



Agenda
Committee of Council
The Corporation of the City of Brampton

Date: Wednesday, March 29, 2023

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

Regional Councillor P. Vicente Wards 1 and 5

Regional Councillor N. Brar Wards 2 and 6

Regional Councillor M. Palleschi Wards 2 and 6

Regional Councillor D. Keenan Wards 3 and 4

Regional Councillor M. Medeiros Wards 3 and 4

Regional Councillor P. Fortini Wards 7 and 8

City Councillor R. Power Wards 7 and 8

Regional Councillor G. Toor Wards 9 and 10

Deputy Mayor H. Singh Wards 9 and 10

For inquiries about this agenda, or to make arrangements for accessibility accommodations for persons attending (some advance notice may be required), please contact:

Sonya Pacheco, Legislative Coordinator, Telephone 905.874.2178, TTY 905.874.2130
cityclerksoffice@brampton.ca

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

1. **Call to Order**

2. **Approval of Agenda**

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

4. **Consent**

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

5. **Announcements**

5.1 Announcement - Economic Development Annual Report Release

Presenter: Clare Barnett, Director, Economic Development Office

Council Sponsor: Regional Councillor Toor

6. **Public Delegations**

6.1 Delegation from Algoma University, re: Algoma University Downtown Footprint Expansion Update

Asima Vezina, President and Vice-Chancellor

Shannon Brooks, Vice President, Finance and Operations

Craig Fowler, Vice President of Growth and External Relations

7. **Government Relations Matters**

7.1 Staff Update re: Government Relations Matters

To be distributed prior to the meeting

8. **Legislative Services Section**

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

8.1 Staff Presentations

8.1.1 Staff Presentation re: Rental Licensing and Registration Programs

Presenter: Jeffrey Humble, Manager of Policy, Integrated City Planning, Planning, Building and Growth Management

To be received

(See Item 8.2.1)

8.2 Reports

8.2.1 Staff Report re: Current City Licensing and Registration Programs of Rental Housing, Overview of Potential Landlord Licensing Programs and Landlord Code of Conduct (RM 40/2022 and RM 52/2022)

Recommendation

(See Item 8.1.1)

8.2.2 Staff Report re: Proactive Property Standards Exterior Enforcement (RM 42/2022 and RM 55/2022)

To be received

8.2.3 Staff Report re: Amendment to Schedule A of the Administrative Penalties (Non-Parking) By-law 218-2019 - Supportive Housing Residences and Additional Residential Unit (ARU) Registration

Recommendation

8.2.4 Staff Report re: Housekeeping Amendment to Schedule A of Administrative Penalties By-law 218-2019 - Licensing By-law Charges

Recommendation

8.2.5 Staff Report re: Annual Report on the Access to Information and Protection of Privacy Program for 2022

To be received

8.2.6 Staff Report re: Ward Boundary Review Process – Terms of Reference

To be distributed prior to the meeting

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. **Economic Development Section**

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

9.1 Staff Presentations

9.2 Reports

9.3 Other/New Business

9.4 Correspondence

9.5 Councillors Question Period

9.6 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.

10. **Corporate Services Section**

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

10.1 Staff Presentations

10.1.1 Staff Presentation re: External Funding Update 2022

Presenter: Tara Hunter, Manager, Sponsorship and Corporate Development, Office of the CAO

To be received

(See Item 10.2.5)

10.2 Reports

10.2.1 Staff Report re: By-Law to Establish Tax Ratios for 2023

Recommendation

10.2.2 Staff Report re: Purchasing Activity Quarterly Report – 4th Quarter

To be received

10.2.3 Staff Report re: Active Consulting Service Contracts – Q4 2022

To be received

10.2.4 Staff Report re: Annual Statement of Remuneration and Expenses for 2022

10.2.5 Staff Report re: 2022 Annual External Funding Report

To be received

(See Item 10.1.1)

10.2.6 Staff Report re: Request to Begin Procurement – Digital Billboard Advertising on City Property

Recommendation

10.2.7 Staff Report re: Salary Administration Policy: Minor Revision

Recommendation

- 10.2.8 Staff Report re: Centre for Innovation – Request for Expression of Interest – Ward 1

To be distributed prior to the meeting

- 10.3 Other/New Business

- 10.3.1 Minutes - Accessibility Advisory Committee - March 7, 2023

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)

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

11. Public Works and Engineering Section

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

- 11.1 Staff Presentations

- 11.2 Reports

- 11.3 Other/New Business

- 11.3.1 Discussion Item at the request of Mayor Brown re: Transit Charter Service Request – Royal Canadian Legion District Convention – March 31 to April 2, 2023

(See Item 11.4.1)

- 11.4 Correspondence

- 11.4.1 Correspondence from Nancy Flint, Member, Royal Canadian Legion Branch 609, re: Transit Charter Service Request – Royal Canadian Legion District Convention – March 31 to April 2, 2023

(See Item 11.3.1)

- 11.5 Councillors Question Period

- 11.6 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.

12. Community Services Section

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

- 12.1 Staff Presentations

- 12.2 Reports

- 12.2.1 Staff Report re: Amendment to Administrative Authority By-law 216-2017 - Execution of Performing Arts Agreements

Recommendation

- 12.2.2 Staff Report re: Preferred Site for William G. Davis Memorial Sculpture

Recommendation

- 12.2.3 Staff Report re: Budget Amendment for Torbram – Sandalwood Adventure Park Federal Grant Funding – Ward 10

Recommendation

- 12.3 Other/New Business

- 12.3.1 Minutes - Brampton Senior Citizens Council - February 7, 2023

To be received

- 12.3.2 Minutes - Brampton Sports Hall of Fame Committee - March 2, 2023

To be approved

- 12.4 Correspondence
- 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 City Council meeting (March 9, 2023) = 33

- 13.1 Referred Matters List - Q1 2023 Update

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

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

16. Adjournment

Next Regular Meeting: Wednesday, April 12, 2023



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:

Meeting Date Requested: Committee of Council, March 29, 2023

Name of Individual(s): Clare Barnett

Position/Title: Director, Economic Development

Organization/Person being represented: Economic Development

Full Address for Contact: City Hall

Telephone:

Email:

clare.barnett@brampton.ca

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

Economic Development Annual Report release

Additional Information:

Name of Member of Council Sponsoring this Announcement:

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 (.avi, .mpg)

☐ 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:**

- (i) 25 copies of all background material and/or presentations for publication with the meeting agenda and /or distribution at the meeting, and
- (ii) the electronic file of the presentation to ensure compatibility with corporate equipment.

Submit by Email

Once this completed form is received by the City Clerk's Office, you will be contacted to confirm your placement on the appropriate meeting agenda.

2022 ANNUAL REPORT

***CITY OF BRAMPTON
ECONOMIC DEVELOPMENT OFFICE***



CITY OF BRAMPTON LAND ACKNOWLEDGMENT

This land is situated upon the Mississaugas of the Credit First Nation treaty lands and territory, covered by the Ajetance Treaty #19 (1818). It is also the traditional territory of the Haudenosaunee, Huron Wendat. We also acknowledge the many First Nations, Metis and Inuit peoples who have cared for this land since time immemorial and who continue to contribute to the strength of our community. We are honoured to have worked on and enjoyed this land.



MAYOR'S MESSAGE

In 2022, Brampton demonstrated resilience.

We came together – the City, our business community, the not-for-profit sector, our frontline workers – and we managed through the pandemic.

We not only kept our vitally important local economy working, but in many cases, we grew and exceeded expectations.

We continued to attract major investment, including some of the largest and most impactful projects in Canada, from space robotics pioneer MDA, which is building its new global headquarters, lab and centre of excellence here, to Stellantis, which is retooling its Brampton plant for the next generation of electric vehicles.

These are good, high-quality jobs and these investments are a vote of confidence in our local economy by showcasing Brampton as a prime location for investment.

Despite broader challenges in the economy such as inflation and lingering effects of the pandemic, I believe the City of Brampton is well-positioned to thrive.

As we celebrate our resilience, we also look ahead. Brampton is brimming with optimism.

I salute all of you – from large international investors to local employers, big and small – for putting your faith in Brampton. We are looking forward to great things.

Patrick Brown
Mayor



Gurpartap Singh Toor
Regional Councillor
Wards 9 & 10
Chair,
Economic Development



Rowena Santos
Regional Councillor
Wards 1 & 5
Vice Chair,
Economic Development

CHAIR'S MESSAGE

I am honoured to serve as Chair of Economic Development for the 2022-2026 Term of Council and present Economic Development's 2022 Annual Report to our local and international partners.

It is an exciting time in Brampton. We are a growing city, in fact the fastest growing of any big city in Canada.

A record number of building permits are being issued as construction activity increases, and we are celebrating major investments, such as the recent announcement by Magna to establish its eighth facility to build battery enclosures for electric vehicles in Brampton and create over 500 jobs.

I am committed to making Brampton the most investment-friendly city in Canada, to generate jobs and growth in our local economy.

With this business-focused lens in place, the role of Economic Development is to represent the voice of business on Council, provide support to our business community through programs and services, improve the business environment of our city, and help promote Brampton as a place to invest and create jobs.

Along with my Vice-Chair, Regional Councillor Rowena Santos, I am proud to continue the work of building a modern, transparent, and accountable city. Together, we will continue to advance a positive business climate and focus on creating the jobs of the future.

Regional Councillor Gurpartap Singh Toor
Chair, Economic Development



CAO'S MESSAGE

The City of Brampton continues to establish itself as a leader in innovation that is dedicated to excellence in economic development and reducing red tape.

With direction from City Council, staff are working hard to provide programs, services and infrastructure to meet the needs of residents and businesses today, while planning for tomorrow, and maintaining a strong fiscal position.

S&P Global Ratings (S&P) recently affirmed the City of Brampton's Triple 'A' rating for 2022, which is the highest credit rating a municipality can receive.

This is our seventh Triple 'A' rating in a row, and it is a testament to Brampton's growing tax base and the City's sound fiscal management.

It also recognizes that the City's strong liquidity position and projected debt service coverage compare favourably with the City's peers.

As investors and employers look to build or expand their businesses, I am confident Brampton will continue to stand out as an attractive and business-friendly location.

For our businesses and entrepreneurs already here, we remain steadfast in our commitment to reduce red tape and foster a climate of innovation and inclusion with sustainable growth.

Marlon Kallideen
Chief Administrative Officer



DIRECTOR'S MESSAGE

2022 was a story of resilience where, despite challenging conditions, the City of Brampton garnered significant business retention and expansion across all our major sectors, as well as new investors, such as Boston Scientific.

I believe part of what makes Brampton such an ideal location for jobs and investment is our diversity.

Almost 60 per cent of Brampton residents are first-generation Canadians. We represent some 250 different cultures, speaking over 170 languages.

More important than the statistics, however, is the inclusive, welcoming spirit of this community. We celebrate diversity. It's who we are.

And, I'm confident, from my discussions with employers here and abroad, that they, too, value diversity.

National and internationally-minded companies competing at a global scale recognize the value of a talented, youthful and diverse workforce.

At the same time, I would be remiss if I didn't mention my team, and the often unsung work to help bring jobs and investment to Brampton.

In 2022, we became one of only 70 economic development organizations in the world to be recognized by the International Economic Development Council as an Accredited Economic Development Organization (AEDO).

Thank you to our business partners for working with us. We are looking forward to an even better 2023.

Clare Barnett
Director,
Economic Development



2022 ECONOMIC OVERVIEW

The Brampton economy showed great resilience in 2022. Despite broader challenges in the economy with inflation, supply chain issues and lingering effects of the pandemic, Brampton continued to attract jobs and investment and set a torrid pace for construction and development.

Brampton industrial markets have seen investors continue to look for opportunities to bring highly sought-after sites to market. By the final quarter of 2022, no municipality in the GTA had more industrial development under construction than Brampton (4M+ sq. ft. – See Figure 1. below for a comparison to previous years), with some already leased or reviewing multiple offers. There are several projects not yet spoken for that will be ready in 2023 for fit-up by investors looking for well-positioned space with access to power, transportation networks and skilled labour (350K+). Another 9M sq. ft. of industrial/office space is currently going through the approval process and will be ready within the next 1-2 years to support businesses looking to set up in a variety of sectors, including advanced manufacturing, medtech,

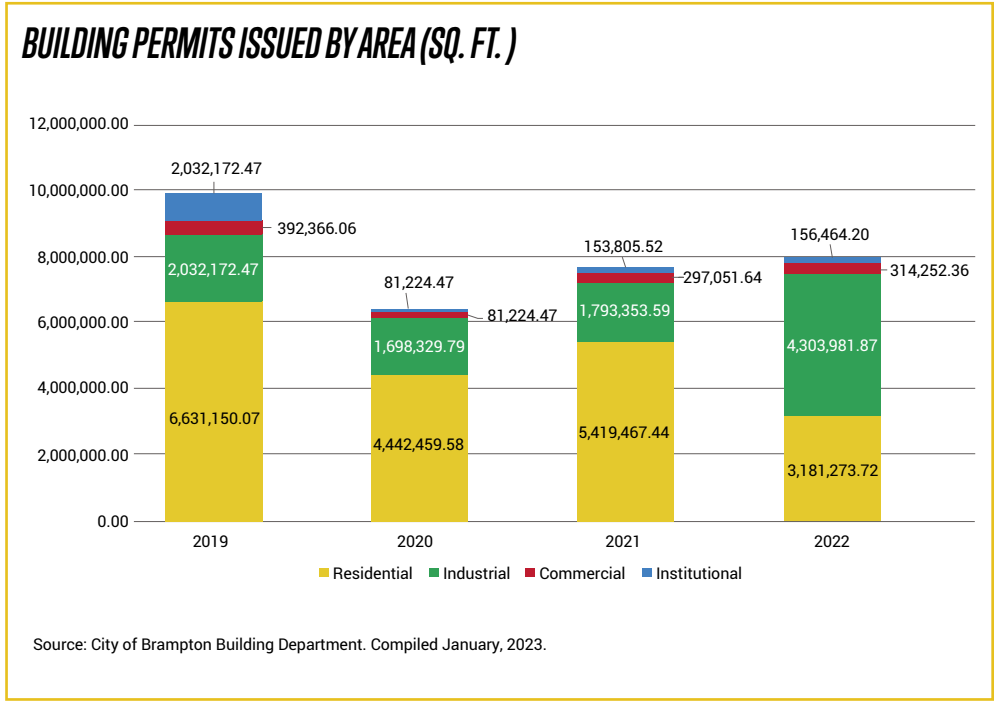
R & D and logistics. Many of these developments will feature ESG measures driven not only by financial necessity, but also by socially responsible investors.

Brampton office space continues to be in high demand, particularly for higher quality (4-5 star) space, where vacancy rates hover around 1%. Part of this success is attributable to Brampton's burgeoning Innovation District, with start-ups and institutional partners scaling up and driving demand for more space. At present, post-secondary institutions are looking for 500K to 1 million sq. ft. to meet higher education and continuous learning needs. Meanwhile, large employers such as MDA (200K sq. ft.) and Alectra (200K sq. ft.) are establishing larger footprints in Brampton in order to provide access to markets. Such projects need a large office component but also require complementary space for R & D, manufacturing and operational needs.

INVESTOR CONFIDENCE IN BRAMPTON AT ALL-TIME HIGH

- Compared to five years ago, the City of Brampton is issuing twice as many building permits a year.
- In 2022, we conducted almost 300,000 building inspections, shattering 2021's record of 228,000.
- The amount of construction value exploded to \$2 billion in 2022, a 131% increase from 2018.
- This puts us in the top five municipalities in Canada for construction value.
- Small business continues to be the life blood of Brampton. Despite the pandemic, Brampton continues to attract new investments. In 2022, over 90,000 businesses chose to call Brampton its home (see Figure 2. 'Business Counts').

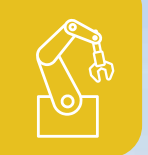
The numbers show a clear and undeniable trend: Brampton is booming.



BRAMPTON ECONOMIC INDICATORS

	YTD DECEMBER 2021	YTD DECEMBER 2022
Total Construction Value ¹	\$1,726,343,380	\$2,031,155,518
Residential Construction Value ¹	\$1,235,372,736	\$1,290,114,285
Non-Residential Construction Value ¹	\$486,925,131	\$737,064,876
Industrial Construction Value ¹	\$349,545,392	\$497,137,996
Commercial Construction Value ¹	\$85,826,674	\$159,081,405
Institutional Construction Value ¹	\$51,553,065	\$80,845,475
Housing Permits (units) ¹	8,788	7,123
Housing Resale Activity ²	12,012	6,520
Average House Price ²	\$1,041,639	\$1,170,860
Industrial Vacancy Rate ³	0.3%	0.9%
Office Vacancy Rate ³	1.1%	1.2%
Unemployment Rate (Region of Peel) ⁴	7.3%	4.8%
Business Licenses ⁵	4,000	4,300
Business Counts (2021/2022) ⁶	81,494	92,159
Industrial & Office in Approval Process	4,970,320 sq. ft.	9,002,360 sq. ft.

1. City of Brampton, Building Division December 2021/ December 2022
2. Toronto Real Estate Board, Monthly Market Watch Archive
3. CoStar Analytics 2022
4. Statistics Canada, Labour Force Survey, Custom Tabulation December 2022
5. City of Brampton, Clerk's office.
6. Statistics Canada, Canadian Business Counts.



Brampton is in the midst of an exciting transformation, and together with our partners, we are developing our city into a major innovation hub. That MDA has again selected Brampton as the home to its new headquarters speaks to our city emerging as a global leader in innovation and technology. We are honoured to have them here and look forward to the economic impact this will have on our community.

**Patrick Brown, Mayor
City of Brampton**

MDA TO BUILD GLOBAL HEADQUARTERS AND SPACE ROBOTICS CENTRE OF EXCELLENCE – IN BRAMPTON

The City of Brampton continues to establish itself as a global leader in innovation, with MDA selecting Brampton as the location for its new, purpose-built global headquarters and Centre of Excellence for Space Robotics.

MDA is an international space mission partner and a robotics, satellite systems and geointelligence pioneer. Its new state-of-the-art facility will be the birthplace of Canadarm3 and home to their growing base of highly-skilled employees in Brampton, currently numbered at about 850 people. The 200,000 sq. ft. building will feature state-of-the-art labs, manufacturing, research and development, as well as assembly, integration and test facilities.

