, bushes, trees, thorns, sharp leaves or prohibited plants
- not exceed 0.45 metres in height or obstruct the visibility of motorists, pedestrians, traffic sightlines, traffic signs or control devices.
- not be in, or overhang, a ditch, swale, shoulder, sidewalk or roadway.
- not exceed the grade of any adjacent sidewalk.
- not be planted within 0.9 metres from any adjacent sidewalk, curb or shoulder.
- not contain a garden wall or any hard landscape features.
- not be dressed with anything other than soil, topsoil or mulch.
- not cause damage or injury to a person or thing.
- not inhibit or obstruct City operations.

This change would permit more soft landscaping options on boulevards that can support gardens without increasing the risk to the City. It will also result in a reduction of the administration of minor encroachment agreements for gardens pose minimal risk.

4 - Formalize the existing encroachment agreement process

While the system for administering encroachment agreements on City boulevards is not new, the proposed By-law formalizes the process, making minor refinements for efficacy. This process will be supplemented by an Encroachment Regularization Standard Operating Procedure to provide in-depth guidance to the staff and internal departments dealing with encroachment matters. A key improvement under the proposed by-law is allowing for the appeal of a city-decision to be heard by the Brampton Appeal Tribunal.

Realty Services - Encroachment Agreement Process

The encroachment agreement process serves as a critical tool for ensuring the responsible use of City lands. The process requires applicants to provide comprehensive documentation, including a detailed description of the proposed encroachment and its intended purpose, along with a drawing illustrating its location. These measures ensure that all encroachments align with the City's broader goals of safety, functionality and consistency across its lands, while maintaining fairness and accountability.

Following consultation and feedback from the internal City departments, Realty Services may deny requests based on impacts on public safety or access, legal compliance, interference with municipal operations or utilities, conflicts with municipal plans or by-laws, or lack of necessity. Approved agreements require proof of insurance, payment of fees and registration against the property title at the applicant's expense. Encroachment agreements can be suspended or terminated for breaches, City land use needs, or as specified in the agreement. Applicants are responsible for maintenance and ensuring that the encroachment does not pose safety risks. The City assumes no liability for any damage or injuries caused by an encroachment.

User Fees: An existing Encroachment Application Fee, established under the City's User Fee By-law 380-2003, as amended, will continue to be applied, unless the Encroachment Agreement is mandated by the City as a condition of site development approval. This fee is fully credited toward the Encroachment Charge upon the successful execution of the agreement. However, if the encroachment application is denied, the application fee is non-refundable, either in full or in part. For residential properties, the application fee also covers the cost of preparing the Encroachment Agreement. No changes to the encroachment application fee are being proposed at this time.

Encroachment Charge: The existing encroachment charge is equal to the value of permanent easement rights over the Encroachment Area, typically 50% of the fee simple property value, subject to further discounts based on industry standards for existing or potential encumbrances. It is typically payable by the Encroacher upon the Encroacher's execution of the Encroachment Agreement. The fee simple property value is in accordance with the current Average Land Value for Development Pursuant to Section 51.1 and 53 (For the purposes of calculating CIL-payable on draft plans of subdivision). Notwithstanding the above, the Encroachment Charge may be waived if the Encroachment does not physically enclose any City property. No changes to the encroachment charge are being proposed at this time.

CORPORATE IMPLICATIONS:

Financial Implications:

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

STRATEGIC FOCUS AREA:

The adoption of this by-law supports the City's strategic focus areas and priorities. Promoting safe, compliant and sustainable public spaces fosters environmental resilience and sustainability; service effectiveness; and community health and well-being.

CONCLUSION:

The introduction of a dedicated Encroachment By-law represents a proactive step toward balancing risk management with community enhancement. By establishing clear guidelines for all forms of encroachments on City lands, Brampton can ensure safety, maintain infrastructure integrity and promote beautification efforts that align with its vision for vibrant and sustainable public spaces.

Authored by:

Allyson Sander
Strategic Leader, Project Management
Legislative Services

Reviewed by:

Rajat Gulati
Senior Manager, Realty Services, Office of
the CAO

Reviewed by:

Robert Higgs
Director, Enforcement and By-law Services,
Legislative Services

Approved by:

Laura Johnston
Commissioner, Legislative Services

Approved by:

Steve Ganesh, MCIP, RPP
Commissioner, Planning, Building and
Growth Management

Approved by:

Marlon Kallideen
Chief Administrative Officer

Attachments:

- Attachment 1 – Draft By-law to regulate encroachments onto City-owned lands within the City of Brampton
- Attachment 2 – Draft By-law to amend By-law 218-2019, as amended



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number _____ - 2025

To regulate encroachments onto City-owned lands within the City of Brampton

WHEREAS the *Municipal Act, 2001*, S.O. 2001, c.25 (hereinafter the “*Municipal Act*”) provides that a municipality may pass by-laws with respect to the following matters: Highways, including parking and traffic on highways pursuant to sub-section 11(3) 1; Culture, parks, recreation and heritage pursuant to sub-section 11(3) 5 and Structures, including fences and signs pursuant to sub-section 11(3) 7;

AND WHEREAS section 9 of the *Municipal Act* provides that a municipality has the capacity, rights, powers and privileges of a natural Person for the purpose of exercising its authority under the *Municipal Act*;

AND WHEREAS section 8(1) of the *Municipal Act* provides the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS section 391 of the *Municipal Act* provides that a municipality may pass by-laws imposing fees or charges on Persons for the use of its property including property under its control and for services provided or done by or on behalf of it;

AND WHEREAS section 425(1) of the *Municipal Act* provides that a municipality may pass by-laws providing that a Person who contravenes a by-law of the municipality passed under the *Municipal Act* is guilty of an offence;

AND WHEREAS section 429(1) of the *Municipal Act* provides that a municipality may establish a system of fines for offences under a by-law of the municipality passed under the *Municipal Act*;

AND WHEREAS section 444 of the *Municipal Act* provides that if a municipality is satisfied that a contravention of a by-law of the municipality passed under this Act has occurred, the municipality may make an order requiring the Person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

AND WHEREAS section 446(1) of the *Municipal Act* provides that a municipality has the authority to direct or require a Person to do a matter or thing, the municipality may also provide that, in default of it being done by the Person

directed or required to do it, the matter or thing shall be done at the Person's expense;

AND WHEREAS section 445(3) of the *Municipal Act* provides that the costs incurred by a municipality in doing a thing or matter under section 446(3) may be recovered by adding the costs to the tax roll and collecting them in the same manner as taxes;

AND WHEREAS section 434.1 of the *Municipal Act, 2001* authorizes a municipality to require a Person to pay an administrative penalty if the municipality is satisfied that the Person has failed to comply with a by-law of the municipality passed under the *Municipal Act*;

AND WHEREAS the Council of The Corporation of the City of Brampton deems it appropriate to enact this By-law for the purposes set out below:

- (1) To govern the application and approval procedure for the authorization of encroachments onto City Lands;
- (2) To mitigate the City's exposure to risk and liability; and,
- (3) To protect the City's rights and obligations with respect to City Lands;

NOW THEREFORE the Council of The Corporation of the City of Brampton enacts as follows:

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PART 1 INTERPRETATION

1 Short Title

1.1 This By-law may be referred to as the “Encroachment By-law”.

2 Interpretation

2.1 Wherever a word is used in this By-law with its first letter capitalized, the term is being used as it is defined in this By-law.

2.2 References in this By-law to items in the plural include the singular, and references to the singular include the plural, as applicable.

2.3 The words “include,” “includes” and “including” are not to be read or interpreted as limiting words, phrases, or descriptions that precede them.

2.4 In this By-law, unless the context otherwise requires, words imparting the singular number shall include the plural, and words imparting the masculine gender shall include the feminine, and further, the converse of the foregoing also applies where the context so requires.

3 Definitions

3.1 In this By-law,

“Alteration” means any activity that results in a removal, addition, alteration, or material change to the City Lands including, but not limited to, the removal, addition, or alteration of, or material change to grading, vegetation or trees, structures, or any other natural or human-made features located therein or thereon;

“Boulevard” means that portion of the Highway between the City property line and the Highway which is not used or intended for use for vehicular travel by the general public, and includes the landscaped areas and any driveway apron, but does not include any paved or poured hard-surface sidewalk or a curb or gutter that is not part of a driveway apron;

“Boulevard Garden” means an area of ground within the public right-of-way where an Owner or Occupant cultivates plants to provide aesthetic value or native habitat on the Boulevard directly abutting their residential private property and, where applicable, on the portion of the public right-of-way extending beyond a Sidewalk up to the property line of the abutting residential private property, but does not include the cultivation of Prohibited Plants, shrubs, bushes, trees, or Hard Landscape Features;

“Building” means any structure having a roof, supported by columns or walls and shall include, but not be limited to such things as porches, steps, staircases, awnings, and decks;

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

“City Lands” means any lands owned by or leased or licensed to or under the management of the City, Easements in favour of the City, which can include but is not be limited to any road, lane, public Highway, right-of-way, 0.3 meter reserve, park, woodland, wetland, valley land, watercourse corridor, greenbelt, walkways, stormwater management facility, open space, municipal golf course, municipal cemetery, and lands in which the City holds any real property interest, and all parts thereof, including any surface, grassed area, boulevard, ditch, curb, gutter, and sidewalk;

“Curb” means the lateral boundary of the Highway, whether such lateral boundary physically marked or not;

“Designated Staff Person” means a Person employed by the City of Brampton and designated to perform a function under this By-law;

"Ditch" means that part of a Highway that was designed or exists for the purpose of storing or carrying stormwater;

"Easement" means an interest in land owned by another Person, consisting of the right to use or control that land, or an area above or below it, for a specific limited purpose and expressly or by implication may preclude certain encroachments, but does not include an interest created by a license;

"Encroachment" means any type of vegetation, structure, building, man-made object or item of Personal Property of a Person which exists wholly upon, or extends from that Person's Premises onto, City Lands and shall include any aerial, surface, or subsurface encroachments, but does not include sod or topsoil and seed;

"Encroachment Agreement" means an agreement prepared by the City for execution by the City and a Person by which such Person is granted authorization to erect, place, or maintain an encroachment on City Lands;

"Expenses" means any and all sums of money actually spent or required to be spent by the City, and shall include but not be limited to all charges, costs, administrative fees, taxes, GST, outlays, legal fees, and losses;

"Hard Landscape Feature" means any non-vegetative, solid, structural or element, aesthetic element that can include garden walls, retaining walls, decorative rocks or boulders, pavers, concrete, bricks, stones, statues, or any other constructed or manufactured material that alters the natural grade or composition of the landscaped area;

"Highway" means a common and public highway, and includes one or both of the following:

- (1) any street, road, avenue, parkway, lane, driveway, boulevard, sidewalk, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles or persons, or
- (2) the area between the lateral property lines of any highway or road allowance including any curbs, gutters, boulevards, culverts, ditches and retaining wall;

"Liability Insurance" means a valid and in good standing Liability Insurance policy with coverage in an amount to be specified by the City, at its sole and absolute discretion from an Insurance Company having a minimum rating of B+ (A.M.Best), 'Baa (Moody's) or 'BBB" (Standard and Poor's) the Liability Insurance shall cover the portion of the City Land's containing the Encroachment and the policy shall name The Corporation of the City of Brampton as an additional insured;

"Municipal Act" means the *Municipal Act, 2001* or any successor thereto;

"Occupant" means any Person or Persons over the age of 18 years in possession of the Property"

"Officer" means a Person employed by the City and appointed as a Municipal Law Enforcement Officer by the City or any other Person duly appointed by Council to administer the provisions of this By-law;

"Owner" means

- (1) the registered Owner of a Site, including any heirs, assigns, Personal representatives, and successors in title;
- (2) mortgagee in possession of the Site;
- (3) the Person for the time being managing or receiving the rent of the Site or Premises in connection with which the word is used whether on their

account or as agent or trustee of any other Person, or who would so receive the rent if such land and Premises were let; or

- (4) a lessee or Occupant of the Site who, under the terms of a lease, is required to Repair and maintain the Site in accordance with the standards for maintenance and occupancy of the Site.

"Person" means an individual, partnership, association, firm, corporation, business entity, club, incorporated group or organization, federal or provincial government, crown agent, school board and regional or other municipality;

"Personal Property" means any object or item of property other than real property;

"Premises" means a parcel of real property under registered ownership and includes all buildings and structures thereon;

"Prohibited Plant" means any plant as defined in the Ground Cover and Prohibited Plants By-law, as amended, or any successor By-law;

"Sidewalk" means the improved portion of a Highway that is intended primarily for the use of pedestrians and is situated between the Curb or Shoulder of the Highway, when one exists, and the lateral property line of the Highway;

"Site" shall have the same meaning as Premises.

"Site Improvements" shall include, but not be limited to, retaining walls, curbs, and sprinkler systems; and,

"Shoulder" means the part of a Highway which is not the Highway and is immediately adjacent to the Curb and which has a paved or gravel surface.

"Unauthorized Encroachment" means any encroachment not authorized by this bylaw, any other by-law, statute, regulation, policy, or resolution of the City, or agreement.

PART 2 APPLICATION

4 Schedules

- 4.1 The Schedules appended to this By-law are incorporated into and form part of this By-law.

5 Application

- 5.1 This By-law applies to all land in the City of Brampton.
- 5.2 Notwithstanding any provision of this By-law, the application of this By-law is not intended to, nor shall it, expand the existing contractual rights of the City in its easements, rights-of-way, or any other partial interests in real property held by the City.

6 Exemptions

- 6.1 Notwithstanding any other provision, this By-law shall not apply to an encroachment that is:
- (1) permitted under any by-law, statute, regulation, policy, or resolution of the City;
 - (2) permitted by a current Encroachment Agreement or a current Encroachment Acknowledgment Letter;
 - (3) a post or mail box used for or by Canada Post collection or delivery services which are located on City Lands;

- (4) a newspaper, magazine, or other similar box located on City Lands; or,
 - (5) a sign erected on behalf of the City or any other sign as authorized by the Sign By-law, as amended, or its successor by-law.
- 6.2 Persons wishing to locate and maintain such boxes as described in 6.1 (3) and (4) on City Lands will be required to enter into another form of agreement with the City for permission.

PART 3 REGULATIONS AND PROHIBITIONS

7 General

- 7.1 This By-law shall not exempt any Person from the requirement to comply with any other City By-law, including the acquisitions of required permits or approvals.
- 7.2 This By-law shall not exempt Owners or Occupants of a Premises from the requirement to maintain the adjacent Boulevard directly abutting residential private property in a condition of compliance and conformity with City by-laws and policies.
- 7.3 Every Owner or Occupant who intends to carry out any Alteration or an Encroachment on City Lands shall first make an application to the City.
- 7.4 Where an Encroachment Agreement is issued, every Person shall comply with those terms and conditions set out in the Agreement.
- 7.5 All work performed under the authorization of an Encroachment Agreement or at the direction of an Officer or Designated Staff Person shall be completed in accordance with all other laws, including the acquisition of the required permits and underground utility locates, where applicable.
- 7.6 Every Person shall abide by any and all terms/conditions imposed by a utility owner and or locate package.
- 7.7 Every Person shall comply with an order issued under this By-law.
- 7.8 Notwithstanding the foregoing, Every Owner or Occupant of a Premises shall be permitted to place sod or seed or otherwise grow grass on an adjacent Boulevard directly abutting residential private property in accordance with the following:
- (1) It shall not be grown on the shoulder or sidewalk;
 - (2) It shall not exceed twenty centimetres (20 cm) in height;
 - (3) The ground cover is the same elevation of the Boulevard and Sidewalk; and,
 - (4) It shall be installed in accordance with the requirements of any other By-law, including the Boulevard Maintenance and Highway Obstruction By-law, Ground Cover Maintenance and Prohibited Plants By-law, Traffic By-law and Site Alteration By-law, or any successor By-laws.
- 7.9 The City shall bear no responsibility for the loss, damage, or replacement of any Encroachment, whether authorized or not, which is removed, disturbed, or damaged as a result of operations, maintenance, or repairs performed by the City, its contractors, or any Person working under the authority or direction of the City or an upper-tier municipality, including but not limited to tree stump removal, tree planting, snow removal, utility repairs, or other municipal maintenance activities.
- 7.10 Where municipal operations, maintenance or repairs occur, the City shall only be responsible for the replacement and, or installation of sod or seed.

- 7.11 Every Person who installs or maintains an Encroachment shall do so at their sole risk and expense and shall indemnify, save harmless, and defend the City, its elected officials, officers, employees, agents, and any other person for whom it is in law responsible, from and against any and all claims, demands, suits, actions, proceedings, fines, losses, costs, damages, charges, or expenses, including legal fees, in any way connected with the existence of the Encroachment.

8 Prohibitions

- 8.1 No Person shall cause or permit the erection, placement or maintenance of an Encroachment on City Lands except where explicitly permitted in accordance with this By-law or an Encroachment Agreement.
- 8.2 No Person shall cause or permit the erection, placement or maintenance of an Encroachment on City Lands, except in accordance with the terms and conditions set out in an Encroachment Agreement or Encroachment Acknowledgment Letter.
- 8.3 No Person shall cause or permit the undertaking of an Alteration on or to City Lands except as may be permitted under a by-law, statute, regulation, policy, resolution of the City, permit, or agreement.
- 8.4 No Person shall cause or permit materials, including soil or mulch, to be placed or built up around a Boulevard tree in a manner causing the material to come into contact with the trunk or base of the tree.
- 8.5 No Person shall cause or permit wood chips around the base of a boulevard tree to exceed ten centimetres (10 cm) in height.
- 8.6 No Person shall cause or permit the installation or maintenance of a Boulevard Garden without an Encroachment Agreement where the Boulevard Garden does not comply with Section 9 of this By-law.
- 8.7 No Person shall obstruct, hinder, or interfere with the free access to any encroachment on City Lands by a Designated Staff Person, an Officer, an employee, officer, or agent of the City.
- 8.8 No Person shall obstruct, hinder, or interfere with any Person who is exercising a power or performing a duty under this By-law.

9 Boulevard Gardens

- 9.1 Every Owner or Occupant shall be permitted to plant and maintain a Boulevard Garden without an Encroachment Agreement, subject to the following:
- (1) It shall not be planted in, or overhang a ditch, shoulder, stormwater management facility, sidewalk or Highway;
 - (2) It shall be maintained so as to not exceed forty-five centimetres (45 cm) in height;
 - (3) It shall be at grade with any adjacent sidewalk;
 - (4) It shall not be planted within ninety centimetres (90 cm) from any adjacent sidewalk;
 - (5) It shall not be planted within ninety centimetres (90 cm) from any adjacent curb or shoulder;
 - (6) It shall not contain a garden wall or any hard landscape features;
 - (7) It shall only be dressed with soil, topsoil or mulch;
 - (8) It shall not cause materials, including soil or mulch to come into contact with the trunk or base of a Boulevard tree;

- (9) It shall not cause damage or injury to a Person or thing;
 - (10) It shall not contain any Prohibited Plants or plants with thorns or sharp leaves;
 - (11) It shall not obstruct the visibility of motorists or pedestrians, traffic sightlines or which obstructs or detracts from the visibility or effectiveness of any traffic sign or control device;
 - (12) It shall not inhibit or obstruct City operations including but not limited to snow ploughing, maintenance of City trees or the repair and maintenance of City infrastructure;
 - (13) It shall not inhibit or obstructs access to fire hydrants, post office boxes, or any installations belonging to the City, Region or utility provider;
 - (14) It shall not be located in a ditch, swale or any other City infrastructure which is designed or exists for the purpose of storing or carrying stormwater; and,
 - (15) It must comply with all other City By-laws, including the acquisition of any required permits or approvals.
- 9.2 Every Boulevard Garden installed within the City of Brampton shall be maintained in a clean, tidy and safe condition and in compliance with all other applicable by-laws and legislation.
- 9.3 No Owner or Occupant shall plant or maintain or cause to be planted or maintained any Boulevard Garden without an Encroachment Agreement that does not comply with Section 9.1.
- 9.4 Every Owner or Occupant who installs or maintains a Boulevard Garden that is not in compliance with Section 9.1 shall be responsible for the removal and restoration to the satisfaction of the City at their sole expense.

PART 4 ENCROACHMENT AGREEMENTS

10 Application

- 10.1 Any Owner or Occupant who wishes to encroach upon City Lands shall first submit an Encroachment Agreement application to the City.
- 10.2 An application for the issuance, renewal, amendment, or revocation of an Agreement shall be made in a form and a manner approved by the City and shall contain all requirements to the satisfaction of the City, including:
- (1) Completed and signed application form;
 - (2) Plans, surveys, and other information sufficient to describe the encroachment;
 - (3) Payment of the applicable non-refundable Encroachment application fee;
 - (4) Refundable encroachment registration fee as set by the City User Fee By-Law from time to time (if applicable); and,
 - (5) any other information required by the City.
- 10.3 An application for an Agreement shall be deemed incomplete, and no Agreement shall be issued if:
- (1) the application has not been completed in full;
 - (2) the application is missing any such requirements listed in this By-law, or Schedules hereto; or,

(3) the application fee has not been paid.

10.4 Encroachment agreements may establish annual fees at the commencement of a term of an Encroachment Agreement.

11 Issuance

11.1 The City may object to all or parts of the requested encroachment via the Encroachment Agreement application, on the basis that:

- (1) the Encroachment interferes with the City's intent and purpose in holding the City Land;
- (2) the Encroachment creates an unsafe condition;
- (3) the Encroachment creates liabilities for which the City cannot assign full responsibility to the owner of said encroachment;
- (4) the Encroachment creates a situation that is contrary to the any City by-law, City policy or resolution, or any provincial or federal regulation or legislation;
- (5) the Encroachment interferes with work, plans, efforts, or initiatives of the City to maintain City Lands;
- (6) the Encroachment interferes with any utility or other similar installation located on City Lands;
- (7) the applicant is unable to reasonably demonstrate a need for the Encroachment; or,
- (8) at the discretion of the Senior Manager of Realty Services.

11.2 When there are objections on any basis set out in Section 11.1, the City shall notify the applicant in writing that the proposed encroachment or parts thereof have been denied and the reason(s) therefor.

11.3 The Owner shall have five (5) business days from receipt of correspondence noted above to mitigate or remove the non-compliant portion of their application and re-submit revised drawings, if applicable.

12 Appeals

12.1 Where the Owner objects to a condition in the Agreement, they may appeal to the Brampton Appeal Tribunal (the "Tribunal") within thirty (30) days from the issuance of the Agreement.

12.2 where the Owner disputes a decision made by the City to object to all or parts of the requested encroachment, they may appeal to the Tribunal within thirty (30) days of the decision.

12.3 If receipt of the foregoing isn't received, the City shall interpret inaction to mean the Owner has fully withdrawn their application request.

12.4 The Tribunal may make an order:

- (1) Upholding the decision of the City;
- (2) Requiring the City to vary a condition in an Encroachment Agreement; or
- (3) Requiring the City to enter into an Encroachment Agreement on such conditions as the Tribunal considers appropriate.

12.5 The decision of the Tribunal is final.

13 Execution And Registration

13.1 Where approval of an Encroachment Agreement Application has been granted, the Owner shall:

- (1) provide proof of Liability Insurance, if applicable, in the amounts specified in the agreement; and,
- (2) pay the first annual encroachment fee, if applicable, as set by the City.

13.2 In the event that the applicant is not the registered owner of the real property to which the Encroachment is appurtenant, the registered owner of said real property shall also be a party to the Encroachment Agreement.

13.3 Upon completion of the requirements under Section 13.1, the Commissioner of Public Works and Engineering shall be authorized to execute Encroachment Agreements on the City's behalf, subject to:

- (1) Prior approval of the agreement form by the City Solicitor; and,
- (2) Prior approval of the agreement content by the Senior Manager of Realty Services (or designate).

13.4 In the event that an Encroachment Agreement is not fully executed, all monies deposited by the applicant with the City save and except Encroachment application fees and Encroachment Agreement fees shall be returned to the applicant without interest.

13.5 Encroachment Agreements shall be registered in the Land Registry Office against title to the real property from which the Encroachment emanates and all expenses in doing so shall be paid for in advance by the applicant to the City.

14 Transfer

14.1 Encroachment Agreements under this By-law shall not be assignable or transferable except for those relating to Buildings or Site Improvements where the applicant demonstrates to the satisfaction of the City's Senior Manager of Realty Services that the building or Site improvement has been encroaching on City Lands for more than ten (10) years as at the time this By-law is passed.

15 No Vested Rights

15.1 The execution of an Encroachment Agreement in respect of an encroachment does not create any vested right in the Owner or Occupant of the Premises to which the Encroachment is appurtenant, or in any other Person, and the encroachment agreement may be terminated or suspended in accordance with the terms set out in this By-law and in the Encroachment Agreement.

16 Suspension and Termination

16.1 A Designated Staff Person may suspend or terminate an Encroachment Agreement on behalf of the City for a breach of:

- (1) any of the terms of an Encroachment Agreement;
- (2) this By-law or any other City By-law; or
- (3) on such other terms as may be set out in an encroachment agreement.

16.2 A Designated Staff Person may suspend an Encroachment Agreement in the event that the City is undertaking or has authorized others including any utility or other occupant of the City Lands to undertake work on the City Lands.

- (1) In which case, no Encroachment reinstatement fee shall be applicable, and the owner shall remove the Encroachment if so requested by the City during the suspension.

- 16.3 A suspension shall be provided in writing from a Designated Staff Person and shall be in effect for a minimum of twenty-four (24) hours from the date and time of deemed delivery of such notice.
- 16.4 An Encroachment Agreement that has been suspended under Section 16.1, may be reinstated by payment of the applicable reinstatement fee as established by the City from time to time, and the provision of evidence that the reason for the suspension has been remedied, when reasonably possible, to the satisfaction of a Designated Staff Person.
- 16.5 The Senior Manager of Realty Services, or their designate, is authorized to release and discharge from title registration, an Encroachment Agreement when so requested, subject to the Encroachment being discontinued and the requestor paying any applicable fees and costs associated with the release of the agreement and registration of same in advance.

PART 5 REMOVAL AND RESTORATION

17 Removal of Unauthorized Encroachment

- 17.1 Every Person shall be responsible for immediately discontinuing the use and removal of the Encroachment to the City's satisfaction at their sole expense, where:
- (1) an application has not been approved and has not been appealed in accordance with Section 12 of this By-law, and written notice of such decision has been delivered to an applicant;
 - (2) a notice of suspension or termination is served;
 - (3) the Encroachment is in non-compliance with this By-law; or,
 - (4) an Owner or Occupant is ordered to do so by an Officer or Realty Services.

18 Restoration of City Land

- 18.1 Every Person who causes or permits an Alteration onto City Lands shall be responsible for restoring the City Lands to its original and approved condition to the City's satisfaction at their sole expense.
- 18.2 Where a Person fails to remove an Encroachment or restore City Lands, the City may perform any required remedial work, including removal, at the expense of the owner in accordance with Section 21 of this By-law and dispose of any unauthorized Encroachments in accordance with Section 22 of this By-law.

PART 6 ENFORCEMENT

19 Inspection

- 19.1 An Officer or Designated Staff Person, accompanied by any Person under his or her direction, may at any reasonable time, enter and inspect any land for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
- (1) this By-law;
 - (2) a direction or order of the municipality;
 - (3) a condition of an agreement issued under this By-law; or,
 - (4) an order made under section 431 of the Municipal Act, 2001.
- 19.2 For the purposes of an inspection, an Officer may:

- (1) require the production for inspection of documents or things relevant to the Inspection;
- (2) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- (3) require information from any Person concerning a matter related to the Inspection; and
- (4) alone or in conjunction with a Person possessing special or expert knowledge, make examinations or take tests, samples, or photographs necessary for the purposes of the Inspection.

19.3 A receipt shall be provided for any document or thing removed under Section 18.2 and the document or thing shall be promptly returned after the copies or extracts are made.

19.4 A sample taken under Section 19.2 shall be divided into two parts, and one part shall be delivered to the Person from whom the sample is taken, if the Person so requests at the time the sample is taken and provides the necessary facilities.

19.5 If a sample is taken under Section 19.2 and the sample has not been divided into two parts, a copy of any report on the sample shall be given to the Person from whom the sample was taken.

20 Orders

20.1 Where an Officer is satisfied that a contravention of the By-law has occurred, the officer may make an order requiring the Person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity.

20.2 Where an Officer is satisfied that a contravention of the By-law has occurred, the officer may make an order requiring the Person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to do work to correct the contravention.

20.3 Orders issued pursuant to subsection 20.1 and 20.2 shall set out in writing:

- (1) the Municipal address or legal description of the land;
- (2) the reasonable particulars of the contravention(s);
- (3) the date by which the order must be complied with; and
- (4) If applicable, the work to be completed.

20.4 An order issued pursuant to Section 20.2 of this By-law may require a Person to undertake all necessary work, including:

- (1) cease all work;
- (2) remove the unauthorized Encroachment;
- (3) restore the City Lands to their former condition; and/or,
- (4) submit a completed Encroachment Agreement Application, including any application fees to the City.

20.5 An order under Section 20.2 may require work to be done even though the facts which constitute the contravention of the By-law were present before the By-law making them a contravention came into force.

- 20.6 An order issued under this By-law may be served Personally, by email or by mail to the last known email or mailing address of the Person and such other Persons affected by it as determined by the Inspector.
- 20.7 A copy of the order may be posted on any Site or property to which the contravention applies.
- 20.8 If an order is served by registered mail, the service shall be deemed to have been made five (5) days after mailing.

21 Remedial Work

- 21.1 Wherever an order, issued pursuant to this By-law, directs or requires any matter or thing to be done by any Person within a specified time period, in default of it being done by the specified time period, an Officer may initiate remedial action.
- 21.2 The City may recover, from any Person directed or required to do the matter or thing, the costs incurred by adding the costs to the tax roll and collecting them in the same manner as property taxes.
- 21.3 For the purposes of taking remedial action under Section 21.1, the City, its staff, and its agents may enter, at any reasonable time, upon any lands on which a default occurred to carry out a required matter or thing.
- 21.4 Where work is authorized to be undertaken by or on behalf of the City pursuant to this By-law, the City may enter upon land and into structures for that purpose at any reasonable time in accordance with Section 427(2) of the *Municipal Act, 2001*.
- 21.5 For this purpose, Designated Staff Persons, By-law Enforcement Officers, and contractors hired to undertake work under this By-law accompanied by any Person under their direction may enter onto the land from which the encroachment emanates and into any encroaching building, structure, or parts thereof except for any room or place actually being used as a dwelling which may only be entered in accordance with Section 430 of the *Municipal Act, 2001* at any reasonable time for the purpose of undertaking work authorized under this By-law.
- 21.6 The City shall not be responsible for any damage to materials or structures forming part of or attached to the encroachment, arising from the removal of any encroachment by or on behalf of the City, its employees, or its agents.

22 Disposition of Encroachments

- 22.1 Any Encroachments other than motorized equipment, containers, trailers, or motorized tools removed by the City under this By-law may be directly deposited onto the property from which the Encroachment comes from, relates to, or was created for, or the Encroachment may be treated as refuse by the City or become property of the City which can be disposed of in any manner or used for any city purpose.
- 22.2 Any motorized equipment, containers, trailers, or motorized tools removed by the City may be deposited at the property from which the Obstruction comes from, relates to, or was created for, or be stored at a city facility for 60 days at the owner's expense.
- 22.3 Any item in subsection 22.2 shall only be released to its owner after the owner has shown proof of ownership and paid the City any applicable expense for the removal and storage of the item.
- 22.4 Any item in subsection 22.2 that is stored at a city facility for more than 60 days and for which an owner has not been identified may be disposed of by the City in any manner that it deems appropriate.

- 22.5 Any item in subsection 22.2 that is stored at a city facility for more than 60 days and for which the owner, having been identified, has failed to pay the applicable expenses and claim the item, may be disposed of pursuant to the provisions of the Repair and Storage Liens Act, R.S.O. 1990, c.R.25, as amended.

PART 7 OFFENCES AND PENALTIES

23 Offences

- 23.1 Every Person who contravenes a provision of this by-law or an order made under it, whether deliberately or inadvertently, and every director or officer of a corporation who concurs in such contravention by the corporation, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the *Provincial Offences Act, R.S.O. 1990, c. P.33*, and the *Municipal Act, 2001*, as both may be amended from time to time.
- 23.2 Every Person who hinders or obstructs, or attempts to hinder or obstruct, any Person who is exercising a power or performing a duty under this by-law is guilty of an offence.
- 23.3 Every Person who neglects or refuses to produce any information or thing or to provide any information required by any Person acting pursuant to a court order is guilty of an offence.

24 Fines

- 24.1 Every Person who is charged with an offence under this By-law, upon conviction is liable to a fine as follows:
- (1) to a minimum fine of \$500 and to a maximum fine of \$100,000;
 - (2) for each day or part of a day that the offence continues, to a minimum fine of \$500 and a maximum fine of \$10,000, and the total of all daily fines for the offence is not limited to \$100,000; and,
 - (3) in the case of multiple offences, for each offence included in the multiple offence, to a minimum fine of \$500 and a maximum fine of \$10,000, and the total of all fines for each included offence is not limited to \$100,000.
- 24.2 Nothing in this By-law shall limit any rights or remedies the City may otherwise have available by law.

25 Administrative Penalties

- 25.1 An Officer may require a Person, subject to the conditions set out within the Administrative Penalties (Non-Parking) By-law 218-2019, as amended, or successor by-law, to pay an administrative penalty if the Inspector is satisfied that the Person has failed to comply with:
- (1) a provision within this By-law;
 - (2) an Agreement made under this By-law;
 - (3) an Encroachment Agreement made under this By-law; or,
 - (4) an Order issued under this By-law.
- 25.2 Every Person who is served a penalty Notice pursuant to Section 25.1 is liable to pay to the City of Brampton an administrative penalty in the amount set out in the Administrative Penalties (Non-Parking) By-law 218-2019, as amended.

PART 8 SEVERABILITY

- 26 Where a court of competent jurisdiction declares any section or part of a section of this By-law to be invalid, or to be of no force and effect, it is the intention of the City in enacting this By-law that the remainder of this By-law shall continue

in force and be applied and enforced in accordance with its terms to the fullest extent possible according to law.

PART 9 CONFLICT

- 27** Where there is a conflict between a provision of this By-law or subsequent Encroachment Agreement and a provision in any other By-law, the more restrictive provisions shall prevail, subject to the greater paramountcy of provisions that protect the health or safety of Persons.

ENACTED and PASSED this 26 day of March 2025.

Approved as to
form.
20__/_month/_day
[insert name]

Patrick Brown, Mayor

Approved as to
content.
20__/_month/_day
[insert name]

Genevieve Scharback, City Clerk



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number _____ - 2025

To amend Administrative Penalties (Non-Parking) By-law 218-2019, as amended

WHEREAS By-law [Number]-2025 ("Encroachment By-law") was enacted to regulate encroachments onto city-owned lands within the City of Brampton;

AND WHEREAS By-law 218-2019 "Administrative Penalties (Non-Parking) Bylaw" was enacted to provide for a system of administrative penalties for designated by-laws;

AND WHEREAS City Council for The Corporation of the City of Brampton deems it appropriate to provide for administrative penalties to enforce the provisions of the Encroachment By-law;

1. That Schedule "A" of By-law 218-2019 is hereby further amended by adding the following section:
- “ENCROACHMENT BY-LAW [Number]-2025**

17. For the purpose of Section 3 of this By-law:

2. Column 1 in the following table lists the provisions in Encroachment By-law [Number]-2024, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;

(a) Column 2 in the following table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 1;

(b) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	7.7	Fail to comply with an order	\$400.00	\$700.00	\$1,000.00
2	8.1	Cause or permit the erection, placement or maintenance of an encroachment on city lands without an agreement	\$400.00	\$700.00	\$1,000.00
3	8.2	Cause or permit the erection, placement or maintenance of an encroachment not in accordance with agreement	\$400.00	\$700.00	\$1,000.00

4	8.3	Cause or permit an alteration on or to city lands	\$400.00	\$700.00	\$1,000.00
5	8.4	Cause or permit materials to be built up around a boulevard tree	\$400.00	\$700.00	\$1,000.00
6	8.5	Cause or permit woodchips to exceed 10 cm	\$400.00	\$700.00	\$1,000.00
7	8.6	Cause or permit the installation or maintenance of a boulevard garden not in compliance with the By-law	\$400.00	\$700.00	\$1,000.00
8	8.7	Obstruct, hinder, or interfere with the free access to an encroachment on city lands	\$400.00	\$700.00	\$1,000.00
9	8.8	Obstruct, hinder, or interfere with a person exercising a power or performing a duty under this By-law	\$400.00	\$700.00	\$1,000.00
10	9.2	Fail to maintain a boulevard garden in a clean, tidy and safe condition	\$400.00	\$700.00	\$1,000.00
11	17.1	Fail to discontinue use or remove encroachment	\$400.00	\$700.00	\$1,000.00
12	18.1	Fail to restore land to the former condition following the removal of an encroachment	\$400.00	\$700.00	\$1,000.00

ENACTED and PASSED this 26 day of March 2025.

Approved as to form.

20__/_/month/day

[insert name]

Patrick Brown, Mayor

Approved as to content.

20__/_/month/day

[insert name]

Genevieve Scharback, City Clerk



Report
Staff Report
 The Corporation of the City of Brampton
 1/29/2025

Date: 2025-01-13

Subject: **Ward Boundary Review – Summary of Public Consultation (RM 65/2024)**

Contact: Shawnica Hans, Deputy Clerk, Elections, Accessibility and Lottery Licensing, City Clerk's Office

Report number: Legislative Services-2025-065

RECOMMENDATIONS:

1. That the report from Shawnica Hans, Deputy Clerk, City Clerk's Office to the Committee of Council Meeting of January 29, 2025, re: **Ward Boundary Review – Summary of Public Consultation (RM 65/2024)**, be received; and
2. That staff be directed to:
 - I. Conduct further public consultation on proposed boundary realignment Options 1 and 2, and report back to Committee of Council with the results of such consultation; or
 - II. Prepare a report and by-law to implement proposed boundary realignment Option 1; or
 - III. Prepare a report and by-law to implement proposed boundary realignment Option 2; or
 - IV. Develop further scenarios for ward boundary realignment based on Council direction; or
 - V. Maintain the current ward boundaries for the 2026 Municipal Election.

OVERVIEW:

- At the Committee of Council Meeting on October 2, 2024, staff presented four (4) options for ward boundary realignment. Under Resolution CW364-2024, Council identified two options (Option 1 and Option 2) to be put forth for public consultation.
- Public consultation was conducted over a four-week period in October-November, 2024. The results of the consultation were presented to Members of Council at a workshop on December 9, 2024.

- This report summarizes the results of the public consultation, and provides options for additional consultation.
- This report also seeks direction on how to proceed with the ward boundary review.
- Sufficient funding is available in capital project #241125-001 for any of the options presented in this report.

BACKGROUND:

Ward Boundary Review Proposed Options

At the October 2, 2024 Committee of Council Meeting, staff [presented](#) options for ward boundary realignment as part of the ward boundary review (WBR) project. Council selected two options to be put forward for public consultation under the following resolution:

CW364-2024

1. That the presentation from Shawnica Hans, Program Manager, Elections, City Clerk's Office, Legislative Services, to the Committee of Council Meeting of October 2, 2024, re: **Ward Boundary Review – Boundary Realignment Options**, be received;
2. That the report from Shawnica Hans, Program Manager, Elections, City Clerk's Office, Legislative Services, to the Committee of Council Meeting of October 2, 2024, re: **Ward Boundary Review – Update and Boundary Realignment Options**, be received;
3. That Options 1 and 2 be identified as the preferred ward boundary options to put forward for public comment;
4. That staff be directed to conduct public consultation on the identified ward boundary options, together with a recommended ward boundary distribution to be implemented in time for the 2026 Municipal Election;
5. That a Council Workshop be convened to review the results of the public consultation and the boundary realignment options; and
6. That staff report back thereafter with a recommended ward boundary distribution, to be implemented in time for the 2026 Municipal Election.