The Centre of Excellence at MDA will house a unique Space Robotics Mission Control Centre, enabling MDA to provide critical on-orbit robotic mission operations for commercial and government customers worldwide. Additionally, the building will be designed to facilitate unique visitor experiences, allowing the company to engage with the public and other stakeholders.

“This new facility will be home to our growing team and will further unlock the potential of our world-class engineering and space mission expertise, while allowing us to bring to market a full suite of innovative commercial space robotics products that leverage Canadarm3 technology.” – Mike Greenley, Chief Executive Officer, MDA

WHY BRAMPTON?

Brampton is at the Centre of Canada's Innovation Corridor and its connectivity provides companies with quick and easy access to international markets.

The Brampton Economic Development Office has a robust business retention and expansion program dedicated to understanding the needs of companies – such as MDA – and assisting them in the site-selection process.

By choosing Brampton, MDA will be joining industry-leading corporate neighbours such as Medtronic, Canon, Air Canada, Loblaw and the Kaneff Group.

AFTER 53 YEARS OF PIONEERING WORK IN BRAMPTON, MDA IS JUST GETTING STARTED

As demonstrated by the excitement of current employees and new talent eager to join the growing team, MDA is leading in a new space industry and inspiring a next generation of employees who will shape the future of robotics, satellite constellations, and Earth observation.

“It's an exciting time to be at MDA,” shares Holly Johnson, VP of Robotics and Space Operations, MDA. “We're not only developing new technologies to build Canadarm3, the next generation space robotic system destined for the Lunar-orbiting Gateway, but we're also seizing the opportunity to take that technology and commercialize it, which opens the door to put our space robotics products on many new space infrastructure missions that are emerging in the new space economy.”

With impressive innovations dating back to 1969, MDA is not showing any signs of slowing down. In 2022, MDA secured two contracts for commercial derivatives of Canadarm3 technology, even in advance of delivering it to the CSA. Last May, the company announced its first commercial sale to Houston-based Axiom Space for Axiom Station, which aims to become the world's first commercial space station. That contract was followed less than five months later by a second Axiom Space contract for additional payload interfaces.





Sheridan engineering student at CAMDT conducts research on a collaborative project with industry exploring automated assembly in manufacturing, and making use of custom 3-D printed grippers and programming an industrial ABB robotic arm.

SHERIDAN COLLEGE - CONNECTING INDUSTRY TO TALENT & RESEARCH

Brampton's advanced manufacturing sector has a vast industrial base that serves as the foundation for collaboration, partnerships and innovation across every industry. Home to Sheridan College's Centre for Advanced Manufacturing and Design Technology (CAMDT) and the Magna Skilled Trades Centre, Brampton is strategically positioned to support the diverse talent needs of the advanced manufacturing sector. CAMDT exemplifies Sheridan's leading role as a hub — connecting industry, curriculum and applied research. It is home to the most sophisticated 3D commercial printers available at any Canadian university or college and actively works to address the challenges of the manufacturing industry while developing graduates with the skills and practical knowledge to make an immediate and positive impact on the workforce.

Sheridan | Centre for Advanced Manufacturing
and Design Technologies

CITY OF BRAMPTON WELCOMES NEW INVESTMENT BY STELLANTIS



On May 2, 2022, in Windsor, Ontario, Stellantis North America Chief Operating Officer Mark Stewart, alongside Canadian Prime Minister Justin Trudeau and other senior government officials, announced an investment of \$3.6 billion to accelerate the company's electrification plans, securing the future of the Brampton and Windsor plants.

Brampton is one of Ontario's leading hubs for electric vehicle supply chains. In May 2022, the community welcomed an announcement that the federal and provincial governments, along with Stellantis, invested \$3.6 billion to help Stellantis retool its Canadian auto plants — including its facility in Brampton — to install a flexible assembly line capable of producing battery-electric and hybrid vehicles. This overhaul will diversify the automaker's capacity to meet growing consumer demand for low-emission vehicles and will help secure the long-term future of the facility in Brampton.

Known for building the Dodge Challenger, Charger and Chrysler 300, this investment will help secure the long-term future of the facility in Brampton and further adds to the growing momentum of the City of Brampton's advanced manufacturing sector — home to leading automotive parts companies such as Magna International, Faurecia, A Berger Precision, ABC technologies and Matcor-Matsu Group.

Brampton is Canada's fastest-growing big city, and 23% of its sizable, advanced manufacturing talent pool is in the automotive industry. The Stellantis facility in Brampton is an anchor of Brampton's automotive industry, and significantly impacts the local economy, providing approximately 3,000 manufacturing jobs. Moreover, it provides many indirect jobs across the province. It is estimated that for every one job at an automotive facility, as many as six indirect jobs are created.

Ontario's auto sector includes five major automakers and hundreds of suppliers. Brampton is proud to be part of the second-largest automotive cluster in North America and continues to celebrate the investments being made into EV vehicles.

Brampton has a proud history of automotive excellence anchored by our Stellantis facility, and a large and innovative advanced manufacturing sector. We are thrilled our city will be a part of the global automotive industry shift towards electric vehicles. The future is bright for Brampton, our local workforce, and our automotive industry.

Patrick Brown, Mayor
City of Brampton



ALSTOM - A GLOBAL LEADER IN THE TRANSPORTATION SECTOR

Alstom develops and markets mobility solutions that provide sustainable foundations for the future of transportation. In Brampton, its 180,000 sq. ft. facility employs 160 people who assemble vehicles for major transit projects around Ontario, including the Finch West LRT, the Confederation Line in Ottawa, and the Hazel McCallion Line in Mississauga. In 2021, Alstom doubled in size with the acquisition of Bombardier Transportation. As a result, more than 700 suppliers in Ontario benefit from Alstom's investment and they are projecting to hire 300 people this year for the Go Expansion Rail project, on top of the 2,500 employees they currently have in the province. Recently, the company committed to conducting research and development in Canada and to adapt Europe's success with hydrogen-powered trains to North America, a key component of meeting net-zero targets.



A BERGER PRECISION - THE AUTOMOTIVE INDUSTRY IS OUR DNA

The Berger group is one of the leading suppliers for the automotive industry worldwide with many prominent customers who have trusted Berger quality for decades. Berger manufactures precision parts and modules for a wide range of application areas in the automotive sectors, including motors, fuel injection, transmissions, steering, camshafts, brakes, sensors and chassis. They are also a reliable partner servicing all aspects of the supply chain in the aircraft and aerospace sectors. Most recently, they are looking toward the future of e-bikes, e-cars and e-buses. They have emerged as a strong partner regarding new mobility technologies and continue to work with leading vendors in the fuel cell field to jointly promote development and series production. With more than 140 employees in Brampton, they expect to see significant growth in the next five years with expansion plans and new machines to support this trajectory.

For over 40 years, Brampton has been home to A Berger's North American Headquarters. We are proud to be a part of the Brampton business community, whose diversity is reflected in our workforce.

Joan (Huang) Berger
Director, New Business Development,
A Berger



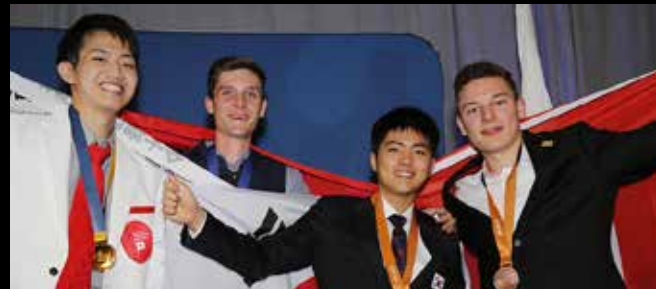
APMA - SUPPORTING VEHICLE MANUFACTURERS

The Automotive Parts Manufacturing Association (APMA) is Canada's national association representing OEM producers of parts, equipment, tools, supplies, advanced technology, and services for the worldwide automotive industry. Founded in 1952, its members account for 90% of independent parts production in Canada. Brampton was proud to sponsor the organization's 70th annual conference which brought together 300+ industry leaders, decision-makers, disrupters, innovators and partners across the sector and beyond.

On behalf of Brampton's Advanced Manufacturing sector, Amy DiGiovanni, Stellantis Government Affairs Manager and Flavio Volpe, APMA President, present an award at the 70th annual APMA Conference.



The City of Brampton was proud to sponsor the WorldSkills 2022 Special Edition and thrilled that Sheridan College brought the Industrial Mechanics competition to Canada and showcased the Magna Skilled Trades Centre. Sheridan was the only Canadian location to host an event and one of two in North America.



Event medallists proudly display the flags of their home countries (Japan, Austria, Korea, Switzerland) following the medal presentation ceremonies.



Event Champion Sota Morimoto of Japan uses a metal grinder.

I was energized by the competition's many facets — from the competitors' amazing skillsets to the teamwork and camaraderie among all those who were able to take part.

Steve Henry,
Director of Apprenticeship and Training, Magna





Mayor Brown, Councillors Santos and Power, and members of the Economic Development Office, joined Ken Spears (VP/General Manager, Boston Scientific) and team for a tour of the facility.

BOSTON SCIENTIFIC - INNOVATIVE LEADER IN MEDICAL TECHNOLOGY

In 2022, the City of Brampton welcomed the new Canadian HQ and distribution centre for Boston Scientific to their new location. At this facility, up to 200 highly skilled staff will support quality control, regulatory affairs, logistics and distribution, as well as head office functions. A global medical devices company based in Boston, MA, this innovative leader in medical technology is a key partner in the City's health and life sciences cluster. The company's less invasive technologies are designed to diagnose and treat a wide range of medical conditions, including:

- Cancer
- Chronic Pain
- Gastrointestinal Conditions
- Heart and Vascular Conditions
- Neurological Diseases
- Pulmonary Condition

We are very excited by our decision to locate our new Canadian hybrid-collaboration head office and national product replenishment centre to Brampton, one of the fastest-growing and most innovation-friendly cities in Canada. We look forward to drawing on the diverse talent pool within the Brampton Innovation District to do our important work of serving Canadian health care provider heroes and enabling improved health outcomes for Canadian patients.

Ken Spears
VP/General Manager, Boston Scientific

TENOMIX - A START-UP SUCCESS IN BRAMPTON

Tenomix is a medical technology start-up that is on a mission to develop novel technologies that target inefficiencies in the pathology workflow, optimize cancer care, and reduce health care costs. We are thankful to the Brampton Venture Zone (BVZ) staff, mentors, fellow BVZ cohort, industry partners, and the Brampton community for supporting us as we have accomplished several critical milestones in a short period of time.

Tenomix team



TRANSFORMING HEALTHCARE FOR DIABETES

Medtronic

In November 2022, Brampton-based Medtronic announced that it had received a licence from Health Canada for its MiniMed™ 780G system for people living with type 1 diabetes. This advanced, hybrid, closed-loop system is the first and only insulin pump system in Canada that can automatically adjust and correct sugars every five minutes. Thanks to Medtronic's advanced SmartGuard™ technology, the system is designed to help avoid highs and lows.

A month later (December 2022), Health Canada licensed Medtronic's extended infusion set — the first and only infusion set that can be worn for up to seven days with Medtronic insulin pumps. This innovation doubles the length of time an infusion set can be worn, allowing users to stay safely on insulin pump technology with fewer interruptions and insertions while introducing enhanced convenience and comfort to their diabetes management routine. The innovative design of the Medtronic extended infusion set stems from advanced materials that help reduce insulin preservative loss and maintains insulin flow and stability.

O-TWO MEDICAL TECHNOLOGIES - LEADING-EDGE ENGINEERING CONCEPTS DEVELOPED IN BRAMPTON



Based in Brampton since 1971, O-Two Medical Technologies produces state-of-the-art products for emergency respiratory care and gas inhalation analgesia. Their innovative thinking, leading-edge engineering concepts and high-quality manufacturing capabilities combine to make them a valuable partner for the healthcare professionals and the patients they serve. Exporting to over 60 countries and possessing more than 40 patents worldwide, they offer solutions in automatic and manual ventilation, gas analgesia, immediate care, oxygen administration and patient monitoring.

O-Two Medical Technologies provides advanced engineering, state-of-the-art design, prototyping and manufacturing capabilities. These are all encapsulated within a painstaking quality system to meet the required international manufacturing standards.

The city continues to support the growth of key businesses in both Brampton's Health & Life Sciences and MedTech sectors such as:

Dynacare
The Stevens Company
Canadian Blood Services
Daniels Health
Stericycle
McKesson
Boston Scientific
Medtronic
William Osler Health System
Taro Pharmaceuticals



FOOD AND BEVERAGE PROCESSING

Brampton's thriving food and beverage sector is a key part of the food cluster in Ontario, home to one of North America's largest agri-food sectors.

Supported by industry-leading technology, top-quality products, and a rich agricultural tradition, Brampton's food and beverage sector is a one-stop shop, complete with food testing, processing and packaging facilities as well as transportation, packaging design, equipment and refrigeration storage, all within the city.

The sector contributes \$1.3 billion annually to the Canadian GDP and employs some 8,500 people in approximately 300 companies — across a range of manufacturing, processing and support industries.

What unites them is the strategic positioning, which allows them to take advantage of Brampton's talent, infrastructure and market access.

TOPPITS FOODS - EXPANDING FOOD PROCESSING CAPABILITIES & CREATING JOBS



Toppits Foods is one of Canada's top frozen food processors, supplying over 500 frozen, sustainably-sourced seafood products to the food service, retail and manufacturing industries. In 2022, the federal government announced an investment of \$6 million for Toppits Foods Ltd. to expand its food processing capabilities and create 60 jobs for

underrepresented and diverse Canadians in the Brampton region. With this investment, the company will expand production through the purchase and installation of new, automated seafood processing and freezing equipment at its newly acquired facility in Brampton. This support will also enable Toppits Foods to integrate the manufacturing process of its seafood products, double domestic production capacity, grow revenues and significantly expand its customer base in Canadian and U.S. markets.



Congratulations to Brian H. Xiao, President & CEO of Toppits Food Ltd. and team on their new facility in Brampton.

WORKFORCE DEVELOPMENT PILOT PROJECT

Workforce development is the number one priority for Ontario's food and beverage processing industry and as part of the CareersNOW! initiative, the City of Brampton partnered with Food and Beverage Ontario to conduct a regional workforce pilot in 2021/2022. Local employers, educators, regional stakeholders and employment agencies were all involved in assessing next steps to help create a job-seeker pipeline that will fill immediate regional employment vacancies and provide learnings for other regions. Thank you to our partners and the Brampton employers who helped with this significant project.

MAPLE LODGE FARMS - \$50M CAPITAL INVESTMENT



Maple Lodge Farms has invested in technology to improve animal welfare in transport, as well as by establishing a controlled-atmosphere system on site. The expansion was 250,000 sq. ft. with 400 jobs. In addition, within the next five years, Maple Lodge Farms intends to invest approximately \$450M in a new state-of-the-art poultry processing plant in Brampton.

A LEADER IN FOOD PROCESSING



In 2022, the City of Brampton received top honours with a first-place ranking in the *Food Processing Leaders* category in Business Facilities Magazine's 18th Annual Metro Rankings Report. This is the third consecutive year the City of Brampton has been recognized with this ranking.

Brampton received top recognition for a pilot program launched in fall 2021 to expand the workforce pipeline for the food processing industry. Other factors that contributed to the ranking are employment, expansions and programs for the industry. The full 2021 Rankings Report can be found at www.businessfacilities.com.



MAPLE LEAF FOODS - A SIGNIFICANT INVESTMENT

Maple Leaf Foods has also made significant investment in the Brampton community with \$80 million for a new line and equipment, and the addition of 140 hourly jobs and 54 salaried jobs.