The maps and projected population distribution of Options 1 and 2 are included as Appendix 1 and 2 for reference.

A [Council Workshop](#) was held on December 9, 2024 to provide the results of the public consultation. Additional details, including a sampling of comments from respondents were included in the presentation.

This report summarizes the public consultation and feedback received.

CURRENT SITUATION:

Summary of Public Consultation

The public consultation took place over a four-week period, beginning on October 23, 2024 and concluding on November 20, 2024. The consultation included multiple in-person engagement opportunities as well as print and online communications to gather public feedback on the two proposed boundary realignment options. The following is a summary of the public consultation.

In-person Engagement:

- An information table was set up in the City Hall Atrium for the duration of the public consultation period
- Pop-up events were held at six recreation centres and the Winter Lights Festival:
 - October 24 – Susan Fennell Sportsplex
 - October 26 – Cassie Campbell Community Centre
 - October 28 – Gore Meadows Community Centre
 - November 6 – Earnscliffe Recreation Centre
 - November 9 – Save Max Sports Centre
 - November 13 – Century Gardens Recreation Centre
 - November 15 – City Hall (Winter Lights Festival)

These pop-up events were conducted in an “open house” format, with no formal presentation. This format provided residents the opportunity to view the two ward boundary realignment options and ask questions of staff.

Handouts were available to the public, including postcards with a QR code leading to the website and survey (also distributed to recreation centres, transit terminals and libraries), pamphlets with information on review criteria and options, maps and population data of the two options, FAQs, background information translated into 10 languages, plus French, hardcopies of the online survey, and maps of the city for residents to submit their own boundary realignment suggestions.

Staff interacted with over 250 residents during these events.

Digital Presence:

A variety of tactics were employed online to inform residents about the public consultation phase, including:

- Featured project on Let's Connect, with online survey (370 responses)
- WBR website (over 3,100 unique visits)

- Media Service and Information Update
- SMS message with link to website – confirmed delivery to over 111,000 residents
- Digital ads in Garden Square, recreation centres, railway overpass, hospital screens, elevator condos, Brampton Guardian, Weather Network
- Service Brampton hold message
- City Matters newsletter – over 6,800 successful deliveries
- Internal messaging: Connections employee e-newsletter article and OurBrampton Spotlight announcement

Social Media and Radio:

- 35 posts on social media (Facebook, Instagram and X)
- YouTube video (356 views)
- Over 26,000 total impressions
- Members of Council provided with social media toolkit
- 15-second and 30-second radio ads (mainstream and multiethnic)

Multicultural Media:

- Paid and earned multicultural media campaign included print and online stories, radio segments and social media. Collateral was translated into 10 languages, plus French.

Print:

In addition to material distributed at the pop-up events and at various City buildings, information about the WBR was included as an insert with the interim tax bill, which was mailed out to approximately 145,000 households in January 2025.

Results of the Survey

The following information combines responses from the online survey and hardcopy survey (available during in person engagements):

Respondent Profile:

- 365 respondents live in Brampton; of those who responded, 63% have lived in Brampton for more than 15 years
- 135 respondents work in Brampton; of those who responded, 42% have worked in Brampton for more than 15 years
- 84% of respondents own property in the city

Respondent Preferences:

- 192 respondents (52%) preferred Option 1
- 110 respondents (30%) preferred Option 2
- 68 respondents (18%) did not indicate a preference

- The majority of respondents in all wards, except for wards 7 and 8 preferred Option 1; majority of respondents in wards 7 and 8 preferred Option 2

The survey asked respondents to provide comments on why they preferred one option over the other. For Option 1, 142 comments were received; approximately 56% of the comments related to equal division of the wards and logical boundaries. For Option 2, 83 comments were received and approximately 25% of the comments were related to preservation of established neighbourhoods, with an emphasis on the Bramalea area.

Resident-Submitted Options

Eight resident-submitted maps were received; four of these were out of scope for the review (e.g. maps including more than 10 wards). Three maps included a similar suggestion to options already considered, with slight variances that did not meet the review criteria. One map proposed a southern border of ward 10 that does not follow a natural or physical boundary.

Other Consultation

Comments were invited from the Region of Peel, Peel District School Board, and Dufferin-Peel Catholic District School Board – no comments were received. Additionally, no known concerns were submitted by internal departments.

Population Data

The population data used for the ward boundary review was prepared for the Region of Peel by Hemson Consulting Ltd. The population data was updated for the 2021 Census. Based on Statistics Canada's recent update on population, Brampton continues to grow and its population has now surpassed that of Mississauga.

Next Steps

Staff is seeking Council's direction on how to continue with the WBR. The following options are available for Council's consideration:

Additional Public Consultation

At the Council Workshop, discussion took place regarding the results of the public consultation and Members expressed an interest in conducting additional public consultation to ensure as many residents as possible were informed about the review.

The following are additional tactics that can be implemented as directed by Council to obtain further feedback on the proposed options:

- Re-open the online survey on Let's Connect for an additional four-week period.

- Additional pop-up events at upcoming City community events, Transit hubs, recreation centres, malls, Councillor Town Halls, or other applicable events.
- Reprint of postcard and pamphlet for distribution at pop-up events and City facilities.
- Additional paid advertising and marketing to promote the online survey and community pop-ups (including ethnic media advertising).

A capital project was approved for the public consultation expenses. As of January 21, 2025, approximately \$51,000 remains available for additional public consultation efforts; an estimated cost of up to \$39,500 may be incurred depending on the public consultation tactics implemented.

If Council directs staff to conduct further public consultation, staff will report back to Council with the results of the engagement at the end of Q1 2025. As stated in earlier discussions, staff would require a decision on the WBR in early 2025 in order to implement any changes in time for the 2026 Municipal Election.

Proceed with Option 1 or 2

Council may choose to formally approve either Option 1 or 2. If Council proceeds with either option, staff will bring forward an implementation report and corresponding by-law. Ahead of the final report, staff will conduct additional meetings with Councillors from each ward pairing.

Public notice for the passing of a by-law will be required, which will incur an additional expense of up to \$3,500.

Develop Further Scenarios for Review

Council may direct staff to develop further options for ward boundary realignment, or propose slight adjustments to either Option 1 or 2. If any further options are developed or adjustments are made to the current options, staff recommends re-opening the public consultation process for a minimum two-week period in order to provide the opportunity for public comment. Depending on the public consultation tactics implemented, an estimated cost of up to \$34,000 may be incurred.

This option will extend the WBR timelines, which may in turn create implementation challenges for the 2026 Municipal Election.

Maintain Current Structure

Council may decide not to change ward boundaries at this time, and proceed with the current boundaries for the 2026 Municipal Election. Under the current direction to maintain ward pairings, the population variance for ward pairings remains within the acceptable threshold of 25% (see Appendix 3).

It is important to note that under Section 223 (1) of the *Municipal Act, 2001*, members of the public are permitted to petition Council to pass a by-law to divide, re-divide or dissolve its wards. If Council does not pass a by-law within 90 days after receiving the petition, a petitioner may apply to the Ontario Land Tribunal to divide, re-divide or dissolve the City's wards.

CORPORATE IMPLICATIONS:

Financial Implications:

Sufficient funding is available in the following project for any of the options presented in this report:

Project #	Balance Available
241125-001	\$51,661

The following are estimated costs for the various options included in this report:

Option	Estimated Cost
Option 1 – Additional Public Consultation	Up to \$39,500
Options 2 or 3 – Proceed with Option 1 or 2 identified in Council resolution CW364-2024	Up to \$3,500
Option 4 – Develop Further Scenarios for Review	Up to \$34,000
Option 5 – Maintain Current Structure	No further anticipated spend

Other Implications:

Legal Implications – A by-law would be required to ratify the final ward boundary changes. The by-law must be enacted (or approved/amended through an order by the Ontario Land Tribunal (OLT), if appealed) by December 31, 2025. The passing of a by-law for newly established ward boundaries can be appealed by a member of the public.

Communications Implications – Public consultation is a key phase of the ward boundary review project. Ensuring all residents are aware of the review and have an opportunity to review and comment on proposed options is of utmost importance. A comprehensive communications plan was developed for the public consultation phase. If additional consultation is directed by Council, the communications plan will be updated to include further opportunities to inform and educate residents, and to collect their feedback. Information regarding the public consultation will be translated into multiple languages.

If the review leads to revised ward boundaries, public notice would be required.

STRATEGIC FOCUS AREA:

This report achieves the Strategic Focus Area of Government & Leadership by facilitating a dialogue on representative government.

CONCLUSION:

Staff is requesting Council's direction on next steps for the ward boundary review. Any decision to change the current ward boundaries should be made early in 2025 to ensure legislated deadlines to implement any required changes are met. Any decision to change ward boundaries is open to appeal to the Ontario Land Tribunal, and must be resolved by December 31, 2025, in order for any ward boundary changes to have effect for the 2026 Municipal Election.

Authored by:

Reviewed by:

Shawnica Hans
Deputy Clerk, Elections, Accessibility
and Lottery Licensing
City Clerk's Office

Genevieve Scharback
City Clerk

Approved by:

Approved by:

Laura Johnston
Commissioner
Legislative Services

Marlon Kallideen
Chief Administrative Officer

Attachments:

- Appendix 1 – Ward Boundary Realignment – Option 1
- Appendix 2 – Ward Boundary Realignment – Option 2
- Appendix 3 – Projected Population Forecasts

Appendix 1 – Proposed Option 1

The following tables provide projected population variance figures for Option 1.

Table A: Preliminary Population Forecasts and Variance for Wards

Ward	2022*	Variance	2026	Variance	2030	Variance	2034	Variance
1	56,508	-19%	69,408	-8%	73,932	-11%	77,270	-11%
2	54,507	-22%	88,289	17%	92,636	12%	94,819	9%
3	53,421	-23%	61,416	-19%	70,943	-14%	78,296	-10%
4	66,930	-4%	79,700	5%	86,645	5%	89,301	3%
5	66,332	-5%	64,251	-15%	76,322	-8%	81,136	-7%
6	111,152	59%	68,686	-9%	75,585	-9%	85,916	-1%
7	61,309	-12%	76,867	2%	79,998	-3%	82,630	-5%
8	62,328	-11%	91,197	20%	94,217	14%	95,935	10%
9	76,359	10%	82,965	10%	88,000	6%	90,330	4%
10	88,153	26%	74,221	-2%	89,121	8%	94,867	9%

Table B: Preliminary Population Forecasts and Variance for Ward Pairings

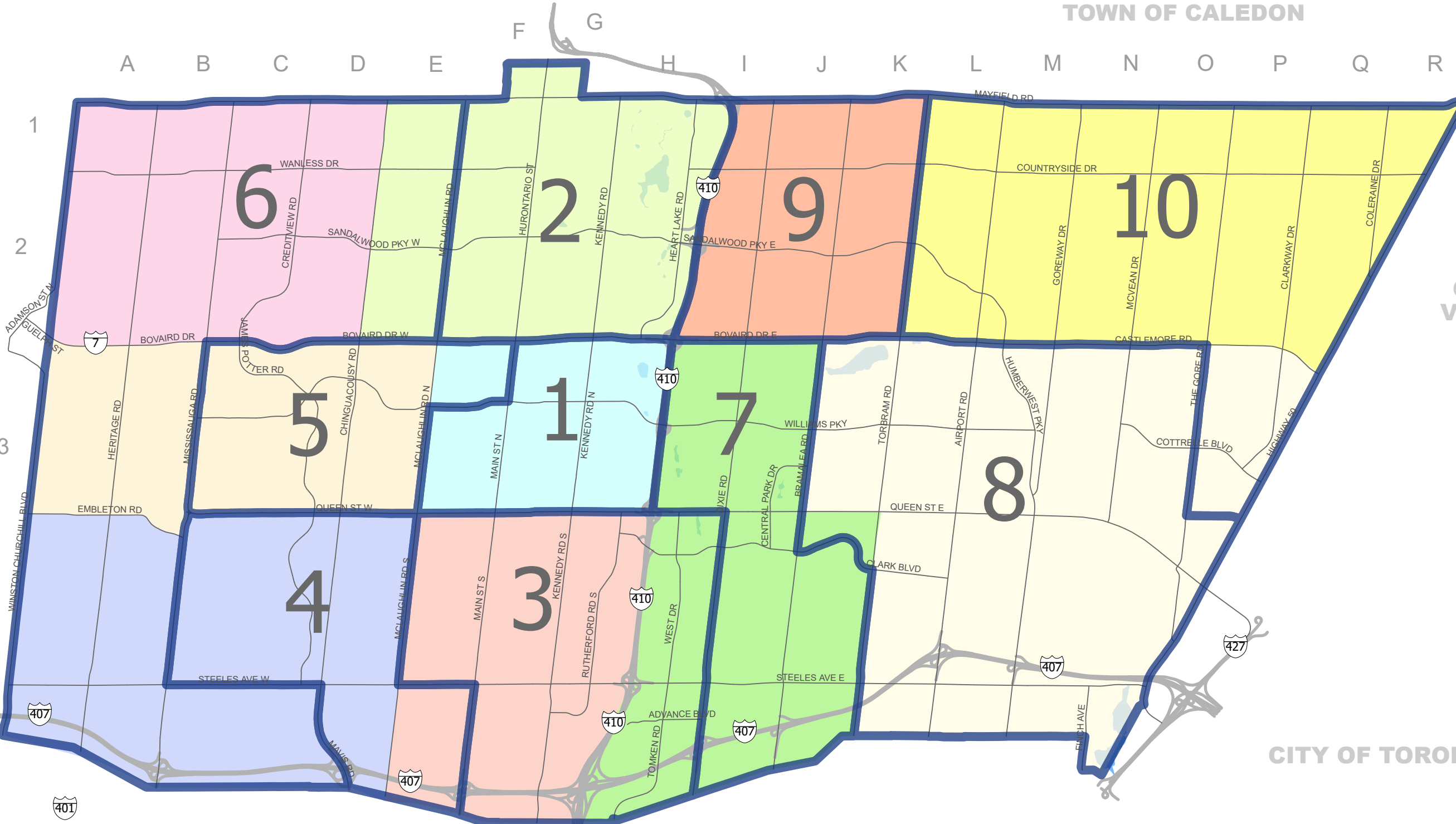
Ward	2022*	Variance	2026	Variance	2030	Variance	2034	Variance
1 & 5	122,840	-12%	133,659	-12%	150,254	-9%	158,406	-9%
2 & 6	165,660	19%	156,975	4%	168,221	2%	180,735	4%
3 & 4	120,351	-14%	141,116	-7%	157,588	-5%	167,597	-4%
7 & 8	123,636	-11%	168,064	11%	174,215	5%	178,565	3%
9 & 10	164,513	18%	157,186	4%	177,121	7%	185,197	6%

Source: Preliminary forecasts prepared for the Region of Peel by Hemson Consulting Ltd. (December 2023).

Note: These figures are for Total Population, which includes a factor to account for the Census undercoverage rate. Some figures may appear rounded to the next whole number.

* The population forecasts for 2022 are based on the current ward boundaries and are included for reference purposes only.

Option 1



0 1.5 3 Kilometers

Date: 2024/10/20

Current Ward Boundaries Proposed Boundaries – Option 1

- Ward 1
- Ward 2
- Ward 3

- Ward 4
- Ward 5
- Ward 6
- Ward 7

- Ward 8
- Ward 9
- Ward 10

Appendix 2 – Proposed Option 2

The following tables provide projected population variance figures for Option 2.

Table A: Preliminary Population Forecasts and Variance for Wards

Ward	2022*	Variance	2026	Variance	2030	Variance	2034	Variance
1	56,508	-19%	69,408	-8%	73,932	-11%	77,270	-11%
2	54,507	-22%	88,289	17%	92,636	12%	94,819	9%
3	53,421	-23%	61,416	-19%	70,943	-14%	78,296	-10%
4	66,930	-4%	66,504	-12%	70,194	-15%	71,562	-18%
5	66,332	-5%	85,099	12%	88,272	7%	90,147	4%
6	111,152	59%	61,034	-19%	80,087	-3%	94,645	9%
7	61,309	-12%	93,509	24%	96,730	17%	99,448	14%
8	62,328	-11%	74,555	-2%	77,485	-6%	79,113	-9%
9	76,359	10%	82,965	10%	88,000	6%	90,330	4%
10	88,153	26%	74,221	-2%	89,121	8%	94,867	9%

Table B: Preliminary Population Forecasts and Variance for Ward Pairings

Ward	2022*	Variance	2026	Variance	2030	Variance	2034	Variance
1 & 5	122,840	-12%	154,507	2%	162,204	-2%	167,417	-4%
2 & 6	165,660	19%	149,323	-1%	172,723	4%	189,464	9%
3 & 4	120,351	-14%	127,920	-16%	141,137	-15%	149,858	-14%
7 & 8	123,636	-11%	168,064	11%	174,215	5%	178,561	3%
9 & 10	164,513	18%	157,186	4%	177,121	7%	185,197	6%

Source: Preliminary forecasts prepared for the Region of Peel by Hemson Consulting Ltd. (December 2023).

Note: These figures are for Total Population, which includes a factor to account for the Census undercoverage rate. Some figures may appear rounded to the next whole number.

* The population forecasts for 2022 are based on the current ward boundaries and are included for reference purposes only.

TOWN
OF
HALTON
HILLS

TOWN OF CALEDON

CITY OF
VAUGHAN

CITY OF TORONTO

CITY OF MISSISSAUGA

Option 2



0 1.5 3
Kilometers

Date: 2024/10/21

Current Ward Boundaries

Proposed Boundaries – Option 2

Ward 1
Ward 2
Ward 3

Ward 4
Ward 5
Ward 6
Ward 7

Ward 8
Ward 9
Ward 10

Appendix 3 – Population Forecasts and Variance for Existing Ward Structure

Preliminary Population Forecasts by Ward and Ward Pairs – Forecast Horizon Years

Preliminary population forecast information has been prepared for the Region of Peel by Hemson Consulting Ltd. The City received updated population forecasts in December 2023. Population data has been updated for the 2021 Census.

Table A provides population figures and forecasts for the wards in Brampton for the years 2021 to 2051. The population figures were provided by the Planning, Building and Growth Management Department. The figures are from revised preliminary population forecasts prepared for the Region of Peel by Hemson Consulting Ltd. (December 2023).

Table A: Preliminary Population Forecasts to 2051

	Forecast Year						
Ward	2021	2026	2031	2036	2041	2046	2051
1	55,457	60,713	66,169	69,742	73,892	76,755	80,101
5	65,698	68,868	72,321	73,253	74,287	74,753	75,260
1 & 5 Total	121,155	129,581	138,490	142,995	148,179	151,508	155,362
2	53,790	57,376	61,303	62,707	64,137	65,026	65,985
6	107,305	126,541	152,746	170,537	185,618	193,142	199,001
2 & 6 Total	161,095	183,918	214,050	233,245	249,755	258,168	264,986
3	52,580	56,783	66,673	74,281	83,671	90,418	98,623
4	66,108	70,219	77,031	78,824	80,708	82,129	83,622
3 & 4 Total	118,688	127,001	143,704	153,105	164,379	172,547	182,245
7	60,905	62,925	66,366	68,953	72,422	76,359	79,445
8	61,045	67,458	70,940	72,412	74,141	75,169	76,406
7 & 8 Total	121,950	130,383	137,306	141,365	146,563	151,528	155,851
9	74,708	82,965	89,259	91,044	93,083	94,360	95,793
10	84,404	103,152	122,191	125,747	128,041	129,389	130,763
9 & 10 Total	159,112	186,117	211,450	216,791	221,124	223,748	226,556
Citywide Total	682,000	757,000	845,000	887,500	930,000	957,500	985,000

Source: Preliminary forecasts prepared for the Region of Peel by Hemson Consulting Ltd. (December 2023).

Note: These figures are for Total Population, which includes a factor to account for the Census undercoverage rate. Some figures may appear rounded to the next whole number.

Preliminary Population Forecasts by Ward and Ward Pairs – 2022 and Future Election Cycles

Table B provides Brampton ward population projections for the next three election cycles of 2026, 2030 and 2034. The projections for the election years were interpolated by Planning staff from the figures provided in Table A (the projections assume a constant rate of growth within each five year period).

Table B: Preliminary Population Forecasts for the Previous Election Year and the Next Three Election Cycles

	Previous Election Year	Future Election Forecast Year		
Ward	2022	2026	2030	2034
1	56,508	60,713	65,077	68,313
5	66,332	68,868	71,631	72,880
1 & 5 Total	122,840	129,581	136,708	141,193
2	54,507	57,376	60,518	62,146
6	111,152	126,541	147,505	163,421
2 & 6 Total	165,660	183,918	208,023	225,567
3	53,421	56,783	64,695	71,238
4	66,930	70,219	75,668	78,107
3 & 4 Total	120,351	127,001	140,363	149,344
7	61,309	62,925	65,678	67,918
8	62,328	67,458	70,244	71,823
7 & 8 Total	123,636	130,383	135,922	139,741
9	76,359	82,965	88,000	90,330
10	88,153	103,152	118,383	124,324
9 & 10 Total	164,513	186,117	206,383	214,654
Citywide Total	697,000	757,000	827,400	870,500

Source: Preliminary forecasts prepared for the Region of Peel by Hemson Consulting Ltd. (December 2023).

Note: These figures are for Total Population, which includes a factor to account for the Census undercoverage rate. Some figures may appear rounded to the next whole number.

Preliminary Population Forecasts by Ward – 2022 and Future Election Cycles – Population Variance by Ward

Table C provides projected population variance figures for the existing individual wards. Figures appearing in **red** indicate that the ward population variance is outside of the generally accepted 25% threshold. As shown in the table, for the 2026 election year, Wards 6 and 10 are outside of the accepted variance threshold.

Table C: Preliminary Population Forecasts and Variance for Wards

Ward	2022	Variance	2026	Variance	2030	Variance	2034	Variance
1	56,508	-19%	60,713	-20%	65,077	-21%	68,313	-22%
2	54,507	-22%	57,376	-24%	60,518	-27%	62,146	-29%
3	53,421	-23%	56,783	-25%	64,695	-22%	71,238	-18%
4	66,930	-4%	70,219	-7%	75,668	-9%	78,107	-10%
5	66,332	-5%	68,868	-9%	71,631	-13%	72,880	-16%
6	111,152	59%	126,541	67%	147,505	78%	163,421	88%
7	61,309	-12%	62,925	-17%	65,678	-21%	67,918	-22%
8	62,328	-11%	67,458	-11%	70,244	-15%	71,823	-17%
9	76,359	10%	82,965	10%	88,000	6%	90,330	4%
10	88,153	26%	103,152	36%	118,383	43%	124,324	43%
Citywide Total	697,000		757,000		827,400		870,500	
Average per Ward	69,700		75,700		82,740		87,050	

Source: Preliminary forecasts prepared for the Region of Peel by Hemson Consulting Ltd. (December 2023).

Note: These figures are for Total Population, which includes a factor to account for the Census undercoverage rate. Some figures may appear rounded to the next whole number.

Preliminary Population Forecasts by Ward Pairs – 2022 and Future Election Cycles – Population Variance by Ward Pairs

Table D provides projected population variance figures for the existing ward pairs. Figures appearing in **red** indicate that the projected population for the ward pairing is outside of the generally accepted 25% threshold. As shown in the table, for the 2026 election year, all ward pairings are within the accepted threshold.

Table D: Preliminary Population Forecasts and Variance for Ward Pairings

Ward	2022	Variance	2026	Variance	2030	Variance	2034	Variance
1 & 5	122,840	-12%	129,581	-14%	136,708	-17%	141,193	-19%
2 & 6	165,660	19%	183,918	21%	208,023	26%	225,567	30%
3 & 4	120,351	-14%	127,001	-16%	140,363	-15%	149,344	-14%
7 & 8	123,636	-11%	130,383	-14%	135,922	-18%	139,741	-20%
9 & 10	164,513	18%	186,117	23%	206,383	25%	214,654	23%
Citywide Total	697,000		757,000		827,400		870,500	
Average per Ward Pairing	139,400		151,400		165,480		174,100	

Source: Preliminary forecasts prepared for the Region of Peel by Hemson Consulting Ltd. (December 2023).

Note: These figures are for Total Population, which includes a factor to account for the Census undercoverage rate. Some figures may appear rounded to the next whole number.



Minutes

Accessibility Advisory Committee

The Corporation of the City of Brampton

Tuesday, February 25, 2025

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

Members Absent: Gurleen Garcha (Co-Chair)
Chamila Belleth
Kathia Johnson

Staff Present: Shawnica Hans, Deputy Clerk, Election and
Accessibility
Sylvia Ingham, Accessibility Coordinator
Sabrina Cook, Accessibility Coordinator
Chris Sensicle, Accessible Enforcement Officer
Chandra Urquhart, Legislative Coordinator

1. **Call to Order**

The meeting was called to order at 6:38 p.m. and adjourned at 8:30 p.m.

2. **Approval of Agenda**

The following motion was considered:

AAC001-2025

That the agenda for the Accessibility Advisory Committee meeting of February 25, 2025 be approved, as published and circulated.

Carried

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

Nil

4. **Previous Minutes**

4.1 Minutes - Accessibility Advisory Committee - December 10, 2024

The minutes were considered by Committee of Council on January 15, 2025, and approved by Council on January 22, 2025. The minutes were provided for Committee's information.

5. **Presentations\Delegations**

5.1 Delegation from Kat Norman, Design Director and Brian Piercey, Technical Specialist, Infrastructure Interior Design, re: City Hall - 1st Floor Renovations

Kat Norman, Design Director and Brian Piercey, Technical Specialist, Infrastructure Interior Design, provided a presentation on City Hall, 1st Floor renovations. The following was highlighted:

- Project key plan
- Overview

- Accessibility features
 - Economic Development Office
 - Clerks' Office counter
 - Marriage ceremony room
- Interior finishes

The delegation responded to comments from Committee regarding the following:

- Difference in the City's accessibility technical standards with respect to items, such as:
 - kitchen sink, counter height, workspace dimensions and clearance measurement, Clerks' counter height and border color contrast
- Reference to operation of accessible push door button, directional signage and adjustable room lighting

The delegation advised that comments provided will be reviewed and considered to meet the City's accessibility technical standards where feasible.

The following motion was considered:

AAC002-2025

That the delegation from Kat Norman, Design Director and Brian Piercey, Technical Specialist, Infrastructure Interior Design, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **City Hall - 1st Floor Renovations** be received.

Carried

6. Municipal Accessibility Plan Priorities

Nil

7. Other/New Business

7.1 City Clerk's Office, re: Election of Chair/Co-Chairs

Clerk's Office staff referenced the recommendation that was approved when the current Co-Chairs were selected in 2023 for a review of appointments after one year.

In response to questions, City Clerk's Office staff reminded Committee that all members were initially appointed by the Citizen Appointments Committee. In the case of Franco Spadafora, Co-Chair, the Committee supported a motion at a previous meeting to allow him to continue as a member and attend meetings remotely, even though he relocated to another City. Staff clarified that he is now able to attend meetings in person and may participate in the election process.

Shawnica Hans, Deputy Clerk, Elections and Accessibility, outlined the voting process, noting that the Chair, and Vice-Chair or two Co-Chair positions were available. Members may nominate another member or themselves to fill the positions. The floor was opened for nominations.

Vanessa Tantalo, Member, nominated herself.

Nuno Peixoto, Member, nominated himself.

Franco Spadafora, Member, nominated himself.

There were no more nominations and nominations were closed.

The Deputy Clerk advised that each member was permitted to vote for two nominees for the position of Co-Chairs.

Members voted and the results noted as follows:

- Vanessa Tantalo - 6 votes
- Nuno Peixoto - 9 votes
- Franco Spadafora - 2 votes

Vanessa Tantalo and Nuno Peixoto were each appointed as Co-Chairs until the end of the Term of Council in November 2026.

The following motion was considered:

AAC003-2025

That the following members be appointed as Co-Chairs of the Accessibility Advisory Committee until the end of Term of Council on November 14, 2026, or until a new Committee was established:

- Vanessa Tantalo
- Nuno Peixoto

Carried

7.2 Report by Sabrina Cook, Accessibility Coordinator, re: 2024 Ontario Building Code Changes - Accessibility Updates

Sabrina Cook, Accessibility Coordinator, provided an overview of the subject report noting that staff reviewed the 2024 Ontario Building Code changes and identified seven areas that need to be updated in the City's Accessibility Technical Standards. Committee will be advised when the updates would be completed and published late this year.

In response to a question, staff advised that door width clearance in the City's Accessibility Technical Standards will be maintained.

AAC004-2025

That the report from Sabrina Cook, Accessibility Coordinator, City Clerk's Office, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **2024 Ontario Building Code Changes - Accessibility Updates**, be received.

Carried

7.3 Update from Chris Sensicle, Accessible Enforcement Officer, re: Annual Staff Report - Accessible Enforcement 2024

Chris Sensicle, Accessibility Enforcement Officer, provided an overview of the annual report on Accessibility Enforcement for 2024, highlighting the tracking inspection process, response times for calls on misuse of accessible parking spaces, vehicles blocking accessible parking aisles, and training for new accessibility enforcement officers.

In response to questions and comments, Committee was advised that business owners or their management may also contract private security to take action as required on accessibility violations, and issue City tickets as appropriate.

The following motion was considered:

AAC005-2025

That the update from Chris Sensicle, Accessible Enforcement Officer, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **Annual Staff Report - Accessible Enforcement 2024** be received.

Carried

7.4 Report by Sylvia Ingham, Accessibility Coordinator, re: Accessibility Awards Program Update

Sylvia Ingham, Accessibility Coordinator, provided an overview of the report on the accessibility awards program, noting that two options were provided to Committee for consideration.

Discussion followed and included the following:

- benefits and advantages of the 'standalone' program which will be administered by accessibility staff with the assistance of the Clerk's Office staff
- benefits and advantages of including the event within the existing Citizen Awards

- Suggestion to continue the standalone event and consider adding “accessibility” as a category within the Citizen Award
- Recognition of awards' recipients at a Council meeting

Staff provided clarification that a request to add a category to the Citizen Awards' event will create confusion and duplication for nominees, the public, and may also jeopardise the status of the Accessibility Awards Program, as their selection criteria will differ from the AAC awards, the intent of which is to bring recognition to the contributions of individuals in the accessibility community.

Committee agreed that the AAC awards should remain as standalone event and supported option 1 of the staff recommendation.

Staff added that arrangements will be made for the recipients of the Accessibility Awards Program to be recognized at a Council meeting. Staff will reach out to the Citizen Awards Committee and inquire what options may be available to recipients for recognition at that event.

The following motion was considered:

AAC006-2025

1. That the report from Sylvia Ingham, Accessibility Coordinator, City Clerk's Office to the Accessibility Advisory Committee Meeting of February 25, 2025, re: **Accessibility Awards Program Update**, be received; and.
2. That the Accessibility Advisory Committee (AAC) direct staff to relaunch the Accessibility Awards program in the following format:
 - I. That the Accessibility Awards Program remain as a program administered by the AAC and City Clerk's Office staff.

Carried

7.5 Report by Sylvia Ingham, Accessibility Coordinator, re: Rosalea Tennis Dome – Information Update

Committee discussion took place and included the following:

- request for an update on the enhancements proposed for the accessibility ramp located outside the universal washroom
- whether the permit approvals for the project followed the formal building permit approval process

Ed Fagan, Director, Parks Maintenance and Forestry, Community Services, advised that an additional washroom will be located on the site that will be compliant with the *Accessibility for Ontarians with Disabilities Act* (AODA) and the City's accessibility technical standards. Also, the ramp outside the universal washroom was being modified in the next few days to meet applicable standards.

In response to a question, Ed Fagan advised that staff will confirm whether both the ramp and the universal washroom are in compliance with the Ontario Building Code.

Sylvia Ingham, Accessibility Coordinator, advised that accessibility staff will be reviewing the specifications for any new trailer that is being considered for the site to ensure compliance with the City's accessibility technical standards.

The following motion was considered:

AAC007-2025

That the report from Sylvia Ingham, Accessibility Coordinator, City Clerk's Office, to the Accessibility Advisory Committee meeting of February 25, 2025, re: **Rosalea Tennis Dome – Information Update**, be received.

Carried

8. Correspondence

Nil

9. Information Items

Nil

9.1 Verbal update from Sylvia Ingham, Accessibility Coordinator, re: Howden Recreation Centre

Sylvia Ingham, Accessibility Coordinator, provided an update on Howden Recreation Centre, noting the following:

- The redevelopment of the subject facility was presented to Committee at the meeting December 10, 2024
- Comments and concerns were noted by staff
- A Council Resolution was passed at the Special Council meeting on January 13, 2025 to approve the addition of a library at the facility
- Design of Howden Recreation Centre facility will be revisited and redesigned to incorporate the library space
- Staff will review the new design to include the library space which will be presented at a future Committee meeting

10. Question Period

Nil

11. Public Question Period

Nil

12. Adjournment

AAC008-2025

That the Accessibility Advisory Committee meeting do now adjourn to meet again on Tuesday, May 13, 2025, at 6:30 p.m.

Carried

Franco Spadafora, Co-Chair

Gurleen Garcha, Co-Chair



Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2025-02-26

Subject: Annual Statement of Remuneration and Expenses for 2024

Contact: Nash Damer, Treasurer, Corporate Support Services

Report number: Corporate Support Services-2025-078

RECOMMENDATIONS:

1. That the report from Maja Kuzmanov, Sr. Manager Accounting Services/Deputy Treasurer, Finance Division, to the Committee of Council Meeting of March 19, 2025, re: **Annual Statement of Remuneration and Expenses for 2024**, be received; and
2. That Council approve the 2024 expenses exceeding the annual budget for the Mayor.

OVERVIEW:

- The *Municipal Act, 2001* requires that, on or before March 31, the Treasurer provide Council with the Statement of Remuneration and Expenses paid in the previous year to:
 - Each Member of Council in respect of their duties as a Member of Council and their duties as a member of any body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a Member of Council, and
 - Each person, other than a Member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.
- The attached schedules show remuneration and expenses paid for the year ended December 31, 2024.
- Section 4.2(b) of Mayor and Councillors' Expense Policy requires Council approval, should any Member of Council exceed their annual or term budget.

BACKGROUND:

Section 284(1) of the *Municipal Act, 2001* requires that:

“The Treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement of remuneration and expenses paid in the previous year to,

- a) each member of council in respect of his or her services as a member of the council or any body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;*
- b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and*
- c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.”*

The statement will include all expenses paid to or incurred on behalf of Members of Council using their operating business expense account, any Corporate operating and capital project accounts, including salaries and benefits paid to Council Staff and expenses incurred by Council Staff.

In addition to annual reporting requirements as outlined in Section 284(1) of the *Municipal Act, 2001*, Members of Council are provided on a monthly basis with the itemized list of their Expense Accounts.

CURRENT SITUATION:

The attached schedules illustrate the remuneration and expenses paid for the year ended December 31, 2024 in accordance with the reporting requirement of the *Municipal Act, 2001*:

- To each member of City Council, and
- To each member appointed by the City to local boards and committees.

Mayor and Councillor expenses are presented on ***Appendix A: Mayor and Councillor Statement of Remuneration and Expense***

Section 4.2(b) of Mayor and Councillors' Expense policy requires Council approval, should any Member of Council exceed their annual or term budget.

Based on the annual Mayor and Councillor Statement of Remuneration and Expenses, as of December 31, 2024, the Mayor's 2024 expenses have exceeded the annual budget and this report seeks Council approval for these expenses, as required by the policy.

CORPORATE IMPLICATIONS:

Financial Implications:

There are no direct financial implications resulting from this report.

Corporate Implications:

There are no direct corporate implications resulting from this report.

STRATEGIC FOCUS AREA:

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

CONCLUSION:

The *Municipal Act, 2001* requires that, on or before March 31, the Treasurer provide Council with the Statement of Remuneration and Expenses paid in the previous year to each Member of Council and each person appointed by the municipality to serve as a member of any body, including a local board.

Authored by:

Reviewed by:

Maja Kuzmanov,
Sr. Manager Accounting Services/
Deputy Treasurer,
Finance Division

Nash Damer,
Treasurer,
Finance Division

Approved by:

Approved by:

Alex Milojevic,
Commissioner,
Corporate Support Services

Marlon Kallideen,
Chief Administrative Officer

Attachments:


- Attachment 1 – Appendix A - Mayor and Councillor Statement of Remuneration and Expense
- Attachment 2 – Appendix B - Appointed Members of Local Boards and Committees Statement of Remuneration and Expense



Appendix A
Members of City Council
Statement of Remuneration & Expense
For the Period of January 1 to December 31, 2024

		Elected Official's Expense Account								Corporate Accounts			
Ward	Period	Elected Official's Salary	Elected Official's Benefits *	Staff Salary and Benefits	Business Office Expenses and Professional Development	Community Development and Sponsorship	Telephone, Cellular and Internet	Sub-Total	Budget Remaining	Corporate Representation **	Other***	Sub-Total	Total
<u>Mayor</u> Patrick Brown	Jan 1 - Dec 31	154,312.24	58,718.44	1,338,394.34	259,094.77	5,893.60	6,836.97	1,823,250.36	(314,471.36)	7,416.29	4,822.48	12,238.78	1,835,489.13
<u>Regional Councillors</u>													
Rowena Santos	1 & 5 Jan 1 - Dec 31	98,066.27	49,197.19	246,642.51	21,207.35	2,791.56	1,712.19	419,617.07	1,082.93	11,306.10	4,531.06	15,837.17	435,454.24
Paul Vicente	1 & 5 Jan 1 - Dec 31	98,066.27	49,197.19	188,954.45	9,690.62	6,058.03	630.30	352,596.86	68,103.14	2,804.86	4,441.84	7,246.70	359,843.56
Michael Palleschi	2 & 6 Jan 1 - Dec 31	98,066.27	49,197.19	155,741.72	109.99	79.20	1,263.08	304,457.45	116,242.55	103.39	4,430.08	4,533.47	308,990.92
Navjit Kaur Brar	2 & 6 Jan 1 - Dec 31	98,066.27	49,197.19	205,294.12	2,700.38	1,878.10	2,616.44	359,752.50	60,947.50	1,453.77	4,467.58	5,921.36	365,673.86
Martin Medeiros	3 & 4 Jan 1 - Dec 31	98,066.27	49,197.19	232,818.72	5,744.65	22,526.38	1,587.83	409,941.04	10,758.96	-	4,490.46	4,490.46	414,431.50
Dennis Keenan	3 & 4 Jan 1 - Dec 31	98,066.27	49,197.19	258,454.04	526.54	1,810.07	1,580.91	409,635.02	11,064.98	73.93	4,431.06	4,505.00	414,140.02
Pat Fortini	7 & 8 Jan 1 - Dec 31	98,066.27	49,197.19	254,660.17	737.82	850.00	2,419.98	405,931.43	14,768.57	-	4,432.02	4,432.02	410,363.45
Gurpratap Singh Toor	9 & 10 Jan 1 - Dec 31	98,066.27	49,198.67	165,500.40	23,030.55	16,753.85	1,043.11	353,592.85	67,107.16	1,191.42	10,779.68	11,971.11	365,563.96
<u>City Councillors</u>													
Rod Power	7 & 8 Jan 1 - Dec 31	98,066.27	49,197.19	156,190.96	898.37	12,588.48	1,662.31	318,603.58	102,096.42	2,872.24	4,430.08	7,302.33	325,905.91
Harkirat Singh	9 & 10 Jan 1 - Dec 31	98,066.27	49,197.19	150,907.46	22,111.14	11,960.64	562.65	332,805.35	87,894.65	9,855.09	85,605.51	95,460.60	428,265.95
TOTAL		1,134,974.94	550,691.82	3,353,558.89	345,852.18	83,189.91	21,915.77	5,490,183.51	225,595.50	37,077.10	136,861.90	173,939.00	5,664,122.51