ADDITIONAL EMPLOYERS IN THE FOOD & BEVERAGE SECTOR IN BRAMPTON INCLUDE:

- Loblaw
- Italpasta
- Coke Canada Bottling
- Give and Go Prepared Foods
- Lactalis Canada
- Oylmel
- TNT Foods
- Cardinal Meat Specialists
- Cargill
- Sofina Foods

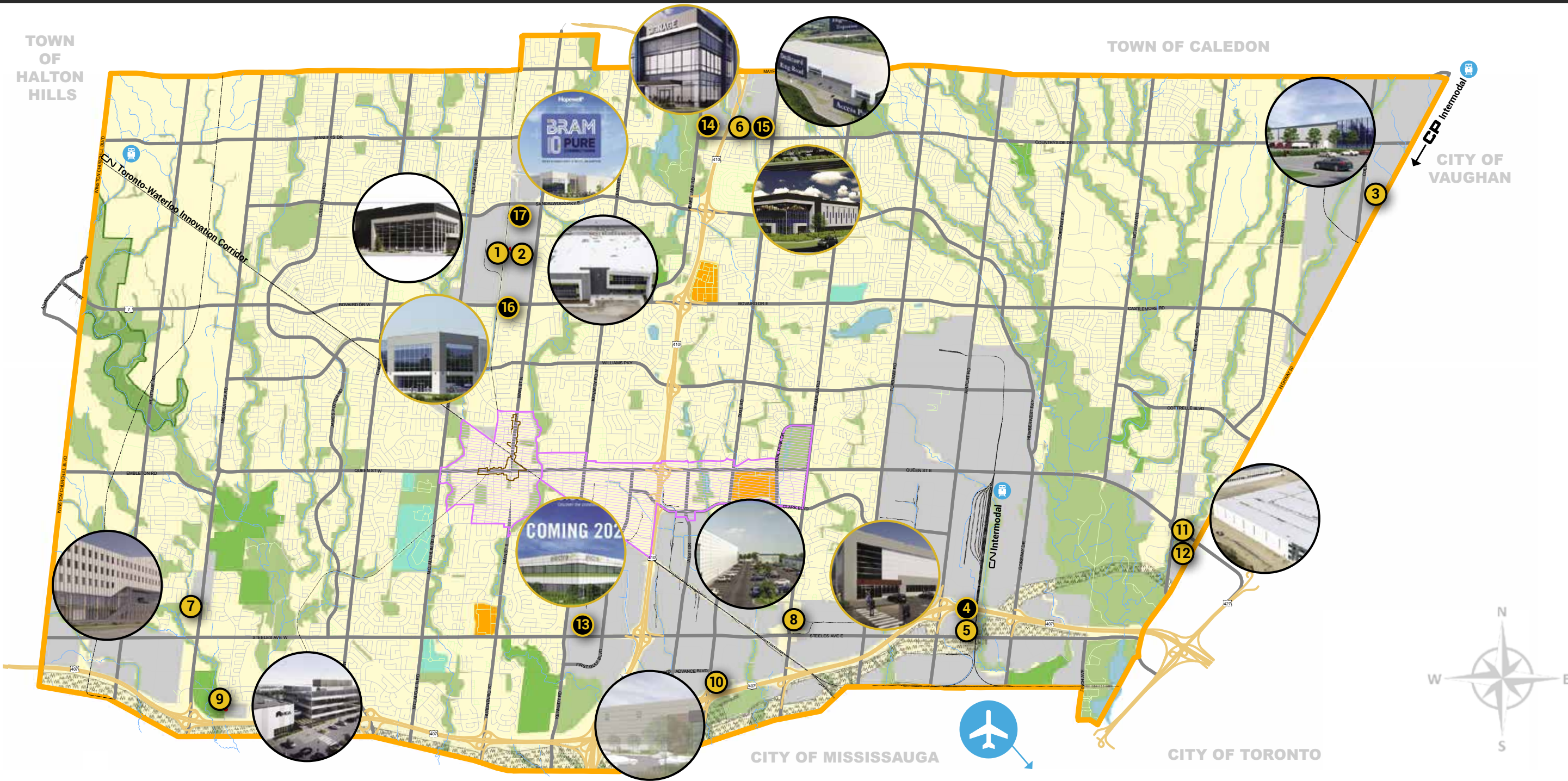


NOTABLE ECONOMIC DEVELOPMENT INVESTMENTS - 2022

LEGEND

	Tenant	Address	Developer	Investment
1	Radiant Logistics	398 Railside Drive	Panattoni	\$25,238,372.10
2	Big Rig Group of Companies	100 Whybank Drive	Panattoni	\$14,534,400.00
3	Pet Valu	10750 Hwy. 50	Orlando	\$100,000,000.00
4	Speculation Build	420 Parkhurst Square	Rathcliffe Group/First Gulf	
5	Huna Logistics	400 Parkhurst Square	Rathcliffe Group/First Gulf	
6	Magna	100 Ace Drive	Panattoni	\$94,878,333.55
7	Peel Regional Police	8000 Mississauga Road	Peel Regional Police	
8	Syncreon - Dell Distributer	15 Bramalea Road	Carterra	
9	MDA	7500 Financial Drive	Kaneff	\$100,000,000.00
10	Axium	25 Rainham	Axium	\$85,000,000.00
11	Wolseley Canada	8480 Highway 50	Panattoni	\$65,381,470.72
12	Highland Motor Company	8470 Highway 50	Panattoni	\$59,094,879.79
13	Alectra	200 Kennedy Road	First Gulf	\$105,000,000.00
14	Speculation Build	Newkirk & Ecopark Cl	Berkshire/Axis	
15	Speculation Build	96 Inspire Boulevard	Eli	
16	Speculation Build	20-30 Ironside	Triovest	\$100,000,000.00
17	Speculation Build	10 & 20 Whybank	Pure Industrial & Hopewell	\$150,000,000.00

- New Major Investments (End-User Known)
- Speculation Build





BRAMPTON'S INNOVATION DISTRICT: A THRIVING ENTREPRENEURIAL ECOSYSTEM EARNING AN INTERNATIONAL REPUTATION

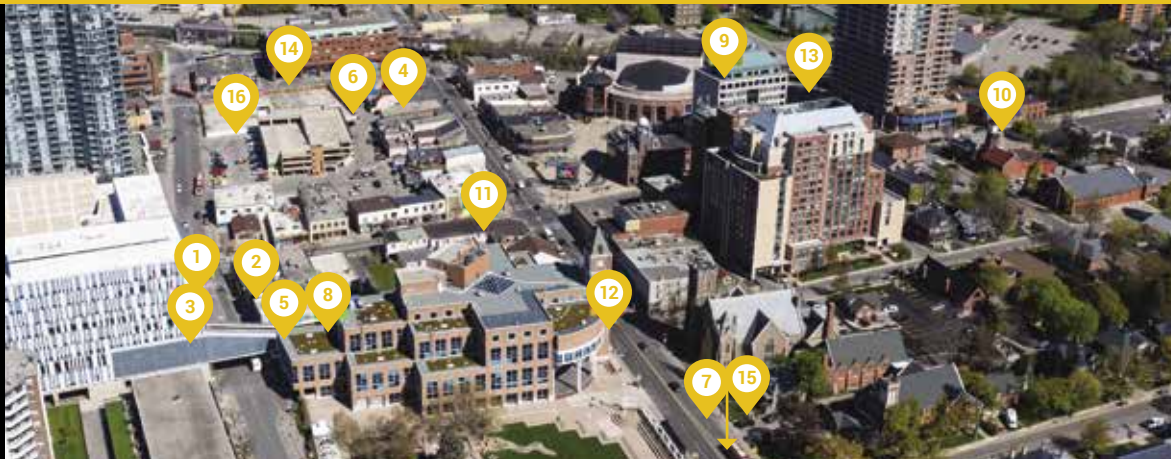
In the centre of Canada's Innovation Corridor, Brampton's award-winning Innovation District is a thriving entrepreneurial ecosystem. Home to a network of companies, educational institutions, incubators and accelerators in the heart of downtown, the Innovation District supports tech enabled businesses at all stages of development. Each year, many start-ups, entrepreneurs and large corporations plant roots in Brampton with the intent of commercializing their technology. With ready access to space, resources, and opportunities to network and pitch, the Innovation District is earning an international reputation as THE place to locate.

It has been amazing to see the energy created by the Brampton Innovation District to attract entrepreneurs, founders, and tech evangelists. The mash-up of creative thinkers, problem solvers, and experienced business leaders has launched companies that will change how we live and work. Altitude Accelerator is honoured to be part of Team Brampton to help companies grow faster and contribute to community prosperity.

Pam Banks, Executive Director, Altitude Accelerator

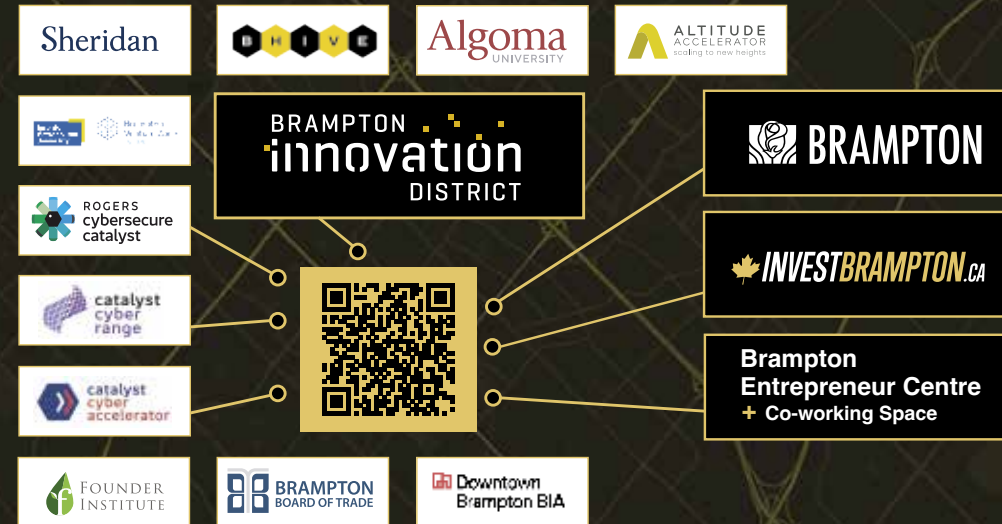
THE CITY OF BRAMPTON IS HOME TO SEVERAL INDUSTRY-LEADING TECHNOLOGY COMPANIES INCLUDING:

- Rogers Communications
- Survalent
- SPS Commerce
- Plexxis
- MDA
- Canon Canada
- Amazon



- | | | | |
|---|--|---|---------------------------------|
| 1 Brampton Entrepreneur Centre & Co-working space (BEC) | 6 Rogers Cybersecure Catalyst - Cyber Range and Cyber Accelerator | 9 Algoma University | 13 Brampton Board of Trade |
| 2 Attitude Accelerator | 7 Sheridan Edge | 10 Sheridan College | 14 BHive |
| 3 Founders Institute | 8 Rogers Cybersecure Catalyst - Accelerated Cybersecurity Training Program | 11 Downtown Brampton BIA | 15 Sheridan College |
| 4 Brampton Venture Zone | | 12 Brampton Economic Development Office | 16 Future Centre for Innovation |
| 5 Rogers Cybersecure Catalyst - Headquarters | | | |

OUR STRONG PARTNERSHIPS ARE THE FOUNDATION OF THE INNOVATION DISTRICT:



2022 INNOVATION DISTRICT AT A GLANCE:

594 Trained Graduates
from Rogers Cybersecure Catalyst and Algoma University

157 People Employed
by Innovation District Partners

128 start-ups launched
and businesses started

53 patents filed
by companies/alumni

51 International start-ups accepted into BHive



Collaboration at BHive



The first cohort of Rogers Cybersecure Catalyst's new Emerging Leaders Cyber Initiative at the program launch event.



Mayor Brown joins the Mobii team at Collision.

A graduate of the Altitude Accelerator's Incubator 16 program, Mobii Systems Global is a South African company that specializes in scalable live video delivery solutions at ultra-low latency speeds. It has made Brampton its home to expand into the North American market.

BRAMPTON: CYBERSECURITY CENTRE OF EXCELLENCE



In the heart of its downtown, the City of Brampton and its Innovation District partners are creating a world-class centre of excellence for cybersecurity.

Cyber Security Innovation Network (CSIN)

The City of Brampton, Rogers Cybersecure Catalyst, and Sheridan College have all helped support a national initiative called the Cyber Security Innovation Network. This is an innovative and highly collaborative Canadian national network that will enhance research and development, increase commercialization, and develop skilled cybersecurity talent across Canada.

Brampton: A Home for Cybersecurity Capacity

The cybersecurity divisions of many large companies – as well as dedicated cybersecurity firms – are located in Brampton, including Rogers Communications, Loblaw, Alectra Utilities and IT Weapons (a division of Konica Minolta).

Tackling Today's Cybersecurity Challenges

Rogers Cybersecure Catalyst is a not-for-profit organization that works to seize the opportunities and tackle the challenges of cybersecurity through training, commercial acceleration, applied research and development, and public education.

Developing Tomorrow's Leaders

The Catalyst's workforce and executive training programs recruit and train cybersecurity professionals from backgrounds that are traditionally underrepresented in the industry. Brampton is also home to the Catalyst Cyber Accelerator, the first and only commercial accelerator of its kind in Canada, designed to help early-stage cybersecurity companies grow into industry leaders. Additionally, the Catalyst Cyber Range is also located in Brampton – a cybersecurity testing and training platform that has delivered experiential learning to over 1,000 employees from a wide range of private and public sector organizations.

We're here because Brampton's talent and entrepreneurial spirit are second-to-none. The Brampton Innovation District is the ideal platform for the Catalyst's growth and success, not just in Canada but worldwide.

Charles Finlay

Founding Executive Director, Rogers Cybersecure Catalyst

and aspiring cybersecurity professionals participate in a cyber workshop at Rogers Cybersecure Catalyst.



Brampton Entrepreneur Centre

+ Co-working Space

HOME OF THE *hustle*
Brampton Entrepreneur Centre

The Brampton Entrepreneur Centre (BEC) supports entrepreneurs as they start, sustain and grow their businesses. The team's expert business advice, specialized programs, co-working, and networking opportunities are available to all small business owners throughout Brampton.

Growth, innovation, vitality and job creation are all fuelled by the contributions of small businesses – making them an integral part of the community.



BRAMPTON'S DIGITAL SERVICE SQUAD HELPS SMALL BUSINESSES ADOPT ONLINE TECHNOLOGIES

The City of Brampton received funding from the Ontario Business Improvement Area Association to deliver the Digital Main Street program to support main street businesses across the City. BEC's Digital Service Squad, which is a team of digital technology specialists, conducted one-on-one consultations with main street business owners. Businesses benefited from the guidance of Brampton's Digital Service Squad, which included support with conducting digital assessments and adopting digital technologies to enhance business promotion, selling of goods and services, and support in using resources and tools to help the digital transformation of their business.

DIGITAL MAIN ST.

"At our multi-vendor store, the Digital Main Street \$2,500 grant and the My Main Street \$10,000 grant has been a game-changer for us. It has allowed us to invest in critical areas of our business. The support we received from the Brampton Entrepreneur Centre has been invaluable, providing us with the necessary guidance and resources to navigate through these challenging times. Thanks to this assistance, we have been able to reach new customers, grow our sales, and elevate our brand. We are grateful for the opportunities and support that have allowed our small business to thrive in the digital age."

Juliann Barry, Owner, Réveiller Africain



SUCCESS STORY:

Sean and Carolette Liburd are avid readers, community servants, African-centered education enthusiasts and the owners of Knowledge Bookstore, just one of only a handful of Black-owned bookstores in Canada. Their store offers walls of books for both children and adults featuring African and Caribbean history and culture, written by members of the global Black community. It also sells mugs, action figures, paintings, posters, dolls and greeting cards: it's a main street community space and it's been one since its doors opened since its doors opened 25 years ago, hosting author workshops, coaching, presentations and book talks.

The Main Street Ambassador for the City of Brampton connected with Sean and Carolette to find out more about the business needs and they started working together to see how the program could help. The first touchpoint was providing in-depth market research on the demographics, interests and social media trends in Brampton. Knowledge Bookstore was considering the next steps after two years of COVID-19 lockdowns and immediately zoned in on the statistics indicating their clients were interested in loyalty programs, which they recently implemented. Knowledge Bookstore also received a non-repayable contribution of \$10,000, which it has invested in a garment printer to revitalize their custom apparel and t-shirt idea that had so much impact with customers in the past.

SUPPORTING SMALL BUSINESS DEVELOPMENT THROUGH STARTER COMPANY PLUS

In 2022, BEC supported Brampton entrepreneurs in starting, growing, and expanding their businesses through Starter Company PLUS. The program provided small business owners, 18 years of age and older, with training, mentoring and a micro-grant of up to \$5,000 for eligible participants. In the past year, BEC provided 20 grants (\$100,000 in total funding) through this program to various types of businesses including e-commerce, retail, and the creative industries.



5K Starter Company Grants to 20 entrepreneurs = **\$100,000**



MY MAIN STREET LOCAL BUSINESS ACCELERATOR

In January 2022, the City of Brampton was approved for a \$945,000 non-repayable contribution through the My Main Street Local Business Accelerator program to support the revitalization of six main street communities in Brampton.

Funded by the Government of Canada through the Federal Economic Development Agency for Southern Ontario (FedDev Ontario), My Main Street Local Business Accelerator is a data-driven community economic development program focused on revitalizing main streets with a healthy retail mix, while providing residents, new entrepreneurs, and existing businesses with economic opportunities in their main street community.

Brampton's Main Street Ambassadors were able to successfully assist and provide 60 businesses across 6 different communities with deep data insights, community resources and referrals, and a non-repayable contribution of \$10,000 each. In total, Brampton distributed \$600,000 across all local participating communities.

MY MAIN STREET
MA RUE PRINCIPALE

HELPING YOUNG ENTREPRENEURS LAUNCH SUMMER BUSINESSES

Summer Company

Each year BEC continues to support young entrepreneurs in their journey to success through the Summer Company Program. In the summer of 2022, eight students, aged 15-29 years, were given the opportunity to use the program grant of \$3,000 to launch their own businesses, creating 12 new jobs in Brampton. Students were supported through business training, mentorship and coaching to support their business development. Student businesses ranged from gemstone and crystal jewelry to filming professional videos and much more. Students learned business skills and gained transferable skills to take with them for their future endeavours.



3K Summer Company Grants to 7 students = **\$21,000**



BRAMPTON MOU WITH NASSCOM TO INCREASE GLOBAL COMPETITIVENESS



NASSCOM delegation visited Brampton to explore investment and expansion opportunities.

India is a priority market for the City of Brampton's Economic Development Office. In an effort to promote cross-border innovation, investment, and technology, the City of Brampton and India's National Association of Software and Service Companies (NASSCOM) entered into a 3-year Memorandum of Understanding (MOU) in May 2022.

The specific objectives of the MOU are to increase awareness and enhance the global competitiveness of the City of Brampton amongst Indian companies that are members of NASSCOM and to facilitate opportunities for NASSCOM business members to build a presence in Brampton in order to serve the Canadian and North American marketplace. The City receives NASSCOM-referred business leads and works with local Innovation District partners, co-working spaces and Brampton-based business associations to provide a soft-landing in Brampton, with additional support regarding immigration, site location and further sector assistance as needed. This strategic association enables the City of Brampton to attract new companies, bring in investment, and create jobs.

NASSCOM will actively educate and inform its members on the City of Brampton, its economy and business eco-system with respect to its strategic advantages and the unique opportunities for investment and business in the technology-driven sectors of Brampton. The Brampton business community will have access to NASSCOM's vast network to explore technological and strategic opportunities with other businesses and institutions in India.

Since signing, the City of Brampton has facilitated the soft landing of six businesses within Brampton's Innovation District.

We see the MOU with the City of Brampton as a prominent catalyst for the North American expansion of Indian IT companies. I am confident that the program will help lower initial costs and enhance credibility, thereby boosting opportunities for a faster go-to-market for participating companies. This is a win-win for all stakeholders as companies get a soft landing while creating high-value, local jobs.

Shivendra Singh, Vice President
NASSCOM®

We recently expanded our IT Service business in Brampton and were blown away by the response from the community and Economic Development office. From arranging the Letter of Support which played a vital role in our Immigration process, to the launch, the support we received in helping set up our business in a new country exceeded all our expectations. We are thrilled to be a part of such a vibrant business community and are looking forward to growing our business in Brampton & beyond.

Amit Kumar, CEO, **ORION eSolutions**

COLLISION: BRAMPTON INNOVATION IMPRESSES AT GLOBAL TECH CONFERENCE

COLLISION® TORONTO
JUNE 20-23, 2022



The Brampton Innovation District booth showcased the best of Brampton and drew praise from organizers and attendees.



Local startup Pumpkin Kart participated in an onstage pitch to investors attending Collision.

Referred to as the 'Olympics of Tech,' the 2022 Collision Conference was held in Toronto this past June 2022, where the City of Brampton showcased Brampton to the largest in-person tech gathering in more than two years. With a sold-out conference of over 35,000 entrepreneurs, start-ups and influencers from more than 130 countries, the Brampton booth attracted thousands of visitors over three days, including government ministers and sports and media personalities.

While showcasing the Innovation District and its partners, including the Brampton Entrepreneur Centre, Brampton Bhive, Altitude Accelerator, The Founder Institute, Algoma University, Sheridan College, Rogers Cybersecure Catalyst, and the Brampton Venture Zone by TMU, the Brampton Economic Development team connected with hundreds of Canadian and international start-ups, venture capital firms, angels and investors, and

invited them to visit the Brampton Innovation District — with many showing an interest in joining the world class programming available.

In addition, more than 15 start-ups from the Brampton Innovation District had the opportunity to pitch their ideas and were showcased with their own booth at the conference. The Brampton booth also hosted a Brampton talent development pipeline exhibit, featuring a live robotics demonstration led by Sheridan College's Centre for Advanced Manufacturing and Design Technologies, as well as a spotlight showcase of Algoma University's new Esports program.

Overall, Collision helped generate high quality leads, strengthened existing corporate relationships, and furthered the City's brand in the spaces of innovation, technology, and entrepreneurship on a global stage.



BLACK ECONOMIC DEVELOPMENT INITIATIVES & BLACK YOUTH ENTREPRENEURSHIP IN BRAMPTON



Deputy Mayor Harkirat Singh and Chair of Economic Development, Councillor Gurpartap Toor, along with Economic Development Staff, were pleased to welcome the Cameroon Mayor of Bamenda II, Peter Chenwi, to discuss important economic issues and opportunities for collaboration between our cities.

The City of Brampton is committed to delivering focused economic development services and initiatives for black entrepreneurs and businesses in the City.

This past year, with our partners, we collaborated to ensure that black entrepreneurs and black youth were included in industry events, such as the Collision Conference.

- The Economic Development Office sponsored over 360 Black entrepreneurs and youth from Brampton to attend the Collision conference, which brings together leading tech companies, start-ups and thought leaders. These Brampton entrepreneurs were exposed to Innovation and Technology leaders and became part of the conversation. This helped to advance their networks and startups.
- Brampton Economic Development joined the Build Black Canada's reception for young black entrepreneurs during Collision and was proud to participate in the curated Africa Day, promoting Brampton's Innovation District to African startups.

Young professional leaders connect with Black Trailblazers.

Throughout the year, Brampton Economic Development was represented at business events, such as with the Economic Club of Canada and Conscious Economics. At these events, we helped introduce Brampton's black entrepreneurs into these networks and the business community.

To celebrate a year of engagement, Brampton Economic Development hosted a reception for black business leaders in December. It was an opportunity to facilitate professional relationships, partnerships and mentorship with the support of the Mayor and staff from Economic Development Office.



WELCOMING STREETS: CREATING A SAFE, INCLUSIVE SPACE FOR EVERYONE TO ENJOY



Welcoming Streets leaders at their office inside City Hall.

In partnership with the Region of Peel, the Downtown Brampton BIA and additional stakeholders in the community, the City of Brampton launched a 12-month *Welcoming Streets Pilot Program* in March 2022. Addressing the needs of local businesses, residents and vulnerable people in Downtown Brampton, the *Welcoming Streets* leaders provide targeted street outreach services and support in situations that do not require police intervention. By engaging with members of the community to ensure they are connected with the services they need, *Welcoming Streets* has had over 1000 interactions over the past year with the downtown community, developing new relationships, making their presence known and creating a safer space for all.

Watch the video by visiting: <https://youtu.be/tB-IP5dm57I>

With Welcoming Streets, they are really building a rapport with the community and there is more trust. I've also heard from other businesses that they feel the connection between the Welcoming Streets team and the community members has been a huge success.



Carrie Percival, Owner
Brampton Academy of Martial Arts



IN BRAMPTON, OPPORTUNITY ADDS UP:



THE FASTEST GROWING OF CANADA'S 25 LARGEST CITIES (2021 Census)

9TH

LARGEST City in Canada

3RD

4TH

LARGEST City in Ontario

GTA

ONE OF CANADA'S YOUNGEST CITIES

36 MEDIAN AGE

69.6% OF WORKING AGE Working Age: 15-64



250 DIFFERENT CULTURES, SPEAKING 171 LANGUAGES
52.9% OF RESIDENTS BORN OUTSIDE OF CANADA

250

171

52.9%

656,480

Total Population (2021 Census)



11%

Total population growth (2016-2021)



161,400

Residents with a University Degree (Bachelor's degree or above)



ACCESS TO 4.3 MILLION labour pool across the GTA

3.6

people



AVERAGE HOUSEHOLD SIZE



\$124,500

AVERAGE BEFORE-TAX FAMILY INCOME



80% OWN A HOME



\$967,000

AVERAGE RESALE VALUE OF DWELLINGS (2021 Census)



10,562

Building Permits Issued Residential and ICI (YTD Dec 31, 2022)

\$1.73 BILLION

Total Construction Value (YTD Dec 31, 2021)



\$2.03 BILLION

Total Construction Value (YTD Dec 31, 2022)



CENTRALLY LOCATED in the middle of Canada's Innovation Corridor



HOME TO CN

The largest Intermodal Railway terminal in Canada



7 TRANSCONTINENTAL HIGHWAYS

accessing 158+ million North American consumers



The largest supply of investment-ready sites adjacent to Toronto Pearson International Airport



9,000 ACRES OF PARKLAND

850+

Many Recreational Amenities, Open Spaces and Trails



AWARDS & ACCOLADES (2021/2022)

Throughout the pandemic, in economic recovery to economic resilience, the Economic Development Office is proud of the exceptional progress its staff are making. Our accomplishments shape our future, allow us to deliver efficient and effective services, and bring pride to all those who work, live and do business in Brampton, highlighting to a global audience the Brampton Innovation District, Inclusivity, and Investment.

The Brampton Economic Development Office is now one of only 70 economic development organizations in the world to be recognized by the IEDC as an Accredited Economic Development Organization (AEDO). The AEDO Program recognizes the professional excellence of economic development organizations. The process of becoming accredited took approximately 11 months and included a review of the Brampton Economic Development's structure, strategy, and marketing, interviews via a virtual visit with stakeholders representing private businesses and City of Brampton leadership, and a review of the City's innovation ecosystem.



International Accreditation (AEDO) 2022
City of Brampton
Economic Development Office



Selected for Inaugural IEDC Equity Fellowship
City of Brampton
Economic Development Office



Gold Winner | General Purpose Website
Invest Brampton website
City of Brampton
Economic Development
Population: more than 500,000



Silver Winner | Program awards
Brampton Innovation District
City of Brampton
Economic Development
Population: more than 500,000



2021 Winner | EDAC Marketing Canada Awards
Innovation District Video
City of Brampton
Economic Development



Ranked One of Canada's Best Locations to Invest
Site Selection Magazine



Ranked #1 in North America Food Processing 2022
Business Facilities Magazine
City of Brampton



Ranked 13th out of 415 of Canada's Best Communities

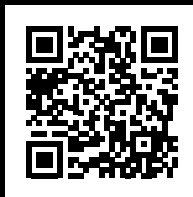


One of Canada's Best Employers



Credit Rating (S&P Global)

 ***INVESTBRAMPTON.ca***





Delegation Request

For Office Use Only:

Meeting Name:

Meeting Date:

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

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

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

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

Meeting Date Requested: March 22, 2023

Agenda Item (if applicable):

Name of Individual(s): Asima Vezina and Shannon Brooks

Position/Title:

President & Vice-Chancellor and Vice President, Finance and Operations

Organization/Person
being represented:

Algoma University

Full Address for Contact: 24 Queen Street East (Suite 101)
Brampton, Ontario L6V1A3

Telephone: 705.949.2301 ext. 4117

Email: asima.vezina@algomau.ca

Subject Matter
to be Discussed:

Algoma University Downtown Footprint Expansion Update

Action
Requested:

Recieve Delegation

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

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

☐ Other:

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

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

- (i) 25 copies of all background material and/or presentations for publication with the meeting agenda and /or distribution at the meeting, and
- (ii) the electronic file of the presentation to ensure compatibility with corporate equipment.

Submit by Email

Once this completed form is received by the City Clerk's Office, you will be contacted to confirm your placement on the appropriate meeting agenda.

Personal information on this form is collected under authority of the Municipal Act, SO 2001, c.25 and/or the Planning Act, R.S.O. 1990, c.P.13 and will be used in the preparation of the applicable council/committee agenda and will be attached to the agenda and publicly available at the meeting and on the City's website. Questions about the collection of personal information should be directed to the Deputy City Clerk, Council and Administrative Services, 2 Wellington Street West, Brampton, Ontario, L6Y 4R2, tel. 905-874-2115.



Brampton Algoma UNIVERSITY

Innovative – Intimate – Impactful

Fueling Brampton's Innovation District

Driving Innovation - Algoma's commitment:
Main Tenancy in the Brampton Centre for Innovation (CFI)

Brampton Algoma University is:

- **Committed** to Brampton's communities, businesses and families – bringing thousands of students to our downtown campus.
- **Future Focused** – advanced technology programming in cybersecurity, innovation, Artificial/Virtual reality, programming, commercialization and entrepreneurship skills and more.
- **Passionate** about delivering solutions for the needs of community – investing in research, innovation, business incubation, and mental health and addictions research.
- **Ambitious** – growing our downtown programming in Brampton to 5000 students in the 2023-24 academic year. Actively and urgently seeking space to continue to deliver our advanced degrees and post-graduate programming.

Driving Innovation - Algoma's commitment:
Main Tenancy in the Brampton Centre for Innovation (CFI)

Brampton Algoma Delivers:

- Focused University programming and research in technology, including Cybersecurity, Robotics, and AR/VR, supported by Unity Technologies and other industry partners from Brampton.
- A collaborative hub of knowledge and business incubation – attracting entrepreneurs and start-ups to Brampton's Innovation District.
- A pipeline of high-tech talent – attracting students to specialized undergraduate and graduate programming delivered in Downtown Brampton.
- Post-graduate studies, micro credentials and certificates to support upskilling and re-skilling of Brampton's workforce and community, attracting employers.

Brampton Algoma University CFI - Initial Renderings & Concepts

Brampton
Algoma
UNIVERSITY



Algoma Centre for Unifying Technology and Excellence in Applications (ACUTE)

Brampton
Algoma
UNIVERSITY





- Focus on new and emerging body of **research** and evidence-based practice to enhance and support specialized health and medical training
- Training a **new generation of mental health professionals** through certifications, diplomas, degrees, Master's level programming, Ph.D., and partnerships
- Integrating the best of **western science with cross-cultural** and Indigenous (local and global) knowledge and understanding
- Focus on **partnership** with community experts and organizations in developing the capacity of the community (action-based research)
- Use **evidence-based** and emerging fields of research to work with and support, and treat individuals and families who have experienced significant trauma.

Brampton Algoma University Campus

Preparing for the Future (Growth up to 7500)

- Master Campus Plan in development for the downtown Brampton campus
- Algoma U requires an additional 265,000 sq. ft. of space to support 5000+ FTE.
- Space strategy requires:
 - New classrooms and advanced technology & research labs
 - Enhanced athletics and recreation opportunities for varsity athletes
 - E-sports Centre
 - Libraries and group study spaces
 - Student housing



CENTRE FOR INNOVATION
3D PRINTING LAB
LEBEL & BOULANE ARCHITECTS

Student Housing Strategy



HOUSING SUPPORTS CURRENTLY IN PLACE

- Working with partners *Canada Homestay Network* and *Places4students* to help students find suitable housing.
- Additional student advising on housing available.

PLANNING FOR TOMORROW

- Housing Study completed – estimated need of 350-400 beds for current demographic of up to 5000 students.
- Tender being issued this spring for development of new residence(s). Selection and build to be executed within the next 2-3 years to meet demand.
- Residence(s) will be in close proximity to the downtown Brampton campus.



Thank You - Chi-Miigwetch - Merci

Date: 2023-03-16

Subject: **Licensing and Registration Programs for Rental Housing**

Contact: Jeffrey Humble, Manager of Policy, Integrated City Planning,
Planning, Building and Growth Management

Report Number: Planning, Bld & Growth Mgt-2023-283

Recommendations:

1. That the presentation to Committee of Council on March 29, 2023, titled 'Rental Licensing and Registration Programs' be received.

A hand holding a small toy house and a set of keys, symbolizing rental or housing. The background is a blurred image of a house with a blue diagonal overlay.

Rental Licensing & Registration Programs



Purpose

Provide an overview of the City's current rental licensing and registration programs, benchmarking of other municipal rental programs and examples of rental code of conducts..

Background

Staff received direction from Council (RM 40/2022 and 52/2022) to report back on options relating to residential landlord licensing, rental code of conduct, benchmarking from other municipalities including fees and other accountability measures (November 26th and December 7th, 2022).





Additional Residential Units/Two-Unit Dwellings

One-time registration program administered by the City's Building Department.



Supportive Housing

Annual registration program administered by Policy, Integrated City Planning.



Short-Term Rentals

Annual business licensing program administered by the City's Clerks Department.



Lodging Houses

Annual business licensing program administered by the City's Clerks Department.



Now

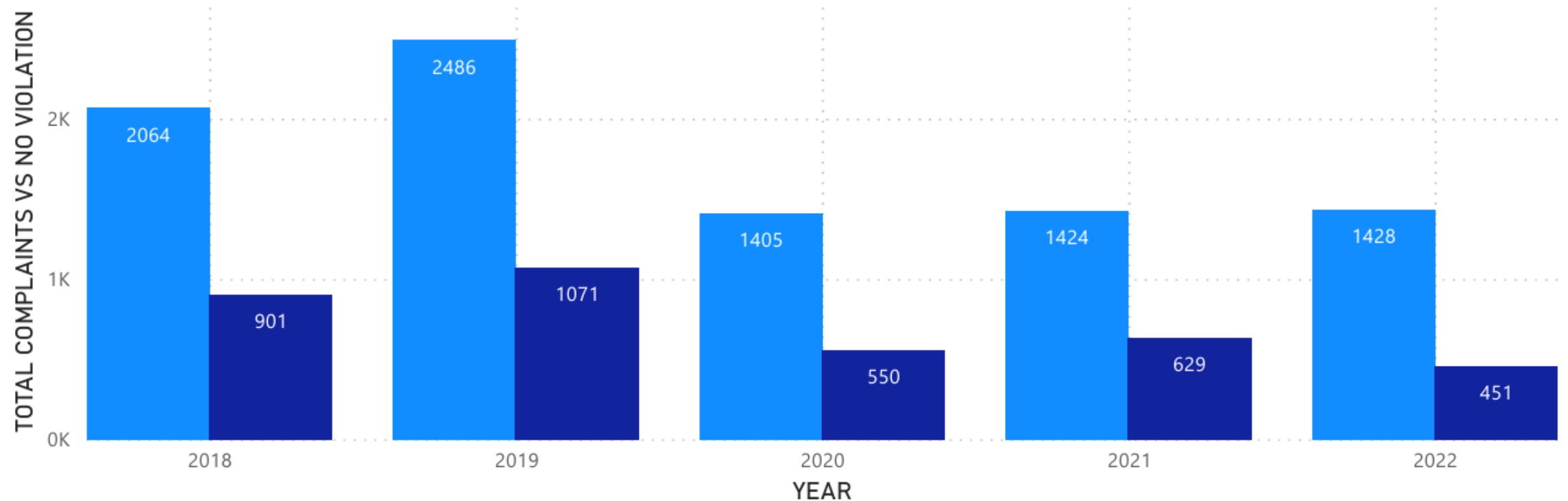
CITY'S CURRENT
REGISTRATION
& LICENSING
PROGRAMS

Enforcement Data

Additional Residential Units (ARU) Property Standards Complaints

ARU-RELATED COMPLAINTS (2018-2022)

● Sum of ARU Complaints (citizen initiated) ● Sum of ARU Complaints - No Violation

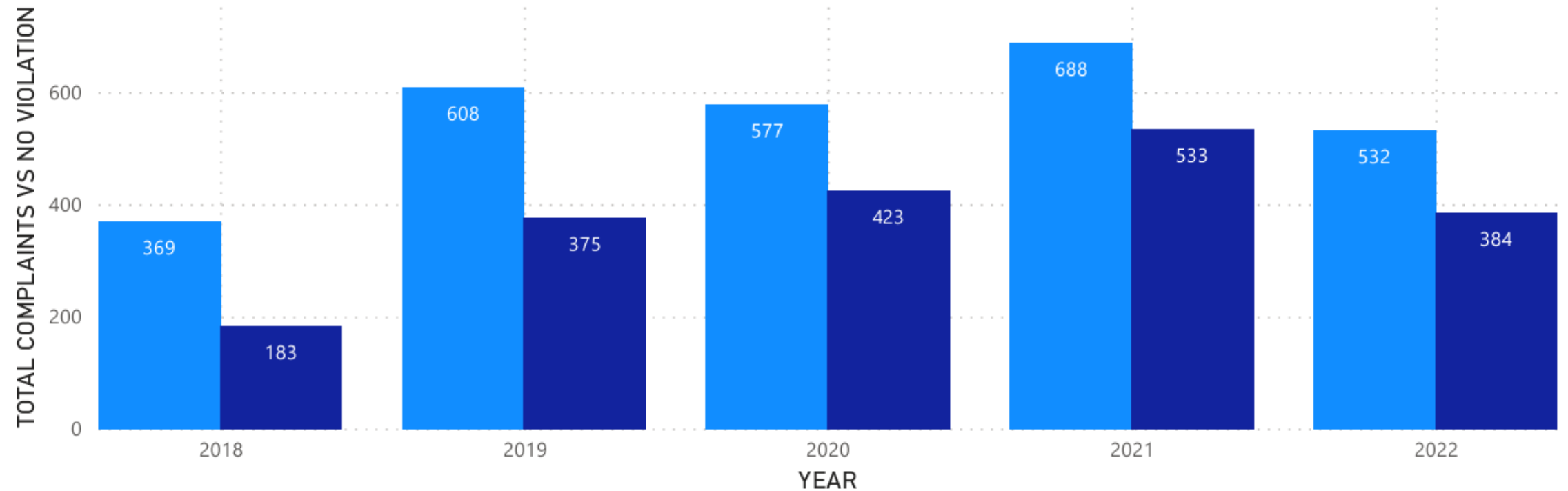


Enforcement Data

Lodging House Property Standards Complaints

LODGING HOUSE COMPLAINTS (2018-2022)

● Sum of Lodging House Complaints (Citizen-initiated) ● Sum of Lodging House Complaints - No Violation



Benchmarking

Approaches from other municipalities
to deal with rental housing issues



Proactive Enforcement

Utilizes systematic and planned inspections to address reoccurring property-related violations instead of responding to complaints to address issues in the early stages.