* Includes Car Allowance
** Includes FCM, AMO, Big City Mayors
*** Coporate paid expenses

 FLOWER CITY BRAMPTON.CA		Appendix B Appointed Members of Local Boards & Committees Statement of Remuneration & Expenses For The Period of January 1 to December 31, 2024						
	Period	By-law #	Salary	Benefits	Total of Salary & Benefits	Car Allowance / Expense	Business Office Expense	Total of Expenses
Brampton Appeal Tribunal								
Baljinder Baring	Effective June 1, 2023	By-law # C132-2023	\$ 300.00		\$ 300.00			\$ -
Santokh Sam Basra	Effective June 1, 2023	By-law # C132-2023	\$ 500.00		\$ 500.00			\$ -
Cynthia Kilfeather	Effective June 1, 2023	By-law # C132-2023	\$ 400.00		\$ 400.00			\$ -
Sukhjot Naroo	Effective June 1, 2023	By-law # C132-2023	\$ 300.00		\$ 300.00			\$ -
Shukla Pathik	Effective June 1, 2023	By-law # C132-2023	\$ 625.00		\$ 625.00			\$ -
Harjeet Singh Sahota	Effective June 1, 2023	By-law # C132-2023	\$ 100.00		\$ 100.00			\$ -
Henry Verschuren	Effective June 1, 2023	By-law # C132-2023	\$ 250.00		\$ 250.00			\$ -
Pritpaul Singh Grewal	Effective June 1, 2023	By-law # C132-2023	\$ 900.00		\$ 900.00			\$ -
Harbhajan Dhillon	Effective December 7, 2023	By-law # C303-2023	\$ 300.00		\$ 300.00			\$ -
Beryl Ford	Effective December 7, 2023	By-law # C303-2023	\$ -		\$ -			\$ -
BRAMPTON APPEAL TRIBUNAL - TOTAL			\$ 3,675.00	\$ -	\$ 3,675.00	\$ -	\$ -	\$ -
Committee of Adjusment								
Ron Chatha	Effective June 1, 2023	Bylaw # C132-2023	\$ 2,100.00		\$ 2,100.00			\$ -
Jotvinder Sodhi	Effective June 1, 2023	Bylaw # C132-2023	\$ 2,275.00		\$ 2,275.00			\$ -
Jarmanjit Singh Dehriwal	Effective June 1, 2023	Bylaw # C132-2023	\$ 2,275.00		\$ 2,275.00			\$ -
Sukhpal Khara	Effective June 1, 2023	Bylaw # C132-2023	\$ 1,750.00		\$ 1,750.00			\$ -
Baljit Singh Mand	Effective June 1, 2023	Bylaw # C132-2023	\$ 2,275.00		\$ 2,275.00			\$ -
Sarbjeet Saini	Effective June 1, 2023	Bylaw # C132-2023	\$ 2,275.00		\$ 2,275.00			\$ -
Thisaliny Thirunavukkarasu	Effective June 1, 2023	Bylaw # C132-2023	\$ 1,050.00		\$ 1,050.00			\$ -
James Reed	Effective June 1, 2023	Bylaw # C132-2023	\$ 1,750.00		\$ 1,750.00	\$ 555.01		\$ 555.01
Manoharan Vaithianathan	Effective June 1, 2023	Bylaw # C132-2023	\$ 1,225.00		\$ 1,225.00			\$ -
COMMITTEE OF ADJUSTMENT - TOTAL			\$ 16,975.00	\$ -	\$ 16,975.00	\$ 555.01	\$ -	\$ 555.01
Brampton Heritage Board								
Douglas McLeod	Effective June 01, 2023	By-law # C111-2023	-		-			-
Paul Willoughby	Effective June 01, 2023	By-law # C111-2023	-		-			-
Stephen Collie	Effective June 01, 2023	By-law # C111-2023	-		-			-
Nick Craniotis	Effective June 01, 2023	By-law # C111-2023	-		-			-
Roy de Lima	Effective June 01, 2023	By-law # C111-2023	-		-			-
Prianka Garg	Effective June 01, 2023	By-law # C111-2023	-		-			-
Sharron Goodfellow	Effective June 01, 2023	By-law # C111-2023	-		-			-
Hunyah Irfan	Effective June 01, 2023	By-law # C111-2023	-		-			-
Dian Landurie	Effective June 01, 2023	By-law # C111-2023	-		-			-
Christiana Nuamah	Effective June 01, 2023	By-law # C111-2023	-		-			-
Naveed Suleman	Effective June 01, 2023	By-law # C111-2023	-		-			-
Rajesh Vashisth	Effective June 01, 2023	By-law # C111-2023	-		-			-
BRAMPTON HERITAGE BOARD - TOTAL			-	-	-	-	-	-
Brampton School Traffic Safety Council								
Charles Gonsalves	Effective June 01, 2023	By-law # C111-2023	-		-			-
Dominique Darmanin-Sturgeon	Effective June 01, 2023	By-law # C111-2023	-		-			-
Nayan Brahmhatt	Effective June 01, 2023	By-law # C111-2023	-		-			-
Satvir Dhaliwal	Effective June 01, 2023	By-law # C111-2023	-		-			-
Janice Gordon-Daniels	Effective June 01, 2023	By-law # C111-2023	-		-			-
Donald Haberer	Effective June 01, 2023	By-law # C111-2023	-		-			-
Mohan Bala	Effective Dec 06, 2023	By-law # C303-2023	-		-			-
Wendell Cole	Effective Dec 06, 2023	By-law # C303-2023	-		-			-
Daljit Singh	Effective Dec 06, 2023	By-law # C303-2023	-		-			-
BRAMPTON SCHOOL TRAFFIC SAFETY COUNCIL - TOTAL			-	-	-	-	-	-
GRAND TOTAL			\$ 20,650.00	\$ -	\$ 20,650.00	\$ 555.01	\$ -	\$ 555.01



Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2020-02-21

Subject: 2024 Annual Sponsorship Report

Contact: Tara Hunter, Manager Sponsorship and Corporate Development,
 Strategic Communications, Tourism and Events

Report number: Corporate Support Services-2025-222

RECOMMENDATIONS:

1. That the report from Tara Hunter, Manager Sponsorship and Corporate Development, Strategic Communications, Tourism and Events to the Committee of Council Meeting of March 19, 2025, re: **2024 Annual Sponsorship Report**, be received.

OVERVIEW:

- The Annual Sponsorship report outlines the 2024 results of the Sponsorship & Naming Rights and Third-Party Advertising programs, which provide non-tax revenue to the City contributing to the delivery of high-quality services, events, programs and initiatives.
- In 2024, the City received more than \$1,500,000 in sponsorship and naming rights revenue, along with \$72,000 in in-kind contributions.
- Of the funds received, \$1,134,567 came from the sale of customized sponsorship packages, an increase of 23% over the previous year.
- In 2024, the City received \$143,668 in advertising revenue from rink boards and digital screens in community centres, an increase of 122% over the previous year.
- Priorities for 2025 are to further emphasize the value proposition of sponsorship, ensuring it delivers enhanced benefits and meaningful impact for residents, and continue the strong growth of advertising revenue.
- There is no financial impact resulting from the adoption of the recommendations in this report.

BACKGROUND:

This report highlights the outcomes of the City's Sponsorship and Naming Rights Program and Third-Party Advertising Program in 2024.

The Sponsorship and Naming Rights Policy approved by Council Resolution C049-2024 (CW094-2024) requires an annual report to Council on the total value of Sponsorship contributions (cash and in-kind).

There are no changes to the approved list of assets for the sale of naming rights. Refer to Attachment 1 – Sponsorship Asset Inventory List for Naming Rights.

CURRENT SITUATION:

Sponsorship & Naming Rights

The City's Sponsorship and Naming Rights Program provides opportunities for the private sector, corporate partners and local businesses to connect with the community to achieve their marketing and branding goals. The revenue generated by selling customized sponsorship packages helps the City offset rising operational costs, while supporting the continued delivery of high-quality services and programs.

The success of the program is measured in tangible dollars and the intangible value created when meaningful connections are made between residents and businesses.

Tangible Value

In 2024, the City received over \$1,500,000 in cash sponsorships and naming rights, along with \$72,000 in in-kind contributions.

The Sponsorship and Naming Rights Program sold customized sponsorship packages to 55 businesses providing financial support towards 58 City assets (events, programs, initiatives, buildings and amenities). This generated \$1,134,567 in cash sponsorship, reflecting a 23% increase from 2023.

The full list of sponsored assets can be referenced in Attachment 2 – 2024 City Assets with Sponsorship or Naming Rights and the list of sponsors in Attachment 3 – 2024 Sponsors.

All revenue generated from customized sponsorship packages goes back to the Division receiving the sponsorship or naming rights.

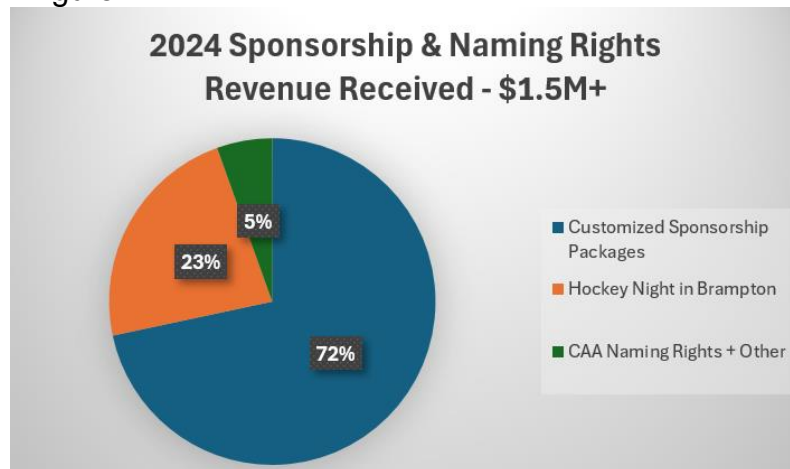
2024 Core Program Revenue Received by Department	
Community Services - Recreation, Parks, Performing Arts, Community Safety	\$559,575
Corporate Support Services - Strategic Communications, Tourism and Events	\$460,825
Office of the CAO - Economic Development	\$62,667
BEMO, Fire & Emergency Services	\$20,000
Building Planning and Growth Management - Environmental Planning, Transportation Planning	\$18,000
Transit	\$13,500
TOTAL	\$1,134,567

In addition, Hockey Night in Brampton raised \$360,000 in sponsorships in support of William Osler Foundation contributing to the \$14 million total raised by the event and led by the \$12 million donation from The Carangel Corporation (Greenpark Group).

Revenue highlights also include the City's mid-year reacquisition of the CAA Centre operations and naming rights fee, which further bolstered revenues in 2024.

The breakdown of revenue received in 2024 is identified the by the pie chart in Figure 1.

Figure 1



Since the implementation of the Sponsorship and Naming Rights Program in 2019, the sale of customized sponsorship and naming rights packages has a cumulative value over \$5,600,000, based on the total value of agreements.

Looking ahead, the goal is to grow the revenue generated by the Sponsorship and Naming Rights Program by 8% in 2025.

Intangible Value

The intangible value of the core Sponsorship and Naming Rights Program in 2024 is exemplified through the Annual Sponsorship Awards, where sponsors are celebrated and honoured across six distinct categories. This initiative highlights the program's impact by acknowledging the meaningful contributions and partnerships that drive community engagement and success and plays a pivotal role stewarding the relationship for both existing and prospective sponsors.

The 2024 winners were recognized at the 6th Annual Sponsorship Forum and include:

- **Toronto Pearson /GTAA** - Environment & Sustainability Award
- **Capital Power** – Youth Empowerment Award
- **MNP** – Business Mentorship Award
- **Great Gulf** – Promoting Healthy Communities Award
- **TD** – Community Leadership
- **Enbridge** – Community Impact Award

Another example of the program's intangible value is its 2024 partnership between the Recreation Division and the MLSE Foundation's *House of Hockey* program, an inclusive and impactful eight-week, free ball hockey initiative for youth aged 14 to 17. MLSE funded essential equipment and staff wages, ensuring the program's success. The program engaged 78 youth, 25% of whom were females in the mixed-gender leagues.

Overall, the Sponsorship and Naming Rights Program is delivering strong revenue returns to the City benefiting taxpayers, and delivering value to the sponsors who are connecting with the community and providing enhanced experiences to residents.

A key priority for 2025 will be to further emphasize the value proposition of sponsorship, ensuring it delivers enhanced benefits and meaningful impact for residents.

Third Party Advertising

The sale of third-party advertising on City property is another strategic non-tax revenue stream, helping to address rising operational costs while supporting community initiatives.

In 2024, efforts focused on Recreation assets – specifically rink boards and digital screens in community centres.

In 2024 advertising revenue increased 122% over the previous year, totaling \$143,668.

This revenue excludes Transit, which operates under a third-party sales model for bus, bench, and shelter advertising. Transit receives annual guaranteed revenue based on a shared revenue model with the contracted third parties. The revenue generated helps fund Transit operating costs.

Looking ahead to 2025, significant revenue potential remains through unsold inventory of existing advertising assets, and the addition of the CAA Centre. To maximize this opportunity, a new Advertising and Sponsorship Coordinator position will be filled in Q1 2025. This role will focus on expanding third-party advertising sales, optimizing existing assets, and exploring potential new opportunities.

CORPORATE IMPLICATIONS:

Financial Implications:

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

STRATEGIC FOCUS AREA:

This report supports the Strategic Focus Area of Growing Urban Centres and Neighbourhoods to attract investment and employment creating opportunities for businesses to invest in sponsorship, naming rights and advertising to grow their business and build connections within their local community.

CONCLUSION:

The Sponsorship and Naming Rights Program is delivering strong revenue returns to the City, benefiting taxpayers and delivering value to the sponsors who are connecting with the community and providing enhanced experiences to residents. The Third-Party Advertising Program is growing as another strategic non-tax revenue stream and can expect to have stronger revenue returns with the addition of the new staff resource in 2025.

Authored by:

Reviewed by:

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Strategic Communications, Tourism
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Jason Tamming,
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Approved by:

Approved by:

Alex Milojevic,
Commissioner, Corporate Support
Services

Marlon Kallideen,
Chief Administrative Officer

Attachments:

- Attachment 1 – Sponsorship Asset Inventory List for Naming Rights
- Attachment 2 – 2024 City Assets with Sponsorship or Naming Rights
- Attachment 3 – 2024 Sponsors

Attachment 1 – Sponsorship Asset Inventory List for Naming Rights

1. Balmoral Recreation Centre
2. Brampton Fire & Emergency Services Training Centre
3. Century Gardens Recreation Centre
4. Century Gardens Youth Hub
5. Creditview Park
6. Embleton Community Centre
7. Garden Square
8. Gateway Terminal
9. Gore Meadows Community Centre
10. Howden Recreation Centre
11. LBP Brampton
12. Riverstone Recreation Centre
13. Victoria Park Arena

Approved by Council Resolution C091-2022 (CW150-2022)

Attachment 2 – 2024 City Assets with Sponsorship & Naming Rights

2024 City Assets with Sponsorship/ Naming Rights			
COMMUNITY SERVICES: \$559,575			
RECREATION	PARKS	PERFORMING ARTS	COMMUNITY SAFETY OFFICE
Bunny EGGscitement	Backyard Garden Program	Brampton on Stage - Season	Auto-Theft RFID pilot
National Youth Week	Residential Tree Program	Heartbeats	
Fright Nights	Community Clean-Ups	Garden Square Summer Series	
Movies Under the Stars	Community Tree Plantings		
Spring Fest /Seniors Month	Pollinator Week		
Seniors Dinner/Dances	Etobicoke Creek Trail		
Family Day		Naming Rights	
Free Swims & Skates		Save Max Sports Centre	
Free Drop-in Basketball/Badminton		Coke Canada Bottling Gymnasium (Gore Meadows)	
Winter Wonderland		Great Gulf Cricket Pitch at Teramoto Park	
Accessibility Programming		Kwality Sweets Cricket Pitch at Andrew McCandless Park	
Active Assist Progam			
Youth Hub Programming			
Peel Village Golf			
Photography Progammng (in-kind)			
CORPORATE SUPPORT SERVICES: \$460,825			
EVENTS	TOURISM		
Canada Day	Farmers' Market		
Winter Lights Festival			
New Years Eve			
Diwali			
Pride			
Garba			
Brampton 50th Celebration			
Mount Pleasant Night Market			
National Indigenous Peoples Day			
Lunar New Year			
Black History Month			
International Women's Day			
Eid			
OFFICE OF THE CAO: \$62,667			
ECONOMIC DEVELOPMENT			
Collision Event			
Annual Food Summit			
BramHacks Hackathon			
BEC - Entrepreneurs Connect Series			
BEC - Meeting Pod/Phone Booth			
BEMO, FIRE & EMERGENCY SERVICES: \$20,000 (+ in-kind)			
FIRE & EMERGENCY SERVICES	BEMO		
Fire Prevention Week	Emergency Preparedness Week		
Carbon Monoxide Awareness Week			
Saved by the Beep (in-kind)			
BUILDING PLANNING & GROWTH MANAGEMENT: \$18,000 (+ in-kind)			
ENVIRONMENTAL PLANNING	TRANSPORTATION PLANNING		
Earth Day	Bike to Work Day (in-kind)		
Grow Green Awards			
Litter Reduction Campaign			
TRANSIT: \$13,500 (+in-kind)			
TRANSIT			
Newcomer Bus Tour			
Customer Appreciation Week (in-kind)			
New Year's Eve Ride Free			

Attachment 3 – 2024 Sponsors

Sponsors			
1	Save Max	39	Paradise Developments
2	Tim Hortons	40	Mattamy Homes
3	Algoma University	41	Loblaw
4	Coke	42	Brampton Venture Zone
5	Kwality Sweets	43	Harvey's
6	407 ETR	44	Maple Lodge/ Zabhia Halal
7	Great Gulf	45	Metro/Food Basics
8	Sheridan	46	SEW Eurodrive
9	Malar Group	47	Ability Home Care
10	TD	48	Bioped
11	GTAA	49	Quantum Arc Solutions
12	Renewal by Anderson	50	Top Rock Climbing
13	Genesis Brampton	51	Altitude Accelerator
14	Fieldgate Developments	52	Scotts Canada
15	Enbridge	53	Domino's
16	Capital Power	54	Canon
17	CN	55	McDonald's
18	CAA		
19	National Homes		
20	Alectra Utilities		
21	Northwest Lexus		
22	Metrolinx		
23	Daniels		
24	Newton's Grove		
25	Meridian		
26	Performance Auto		
27	Atiba Foundation		
28	Triple M Metals		
29	Rogers Cyber Secure Catalyst		
30	Amazon		
31	Performance Kia		
32	Argo Development		
33	MNP (3yr. Agreement)		
34	Attrell		
35	RBC		
36	Wee Watch		
37	Amica		
38	Venvi/Revera		



Report
Staff Report
 The Corporation of the City of Brampton
 3/19/2025

Date: 2025-02-14

Subject: **2025 Protocol Policy Updates**

Contact: Sharandeep Natt, Protocol Officer, Strategic Communications, Events, Tourism

Report number: Corporate Support Services-2025-165

RECOMMENDATIONS:

1. That the report from Sharandeep Natt, Protocol Officer, Strategic Communications, Events, Tourism to the Committee of Council Meeting of March 19, 2025, re: 2025 Protocol Policy Updates, be received; and
2. That the Committee of Council approve the updates to the Civic Events Protocol GOV-160, Expressions of Sympathy GOV-170 and Flag Policy GOV-160 policies.