Rental Licensing

Ensures adequate measures are put in place to safeguard the health and safety of residents, requiring annual renewal and submission of various items (i.e. fire and property standards inspections, property insurance).



Rental Maintenance Program

Administered as a registration program permitting a business to operate in a manner consistent with specified rules and regulations set out by the municipality, but does not necessarily require the same safeguards as a license.

Rental Housing

Rental code of conduct from other municipalities



Rental Housing Code of Conduct

Implemented as part of the short-term rental programs of the municipalities benchmarked.



Elements of a Code of Conduct

Objectives

Guiding principles

Responsibilities of the landlords and tenants

The City's requirements and applicable by-laws

What to consider?



Scope of Work

What is the issue the City is trying to address (i.e. illegal lodging houses, property standards complaints)?

If the City is to move forward with a program for rental housing is it a registration, proactive enforcement strategy or rental licensing program?



Parameters of Program

Is the program being applied to a specific type rental housing (i.e. lodging houses, additional residential units, short-term rentals etc.) **or all?**

Would there be a minimum bedroom cap considered for the program (i.e. six or more units)?

What will be the application fees?

Is there an appeal process?

Would it be more effective to **launch as a pilot program** to assess the impact of the program and resources required?



What to consider?



Administration

When will the program take effect and will there be a grace period or grandfathering of existing units?

Which City department will be responsible for administering the program (i.e. Clerks Enforcement)?

Will the program be cost-neutral from a financial perspective when analyzing the uptake of the program and the resources required (staff, software, capital - costs)?



Location of Implementation

Will the program be implemented as a city-wide initiative or targeted to specific geographic areas?



Measuring Program Success

What will be the benefits to tenants, landlords, neighbourhoods and the City by creating a rental housing program? How will the benefits be measured?

How to get landlords to participate in the program and does Enforcement have the resources to target individuals who are non-compliant?

Did the program achieve the desired results as outlined in the scope of work?



Thank you!

Integrated City Planning



Date: 2023-03-06

Subject: **INFORMATION REPORT: Current City Licensing and Registration Programs of Rental Housing, Overview of Potential Landlord Licensing Programs and Landlord Code of Conduct (RM 40/2022 and 52/2022)**

Contact: Jeffrey Humble, Manager of Policy, Integrated City Planning,
Planning, Building and Growth Management

Mirella Palermo, Planner III, Policy, Integrated City Planning,
Planning, Building and Growth Management

Report Number: Planning, Bld & Growth Mgt-2023-138

Recommendations:

1. That the report from Mirella Palermo titled, 'Information Report: Current City Licensing and Registration Programs of Rental Housing, Overview of Potential Landlord Licensing Programs and Landlord Code of Conduct (RM 40-2022 and 52/2022)' to the Committee of Council Meeting of March 29, 2023, be received;
2. That the report provides Committee of Council an overview of the following items:
 - I. The City's current registration and licensing programs for rental housing;
 - II. Rental Licensing Programs implemented by other municipalities;
 - III. Rental Code of Conduct;
 - IV. Fees and other accountability measures; and,
3. That staff be directed by Council on whether to further investigate a Brampton Rental Landlord Licensing program and provided clarity on the scope of work (i.e. a licensing or registration program), parameters of the program (i.e. number of units, application fees, appeals mechanism), implementation of the program (i.e. pilot 2 to 3 years), whether it be applied city-wide or a specific target area and report back with the details on the approach.

Overview:

- This report addresses Committee of Council's request (RM 40/2022 and 52/2022) for staff to review and report back on a Residential Landlord Licensing and Code of Conduct for consideration.
- The City currently administers the following registrations and licensing programs: Supportive Housing Residential Types 1 and 2 registration; Lodging House Licensing; Short-Term Rental Business License; and, registration of Additional Residential Units (ARU)/Two-Unit Dwellings.
- Registration of Supportive Housing Residential dwellings is administered by the Integrated City Planning Division. Whereas, registration of ARU/Two-Unit Dwellings is administered by the City's Building Department.
- The licensing of Lodging Houses and Short-Term Rentals are administered by the City's Clerks Department.
- Licensing a program puts measures into place that ensures business operators comply with health and safety measures (i.e. inspections) providing protection to the residents and consumers.
- Registration permits a business to operate in a manner consistent with specific rules and regulations put in place by the municipality but does not necessarily require the same safeguards as licensing.
- One of the main challenges of investigating rental housing complaints from an Enforcement perspective is having access to the updated property owner's contact information.
- The two approaches taken by the municipalities benchmarked has been to develop a rental licensing program to deal with illegal lodging houses or implement a property management rental by-law/program to deal with property standards and nuisance complaints. The goal of each approach is to: create safe living conditions for tenants, have landlord accountability, preserve the neighbourhood character and reduce the number of 311 complaints.
- Some municipalities have implemented a Code of Conduct as part of the Short-Term Rental Licensing program.
- Staff request Council provide clear direction if the City is to administer a licensing or registration program. This includes defining: the scope of work (i.e. lodging houses), parameters of the program (i.e. number of units), geographic location (city-wide or target areas), whether it be piloted or permanent program, application fees, appeals process and department(s) responsible for administering the program.

Background:

Following direction from Council on November 16, 2022 and December 7, 2022, staff received direction to report back on options relating to residential landlord licensing, to include code of conduct, comparison to actions of other municipalities, fees and other accountability measures in use.

As noted at the December 7th (2022) meeting and previous staff reports, staff considered implementing an annual licensing program for two-unit dwellings in 2015, as part of their review. It was determined not feasible because of the additional operational responsibilities the City would have to assume and the budget required to run the program. Staff recommended establishing a one-time registration process for two-unit dwellings after careful consideration.

The purpose of this report is to provide an overview of the City's current registration and licensing programs, landlord licensing programs administered by other municipalities, and Landlord Code of Conduct.

Licensing versus Registration

This section describes the differences between licensing and registrations. Licensing a business ensures that adequate measures are in place to safeguard the health and safety of residents and provides protection for consumers. Licenses generally require zoning approval, regular proof of insurance, annual inspections (i.e. fire and property standards).

Whereas, the registration process permits a business to operate in a manner consistent with specified rules and regulations as set out by a municipality but does not necessarily require the same safeguards (i.e. annual inspections) as a license. It puts the business name on a registry list and requires the operator to acknowledge the rules around operating a business.

Current Situation:

City's Licensing and Registration Programs

The City currently administers the following licensing and registration programs:

1. Supportive Housing Residential Registration

The City's supportive housing (previously referred to as group homes) registration program requires all operators to register and renew on an annual basis along with completing Fire and Property Standards inspections. There are two classifications of Supportive Housing Residences, Type 1 and Type 2, both accommodating three (3) to ten (10) individuals (exclusive of staff) that are licensed, approved and/or funded by the Federal or Provincial statute. Supportive Housing Residences provide a group living arrangement for those requiring 24/7 supervision.

There are no additional parking spaces requirements for Supportive Housing Residences than those specified in general parking space requirements of Section 10.9 – Parking Space Requirements.

To date the City has forty-four (44) supportive housing residential properties registered. The Supportive Housing Residential registration program is administered by the Integrated City Planning section. The Ministry of Children, Community and Social Services and the Retirement Home Regulatory Authority are responsible for regulating the operations of each supportive housing facility (group home) to ensure the safety and wellbeing of residents.

The cost of registering and annual renewal of each supportive housing application is one hundred dollars (\$100), excluding inspection fees. All Supportive Housing registrations are processed and maintained manually whereas, inspections are entered and maintained in the City's Amanda software program. Planning staff are coordinating with other departments to explore implementing a digital tool to accept and maintain the registration applications.

2. Lodging Housing Licensing

A Lodging house, 'houses more than four (4) lodgers in a residential accommodation, with or without meals, in which each lodger does not have access to all the habitable areas of the building'. Each lodging house requires a minimum of 0.5 parking spaces for each lodging unit, plus two parking spaces for the proprietor.

To obtain a lodge house license each property requires zoning approval, compliance with the Building Code Act, 1992, c.23, as amended, approval by the Medical Officer of Health or Peel Region Health Inspector, inspection of H.V.A.C for heating/cooling equipment, compliance with the Fire Code and Property Standards. Each lodging house license issued by the City requires annual renewal including, inspections requiring clearance from the Fire Chief and Property Standards.

The Lodging House license program is currently administered by the City's Clerks Department and has seven (7) licensed lodging houses that are currently in good standing. The majority of these homes are only permitted and legally located within walking distance of the City's downtown core. The cost to obtain/renew a license is four hundred and seven dollars (\$407) and maintained in the City's Amanda software program.

3. Short-Term Rental Accommodation Business License

An annual business licensing program (By-Law 165-2021) was created and limited short-term rentals to the principal residence, capping the number of consecutive days per stay to less than twenty-eight (28) days, and not permitting short-term rentals in registered two-unit dwellings. The City's Short-Term Rental Business Licensing By-Law came into effect on September 30, 2021, requiring all eligible short-term rentals operators in the City to be licensed.

No annual inspections are required by Property Standards and Fire Emergency Services. There are no additional parking spaces required for Short-Term Rentals than those specified in general parking space requirements of Section 10.9 – Parking Space Requirements.

As of January 16, 2023, the City issued forty-two (42) Short-Term Rental Business Licenses. The City's Clerks Department administers the Short-Term Rental Licensing By-Law and applications are maintained in the Amanda software program. The cost to obtain and renew a business license for Short-Term Rentals is one hundred and fifty dollars (\$150), and renewed on an annual basis on September 30th of each year.

4. Two-Dwelling Unit /Additional Residential Unit (ARU) Registration Program
In 2015, the City established a two-unit dwelling registration allowing second units to be permitted in detached, semi-detached and townhouse dwellings subject to zoning requirements and restrictions. In August 2022, Council enacted 157-2022 the 'Additional Residential Unit (ARU) Registration By-Law' to repeal By-Law 87-2015 known as, the 'Registration of Second Residential Unit By-law'.

In early May 2019, the City had one thousand two hundred and fifty-four (1,254) new units registered and has seen significant growth in registrations over the past years. As of February 22, 2023, there were a total of sixteen thousand two hundred and sixty-four (16,264) two-units registered with the City, which continues to grow on a regular basis with proactive Enforcement measures and education. Lots with a two-unit dwelling or ARU are required to provide one additional parking space to the parking specified in the zoning (Section 10.9) for the principal dwelling unit located on the same lot.

As of January 2023, the City has not received any formal applications for constructing a third unit within a detached, semi-detached or townhouse dwelling. The registration fee is two hundred dollars (\$200), excluding permit and inspection fees. However, it's anticipated that the City will experience an increase in ARU applications in the coming year with the adoption of the Official Plan and Zoning By-Law amendments. Similar to the two-unit registration process ARU will be administered by the Building Department.

The Building Department currently has eight (8) staff assigned to the ARU/Two-Dwelling Unit registration process and officially registered 5,015 two-unit dwellings in 2022.

Enforcement

Enforcement has seen an increase in the number of property standards and parking complaints city-wide over the past three (3) years. A significant increase in the number of complaints was seen with the launch of the 311 mobile app in 2020, which was

implemented to improve access to City services. From 2018 to 2022, Enforcement received six thousand (6,000) property standard (i.e. garbage, noise, weeds/long grass) complaints related to two-unit dwellings. Many times having difficulty contacting the property owner to address the issue as it was no longer the principal residence or ownership of the property was transferred. Presently, the City's Two-Unit Dwelling registration process does not require landlords/property owners to update the City with new information.

Over the past eight years the City's Enforcement Department has seen an increase in the number of illegal lodging house complaints. However, in over seventy-five percent (75%) of complaints investigated by Enforcement there was no substantial evidence to determine the dwelling was operating an illegal lodging house.

Overview of Rental Licensing Program from other Municipalities:

City of Toronto's Framework for Multi-Tenant Housing

On December 14, 2022, Toronto City Council adopted a new regulatory framework for multi-tenant housing (rooming/lodging houses) resulting in an amendment to the City's Zoning By-Law to permit multi-tenant houses across Toronto. The new multi-tenant houses licensing by-law will introduce consistent standards, regulatory oversight, and enforcement to help protect the safety of tenants and respond to neighbourhood concerns.

The intent of the new framework is to help create safe and affordable housing in Toronto supporting more complete and equitable communities with a range housing options for a range of incomes and needs. Key items of the new framework include:

- City-wide zoning standards that permit consistent and equal access to multi-tenant houses (rooming/lodging houses) across the City, as well as place limits on the maximum number of rooms permitted in multi-tenant houses;
- Enhanced licensing requirements for multi-tenant house operators that promote health and safety, including property maintenance requirements, compliance with the Ontario Building and Fire Codes;
- A strategic enforcement and compliance program that ensures effective enforcement through a dedicated multi-tenant housing enforcement team, annual inspections, increased fines, modernized multi-tenant housing tribunal, and other enforcement tools;
- Initiatives to support tenants and maintain affordable housing options;
- Comprehensive communications and stakeholder engagement strategy, including education and outreach to operators, tenants and communities.

The Multi-Tenant Licensing program will go into effect in March 2024. Currently, the City has three hundred and ninety (390) legal lodging houses in the downtown and expects to receive between four and seven hundred (400-700) additional lodging house applications once the program goes into effect city-wide.

City of London

The City of London implemented their city-wide licensing and regulation program of residential rental units on September 14, 2021. The goal of their Residential Rental Unit Licensing (RRU) By-Law is to protect the health and safety of persons residing in residential rental premises, and to maintain the amenity, character and stability of residential areas. A rental license is required:

- For any building containing four or fewer rental units;
- For any building containing five or more units but is classified as a converted dwelling;
- If the registered property owner does not occupy the property and has no intentions of occupying the property;
- If there are multiple units (even if the registered owner occupies one of the units); and,
- For group homes not registered or licensed with the federal or provincial government.

City of Windsor

The City of Windsor will be launching their rental licensing two-year pilot program in April 2023, aimed to protect tenants from unsafe living conditions and keeping landlords accountable. Landlords in Wards 1 and 2 (predominately student rental housing) who own properties with four or fewer apartment units will have to apply for a license from the City for each unit. Landlords must show that their units meet building, fire and electrical code standards. The cost of the initial license is four hundred and sixty-six dollars (\$466) and two hundred and seventy-five dollars (\$275) for renewals. All applications are due by May 31st, 2023. The City's By-Law Enforcement Officers will begin with education and outreach before the deadline date and will start enforcing the program as of June 1st, 2023.

City of Hamilton

In April 2022, the City of Hamilton launched a two-year rental housing licensing pilot program to deal with community concerns regarding illegal lodging houses, absentee landlords, property standards and yard maintenance complaints. These concerns resulted in the recommendation of creating a rental housing pilot two-year program in Wards 1, 8 and parts of Ward 14 to deal with these issues.

Once the pilot program is complete city staff will provide a report for Council with recommendations for the future of the program, including the potential for city-wide implementation. The City has issued fifty-three (53) rental licenses and two hundred and one (201) applications have been received since the start of the program.

City of Oshawa

In February 2008, Oshawa became the first municipality in Ontario to implement a Residential Rental Housing Licensing (RRHL) regime to deal with an escalating number of landlords that were illegally retrofitting houses with additional bedrooms in dens and basements in the vicinity of Durham College and Ontario Tech University.

The intent of the RRHL system is to respond to significant enforcement concerns that were specific to the rental areas around the post-secondary institutions to regulate landlords, address health, safety, consumer protection issues, and improve compliance with municipal by-laws and provincial acts. The program requires all rentals with more than two (2) units being occupied by tenants to be registered with annual inspections and other supporting documentation (i.e. insurance, property maintenance). In January 2013, the City implemented a demerit point system for residential rental properties to encourage compliance with the City's by-laws.

City of Ottawa

In August 2020, Ottawa's Council approved a Rental Housing Property Management By-Law 2020-255 to increase consistency of the quality of rental housing throughout Ottawa. The regulations aim to resolve property-related incidents between landlords and tenants without the need for City intervention.

Landlords are held accountable to their tenants by providing:

- Up-to-date contact information for the landlord or property manager;
- Information on how tenant can submit service requests;
- Information on how tenants can submit complaints to the City if their requests remain unresolved; and,
- Site-specific information about fire safety, waste management and parking on-site.

City of Mississauga

In 2022, the City of Mississauga launched an Apartment Rental Compliance (MARC) pilot program aimed to ensure apartment property standards are maintained across the City. The intent of the program is to ensure tenants feel comfortable and safe in their own space. The MARC pilot program features:

- A requirement for building owners and landlords to register each year of the program;
- Proactive apartment building inspections conducted by a dedicated team of Enforcement staff;
- A streamlined complaints process for tenants, including the ability to submit complaints anonymously; and,
- Potential fines for owners and landlords who fail to comply.

The program commenced in 2022 and is scheduled to run until 2027. As of January 2023, there were three hundred and thirty-eight (338) apartment buildings out of three hundred and fifty-six (356) registered for the program.

Licensing Code of Conduct

In 2018 the Canada Mortgage Housing Corporation (CMHC) published a list of landlord/tenant responsibilities. Landlords are legally obliged to ensure the rental unit complies with the rules and regulations pertaining to minimum standards for: health; safety;

housing and, maintenance. This entails satisfying the municipal property standards, zoning by-laws, fire safety regulations and building codes.

Tenants are required to: pay rent on time, behave well, clean the rental premises, repair damage caused by a willful or negligent act of the tenant or person whom the tenant permits on the premise, not harass, threaten or interfere with the landlord, contact the landlord when serious problems arise involve repairs or services, permit entry (with proper notice) for repairs or showing of premises for the next tenant or purchaser.

There are a number of municipalities (i.e. Oakville, Milton, Town of South Bruce, Gravenhurst, Tiny Township) that have adopted a renter's code of conduct all focused on Short-Term Rental Accommodations. Gravenhurst and Tiny Township require that the landlord and tenants sign the code of conduct acknowledging the rules and regulations.

The purpose of preparing a code of conduct is to outline a set of rules/guidelines individuals are to follow when participating in the City's rental market. The code of conduct is to include the following:

- The objective/premise of the code
- Guiding Principles
- Responsibilities of the landlord and tenant
- City's requirements (i.e. number of individuals residing the home)
- Applicable City By-Laws (i.e. Noise and Nuisance By-Law 93-84, Parking By-Law 93-93)

Corporate Implications:

Financial Implications:

There are no financial implications presented with this information report. Should Council direct staff to pursue a rental licencing program various City departments will need to prepare a cost analysis of the licencing/registration approach and resources required to administer the program.

Term of Council Priorities:

This report aligns with Brampton as a Healthy and Safe City by supporting the City's Community Safety and Action Plan to outline measures such as, Licensing programs and code of conduct that protect individuals in the rental housing market and outline the responsibilities of landlords.

Housing Brampton

Council endorsed 'The Housing Brampton Strategy and Action Plan' on May 19th, 2021, bringing forward a number of action items. One of the 'big moves' is increasing the number of purpose-built rentals for low to middle income individuals through a number

of measures, including the increase of single-room occupancies (SRO) and co-living housing.

Conclusion:

As directed by Council in November and December 2022, this report outlines current registration and licensing programs administered by the City, reviews various rental licensing programs implemented by other municipalities and a rental code of conduct. As the City continues to grow affordable housing options become more difficult to find providing landlords opportunities to increase their profits, which may comprise the health and safety of tenants.

Over the past few years, the City's Enforcement Department has seen a significant escalation in the number of complaints (i.e. property standards and parking) related to rental housing. A significant number of complaints regarding two-unit dwellings are related to property standards such as, noise, garbage and grass cutting. The majority of complaints related to illegal lodging houses are difficult to fine because in many cases, the individuals are living as one family unit. Parking complaints are also difficult to correlate with rental housing as many times the complaint is not associated with a particular property address. Overall, the challenges with addressing many of the rental housing complaints is getting in touch with the property owner as the City may not have access to the latest information. Enforcement is continually looking at ways to reduce the number of resident complaints through education and proactive measures.

Should Council decide to proceed with a licensing or registration program for rental housing it is important to clearly define the scope of work, how the program will be administered and its parameters, the boundary of the program (city-wide or target areas), the length of the program and which department will be responsible for administering the program.

Authored by:

Reviewed by:

Mirella Palermo, Policy Planner III
Integrated City Planning

Henrik Zbogar, Director
Integrated City Planning

Approved by:

Approved by:

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

Marlon Kallideen
Chief Administrative Officer

Attachment:

- Attachment 1 – Benchmarking of Other Municipal Licensing & Registration Programs

Municipalities	Registration Programs	Business Licence Programs	Processing Fees	Administration	Stats	Additional Comments
City of Brampton Brampton ARU Brampton STR Brampton Supportive Housing Brampton Two-Unit and Lodging Houses	Two-unit Dwelling Registration (Repealed by ARU By-Law 157-2022) Supportive Housing Residence (also referred to as Group Homes) Additional Residential Unit (ARU)	Lodging Houses Short-term Rentals	ARU \$200 Supportive Housing \$100 STR \$150 Lodging Housing \$407	ARU – Building (after obtaining approval from Engineering & Urban Design) Supportive Housing – Planning STR – Clerks Lodging Houses – Clerks	Two-Unit Dwelling (ARU) – 16,351 (March 6, 2023) (Jan 17, 2023 - 15,870) Supportive Housing – 42 registrations (Jan 17, 2023) STR – 42 business licenses issued (Jan 16, 2023) Lodging Houses – 7 (Jan 18, 2023)	Frequency of Enforcement service requests from 2018-2022: Basement apartments: 1,922 Lodging houses – 1,212 Property Standards Exterior Offences – 3,843 Property Standards Refuse Offences – 5,239
City of Mississauga Mississauga Apartment Rental Compliance Pilot Program Mississauga Second Units	Apartment Building Standards and Maintenance Pilot Program 5-year (2022-2027) effective July 4, 2022 – two stories or more with 6 or more units (exemptions – secondary suites, condos, LTC, Licensed Retirement Homes, Housing Co-op) – city-wide	Short-Term Rental Accommodation Licence - (rented for 30 days or less – principal residence) – Jan 19, 2021	Apartment Building Standards and Maintenance Pilot Program – annual registration fee \$18.25 per rental unit {projected revenue over 5-years \$3,406,500; projected expenditures \$3,707,300 related to staffing costs, analysis, IT support, administration and inspections} STR - \$250/ annually	Apartment Building Standards and Maintenance Pilot Program – Compliance Licensing Enforcement Short-Term Rental Accommodation Licence – Compliance and Licensing Enforcement	Apartment Building Standards and Maintenance Pilot Program – 337 buildings, representing 30,322 units (Nov 8, 2021 report) 338 registered out of 356 buildings (Jan 19, 2023) STR licenses issued – 278 (Jan 18, 2023)	Apartment Building Standards and Maintenance Pilot Program – 1384 complaints in apartments from 2017-2020 (failure to register max. penalty (\$100,000)). Adding ten (10) contract capital staff to administer the Maintenance Pilot Program - funded

	Group Homes (single detached – Residential) Second Unit Registration (By-Law 0114-2016)		Group Home Zoning Certificate - \$500/Building Permit Fee min. \$169 Second Unit Registration Fee – min. building permit cost \$174 (residential), plus \$20 admin cost	Second Unit Registry – Planning and Building Dept.	Second Unit Registrations – 2,363 (Feb 6, 2023) (2,291 - Jan 1, 2023)	through Capital budget. STR – Enforcement initiatives led to an increase in licences – illegal to advertise without a licence.
City of Waterloo Waterloo Rental Licences		Residential Rental Licensing Program Implemented in 2012 – city-wide	First time registration fees: <u>Single/semi detached, triplex and accessory apartment</u> (Class A representing properties not owner occupied) Class A (1 – 4 bedrooms) range \$458.04 - \$533.03 (Class B&E representing properties that are owner occupied) Class B&E (1-4 bedrooms) range \$405.10 - \$469.06 Class C (Lodging/Boarding/Rooming House) \$692.93 Class D (1-2 bedrooms) (Lodging House prev. licenced under By-Law 00-140) \$639.63	Enforcement	Issued between 2018-2022: new licences issued – 1679 renewals – 14,553	Objectives of the Residential Rental Licensing Program – to protect the health and safety, and human rights of persons residing in low residential rental properties and to protect the residential amenity, character and stability of residential areas. To proactively mitigate potential risks that may exist within a particular business sector and provide enforcement mechanism to respond to complaints relating to that sector. Staff assigned to administer and

			<p>Class Z (1-4 bedrooms) (Buildings built with four or more separated dwelling units not connected with common interior corridor) \$458.40 - \$533.03/ Premium \$53.30/bedroom</p> <p>Multiple Townhouse (1 – 4 bedrooms) \$426.42-\$479.72</p> <p>Renewal Fees: Class A - \$266.51 - \$346.47</p> <p>Class B&E - \$232.40 - \$273.97</p> <p>Class C - \$374.18</p> <p>Class D \$362.46</p> <p>Class Z - \$266.51 - \$346.47/ Premium \$31.98/bedroom</p> <p>Townhouse - \$223.87-\$277.17</p> <p>(Jan 16, 2023) Renewed annually</p>			<p>manage the program in 2022/2023:</p> <ul style="list-style-type: none"> • 1 full-time Administrator • 3.5 full-time Property Standards Officers • 1 full-time Fire Prevention Officer • 0.5 full-time Planning Position <p>Estimated budget to run the program \$1.2 million</p> <p>Feedback from some landlords – no return from the City and the licence fee duplicates provincial safety regulations (source: The Waterloo Region Record – December 12, 2018 online article)</p>
--	--	--	--	--	--	--

<p>City of Toronto</p> <p>City of Toronto Multi-Tenant Housing</p> <p>Toronto's STR</p>	<p>Short-Term Rentals (STR)</p>	<p>Multi-Tenant House Licensing By-Law (adopted December 14th, 2022, takes effect March 31, 2024) – repeal City of Toronto Chapter 285, Rooming Houses and former City of Etobicoke Chapter 166, Lodging Houses – city-wide</p> <p>Group homes licence under a separate program</p>	<p>Multi-Tenant House Licensing (MTH) - Applying for a licence fee \$100 to \$300 (depending if the owner occupies the property, number of rooms and stories)</p> <p>Annual renewal Inspection \$150</p> <p>STR operator - \$53.22 (2023) registration/annual renewal fee (4%MAT collected and reported)</p> <p>STR Companies/ Platforms – one-time licence application fee \$5,321.85 and on-going fee of \$1.06 for every short-term rental night booked through the company</p>		<p>STR – 6,414 (Jan 20, 2023); 6,605 (Feb 16, 2023)</p> <p>MTH program approx. 390 legal rooming houses expected to grow significantly in March 2024, projecting 400 to 700, when the program expands outside the downtown core</p> <p>Group Homes – 130</p>	<p>Purpose of Multi-Tenant Housing to provide residents access to adequate, safe and affordable housing. Cap on the number of dwelling units based on the zoning category to regulate the intensity as a land use (i.e. six units in RD, RS, RT and most RM zones; twelve units in RA, RAC and some RM zones; twenty-five units in CR and CRE zones)</p> <p>Annual renewal required (Multi-Tenant housing), including inspections – failure to renew can result in a licence being refused, revoked or suspended. Tenant required to contact landlord for service requests prior to contacting 311.</p> <p>Creation of a Multi-Tenant House Licensing Commission (independent quasi-judicial body)</p>
---	---------------------------------	---	--	--	--	--

						Secondary suites are permitted through zoning regulations city-wide in both new construction and existing homes (detached, semi-detached and row houses)
City of London London Rental Licence London Short-Term Rental Licence Program		Rental Residential Unit Licensing (RRUL) - city-wide Short-term Rental Accommodation Licensing	Residential Rental Units Licencing Fee: \$165 (new application); renewal \$55; late renewal fee \$75 (2023); Fire Inspection \$171 Short-term Rental Accommodation Licence \$175/annually	Licensing		The goal of the RRUL is to protect the health and safety of persons residing in residential rental premises, and to maintain the amenity, character, and stability of residential areas. RRUL required for any building containing four or less rental units; a building containing five or more units and classified as a converted dwelling; registered property owner does not occupy the property, multiple units, group homes not registered or licenced with the federal or provincial gov't

<p>Ottawa</p> <p>Ottawa Rental Accommodations, including STR</p> <p>Ottawa Rental Management By-Law</p> <p>Ottawa Rooming House Licence</p>		<p>Short-Term Rental (STR) Permit (enacted May 12, 2021)</p> <p>Rental Housing Property Management By-Law (guide for landlords) effective August 31, 2021 (By-Law 2020-255 endorsed by Council September 9, 2020) – city-wide</p> <p>Rooming House Licence</p>	<p>Short-Term Rental Fee \$57 admin fee and \$53 permit fee</p> <p>Rooming House Licence Fee - \$257 to \$625 annually (depending on the number of rooming units) April 30th annual licence renewal</p>	By-Law and Regulatory Services		<p>Rental Management By-Law for Landlords came into effect in Sept 2021 – outlining landlord responsibilities (updated contact info, submitted service requests)</p>
<p>Oshawa</p> <p>Oshawa RRHL Program</p>	<p>Group Home Registration By-Law</p> <p>Two-unit house registration</p>	<p>Rental Licensing By-Law for all properties located around Durham College and Ontario Tech University</p>	<p>Rental Licence Fee for new or renewal - \$75 application fee applies to all licences</p> <p>Class A (individually-owned \$250+\$75 per bedroom)</p> <p>Class B (multi-unit dwellings under single ownership) \$250 +: \$400 (3 – 25 units); \$600 (26-50 units); \$800 (51-70 units); \$1000 (76 – 100 units)</p> <p>Inspection fee - \$75</p> <p>Group Home Registration - \$100</p>	Municipal Licensing and Standards	<p>Rental Licensing - 918 properties (March 3, 2023)</p> <p>Lodging Houses – 11</p> <p>STR – 28 Licensed (Jan 20, 2023)</p> <p>Two-unit house registration – 2,164 (Jan 20, 2023)</p>	<p>Diverse housing types and tenure (i.e. apartments, condos) ‘multi-unit building not considered when the program was first established for single-family and other low density housing – proposed amendment two classes of housing ‘A’ (individually-owned) and ‘B’ (multi-unit dwellings under single ownership)</p> <p>Demerit Point System was established</p>

		Lodging House Licensing	<p>Lodging House Fee - \$100 non-refundable application fee (new or renewal); \$250 (licence); \$300 (licence) after expiry</p> <p>STR - \$75 license to operator, plus \$75 application fee</p> <p>Two-unit house registration - \$250</p>			<p>(2013) with the goal to manage licensees who chronically contravene the municipal by-laws and other health standards – difficult to track repeat offenders, substantial level of staff administration.</p> <p>Licence renewal period – many compliance issues with annual renewal. Licensing process is resource intensive and the growth in development in the rental area has increased staff recommending licensing term of two (2) year instead of one (1).</p> <p>Amend documents required for licensing – only requiring the signature of one landlord or owner, eliminate the maintenance and parking plan requirements (little value), eliminate requirement for legal</p>
		STR License				

						description (municipal address sufficient), eliminate transfer/deed requirement.
City of Guelph Guelph Lodging House Regulations Guelph ARDU Registration Guelph STR	Lodging House Certificate Additional Residential Dwelling Unit Registration (2021-20609)	STR Licensing Program – under review Feb 2022 (1 year) – report to Council Q3 2023	ARDU Registration – one time fee New ARDU occupied by owner - \$150 New ARDU not occupied by owner - \$300 Existing ARDU occupied by the owner \$300 Existing ARDU not occupied by the owner \$600	Lodging House – Building Services (annual inspections of Fire and Property Standards) Additional Residential Dwelling Unit Registration – Building Services	Lodging Houses – 51 (February 2023) Additional Residential Units/Second Units – 3708 registered (February 2023)	Directed by Council to report back on licensing rental housing later this year (2023)
Town of Oakville Oakville STR Licensing		Lodging Houses Short-Term Rental Licence	Lodging House Business Licence Short-Term Rental Licence			
City of Windsor Windsor RRL Pilot Program		Residential Rental Licensing (2-year Pilot Program) - February 13, 2023 By-Law 14-2023 (Wards 1 & 2)	Residential Rental Licensing (Pilot Program) - \$466 (initial fee) Wards 1 and 2 only with higher population of students; renewal \$275			RRL program – applications due May 31, 2023
City of Thorold Thorold RRL Program		Residential Rental Licence Program (November 17, 2017) By-Law 109-2017 – city-wide	Residential Rental Licence Program - \$500 (initial fee)/ \$400 renewal fee/\$50 Change of Ownership – valid for 2 years from date issuance (inspections	Enforcement	RRL program licences issued – 1600 (Feb 15, 2023)	Challenges with the RRL program: Scheduling inspections during COVID restrictions

			required at renewal By-Law and Fire)			<p>Difficulty tracking the stage of the licensing because of the manual system</p> <p>Community communication with regards to the program</p> <p>Proactive enforcement to ensure more consistent compliance</p> <p>Fine tuning the process has been an opportunity for them to continuously improve throughout the implementation</p>
<p>City of Hamilton</p> <p>Hamilton RHL Pilot Program</p>		Two-year Rental Housing Licensing Pilot program started in April 2022 (Wards 1, 8 and part of 14) – required for rental housing units and buildings or part of buildings with 4 or less self-contained units, detached homes or townhouses, if rented.	<p>Rental Licensing Fee \$158.38 (renewed annually) – zoning verification (one-time fee \$268.50) and fire inspections req'd (\$278.14 – annually)</p> <p>Lodging House Licence Fees – initial application \$626 (\$544 Licence Fee, plus \$82 Processing Fee)</p>	<p>Licensing and By-Law Services – one (1) Licensing Administrator/ two (2) Licensing Compliance Officers – RHL Pilot Program</p> <p>Licensing and By-Law Services - Lodging House Licence</p>	<p>Rental Licences issued – 53</p> <p>Applications received – 201</p> <p>Lodging House Licences – 18</p> <p>STR – 0 (will start intake June/July 2023)</p>	<p><u>Challenges:</u></p> <p>Rental units with illegal dwelling units that must be recognized in order to obtain the licensing required, placing additional work onto the Building Department to meet the Ontario Building Code requirements.</p> <p>Rental units that are operating as lodging houses do not fall within the Rental</p>

		<p>Lodging House Licence</p> <p>Short-Term Rental Licence - limited to the principal residence</p>	<p>Fire Inspection - \$654.25 (annually) Health Inspection - \$136 Parking Inspection - \$41 Zoning Verification/ Addendum - \$269 Licence re-instatement fee - \$352</p> <p>Renewal – Lodging House Licence Fee - \$544 Fire Inspection - \$645.25 Certificate of Compliance – \$362 (every three years)</p>			<p>Housing Licence By-Law, and must abide by Zoning, Building and Fire Code requirements.</p> <p>Potential displacement of rental properties may result, if property owners are not willing to move forward with the Lodging Home Licence requirements.</p> <p>Limited data to conclude whether the program has reduced the number of complaints.</p> <p>Working on proactive enforcement to improve compliance rates.</p>
--	--	--	---	--	--	--

Date: 2023-03-10

Subject: Information Report on Proactive Property Standards Exterior Enforcement (RM 42/2022 and RM 55/2022)

Secondary Title: A Comprehensive Plan to Enhance the Proactive Exterior Enforcement of Municipal By-laws on Private Property

Contact: Shane Keyes, Acting Manager, Enforcement and By-law Services, Legislative Services

Report Number: Legislative Services-2023-264

Recommendations:

1. That the report from Shane Keyes, Acting Manager, Enforcement and By-law Services to the Committee of Council's Meeting of March 29, 2023, re: [Information Report on Proactive Property Standards Exterior Enforcement \(RM 42/2022 and RM 55/2022\)](#) be received.