OVERVIEW:

- **As part of the Corporate Policy Program, Council Policies and Administrative Directives are subject to review at least every three years or more frequently if required by legislation or business requirements.**
- **This report includes updates to three policies due for review: Civic Events Protocol GOV-160, Expressions of Sympathy GOV-170 & Flag Policy- GOV-150.**
- **The review process focused on two main aspects: an administrative evaluation of the policies to ensure they align with current practices and content refinement to ensure clarity, accuracy, and consistency across all documents.**

BACKGROUND:

As part of the Corporate Policy Program, Council Policies and Administrative Directives are subject to review at least every three years or more frequently if required by legislation or business requirements. The following current Council Policies are due for review:

- Civic Events Protocol GOV-160
- Expressions of Sympathy GOV-170
- Flag Policy- GOV-150

This review included an administrative review which ensures the policies reflect the actual processes being carried out and identifying any outdated or irrelevant sections that may need to be updated or removed.

The policies contained minor grammatical errors, inconsistencies in language and outdated terminology that could cause confusion. These have been corrected to improve clarity.

CURRENT SITUATION:

This report asks the Committee of Council to approve the revised policies as the revisions now more accurately reflect the current execution of the policies and provide clearer guidance for staff and stakeholders.

CORPORATE IMPLICATIONS:

Financial Implications:

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

STRATEGIC FOCUS AREA:

This report supports the Term of Council priorities of Government and Leadership wherein updates these policies ensure practices are equitable, efficient, accountable and transparent.

CONCLUSION:

As part of the Corporate Policy Program, Council Policies and Administrative Directives are subject to review at least every three years or more frequently if required by legislation or business requirements. This report includes updates to three policies due for review: Civic Events Protocol GOV-160, Expressions of Sympathy GOV-170 & Flag Policy- GOV-150.

The review process focused on two main aspects: an administrative evaluation of the policies to ensure they align with current practices and content refinement to ensure clarity, accuracy, and consistency across all documents.

Authored by:

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Marlon Kallideen,
Chief Administrative Officer

Attachments:

- Attachment 1 – Civic Events Protocol
- Attachment 2 – Expression of Sympathy
- Attachment 3 – Flag Policy

Category: Governance

Civic Events Protocol

Policy Number: GOV-160
Approved by: Council Resolution # C051-2022 – March 2, 2022
Administered by: Events & Protocol, Strategic Communication, Tourism & Events
Effective Date: April 10, 2022

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1. Background

High profile City events that involve the Mayor and Members of Council enhance the reputation and image of the City of Brampton. Rules of protocol are required to guide City of Brampton staff, Members of Council, and their staff on what is appropriate for Official City Events and the protocol-related events including ceremonial events, openings, unveilings, and dignitary visits.

2. Purpose

The purpose of this Protocol is to:

- 2.1 Provide direction to City staff and Members of Council and their staff, on governmental etiquette, decorum, and practice.
- 2.2 Ensure coordinated and consistent approaches to events, activities, programs, and services that enhance the reputation and image of the City of Brampton.

3. Application and Scope

This Protocol applies to events hosted by the City of Brampton. For non-City hosted events, this Protocol should be used as a guideline on the acceptable protocol.

This Protocol applies to all City departments, the Mayor's Office, and Council Offices.

4. Official City Events

4.1 Mayor's Attendance

- 4.1.1 All requests for the Mayor's attendance or participation in functions must be submitted in writing to the Mayor by the appropriate City department or external organization sponsoring or hosting the activity a minimum of four weeks prior to the event.
- 4.1.2 If the Mayor is not able to attend an Official City Event, then the following applies:
 - a) The Mayor may ask the Deputy Mayor to attend in their place.
 - b) If the Deputy Mayor is unable to attend, the Mayor may ask the Standing Committee or Committee Section Chair or Vice Chair to attend. If none are available, then one of the Councillors of the ward where the event is being held may be asked to attend.
 - c) The relevant Committee Chair may be asked to attend, depending on the nature of the event and if it has a City-wide impact.

- 4.1.3 For virtual events, the event will be considered to be held at City Hall and relevant Ward Councillors will be offered opportunity to bring remarks on behalf of the City if the Mayor, Deputy Mayor, or relevant Committee Chairs are not available.

4.2 Invitations

- 4.2.1 All Members of Council will be sent a calendar invitation from Events & Protocol for Official City Events and protocol-related events including flag-raising, openings, ceremonies, and visiting delegations. City departments will send programming-related invitations to the Mayor and Council directly from their program area.

4.3 Speaking Order

- 4.3.1 The Mayor and Members of Council are hosts of Official City Events that are ceremonial in nature.
- 4.3.2 Land Acknowledgment and opening prayer or ceremony, if applicable, are included in the program in the following sequence:
 - a) Brief welcome from emcee.
 - b) Land Acknowledgment (given by non-indigenous person).
 - c) Opening prayer or ceremony by an Elder or Knowledge Keeper, if appropriate.
- 4.3.3 The Mayor will speak first and convey official greetings from the City. In absence of the Mayor's ability to bring official remarks, Events and Protocol will connect with Deputy Mayor to bring official remarks. In absence of both Mayor and Deputy Mayor to bring remarks the Chair of the relevant committee will be contacted.
- 4.3.4 The organizing department, in consultation with Events & Protocol, may determine appropriate speaking roles in consultation with the Mayor's Office. Elected officials speak before other speakers in the following order:
 - a) Mayor, Deputy Mayor, or relevant Committee Chair
 - b) Local Ward Councillors (if the event is not considered City-wide or if the individuals noted in 'a)' are not available to bring remarks)
 - c) Regional Chair
 - d) Area Members of Parliament (MP)
 - e) Area Members of Provincial Parliament (MPP)

4.4 Titles of Address

- 4.4.1 The Mayor and Members of Council must be addressed formally by their elected office titles:
 - a) For Mayor: His/Her/Their Worship first, followed by Mister or Madam Mayor (name).
 - b) For Councillor: Regional Councillor (name) or City Councillor (name).
- 4.4.2 Elders and Knowledge Keepers may have their own preferences with regards to the titles and names they use. It is best to ask in advance how each person would like to be introduced. Names may include those recognized by the government and traditional names.
 - a) The Chief can be referred to by Chief (first name, last name).
 - b) Elders can be referred to as Elder (first name, last name).
 - c) Knowledge Keepers may go by the first and last name, a traditional name, or other name of significance.

4.5 Master of Ceremonies

- 4.5.1 The Emcee (Master of Ceremony) for City events and ceremonies will be determined by the organizing department in consultation with Events & Protocol. In most cases, a City-elected representative including the relevant committee chair will be considered for the role of Emcee at ceremonial events such as funding announcements, renamings, and grand opening events.
- 4.5.2 If the Mayor and Deputy Mayor are not available to bring official remarks on behalf of the City, then a relevant committee chair may emcee and provide official remarks.
- 4.5.3 For tourism or festival focused special events, Events & Protocol have the discretion to bring in a professional Emcee (e.g., Heritage Months, Canada Day, New Year's Eve, Winter Lights, etc.).

4.6 Processions & Parades

- 4.6.1 Elected officials appear in parades or processions organized by the City of Brampton in the following order (e.g., Remembrance Day, Inaugural Council Meeting procession, etc.):
 - a) Mayor or Deputy Mayor
 - b) Councillors (appearing in order of the wards they represent order with CityCouncillor first, followed by regional Councillor)

- c) Guests of Honour (may include foreign or religious dignitaries)
- d) Regional Chair
- e) Federal government representatives
- f) Provincial government representatives

4.7 Official Seating

- 4.7.1 Reserved seating and VIP areas at City events will be determined by Events & Protocol, or the organizing department in consultation with Events & Protocol and will include the Mayor and City Councillors. Other official representatives may be included in specific events as determined by Events & Protocol in consultation with the Mayor's Office.

4.8 Flags

- 4.8.1 The Flags of Canada, Ontario, and Brampton are displayed at all official functions, weather and available space permitting. In consultation with Events & Protocol, and consistent with the Flag Policy GOV-150, flags of other nations or provinces may also be displayed where appropriate.

4.9 Chain of Office

- 4.9.1 The Mayor may wear the Chain of Office during ceremonial occasions, at their discretion, to acknowledge the responsibilities, authority, and dignity attached to the role of the Head of Council. Examples of events where the Chain of Office is worn include the Inaugural Brampton City Council and Peel Region Council meetings, regular Council meetings, New Year's Levee, official ceremonies, awards, visits, and parades.

5. Intergovernmental Events

- 5.1 Should His Majesty the King or Official Representative, the Prime Minister of Canada, the Premier of Ontario, the Governor General, the Lieutenant Governor, or other visiting dignitary request a visit with the Mayor, the Mayor's Office will advise Events & Protocol.
- 5.2 All Members of Council and other relevant City staff will be notified by Events & Protocol.
- 5.3 The official protocols established by the respective offices noted above shall take precedence over the City of Brampton's protocol and procedures. Staff

from the respective offices will work with Events & Protocol to identify any special requirements and proper arrangements for the visit.

6. Events with External Funding Partners

- 6.1 External Funding Partner events may celebrate a facility/site groundbreaking or opening or promote programs, which were constructed, developed, or significantly funded through a partnership with an outside organization or other levels of government.
- 6.2 Where the City is the host of a partnership event, the Mayor will bring greetings from the City or perform in a formal role as required. A representative of the partnership organization will speak after the Mayor.
- 6.3 The Communications Schedule of a partnership agreement or transfer payment agreement takes precedence over this Protocol.
- 6.4 Events & Protocol will coordinate with external partners to coordinate a partnership event and initiate a cross-departmental rapid response team when necessary including, but not limited to, staff from Government Relations, Strategic Communications, Facilities Operations & Maintenance, and Security Services.

7. Community Events

Community events are organized by an external organization where the Mayor and Members of Council are invited guests. Generally, the Mayor brings greetings from the City and speaks immediately after the Emcee's opening remarks and introductions, followed by the Councillors, if applicable, and then other speaking guests. The program agenda is at the discretion of the community event organizer.

8. Municipal Campaign Black-Out Period

During the municipal election period after the start of nominations, the current Members of Council will fulfill their role at events as required. Direct political campaigning by an elected official or candidate at an Official City Event is prohibited.

9. Transition Period for Members-elect

During a municipal election period after Election Day, the City acknowledges that members-elect may wish to attend Official City Events or other events to celebrate, recognize, and show support to City residents. The role of members-elect is limited to being a guest or public participant with no formal role. The current term Members of Council will fulfill any formal role at Official City Events or other events held after

a municipal election and before a new term's Members of Council are sworn in following the protocols outlined herein.

10. Monitoring and Compliance

10.1 This policy will be enforced by Events and Protocol and the Strategic Communications, Events & Tourism division. Adherence to this policy will ensure processes are streamlined and consistent.

10.2 Consequences of non-compliance

10.2.1 Failure to follow this Protocol may result in damage to reputation and loss of trust in City practices wherein community partners and other levels of government may lose confidence in City processes affecting their relationship with the City.

11. Definitions

11.1 **Communication Schedules** – Schedules in a partnership agreement or transfer payment agreement, which outline the event and communication requirements of funding partners.

11.2 **Community Events** – Events organized by an external organization where the Mayor and Members of Council are invited guests

11.3 **Deputy Mayor** – A non-elected position within the Brampton City Council, established by Council Resolution and Procedure By-law 160-2004 as amended. The Deputy Mayor fulfills the presiding and some administrative and ceremonial duties and responsibilities of the Mayor or Head of Council when the Mayor is unavailable or absent.

11.4 **External Funding Partners** – Stakeholders who have sponsored a program or project with the City of Brampton, including other levels of government, institutions, and private sector partners.

11.5 **Official City Events** – Include, but are not limited to, signature corporate or City-wide events, official openings, park/plaque dedications, municipally sponsored banquets and award dinners, civic recognitions, parades, or other Council-endorsed events. They are held in Brampton, have a City-wide impact, and are identified in a project or department work plan. They may be endorsed by the Corporate Leadership Team or Council. An Official City Event includes an opening ceremony component. The ceremony includes:

11.5.1 An official invitation sent to Events & Protocol with approved guest lists by Events & Protocol using the City's invitation template.

11.5.2 All or some of the following elements:

- a) Agenda
- b) Speakers
- c) Speaking notes
- d) Plaque unveiling

11.6 **Protocol** – Generally refers to the official procedure or rules of governing City-wide events and other official functions associated with the Mayor’s Office and Members of Council, including diplomatic occasions.

12. References and Resources

This Protocol 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.

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

- [Flag Policy GOV-150](#)
- [Use of Corporate Resources Policy GOV-120](#)

13. Revision History

Date	Description
2019/07/10	New. Approved by Council Resolution C287-2019 and replaces Council Event Protocol of March 2016.
2022/04/10	Updated to include Deputy Mayor position as approved by Council Resolution C051-2022.
2023/02/03	Updated to remove Acting Mayor position to conform with Council Resolution C324-2022.
2024/02/28	Updated to include the role of Indigenous Elders along with placement of Land Acknowledgement and Indigenous elements within City-led events.
2025/02/14	Updated grammatical errors, inconsistencies in language, and outdated terminology
2028/02/14	Next Scheduled Review

Category: Governance

Expression of Sympathy

Policy Number: GOV-170
Approved by: Council Resolution # C354-2019 – September 25, 2019
Administered by: Events and Protocol
Effective Date: September 25, 2019

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1. Background

Having served the City of Brampton as an elected Member of Council, upon their death, former and current Members are acknowledged by the City in a manner that is consistent and honours their contributions.

In the event that a current full-time or part-time staff member has passed away, the City offers condolences.

The City also recognizes former elected officials and significant members of the community and holds community gatherings of remembrance, which are important ways residents can express collective mourning.

2. Purpose

The purpose of this Policy is to define appropriate and consistent methods for expressing the City's sympathy over a death of significance to the City and its residents.

3. Application and Scope

This Policy applies:

3.1 Upon the death of:

- 3.1.1 A current Member of Council.
- 3.1.2 A former Member of Council.
- 3.1.3 A significant community member.
- 3.1.4 A current City of Brampton staff member.

3.2 Upon a significant event where the community would like to express collective mourning.

3.3 Exceptions

- 3.3.1 This Policy does not apply to former City of Brampton staff.
- 3.3.2 This Policy is not to replace or impede the standards of practice of the Brampton Fire and Emergency Services Department with regard to honouring their members of other fire and emergency personnel who have died in the line of duty.
- 3.3.3 Should there be a desire to name a City asset on behalf of the deceased, the appropriate procedure and process for acknowledgment will be followed in accordance with the Asset Naming Policy PND-110 and accompanying SOPs.

4. Outcomes

- 4.1 Provide standardized and consistent methods of expressing sympathy.
- 4.2 Ensure the reputation of the City is maintained.
- 4.3 Ensure the City's readiness to respond in an appropriate way to collective acts of mourning and sympathy in a prompt manner.

5. Policy Statements

- 5.1 Upon receipt of notification of death, Events & Protocol will disseminate this information to appropriate groups including:
 - 5.1.1 Mayor's Office, Chief Administrative Officer (CAO)'s Office
 - 5.1.2 Corporate Leadership Team (CLT)
 - 5.1.3 Strategic Communications
- 5.2 The City will liaise with the family to determine their wishes in accordance with this Policy.
- 5.3 The family may wish to receive some, all, or none of the services offered.
- 5.4 Events & Protocol will liaise with the Mayor's Office, CAO's office, CLT and other departments as required to implement the agreed upon expressions of sympathy.
- 5.5 Events & Protocol will maintain the record of the City's acknowledgements provided to the family in compliance with the *Municipal Freedom of Information and Protection of Privacy Act* and the Records Retention Bylaw.

6. Commemorative Activities Upon the Passing of a Current Member of Council

The City of Brampton, in discussion with the family where possible, may offer the following commemorative activities upon the death of a current Member of Council:

- 6.1 Lower all City flags in accordance with the Flag Policy GOV-150.
- 6.2 Coordinate public statements and internal and external messaging, including news release informing the media of any commemorative service and expressions of sympathy.
- 6.3 Coordinate recognition at the first Council or Committee of Council meeting following the Member's death.
- 6.4 Establish a book of condolences.

- 6.5 A token expressing sympathy from the City.
- 6.6 A letter or card from the Mayor sent to the family on behalf of the City.
- 6.7 Provide a floral arrangement and a small candle arrangement at the Member's seat for the next committee or Council meetings.
- 6.8 Loan City of Brampton flags to the family.
- 6.9 Coordinate Honour Guard services.
- 6.10 Arrange for a corporate representative from Corporate Leadership Team, Council, or both to attend a public funeral or memorial service.

Please refer to Expression of Sympathy Standard Operating Procedures for further details.

7. Additional Activities Upon the passing of the Current Mayor

In addition to section 6, the City, in discussion with the family, will offer the following commemorative activities upon the death of the current Mayor:

- 7.1 Arrange for an Honour Guard.
- 7.2 Lying in state services at City Hall, with public visitation hours, as determined appropriate by the CAO and Events & Protocol.
- 7.3 Provide protocol support to the family for any commemorative services.

8. Commemorative Activities Upon the Passing of a Former Member of Council

The City of Brampton, in discussion with the family where possible, may offer the following commemorative activities upon the death of a former Member of Council:

- 8.1 Lower all City flags in accordance with the Flag Policy GOV-150.
- 8.2 Coordinate public statements and internal and external messaging, including news release informing the media of any commemorative service and expressions of sympathy.
- 8.3 Coordinate recognition at the first Council or Committee of Council meeting following the Member's death.
- 8.4 Establish a book of condolences.
- 8.5 A token expressing sympathy from the City.
- 8.6 A letter or card from the Mayor sent to the family on behalf of the City.

- 8.7 Loan City of Brampton flags to the family.
- 8.8 Arrange for a corporate representative from Corporate Leadership Team, Council, or both to attend a public funeral or memorial service.
- 8.9 Provide protocol support to the family.

9. Condolence Upon the Death of an Elected Official or Dignitary

- 9.1 At the discretion of the Mayor, in consultation with the CAO and Events & Protocol, the City may express sympathy upon the passing of an elected official or dignitary who has represented the City of Brampton in the Legislative Assembly of Ontario or Parliament of Canada or has made significant contributions to public life.
- 9.2 The City, in discussion with the family where possible, may offer the following commemorative activities upon the death of an elected official or dignitary:
 - 9.2.1 Lower flags in accordance with the Flag Policy GOV-150.
 - 9.2.2 Coordinate public statements and internal and external messaging, including recognition during committee or Council meetings.
 - 9.2.3 Establish a book of condolences.
 - 9.2.4 A token expressing sympathy from the City.
 - 9.2.5 A letter or card from the Mayor sent to the family on behalf of the City.
 - 9.2.6 Arrangements for a corporate representative to attend a public funeral or memorial service where possible.

10. Condolence Upon the Death of a Current City Staff

- 10.1 The City, in discussion with the family where possible, may offer the following commemorative activities upon the death of a current City staff:
 - 10.1.1 Internal communication to all staff including details of a commemorative service.
 - 10.1.2 Internal communication to staff of affected areas by Director or Commissioner of respective area.
 - 10.1.3 A token expressing sympathy from the City.
 - 10.1.4 A letter or card from the Mayor sent to the family on behalf of the City.