Overview:

- This report addresses the Committee of Council's request (RM 42/2022 and RM 55/2022) for staff to review and report back on a plan for proactive property standards enforcement on private residential property in the City of Brampton.
- This report informs Council of Enforcement and By-law Services' current service delivery standards and legislative authorities as they relate to the enforcement of maintenance and occupancy standards.
- This report proposes a 12-month pilot project for the enhanced proactive enforcement of exterior maintenance-related by-law contraventions through an inter-divisional strategy, led by a dedicated project team.
- The model for proactive enforcement is supported by geographical and rate of recurrence data and is complemented by ongoing service delivery enhancements.

Background:

This report will inform Council of an enhanced proactive enforcement model to address property-related violations in response to resolutions CW371-2022 and CW425-2022 ([RM 42/2022](#) and [RM 52/2022](#)).

To build the model, Enforcement and By-law Services considered trends in service requests, the relationship between illegal market-provided rental housing and property conditions, and, the impact of Provincial legislative amendments on the delivery of enforcement services. The model proposes enhancements to standards and procedures for exterior maintenance inspections, including:

- Strategically increasing the ratio of proactive (municipally-initiated) inspections to reactive (citizen-initiated) inspections;
- Utilizing user fees for re-inspections due to non-compliance; and,
- Amending the penalty structure of the Administrative Monetary Penalty System (AMPS) for designated by-laws to allow for the gradual increase of penalty fines.

Property Standards

The Property Standards section operates within the Enforcement and By-law Services Division and is responsible for the administration and enforcement of approximately 11 municipal by-laws that prescribe minimum standards for the maintenance and occupancy of properties in the City of Brampton; including but not limited to the *Property Standards By-law 165-2022* and the *Refuse and Dumping By-law 381-2005*.

Property Standards is comprised of 22 full-time property standards officers who operate Monday through Friday to perform reactive and proactive investigations (See Attachment 1 for legislative authority). In 2022 Property Standards received 15,657 service requests. This represents an average annual increase of 10% since 2015, with an increase of 26% in 2021. Of these inspections, 46% pertained to general exterior maintenance concerns. For the purpose of this report, general exterior maintenance service requests include refuse (garbage) and exterior property standards (yards and building maintenance), and garbage containers where specified.

Property Standards administers a compliance-based enforcement model through progressive and proportionate enforcement action. The method of enforcement is to be proportionate with the alleged violation(s), considering the seriousness, intent, and history of the alleged violating property. Progressive enforcement generally includes education, voluntary compliance, enforcement action, and escalation. However, guided by the principle of proportionality, officers may choose to proceed with enforcement action immediately for repeat or egregious contraventions.

Enforcement action can take the form of any or a combination of the following:

- Verbal or written warnings;
- Orders to comply and Property Standards Orders;
- Non-parking Administrative Monetary Penalties;
- Performing the work with City-hired contractors; or,
- Charges in accordance with the *Provincial Offences Act*.

Based on the seriousness or repetition of the contravention, the officer may elect to commence enforcement action with any one of the above measures and repeat or escalate enforcement action where compliance is not achieved.

Additional Residential Units and Lodging Houses

In 2015 Council passed the *Second Unit Registration By-law (87-2015)* that required the registration of second units, which was later replaced by the *Additional Residential Units By-law (157-2022)* which requires the registration of all additional residential units. This By-law was passed with City-Initiated amendments to the Official Plan and Zoning By-law to conform to *Bill 108 More Homes, More Choice Act, 2019*, and recommendations from the City's affordable housing strategy. Since 2015, the City has seen a consistent increase in second-unit registrations; totaling 16,131 as of February 28, 2023 (Attachment 3, Figure 1).

Currently, another policy review is being undertaken to amend additional residential unit policies in the Official Plan and Zoning By-law to conform to *Bill 23, the More Homes Built Faster Act, 2022*, and regulate multiple accessory apartments, laneway suites, garden suites, and/or coach houses. With the growing number of independent residential units on a property, an increase in vehicles, garbage, traffic, and noise is expected.

Lodging houses (also commonly referred to as rooming, boarding, or multi-tenant houses) provide affordable housing to many residents in Brampton. Landlords are permitted by the Zoning By-law to provide residential accommodation to any group of persons living together as a single housekeeping or household unit, however, are limited to only four lodgers where only single-room accommodations are provided. If a property is registered as a two-unit dwelling, this shall apply separately to each unit. The majority of service requests received for lodging houses result in no violation. Nonetheless, Property Standards recognizes that with increased occupancy, there will unavoidably be an increase in garbage, vehicles, and traffic. It is this impact that the enhanced proactive model can address.

Current Situation:

During any inspection, property standards officers are required to conduct a proactive exterior inspection to determine compliance with City by-laws, and take enforcement action where necessary (Including parking, municipal, zoning, and licensing violations). Additionally, officers may be assigned to proactive enforcement projects throughout the year where it is in the interest of the public to take proactive enforcement measures (i.e. clustering of complaints for garbage containers, refuse, trucking yards etc.). By increasing the ratio of proactive measures to complaints through blitzes and educational campaigns, Enforcement can further safeguard community standards and public safety ([See enhanced proactive enforcement model](#)).

Service Level Trends

Property Standards responds to over 20 service request types that vary in frequency throughout the year and within geographical areas. The top five citizen-initiated service requests between 2018 and 2022 were: excessive growth, refuse, property standards exterior, basement apartment (additional residential units), and garbage containers, accounting for approximately 73% of all citizen-initiated property standards service requests (Attachment 3, Figure 2). Of these service requests, enforcement action was taken in approximately 62% cases.

Citizen-initiated service requests for market-provided rental housing (additional residential units and lodging houses) started to trend downwards in 2019. However, citizen-initiated service requests for general exterior maintenance have continued to increase annually (Attachment 3, Figure 3). While the number of annual two-unit registrations and exterior property standards service requests are positively correlated with each other, service requests at registered two-unit properties have declined since 2020 (Attachment 3, Figure 7).

Seasonality

Regular and predictable fluctuations recur annually and typically correlate with the changing of seasons (Attachment 3, Figure 4). To maintain service standards during higher volume months, Enforcement and By-law Services employs six summer students annually to perform reactive and proactive refuse and excessive growth inspections from May through September.

Geographical

Using location-based data, we can extrapolate which areas in the city require additional resources, including specific locations, streets, postal codes, and wards (Attachment 3, Figure 4). For many areas with increased second unit service requests, there are few property standards complaints, but can be more concentrated in certain areas such as Wards 1, 3 and 4 (Attachment 3, Figure 8). Our analysis of exterior maintenance service requests over the past five years show F3, G3, H3, and E4 “map pages” having an average of in excess of 600 complaints per year (Attachment 3, Figure 6)

Rate of Recurrence

Appropriately allocating resources to a proactive model involves examining where enforcement resources are used more frequently. Between 2018 and 2022, 31% of the 12,880 properties attended were attended more than once for refuse or property standards exterior service requests (Based on 21,519 service requests). 490 of these properties required officers to visit 5-9 times and 62 properties required officers to visit 10-19 times (Attachment 3, Figure 5).

Ongoing Service Delivery Enhancement

Enforcement and By-law Services regularly monitor service requests to improve the efficiency and delivery of enforcement services.

By-law Amendments

To support the City's growth rate and the changing nature of property standards service requests, in 2022 property standards drafted a new property standards by-law (165-2022) to meet the shift in community and service demand. Among the changes were stricter occupancy standards and interior and exterior maintenance requirements. The new by-law created (AMPS) penalty fines for most deficiencies under the by-law to promote and expedite compliance. AMPS that are left unpaid are deemed to be unpaid taxes and may be collected in the same manner as taxes in accordance with section 434.2 of the *Municipal Act, 2001*.

Standard Operating Procedures Review

In 2022, Enforcement and By-law Services initiated a comprehensive review of standard operating procedures. This review examined the effectiveness of processes and practices in place to support the delivery of consistent and efficient by-law enforcement activities. Among the updates are ways to improve the efficacy and efficiency of enforcement processes, including thorough proactive exterior enforcement during interior occupancy-related investigations.

Pilot Project

On January 30th, 2023, Property Standards launched a pilot project comprised of four property standards officers to proactively inspect properties of concern that required significant enforcement resources during the last two years. Properties were added to a proactive inspection list that received more than five exterior maintenance service requests between 2021 and 2022 and will be removed when they no longer meet the criteria.

Using descriptive statistics from complaint-based data to guide proactive patrols allows us to align our reaction with the problem and target resources. Since implementation, the pilot project officers have performed 250 inspections at 125 different locations resulting in 2 warnings; 8 Property Standards Deficiency Reports; 8 Property Standards Orders; 34 Orders to Comply; and 55 penalty notices for improper storage of garbage, yard maintenance, and outside storage.

Benchmarking

This model is consistent with ones referenced in the council delegation related to RM 42/2022, adopted by the City of Ottawa for market-provided rental housing. The City of Ottawa's proactive, targeted, and persistent enforcement is complemented by increased ticketing, substantive and escalating consequences and user fees, greater transparency, and increased staffing. The program metrics (Attachment 4) support the results of improved responsiveness and results. Such models have also been established by a number of Ontario cities that have a regulatory framework for registering or licensing rental housing and apartments.

Enhanced Proactive Enforcement Model:

In accordance with Council's direction, we propose to continue the four-week pilot project for a consecutive 12-month period based on the season, frequency, and seriousness of previous service requests. Resources will be focused on recurring issues and educating residents about their rights and responsibilities under City by-laws. With this model, higher

enforcement costs can be recovered from inspection fees and fines. This model can be replicated with any future request or demand for enhanced proactive enforcement.

Coordinated Implementation Plan

The enhanced proactive enforcement model will use past and present data to make informed decisions about the appropriate allocation of resources to achieve a balance between reactive and proactive investigations. Property Standards Officers will be redeployed from their regular duties and will be assigned specific problem properties to proactively investigate.

Where coordination is required with other service areas to address by-law contraventions, the pilot project officers will engage their assistance to achieve compliance. Each officer will take ownership of the investigation and be the point of contact for the residents, property owners, and occupants. They will manage, oversee and coordinate an integrated approach to achieve compliance.

Noise and Parking Support

Where noise and parking concerns are identified, the information will be shared with that service area to address and report on. Additionally, where there is a known recurrence of noise or overnight parking-related concerns at specific locations, this information will be used to prepare a guided proactive patrol for enforcement officers.

Call Assignment

Currently, Property Standards utilizes an automated call assignment process to proportionately distribute calls based on call history and location. This automation will ensure that new service requests are assigned to the initial officer in charge to escalate enforcement measures appropriately based on an ongoing knowledge of the contravention and history.

Seasonal Enforcement

Seasonal blitzes based on community and enforcement trends will be planned and organized using geographical and complaint-based data and implemented based on operational requirements and resources. As the snow melts, a larger volume of refuse and property standards exterior service requests are expected and using the previous year's data (where there has been no change of ownership), officers will be assigned specific properties to proactively monitor for compliance. As temperatures rise in the late spring, an increase in the frequency of service requests related to excessive growth is expected. Officers and summer students will continue proactive enforcement in specific problem areas.

Enhanced Administrative Monetary Penalties and User Fees

To continue the expansion of administrative penalties as a method of enforcement and compliance, in 2023 the summer students will be equipped with the ability to issue penalty notices under the same progressive model as property standards officers.

The current system is made up of a flat penalty structure for property standards exterior and refuse contraventions. The administrative monetary penalty is currently set at \$250.

To complement the enforcement of egregious and repeat contraventions, we propose to amend the penalty structure to allow for graduated penalties for continuing contraventions (See Attachment 2 for administration and collection of fines). To complement this model, single user fees for re-inspections due to non-compliance or continued enforcement may be considered with an amendment to By-law 380-2003. This structure would help achieve cost recovery for the increased resource demand by increasing revenues from current enforcement and new revenues from the proactive pilot.

Enforcement Communications Plan

This model will involve collaboration with internal and community partners and will be communicated with support from Strategic Communications. We recommend aligning any enforcement and education blitzes with the 2023 Enforcement and Strategic Communication plans. These plans target multilingual communications to residents through multiple media channels including social media, ethnic radio, and City web pages.

Additionally, enforcement staff participates in community events that aim to engage and inform residents through education and communication including Sheridan College Community Networking and Marketplace Fairs for off-campus students; Sheridan College Newcomer and Be a Good Neighbour Programs; and the Nurturing Neighbourhoods program.

Program Monitoring and Performance Metrics Framework

The proposed model will carry out a trial period of 12 months with regular monitoring and evaluation. The efficacy of this model will be evaluated based on predetermined indicators and measures of success, which may include:

- Volume of proactive inspections per reactive inspections;
- Percentage of enforcement action per proactive inspection;
- Frequency of repeat/duplicate service requests;
- Average time to resolve service requests; and,
- Public education and communication feedback.

These and any defined expectations for performance monitoring will be continually evaluated and updated to ensure effective and satisfactory delivery. Enforcement and By-law Services will continue to create actionable data intelligence to guide future initiatives and changes to this model. The limitation associated with project monitoring will be the inability to track correlations between rental housing and property standards contraventions as the City currently only maintains a directory of registered two-unit properties.

Corporate Implications:

Financial Implications:

The information provided in this report and implementing any described actions are accommodated within the approved budget. There are no financial implications.

Term of Council Priorities:

This report and proposed model directly align with the strategic direction and priority to continuously improve the day-to-day operations of the corporation by enhancing service delivery (Well Run City) and focusing on public safety and community standards (Healthy & Safe City).

Conclusion:

With the updated Provincial “additional residential unit” framework, Enforcement and By-law Services is preparing for greater densities and their impact by proactively addressing exterior maintenance-related violations.

To address a wider range of concerns, incorporate best practices from other municipalities, and lessen the administrative burden of enhanced enforcement practices, the proposed model can be tested and monitored for a 12-month period. Shifting from a reactive approach to enforcement to a comprehensive proactive approach will aid in creating a climate of compliance and growing public confidence in the efficacy of enforcement. Staff request direction from Council on how they want a proactive enforcement model implemented.

Authored by:

Reviewed by:

Shane Keyes, Acting Manager,
Enforcement and By-law Services

Jean-Pierre Maurice, Acting Director,
Enforcement and By-law Services

Submitted by:

Approved by:

Paul Morrison, Commissioner,
Legislative Services

Marlon Kallideen, Chief Administrative
Officer, Office of the CAO

Attachments:

- Attachment 1 – Proactive Enforcement Authority
- Attachment 2 – Administrative Monetary Penalty System
- Attachment 3 – Supportive Statistical Graphs
- Attachment 4 – Benchmarking Analysis

Attachment 1 | Proactive Enforcement Authority

For the purposes of proactive (municipality-initiated) investigations, the following provincial legislation prescribes the powers of entry onto private property for the purposes of inspection.

The [Municipal Act](#), 2001, S.O. 2001, c. 25, as amended, grants the authority for a municipal law enforcement officer to enter on land (not a place being used as a dwelling) at any reasonable time for the purpose of carrying out an inspection to determine whether or not a by-law passed by the municipality under this act is being complied with (including the *Refuse and Dumping By-law 381-2005*).

The [Building Code Act](#), 1992, S.O. 1992, c. 23, as amended, grants the authority for a municipal law enforcement officer to enter upon any property at any reasonable time for the purpose of inspection of the property to determine whether the property conforms with the standards prescribed in the *Property Standards By-law 165-2022*.

Attachment 2 | Administrative Monetary Penalty System

The [Administrative Penalties \(Non-Parking\) By-law 218-2019](#) was enacted to establish a system of administrative penalties for non-parking by-law contraventions. The enforcement of maintenance-related by-laws has been significantly enhanced by the use of penalties under the Administrative Monetary Penalties System (AMPS), and are an efficient alternative to Provincial Offences Court.

While penalties are not intended to be punitive in nature and are not intended to exceed the amount reasonably required to promote compliance, they have proven to be an effective tool in addressing egregious and repeat contraventions.

Under the system, additional penalties may be issued to a property owner for continued non-compliance with a by-law and may be administered with a graduating fine structure. An administrative penalty, including any administrative fees (i.e late fees), that is not paid within 15 days after it becomes due and payable is deemed to be unpaid taxes and may be collected in the same manner as taxes in accordance with the *Municipal Act, 2001*.

Attachment 3 | Supporting Statistical Graphs

Second Unit Registrations per Year (2015-2022)

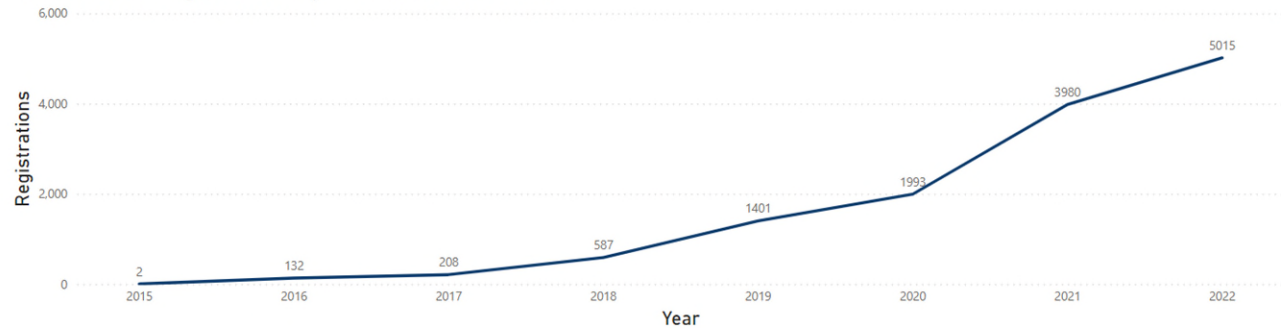


Figure 1 2015-2022 Second unit registrations per year.