- 10.1.5 Half-masting of flags at City Hall and the facility where individual was employed, if applicable, and in accordance with the Flag Policy GOV-150.
- 10.1.6 Arrange for a corporate representative from Corporate Leadership Team, Council, or both to attend a public funeral or memorial service.
- 10.2 If a current City of Brampton employee dies in the line of duty or by reason of the position occupied, then, in discussion with the family, the City will offer the additional commemorative activities:
 - 10.2.1 Half-masting of flags, consistent with the Flag Policy GOV-150.
 - 10.2.2 Communications and media relations support to the family.

11. Commemorative Activities for Community Gatherings of Remembrance

At the discretion of the Mayor, and in consultation with the CAO and Events & Protocol, the City may express sympathy during periods of mourning for significant international, national, or local tragic events, including the death of a significant community member. The City may offer the following:

- 11.1 Lower flags in accordance with the Flag Policy GOV-150.
- 11.2 Establish a book of condolences.
- 11.3 Coordinate public statements, and internal and external messaging.
- 11.4 Make arrangements for a corporate representative to attend a commemorative service where possible.

Corporate support may be provided for a program for community vigils with the approval from the CAO. This could include space and event support with no fee at City Hall for a community gathering to express sympathy.

Refer to the Civic Event Protocol GOV-160 for information on Member of Council hosted events. Event support will be provided as outlined in the Vigil and Expression of Sympathy SOP.

12. Roles and Responsibilities

- 12.1 Mayor
 - 12.1.1 Consult with the CAO and Events & Protocol for advice on expressing sympathy during periods of mourning for significant international, national, or local tragic events, including the death of a significant community member.

- 12.1.2 Seek approval of the CAO for corporate support for community gatherings for collective mourning which are “Mayor and Council hosted”.

12.2 Chief Administrative Officer (CAO) or designate

- 12.2.1 Comply with this Policy.
- 12.2.2 Determine whether lying in state and the public hours for visitation are appropriate and grant approval where appropriate.
- 12.2.3 Consult with Events & Protocol for advice on expressing sympathy during periods of mourning for significant international, national, or local tragic events, including the death of a significant community member.
- 12.2.4 Approve exceptions to this Policy.
- 12.2.5 Review and approve requests for corporate support for a community gathering program hosted by “Mayor and Council”.

12.3 Events & Protocol

- 12.3.1 Provide advice and support to ensure appropriateness of expressions of sympathy under this Policy.
- 12.3.2 Receive and disseminate notification of death.
- 12.3.3 Offer services consistent with this policy.
- 12.3.4 Gather information that may be of interest to the City with respect to the commemorative service.
- 12.3.5 Liaise with Members of Council offices, CAO’s office, CLT, Strategic Communication, and other business units as required to implement services.
- 12.3.6 Maintain records of the City’s acknowledgements provided to the family consistent with the Records Retention Bylaw and the *Municipal Freedom of Information and Protection of Privacy Act*.

13. Monitoring and Compliance

- 13.1 Events & Protocol will administer this Policy and coordinate the payment of all expenses incurred through implementation. Events & Protocol will maintain detailed procedures and guidelines to accompany this Policy.

13.2 Consequences of non-compliance:

13.2.1 Failure to follow this Policy may result in reputation harm to the City.

14. Definitions

14.1 **Family** – The surviving immediate relatives of the deceased or a representative. This could include a spouse, common-law partner, parents, parents-in-law, children, or siblings.

14.2 **Lying in state** – The coffin of a deceased official which rests in City Hall allowing members of the public to view and pay their respect.

14.3 **Member of Council** – Any member of the legislative body of the City, including Mayors and Councillors past and present.

14.4 **Protocol** – In general, the official procedure or rules of governing City-wide events and other official functions and the official liaising with and between dignitaries.

14.5 **Token of sympathy** – Anything that may include a floral arrangement or donation of equivalent value to a registered charity, if requested by the family.

15. References and Resources

This 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.

15.1 External references

- [Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56](#)

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

- [Asset Naming Policy PND-110](#)
- [Civic Event Protocol GOV-160](#)
- [Flag Policy GOV-150](#)
- [Records Retention By-law 272-2014](#)

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

- Expression of Sympathy SOP
- Vigil and Expression of Sympathy SOP

16. Revision History

Date	Description
2019/09/25	New. Approved by Council Resolution C354-2019, which adopted recommendation GC034-2019.
2022/09/25	Next Scheduled Review.
2025/02/14	Minor administrative edits to correct grammar, formatting, and to update policy as per program administration.
2028/12/14	Next Scheduled Review.

Category: Governance

Flag Policy

Policy Number: GOV-150
Approved by: Council Resolution # CW 344-2022 – June 22, 2022
Administered by: Events & Protocol, Strategic Communication, Tourism, & Events
Effective Date: August 10, 2022

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1. Background

The City of Brampton recognizes that flags are important symbols of honour and pride and must be treated in a respectful and consistent manner.

The City supports half-masting of flags as an expression of collective mourning and sense of loss that is shared by residents of Brampton.

To celebrate together the strength of Brampton's diversity and inclusivity, the City offers the opportunity for communities to raise nation flags and community flags on the designated Community Flagpole located in Ken Whillans Square at City Hall, enhancing awareness of special occasions and activities.

2. Purpose

The purpose of this Policy is to ensure that all flags at City Facilities are flown and displayed in a consistent and appropriate manner.

3. Application and Scope

This Policy applies to the display, maintenance, and disposal of flags flown at City Facilities.

A community flag-raising is limited and specific to the Community Flagpole located in Ken Whillans Square at City Hall.

3.1 Exceptions

- 3.1.1 This Policy is not meant to impede the standards of practice of the Brampton Fire and Emergency Services Department with regards to honouring their members or other fire and emergency personnel who have died in the line of duty.

4. Outcomes

- 4.1 Ensure all flags at City Facilities are flown, displayed, and disposed of in a consistent and appropriate manner and are positioned in Order of Precedence in accordance with the National Flag of Canada etiquette.
- 4.2 Ensure community flag-raising honours Brampton's diversity and important community events in a fair, inclusive and equitable manner.

5. Principles

- 5.1 **Equity, Diversity, and Inclusion** – Ensure flag-raising celebrates the diversity of the City and the City's commitment to diversity and inclusion through fair and inclusive practices.

- 5.2 **Consistency** – Ensure flag-raising procedures for flags flown at City Facilities are clear and consistent.
- 5.3 **Respect and Dignity** – Ensure flags flown at City Facilities are treated with respect and dignity in accordance with the National Flag of Canada etiquette and the protocols established by Canadian Heritage.
- 5.4 **Transparency** – Ensure public awareness of the City’s flag-raising protocols and rationales.

6. Policy Statements

- 6.1 The City follows the Order of Precedence established by Canadian Heritage when flying flags.
 - 6.1.1 Flags must be in excellent condition and conform to City guidelines.
- 6.2 The City of Brampton flag takes precedence over all charitable and non-profit organization and community flags unless otherwise established by Canadian Heritage.
 - 6.2.1 The City of Brampton flag will be flown at all City buildings or facilities where there are sufficient flagpoles to do so.
 - 6.2.2 The City of Brampton flag may be displayed indoors, in the Council Chambers, the Mayor’s Office, and at special events or ceremonies where flags have a specific purpose and are required.
 - 6.2.3 The City of Brampton flag shall not be used for commercial purposes by any external organization.
 - 6.2.4 The City of Brampton reserves the right to refuse, deny, or restrict the use of its municipal flag.
- 6.3 Flags shall be flown in accordance with the National Flag of Canada etiquette and the City guidelines.
- 6.4 Flags Flown Permanently at City Hall
 - 6.4.1 The National Flag of Canada and flags of the Province of Ontario, the Region of Peel, and the City of Brampton shall be displayed in the Council Chamber, along with any other flags approved by Council.
- 6.5 City Facilities
 - 6.5.1 Departments shall consult with Events & Protocol when planning to add or remove flags or flagpoles outside the premises of existing or new City Facilities.

- 6.5.2 Where external tenants are located at City properties and facilities and wish to fly flags outside the buildings, they shall consult with Events & Protocol, prior to displaying their flags, and are subject to approval by the City.
- 6.6 Maintenance and disposal of flags must be done in accordance with the National Flag of Canada etiquette.
- 6.7 Half-masting
 - 6.7.1 Flags are flown at the half-mast position as a symbolic expression of collective mourning.
 - 6.7.2 Half-masting may occur at all municipal facilities or specific locations, subject to the provisions of this Policy.
 - 6.7.3 For military days of significance and observances, flags will be at half-mast at the Cenotaph at City Hall, the Chinguacousy Park Memorial, and may include City Hall.
 - 6.7.4 The duration of half-masting may be:
 - a) From time of notification of death until sunset on the day of the funeral or memorial service.
 - b) From notification of death until sunset the next day and from sunrise to sunset on the day of the funeral or memorial service.
 - c) From sunrise to sunset on the day of the funeral or memorial service.
 - d) As prescribed by the Government of Canada's rules for half-masting the National Flag of Canada.
 - 6.7.5 Unless otherwise prescribed in this Council Policy, Events & Protocol will determine which flags will be flown at half-mast, including the locations and duration, and will send formal notice to all relevant business units with specific instructions.
- 6.8 Rationale for Half-Masting
 - 6.8.1 Half-masting at all City of Brampton facilities will occur in the event of the death of:
 - a) The Sovereign or a member of the Canadian Royal Family.
 - b) The Governor General of Canada, or a former Governor General.
 - c) The Prime Minister of Canada, or a former Prime Minister.
 - d) Current Lieutenant Governor of Ontario.
 - e) Current Premier of Ontario.

- f) A current local Member of Parliament or local Member of Provincial Parliament.
 - g) A current member of the Region of Peel Council.
 - h) A member of Brampton City Council, or a former member of Brampton City Council.
 - i) A current City of Brampton employee.
 - j) A resident of Brampton, who is a member of the Canadian Armed Forces, killed while deployed on operations.
- 6.8.2 Half-masting at City of Brampton facilities in respect of a person or persons not specifically identified in this section may occur at the discretion of the Mayor in consultation with the Chief Administration Officer (CAO) and Events & Protocol as a symbolic gesture of collective community mourning.
- 6.8.3 Brampton Fire and Emergency Services, at the discretion of the Fire Chief, will lower flags at the Fire Memorial to honour internal and external fallen firefighters as well as honouring those who have lost their lives in Police and Paramedic Services (within the City of Brampton and outside City boundaries).
- 6.8.4 Brampton Fire and Emergency Services will notify Events & Protocol of all half-mastings conducted, Events & Protocol in discussion with the Director of Strategic Communications, Tourism and Events, CAO, and Mayor will determine whether the flags will be lowered at City of Brampton facilities.

6.9 Special Day

- 6.9.1 Flags will be at half-mast at the City of Brampton facilities in accordance with the Council approved Important and Commemorative Dates Report Nation and Community Flag-raising.
- 6.9.2 The City may fly flags on its premises on a temporary basis to mark ceremonial occasions and dignitary visits. Discretion rests with the Mayor in consultation with the CAO and Events & Protocol for such requests.

6.10 Dignitaries

- 6.10.1 Royal Family or His Majesty's representatives:
- a) When a member of the Royal Family or His Majesty's representatives visits a City Facility or is hosted by the City, Events & Protocol may determine if and where the appropriate Royal Standard Flag is to be flown. The Royal Standard Flags take precedence over the National Flag of Canada.

6.10.2 Other dignitaries:

- a) As a gesture of respect and friendship, Events & Protocol may direct if and where the appropriate Flag be flown on the occasion of a visiting foreign dignitary to the Mayor.

6.11 Community Flag-raising

6.11.1 All community flag-raising take place at the Community Flagpole in Ken Whillans Square at City Hall.

6.11.2 Requests will be confirmed on a first come first served basis.

6.11.3 Organizations with approved flag-raising requests are required to provide a flag and the flag-raising will be conducted in accordance with Standard Operating Procedures.

6.11.4 Events & Protocol will assess and approve community flag-raising requests from charitable and non-profit organizations for flight on the Community Flagpole based on the following criteria:

- a) Of nations recognized by the Government of Canada to celebrate a country's national day or on the anniversary of a special occasion.
- b) Of organizations that have a presence in the Brampton community, except those outlined in section 6.11.5 below.

6.11.5 The City will not approve requests for flag-raising on the Community Flagpole requested by:

- a) Organizations or groups that are political or partisan in nature, including political parties or political organizations.
- b) Organizations that promote hatred, violence, racism, or discrimination of any kind.
- c) Religious organizations.
- d) Organizations that have already flown a flag on the Community Flagpole within the same calendar year.
- e) Commercial entities.

6.11.6 The City will not approve requests for use of the Community Flagpole for flags that:

- a) Belong to nations not recognized by the Government of Canada.
- b) Represent political causes.
- c) Celebrate religious events (unless the day is approved within the Important and Commemorative Dates Report).
- d) Celebrate corporate events.

- e) Support of groups, organizations, or events that promote beliefs contrary to any other City policies or pose a reputational risk to the City.
 - f) Belong to nations that have already flown on the Community Flagpole within the same calendar year.
- 6.11.7 The Mayor, in consultation with Events & Protocol, may use discretion to approve or deny a request for a flag-raising rejected by Events & Protocol based on reputational risk to the City.
- 6.11.8 The Mayor has discretion to deny a request that meets the criteria based on a reputational risk to the City.
- 6.11.9 The City reserves the right to cancel a flag-raising in the case of an unforeseen circumstance.
- 6.11.10 Flags may be flown for a maximum of two weeks or at the discretion of Events & Protocol.
- 6.11.11 When more than one flag-raising request occurs for the same day, the application received first will be flown on the Community Flagpole. For multiple requests for the same period the flags will be flown for an equal amount of time as determined by Events & Protocol.
- 6.11.12 When the same flag-raising is requested by more than one community organization, the City will try to coordinate the requests and reserves the right to determine the lead organization.
- 6.11.13 Flag-raising of similar topic/awareness campaigns will be approved on a first come, first served basis.
- 6.11.14 City Council will be notified by Events & Protocol of approved community flag-raising requests.

7. Roles and Responsibilities

7.1 City Council

- 7.1.1 Approve annual tactics for Important and Commemorative Dates.

7.2 Mayor

- 7.2.1 Discretion for half-masting and for flying flags for special or ceremonial occasions not identified in this Policy.
- 7.2.2 Discretion to approve a community flag-raising request that does not meet the criteria, and to deny a community flag-raising request that has reputational risk to the City.

7.3 Chief Administrative Officer

- 7.3.1 Provide advice to the Mayor on half-masting protocols not identified in this Policy.
- 7.3.2 Provide advice to the Mayor and Events & Protocol for dignitary flags and other requests not identified in this Policy.

7.4 Events & Protocol

- 7.4.1 Interpret and administer this Policy and associated Standard Operating Procedures.
- 7.4.2 Provide advice to the Mayor and the CAO on half-masting protocols, flag protocol for dignitary visits, or other requests not identified in this Policy.

8. Monitoring and Compliance

- 8.1 Events & Protocol shall ensure this Policy is reviewed as per the Governing Policy for Corporate Policy Program GOV-100 and remains relevant to the needs of the City, in accordance with legislative requirements and good business practices.
- 8.2 Consequences of non-compliance
 - 8.2.1 Failure to follow this Council Policy may result in reputational risk to the City.

9. Definitions

- 9.1 **City Facilities** – Facilities, properties, buildings, and parks managed or owned by the City of Brampton.
- 9.2 **Community Flagpole** – The Community Flagpole in Ken Whillans Square at Brampton City Hall.
- 9.3 **Flag** – A piece of cloth (usually rectangular) of distinctive colour, design, emblem, or symbol to represent nations, provinces, states, or municipalities. “Flag” is also used to describe a banner, which looks like a flag bearing a symbol, logo, slogan, or another message to represent charitable or non-profit organizations but does not have a flag status.
- 9.4 **Half-masting** – The position of a flag, approximately halfway up the post or pole. Flying flags at half-mast is a symbol of respect or mourning or to commemorate significant dates.

- 9.5 **Order of Precedence** – The positioning of Flags in priority of importance, order, or rank. Please refer to the “Position of honour” section in the National Flag of Canada etiquette for further exposition.

10. References and Resources

This 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

- [National Flag of Canada Etiquette](#)
- [Position of Honour, Canadian Heritage](#)
- [Rules for Half-masting the National Flag of Canada](#)

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

- [Expression of Sympathy GOV-170](#)
- [Governing Policy for the Corporate Policy Program GOV-100](#)

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

- [Community Flag-Raisings](#)

11. Revision History

Date	Description
2019/04/10	New – Approved by Council Resolution C119-2019
2019/04/23	Minor administrative edits to correct grammar and formatting.
2022/06/22	Policy updated to comply with new Policy template principle and outcome sections added. Current City employees of the City added to rationale for Half-masting.
2025/02/14	Minor administrative edits to correct grammar and formatting and to update policy as per program administration.
2028/02/14	Next Scheduled Review



Annette Groves
Mayor

February 25, 2025

Sent via E-Mail: doug.fordco@pc.ola.org

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Part
Toronto, ON M7A 1A1

RE: For Reimbursement, by the province of Ontario, of all expenses incurred by the Town of Caledon related to the dissolution of the Region of Peel

Dear Premier Ford,

I am writing to advise that at the Town Council meeting held on February 25, 2025, Council adopted a resolution regarding the protection of agricultural lands and sustainable excess soil management practices in Ontario.

The resolution reads as follows:

Whereas the Town of Caledon was not consulted prior to the Province of Ontario enacting the Hazel McCallion Act in May 2023 to dissolve the Region of Peel

Whereas the Town of Caledon needed to allocate \$750, 000 from its Tax Funded Operating Contingency Reserve in 2024 for expenses associated with dissolution of the Region of Peel

Whereas the Town of Caledon deemed it advisable to allocate \$1,317,000 in its 2025 budget from the Tax Funded Operating Contingency Reserve to deal with the anticipated costs associated with the downloading of services to the Town of Caledon from the Region of Peel

Therefore, be it resolved, that the Town of Caledon formally requests that the Province of Ontario reimburse the Town of Caledon for all expenses incurred and associated with the dissolution of the Region of Peel

Further, that a copy of this motion be sent to Brampton Council, Mississauga Council and Peel Regional Council

Further, that a copy of this motion be sent to the Office of the Premier of Ontario, the Minister of Housing and Municipal Affairs and the Member of Provincial Parliament for Dufferin-Caledon upon the resumption of the legislature after the election.



Annette Groves
Mayor

February 25, 2025

Sent via E-Mail: doug.fordco@pc.ola.org

For more information regarding this matter, please contact Catherine Monast, Chief of Staff, directly by email at Catherine.monast@caledon.ca or by phone at 905.584.2272 ext. 4539.

Thank you for your attention to this matter.

Sincerely,

Annette Groves
Mayor



Annette Groves
Mayor

February 25, 2025

Sent via E-Mail: doug.fordco@pc.ola.org

Cc: paul.calandra@pc.ola.org ; sylvia.jones@pc.ola.org ; cityclerksoffice@brampton.ca ;
mayor@mississauga.ca ; stephen.dasko@mississauga.ca ; alvin.tedjo@mississauga.ca ;
chris.fonseca@mississauga.ca ; john.kovac@mississauga.ca ; natalie.hart@mississauga.ca ;
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sue.mcfadden@mississauga.ca ; brad.butt@mississauga.ca ; info@peelregion.ca



Annette Groves
Mayor

February 25, 2025

Sent via E-Mail: doug.fordco@pc.ola.org

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Part
Toronto, ON M7A 1A1

RE: Request that the Ministry of Housing and Municipal Affairs Release the Confidential Recommendations of the Peel Transition Board

Dear Premier Ford,

I am writing to advise that at the Town Council meeting held on February 25, 2025, Council adopted a resolution regarding the protection of agricultural lands and sustainable excess soil management practices in Ontario.

The resolution reads as follows:

Whereas the Province of Ontario established a Peel Transition Board in July 2023 to advise it on the complete dissolution of the Region of Peel.

Whereas in May, 2024 the Peel Transition Board was re-tasked by the Minister of Housing and Municipal Affairs to examine the partial dissolution of the Region of Peel in the following areas: Roads, Waste, Water and Waste Water and to prepare recommendations that were to be confidential and to be delivered to the Minister.

Whereas the Minister of Housing and Municipal Affairs received the confidential recommendations of the Peel Transition Board in October 2024.

Whereas the Minister of Housing and Municipal Affairs introduced legislation in Provincial parliament in December 2024 to proceed with the downloading of roads and associated infrastructure based upon the confidential recommendations of the Peel Transition Board.

Whereas, if the confidential recommendations of the Peel Transition Board could be used as a "blueprint" for the changes to other regional governments in Ontario, these Regions and Municipalities should be afforded the opportunity to see the methodology used by the Peel Transition Board to justify its recommendations regarding the changes to the Region of Peel.

Whereas Town of Caledon Councillors and Town staff have not seen the confidential recommendations of the Peel Transition Board that relate to the Town of Caledon.

Whereas there has been neither any indication of the full financial impact of the downloading of Roads, Waste, Water and Wastewater to the residents of Peel Region nor the impact on the taxpayers of Caledon.



Annette Groves
Mayor

February 25, 2025

Sent via E-Mail: doug.fordco@pc.ola.org

Therefore, be it resolved, that this Council formally asks that the confidential recommendations of the Peel Transition Board, submitted to the Minister of Housing and Municipal Affairs, be released, in full unredacted form, to the Town of Caledon and to the people of Ontario. Further, that this motion be sent to Brampton Council, Mississauga Council and Peel Region Council.

Further, that this motion be sent to the Regional Municipality of Durham, Regional Municipality of Halton, the District of Muskoka, Regional Municipality of Niagara, Regional Municipality of Waterloo, and the Regional Municipality of York.

Further, that this motion be sent to the Premier of Ontario, the Minister of Housing and Municipal Affairs and the Member of Provincial Parliament for Dufferin-Caledon upon the resumption of the legislature after the election

For more information regarding this matter, please contact Catherine Monast, Chief of Staff, directly by email at Catherine.monast@caledon.ca or by phone at 905.584.2272 ext. 4539.

Thank you for your attention to this matter.

Sincerely,

Annette Groves
Mayor



Annette Groves
Mayor

February 25, 2025

Sent via E-Mail: doug.fordco@pc.ola.org

Cc: paul.calandra@pc.ola.org ; sylvia.jones@pc.ola.org ; cityclerksoffice@brampton.ca ;
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jim.bradley@niagararegion.ca ; KRedman@regionofwaterloo.ca ; accessyork@york.ca

Referred Matters List - 2022-2026 Term of Council

RML ID	Origin Meeting			Report to	Report Name (working title only)	Original Deadline/ Target	Revised Target Date	Revision Number	Contact
	Date	Resolution / Recommendation	Council / Committee						
City Council									
RM 24/2023	2023/03/29	CW113-2023 (cl. 5)	CW	CL	Work-plan to update Lodging Houses for city-wide application	2023/06/21	2025/03/26	7	A. Sander 905-458-3306
RM 46/2023	2023/06/14	C153-2023	CL	CL	Update on the potential expansion of the Goreway Generation Station (8600 Goreway Drive, Brampton, ON), to specifically highlight how it effects our City approved GHG emission reduction targets and any potential environmental and health impacts as a result of this contract extension	2023/09/06	2025/03/26	15	M. Heralall x43585
RM 48/2023	2023/06/28	C174-2023	CL	CL	That staff report back on the Findings of the Environmental Assessment for the Intermodal Drive road extension and submit a future budget request for the property requirements, subject to Council approval	2023/09/13	Q3 2025	8	S. Sharma x45575
RM 63/2023	2023/09/20	CW319-2023	CW	CL	Active Consulting Services Contracts Q2 2023 - Items 8 and 50 in Appendix 1 of the report dated August 29, 2023 (as considered at the September 20, 2023 Committee of Council meeting)	2023/11/29	2025/03/26	16	S. Ganesh x42089
RM 80/2023	2023/11/22	C278-2023 Clause 4	CL	CL	Feasibility of implementing overnight paid parking and also a pilot program for monthly overnight parking permits within the Nelson Square Parking Garage including, but not limited to, benchmarking of other municipalities, addressing implementation issues and any required agreements	2024/04/10	Q4 2026	4	K. Minaker x42590 H. Zbogar x43553 N.Cadette x2552
RM 24/2024	2024/05/08	CW178-2024	CW	CL	Delegation from Portas Do Mar re: Lusofonia Portuguese Festival 2024 - prioritization of Brampton businesses, transparency of vendor fees, and updating of applicable guidelines	2024/09/04	2025/03/26	7	J. Tamming x42889
RM 73/2024	2024/10/30	C211-2024	CL	CL	Construction Site Safety and Locates – further consideration and explanation with respect to building permit and locates, and where staff have identified process and legislative gaps with respect to public safety	2024/12/10	Q3 2025	5	S. Akhtar
RM 82/2024	2024/11/20	C220-2024	CL	CL	Recommendation PDC199-2024 (Nov 4, 2024) Staff Report re. Application to Amend the Zoning By-Law, Mayfield Commercial Centre Ltd, Weston Consulting, 6029 Mayfield Road, Ward 10, File: OZS-2024-0026	2025/02/26	2025/03/26	21	S. Ganesh x42089
Committee of Council									
RM 63/2022	2022/12/14	C392-2022	CL	CW	Public consultation process regarding the making of changes to the Sign By-law in relation to election signs and report back with recommendations. (see RM 48/2022)	2023/04/19	Q2 2025	20	S. Akhtar
RM 7/2023	2023/02/22	CW060-2023	CW	CW	Implementation strategy, resourcing, and costing requirements for the formalization of a Brampton Youth Council	2023/05/24	2025/04/02	8	B. Bhatti
RM 8/2023	2023/03/01	C038-2023	CL	CW	Request from delegation Vijay Jain, Brampton resident, to add Hinduphobia in Brampton City's Anti-Racism policy as a result of the recent vandalism attack on Shri Gauri Shankar Mandir and the increase in hate crime against the Hindu community	2023/05/10	2025/04/23	15	S. Johnson
RM 50/2023	2023/06/21	CW257-2023 (cl. 1 and 4)	CW	CW	(cl.1) Process to rename assets such as streets/parks that are offensive, discriminatory, or insensitive to Indigenous peoples and the diverse communities of Brampton; and (cl.4) Existing names that are inconsistent with the City's Policy and mosaic, in relation to its history and inclusivity. The list is to be inclusive of any City assets with a possibly inappropriate name	2023/09/06	Q3 2025	11	S. Loftus
RM 60/2023	2023/09/20	CW313-2023	CW	CW	Request for Rent Relief from BGC Peel – 247 McMurchy Avenue South	2023/11/29	Q2 2025	8	M. Qi R. Gulati x42542
RM 69/2023	2023/10/25	CW372-2023	CW	CW	Delegation from the Brampton Minor Football Association re: Support and Growth of Amateur Sport in Brampton - report to include information on comparator groups supported in Brampton, usage of public amenities, and support provided by other cities, within the GTHA, to similar organizations	2024/01/31	Q2 2025	7	M. Qi R. Gulati x42542
RM 81/2023	2023/11/22	C278-2023 Clause 6	CL	CW	Work with the DBBIA on the framework for a Downtown Parking Benefits District, whereby a portion of revenues go toward public realm improvements including, but not limited to, active transportation and transit use	Q1 2025	Q3 2025	2	A. Oliveira x42410
RM 84/2023	2023/11/29	CW439-2023	CW	CW	Residential Rental Licensing Pilot Program evaluation - mid-term and final report	tbc	Q1 2026	2	J. Humble x45179
RM 87/2023	2023/12/06	C297-2023	CL	CW	Aspects of a potential program to undertake the replacement of artificial (impermeable) with live (permeable) turf, for City-owned properties, excluding recreational applications	2024/03/20	Q2 2025	6	E. Fagan x42913
RM 1/2024	2024/02/07	C015-2024	CL	CW	Delegation from Barry Lavelle, Citizen Member, Active Transportation Advisory Committee, at the Council Meeting of February 7, 2024, re: Parking in Bike Lanes, for staff for consideration in the context of By-law Operations review	2024/04/24	2025/04/02	16	H. Zbogar x43553
RM 5/2024	2024/02/21	CW055-2024	CW	CW	Annual Reporting - Attracting International Entrepreneurs to the City of Brampton - achievements and results of the funding agreement	2025	Q2 2025	1	D. McClure x2667
RM 7/2024	2024/02/28	C037-2024	CL	CW	Development of a comprehensive Commemoration Policy to govern the creation, placement, and management of monuments, memorials, and other forms of commemoration on municipally owned properties	2024/05/08	Q4 2025	5	B. Boyes x42722 K. Stahl x5941

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RM 12/2024	2024/04/10	CW119-2024	CW	CW	Delegation from Guido Pacheco, Our Lady of Fatima Parish re: Request for a Monument in the Vicinity of Our Lady of Fatima Parish, was referred to staff for consideration as part of the monuments-related staff report	2024/06/19	Q4 2025	5	B. Boyes x42722 K. Stahl x5941
RM 29/2024	2024/06/19	CW250-2024	CW	CW	Delegation from Dar Almaliky (o/a Noon Academy) re: Request for a Long-Term Lease Agreement	2024/09/18	Q2 2025	4	M. Qi R. Gulati x42542
RM 50/2024	2024/07/10	C147-2024	CL	CW	Investigation and a report back respecting options for a permanent location for Regeneration Outreach Community	2024/10/16	Q2 2025	3	M. Qi R. Gulati x42542
RM 58/2024	2024/09/04	CW310-2024	CW	CW	Request for report re: a. Expanding the use of delegated authority provided by Bill 13 as it relates to minor zoning by-law amendments; b. New processes to ensure the cumulative impacts of ARUs in mature neighbourhoods do not undermine the original neighbourhood character; c. The linkages between new processes and the RRL pilot to ensure that overall property standards, community safety and well being are maintained; d. Financial and resource implications associated with any new processes	2024/11/27	Q4 2025	4	S. Ganesh x42089 E. Safi x42051
RM 62/2024	2024/09/18	CW341-2024	CW	CW	Efficacy of recommendations outlined in CW341-2024 in regard to addressing unqualified contractors and repeat inspections	Q3 2025			F. Habibi x42449
RM 69/2024	2024/10/23	CW377-2024	CW	CW	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	2025/01/29	2025/04/02	3	S. Ganesh x42089 H. Zbogor x43553
RM 71/2024	2024/10/23	CW397-2024	CW	CW	Service Brampton (311) Requests - Proposed framework and timelines for improving service delivery timelines, department coordination, and third-party collaboration, with a focus on elevating the quality of customer service and ensuring that safety and service expectations are consistently delivered, including any costs required for any technology or system updates to implement the framework	2025/01/29	2025/04/02	3	R. Bereza
RM 72/2024	2024/10/23	CW403-2024	CW	CW	That the Commissioner of Planning, Building and Growth Management and the Chief Information Officer report back to Council to seek Council's approval on commencing a potential Request for Proposal for the new DAP workflow software and with any necessary budgetary amendments based on the information received through the Request for Expression of Interest.	2025/01/29	Q2 2025	3	S. Ganesh x42089 M. Tekeste
RM 75/2024	2024/11/13	CW420-2024	CW	CW	Winter Maintenance survey update	2025/04/02	Q2 2025	1	P. Pilateris
RM 76/2024	2024/11/13	CW422-2024	CW	CW	Endorsement of Plant-based Treaty - action plan for implementing changes	2025/05/07	2025/06/18	1	R.Thomson
RM 78/2024	2024/11/13	CW431-2024	CW	CW	Feasibility of reporting Residential Rental Licensing (RRL) units to the Canada Revenue Agency (CRA)	2025/02/19	Q2 2025	2	R. Higgs x63201
RM 79/2024	2024/11/13	CW433-2024	CW	CW	Partner with the Brampton Board of Trade to host an industry roundtable discussion with local businesses and government officials re. immigration challenges faced by Brampton businesses	2025/02/19	Q2 2025	1	D. McClure x2667
RM 83/2024	2024/11/27	CW444-2024	CW	CW	Expansion of the Leaf Vacuum Program	2025 Budget	2025/04/02	1	S. Loftus
RM 84/2024	2024/11/27	CW446-2024	CW	CW	Feasibility of implementing a neighbourhood parking pilot project, similar to the Milton model, with consideration given to utilizing underused city space for the proposed pilot project	2025/02/19	Q2 2025	1	A. Oliveira x42410
RM 86/2024	2024/11/27	CW467-2024	CW	CW	Brampton's Business Climate Partnership Program results	Q4 2025			A. Williams x43577
RM 87/2024	2024/12/11	C240-2024	CL	CW	Potential opportunities for the inclusion of Ronald Webb in a Commemorative naming within Brampton	2025/04/02			S. Ganesh x42089
RM 1/2025	2025/01/13	C015-2025	CL	CW	Additional funding required for the design and construction of future outdoor amenities, including, but not limited to, an outdoor hockey rink and pleasure skating area at Sandalwood Park, to be ready for the 2025-2026 winter season	2025/04/02	Q4 2025	1	B. Boyes x42722
RM 2/2025	2025/01/13	C018-2025	CL	CW	Active transportation bike lanes from the road to the boulevard on Howden Boulevard - staff to report back on any implications related to safety of vulnerable users and traffic patterns in Brampton, should more lanes of traffic be added	2025/04/02	2025/04/23	1	S. Ganesh x42089 H. Zbogor x43553
RM 3/2025	2025/01/13	C019-2025	CL	CW	Report on all areas where The City of Brampton falls behind on per-capita funding allocations and/or grants from other orders of government, with an objective to revitalize a Fair Share Campaign for Brampton	2025/02/19	Q2 2025	2	CAO's Office N. Damer x42257
RM 4/2025	2025/01/15	CW005-2025	CW	CW	Delegation from Driving School Industry members re. Annual Renewal Fee Waiver for Driving School Operator, Driving School Plate and Driving Instructor Licences	2025/04/02			R. Higgs x63201
RM 5/2025	2025/01/15	CW009-2025	CW	CW	Driver Training and Examinations Auditor General Report: Clause 6 - Staff report back with data to identify road safety hotspots with the intention to use the data strategically with Peel Police to improve Brampton's status as a safe city to drive. Clause 7 - Staff report back on by-law enforcement tactics regarding driving instructors as referenced on page 22 of the AG Report: "In some municipalities, such as Brampton, municipal bylaw officers patrolled test routes and issued fines to driving instructors who lingered around exam routes".	2025/04/02			R. Higgs x63201 S. Loftus

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RM 6/2025	2025/01/15	CW015-2025	CW	CW	Potential renaming of the ice pad at the Chris Gibson Recreation Centre in honour of former Councillor Grant Gibson	2025/04/02			J. Tamming x42889
RM 7/2025	2025/01/15	CW018-2025	CW	CW	Development of a draft terms of reference for an advisory committee of Council with respect to seniors in Brampton	2025/04/02			A. Patel x42358
RM 8/2025	2025/01/15	CW020-2025 (Clause 5)	CW	CW	Occupancy Standards and Overcrowding in Rental Accommodations: Clause 5 - That staff be directed to report back to City Council with an amending by-law to establish new user fees related to non-compliance and repeat re-inspections	2025/04/02			A. Sanders 905-458-3306
RM 9/2025	2025/01/15	CW020-2025 (Clause 6)	CW	CW	Occupancy Standards and Overcrowding in Rental Accommodations: Clause 6 - That staff be directed to review the Council-approved Second Unit Task Force and report back with recommendations to enhance its effectiveness in addressing evolving trends and improving service delivery, including identifying optimal staffing levels.	2025/04/02	Q2 2025	1	A. Sanders 905-458-3306
RM 10/2025	2025/01/15	CW027-2025	CW	CW	Surplus Declaration and Disposal of a portion of City-Owned Lands at 0 and 40 Aurora Place (Ward 2) - That staff report back for Council approval to ratify the Agreement of Purchase and Sale for portions of both properties	2025/04/02	Q2 2025	1	R. Gulati x42542
RM 11/2025	2025/01/22	C032-2025	CL	CW	Review of the Mobile Licensing By-law related to food trucks city-wide, including reviewing the BIA's authority to permit food trucks in the downtown area to be undertaken in conjunction with the current on-going review of the by-law	2025/03/26	Q2 2025	1	R. Higgs x63201
RM 14/2025	2025/01/29	CW038-2025	CW	CW	"Made in Canada" procurement policy exception in response to tariff threats from the US, should they be implemented	2025/04/02	Q2 2025	1	S. Morgan
RM 15/2025	2025/02/05	C037-2025	CL	CW	Findings, including options for location, design concepts, estimated costs, funding opportunities, and community engagement strategies for a potential partnership with Atiba Hutchinson and Fusion Sports Parks Incorporated to design and develop the facility, inspired by successful urban sports parks around the world	2025/04/30	2025/06/18	1	B. Boyes x42722
RM 16/2025	2025/02/19	CW057-2025	CW	CW	Status of the negotiations with Metrolinx and the City of Mississauga on the Operations and Maintenance Agreement for the Hazel McCallion Line and additional information on what assistance the City of Brampton may request from the Province to help support the operation of the LRT	2025/05/21			D. Rieger x62349
Planning and Development Committee									
RM 34/2024	2024/06/17	PDC131-2024	PDC	PDC	Potential use of surety bonds as a financial security for development projects to secure municipal agreements	2024/09/23	2025/04/07	8	S. Ganesh x42089 C. Crozier
RM 54A/2024	2024/07/08	PDC142-2024	PDC	PDC	Finalize previous work on the rental unit replacement policy (including development of a supporting by-law to regulate the conversion and demolition of rental properties, and statutory public meeting on the proposed by-law)	2024/12/09	Q2 2025	2	S. Ganesh x42089 A. Parsons x2063 H. Zbogar x43553
RM 57/2024	2024/08/12	PDC152-2024	PDC	PDC	Delegation from Sunny Yashpal and Daniya Dhillon, Saach Inc., re: Niwaas Living - referred to staff for further consideration, including opportunities for the City to provide support for the delivery of the affordable housing units in the Niwaas Living projects	2024/11/04	2025/04/07	7	S. Ganesh x42089 A. Parsons x2063 H. Zbogar x43553
RM 88/2024	2024/12/09	PDC221-2024	PDC	PDC	Initiate a program of Designation of Heritage Properties for Council's consideration under Part IV of the Heritage Act for properties identified in Attachments A and B	2025/03/26	Q2 2025	1	S. Ganesh x42089 A. Parsons x2063 H. Zbogar x43553
RM 89/2024	2024/12/09	PDC221-2024	PDC	PDC	Investigate the implementation of the Heritage Incentive Tax Rebate as identified in Section 365.2 of the Planning Act	Q2 2025			S. Ganesh x42089 A. Parsons x2063 H. Zbogar x43553
RM 12/2025	2025/01/13	PDC006-2025	PDC	PDC	Develop Zoning By-law performance standards for tall statues and monuments and incorporate those performance standards through the public meeting associated with the City's Comprehensive Zoning By-law Review, to be scheduled before the end of March 2025	2025/03/31	Q2 2025	1	S. Ganesh x42089 A. Parsons x2063
RM 13/2025	2025/01/13	PDC007-2025	PDC	PDC	Report back with the proposed Bram West Secondary Plan land use concept for Council endorsement in Q1 2025 in order to proceed with secondary plan technical studies	Q1 2025	Q2 2025	1	S. Ganesh x42089 A. Parsons x2063 H. Zbogar x43553
Note: Referred Matters for which a specific target date was not requested by Council/Committee have been issued an arbitrary target date approximately three (3) months from the date of the meeting at which the resolution/recommendation was passed.							Number of Referred Matters: 57		