Frequency of Service Requests (2018-2022)

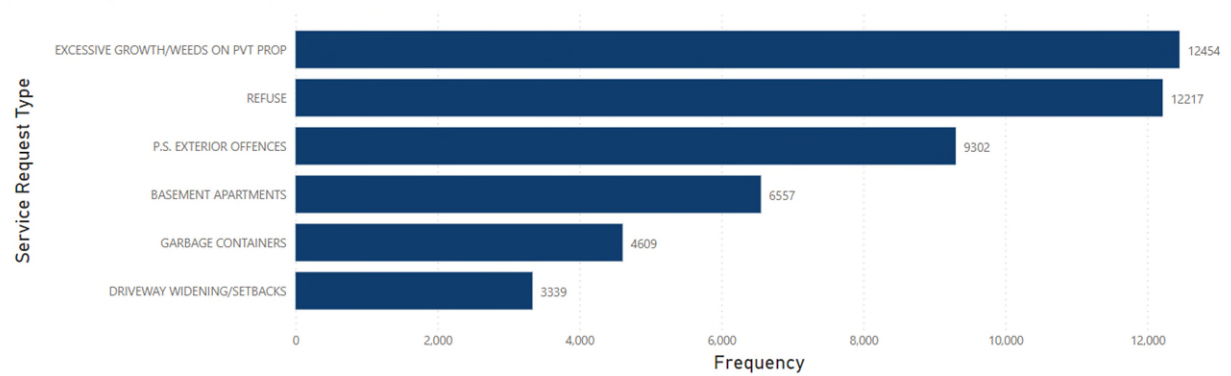
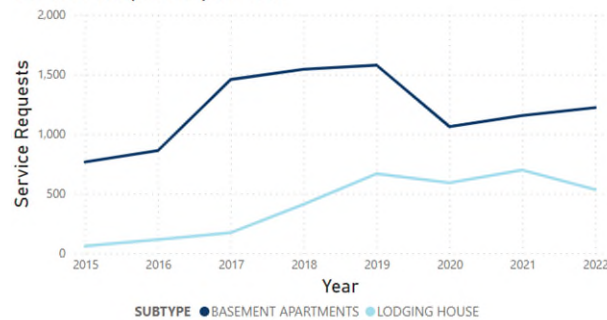


Figure 2 Top 6 citizen-initiated service requests by type from 2018-2022.

Service Requests per Year



Service Requests per Year

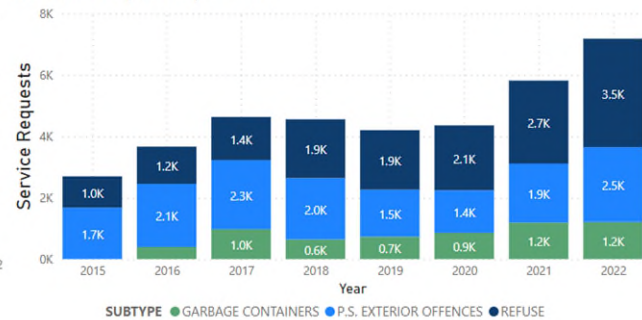


Figure 3 Citizen-initiated service request trends per year (2015-2022). Decrease in 2020 due to an increase in pandemic and health and safety-focused service requests.

Seasonality | Service Requests by Month (2018-2022)

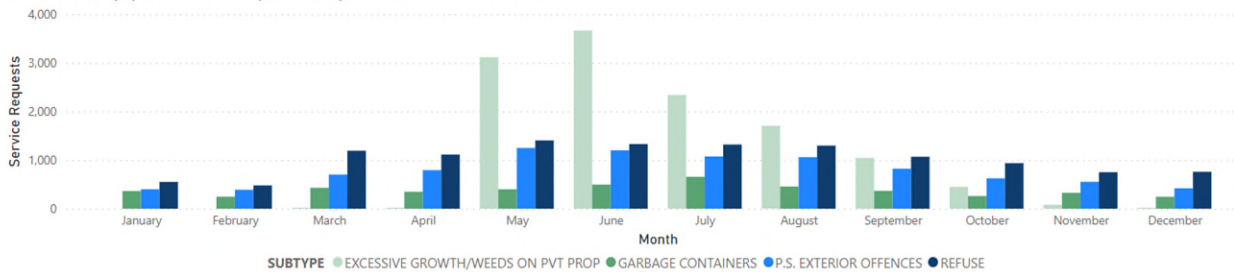


Figure 4 citizen-initiated refuse, garbage container and property standards exterior service requests by month (2015-2022).

Number of Properties by Frequency

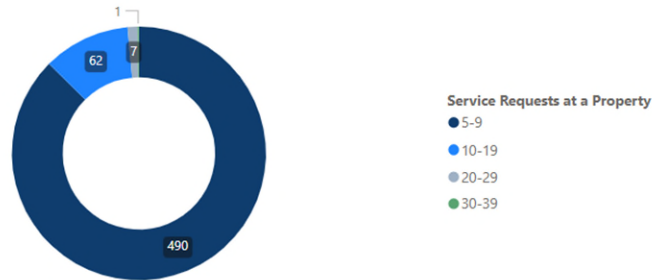
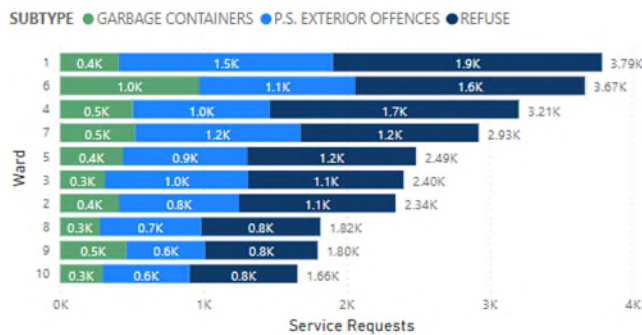


Figure 5 The frequency of citizen-initiated property standards and refuse service requests/ attendances at a single property (2018-2022).

Service Requests by Ward



Service Request by Map Page

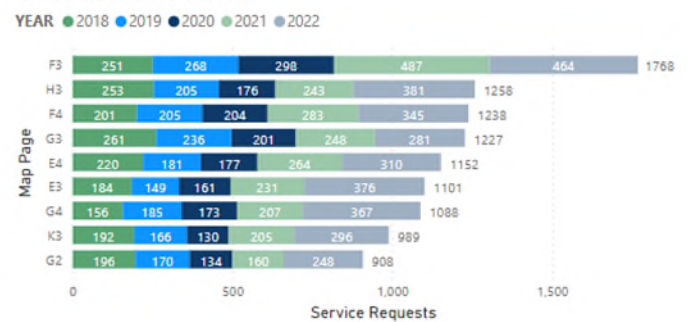


Figure 6 Frequency of citizen-initiated service requests by ward and map area (2018-2018).

Relationship Between Registered Two-unit Dwellings and Property Standards Service Requests

Sum of Two Unit Registrations Sum of Property Standards Service Requests Sum of PS Service Requests at Registered Properties

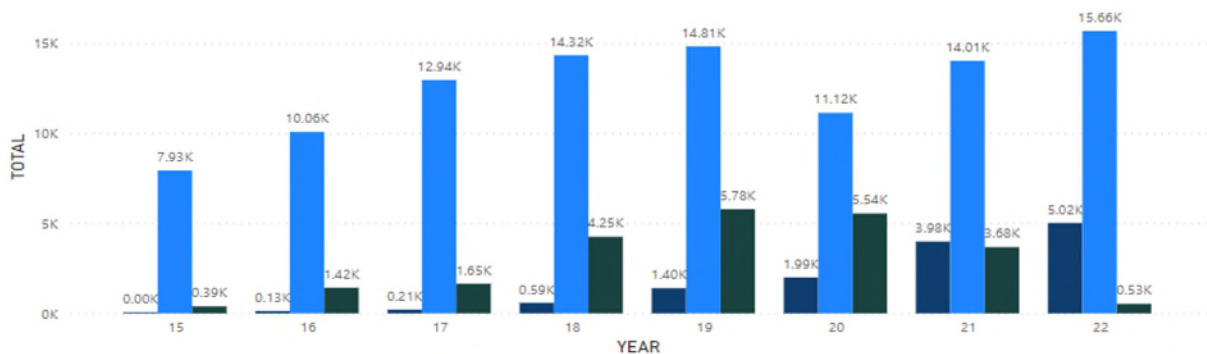


Figure 7 Annual service requests for refuse, property standards exterior and excessive at registered two-unit properties compared to rate of registrations and total service requests.

Service Requests by Postal Code (2018-2022)

Service Request ● BASEMENT APARTMENTS ● P.S. EXTERIOR OFFENCES ● REFUSE

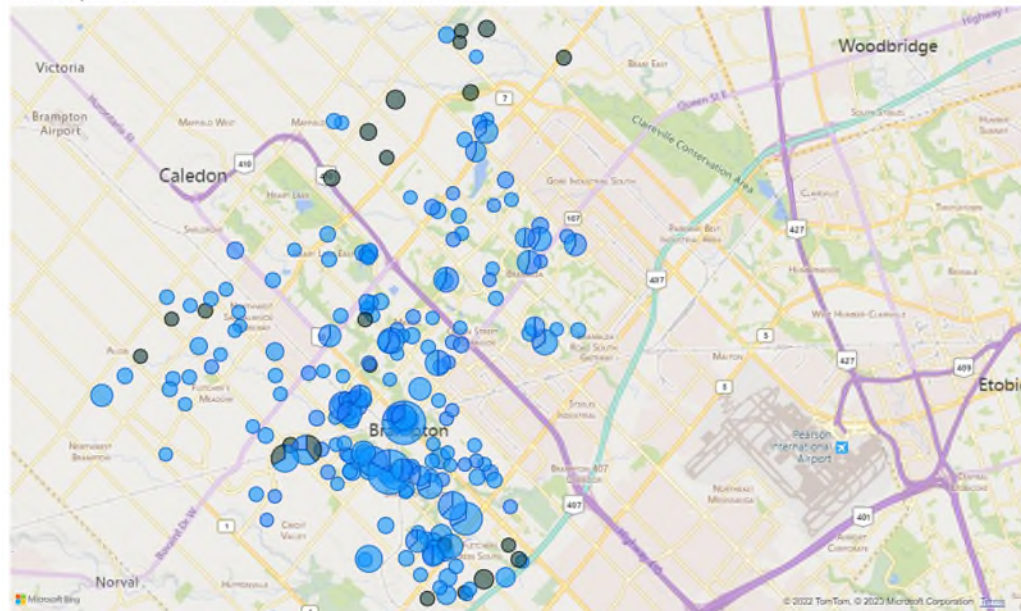


Figure 8 Smallest bubbles represent 10 or more service requests received for basement and exterior maintenance by postal code (2018-2022).

Attachment 4 | Benchmarking Analysis

City of Ottawa

In 2019, the City of Ottawa received [recommendations](#) to move from an approach that is complaint-driven and incident-specific to a more proactive and systemic approach to identifying and addressing issues. The recommendations included:

- Actively monitor high-risk addresses as well as adjacent and associated properties;
- Use big data to identify patterns and priorities;
- Target resources to maximize the impact;
- Undertake City-wide monitoring and random inspections;
- Immediately issue tickets, where warranted, for property maintenance, noise, licensing or registration, and other violations where the evidence is clear;
- Penalties be levied daily and escalate when the owner fails to comply; and,
- Take quick action to remedy violations;

As a result of staff reports and recommendations, Ottawa Council approved the following new measures as part of an ongoing [rental accommodations study](#) and new regulatory framework:

- [Rental Housing Property Management By-law](#) (No. 2020-255);
- A \$500 re-inspection fee for non-compliant properties (2020);
- Two additional by-law enforcement officers hired to undertake focused enforcement of property standards and property maintenance matters at problem addresses;
- Improved tracking mechanisms are being introduced to better monitor rental housing quality;
- A new online searchable database to display the history of property standards and maintenance violations at municipal addresses (under development); and,
- By-law amendments to increase the responsibility of tenants.

Many municipalities with a permanent or piloted regulatory framework for rental houses, incorporate scheduled or proactive property standards inspections within the framework (Including Hamilton, Oshawa, Waterloo, Windsor). Other municipalities address property-related concerns proactively through some of the following programs (based on available data):

Municipality	Program Title (If applicable)	Description	Enhancements / Resource Requirements
City of Kingston	Streetscape Program	Proactive enforcement and remedial work under the Property Standards Bylaw in main arteries.	Status of the program is unknown.
City of Mississauga	Apartment Building Standards and Maintenance Pilot Program (Excludes residential units in dwellings)	Proactive by-law inspection and enforcement of building with two or more stories or six or more units.	Requested 10 contract capital Staff, funded by registration fees.

City of Mississauga	3-year Proactive Inspection Pilot Program	Proactive enforcement of apply to unfinished, abandoned, vacant and derelict properties (Feb 2023).	\$350 enforcement fees for failed re-inspections, \$430 administrative fee or 15 per cent of the total cost when remediation
City of Toronto	RentSafeTO (Excludes residential units in dwellings)	Enforcement program for apartment buildings with three or more storeys and 10 or more units.	35 staff, including 28 Municipal Law Enforcement Officers and annual program budget of approximately \$5,181,500. Funded 65% through program fees and 35% through tax base
City of London	Proactive Apartment Pilot Inspection Program	Proactive apartment pilot inspection program in partnership with the London Fire Department for compliance with Property Standards, Vital Services, Yard and Lot Maintenance By-laws, and Fire Protection and Prevention Act, 1997 (Feb 2023)	Information not yet obtained
City of Barrie	N/A	Council directed changes to proactive enforcement of yard maintenance, parking and property standards. If approved, would go to city council's general committee on March 1 and city council March 8, 2023.	Staff proposed 2023 initiatives, including lower/zero tolerance enforcement practices, the inclusion of set fines for yard maintenance infractions, a review of the noise by-law, and service enhancements (2022 implemented 25 percent proactive enforcement practices).
City of Windsor	Increased Enforcement Pilot Project		3 new officers Cost-\$160,000

Date: 2023-03-10

Subject: **Amendment to Schedule A of the Administrative Penalties (Non-Parking) By-law 218-2019**

Contact: Shane Keyes, Acting Manager, Enforcement and By-law Services,
Legislative Services

Report Number: Legislative Services-2023-267

Recommendations:

1. That the report from Shane Keyes, Acting Manager, Enforcement and By-law Services to the Committee of Council Meeting of March 29, 2023 re: **Amendment to Schedule A of the Administrative Penalties (Non-Parking) By-law 218-2019**, be received;
2. That Council enact a by-law to amend By-law 218-2019 Administrative Penalties (Non-Parking) By-law for the addition of penalties listed in Attachment 1 to this report to Schedule A of the by-law.

Overview:

- The **Administrative Penalties (Non-Parking) By-law** was enacted on September 25th, 2019, and has been an effective tool to achieve compliance for municipal offences in the City.
- Since the enactment of this By-law, Council passed a by-law to require the registration of Additional Residential Units (By-law 157-2022), and a by-law to regulate and govern the registration of supportive housing residences (By-law 254-2021).
- The prosecution of additional residential units in accordance with the *Provincial Offences Act* was successful in growing the number of registered two-unit dwellings, however, contributed to an over-burdened judicial system.
- The issuance of penalty notices under the (Non-Parking) Administrative Monetary Penalty System will enhance enforcement measures by expediting compliance and alleviating the current strain on the Provincial Offences Court.

Background:

The Administrative Penalties (Non-Parking) By-law was enacted September 25th 2019 to establish a system of administrative penalties for non-parking offences.

Since the enactment of this By-law, on August 10th, 2022, Council passed [By-law 157-2022](#) to require the registration of Additional Residential Units (ARU). This By-law replaced the Second Unit Registration By-law (87-2015) that created offences for illegal second units in the City of Brampton. Additionally, Council passed [By-law 254-2021](#) to regulate and govern the registration of supportive housing residences (Type 1 and 2), and to repeal By-law 244-82, as amended. These policies are intended to make units safe, legal, and livable for occupants.

The enforcement of municipal by-laws has been significantly enhanced by the use of penalties under the Administrative Monetary Penalties System (AMPS). Penalties have been an efficient alternative to Provincial Offences Court and an effective method to promote continuous compliance. The expanded use of the penalties will aid in minimizing the strain on the court system and expediting compliance.

A policy review is being undertaken by the City to amend additional residential unit policies in the Official Plan and Zoning By-law to conform to Bill 23, the More Homes Built Faster Act, 2022, and regulate multiple accessory apartments, granny flats, in-law suites, laneway suites, garden suites, and/or coach houses. With the growing number of permitted types of residential units, we expect a required shift in the delivery of enforcement services.

Current Situation:

Previously, staff issued charges pursuant to Part III of the *Provincial Offences Act* for the prosecution of illegal second units under the Zoning By-law and Second Unit Registration By-law. This process often took in excess of one year and put further pressure on the judicial system.

Additionally, not every case that an officer requested legal action for is prosecuted due to a variety of factors.

Year	Number of Cases Requesting Legal Action	Number of Cases Prosecuted
2017	192	178
2018	813	660
2019	1002	900
2020	148	50

Figure 1 Table displaying number of cases where an officer requested legal action after finding a contravention, compared to the number of cases charges were sworn for (values approximate).

Penalty fees would allow officers to take enforcement action the same day, avoiding administrative delays in penalties.

The recommendation to utilize the Administrative Monetary Penalty System is based on four core factors:

- The high volume of minor cases being heard within POA courts on a yearly basis;
- The significant time and costs associated with the administration of those courts;
- The increased (successful) use of the Administrative Monetary Penalty Systems in Brampton and Ontario as alternatives to traditional court processes; and,
- The severity and frequency of contraventions under the By-laws in the context of the potential impact on community safety and well-being.

The requirement to obtain a registration and change of use building permit for the creation of a two-unit dwelling currently costs \$1,282.43 for application and permit fees.

Proposed Penalty Structure

The proposed penalties under the Additional Residential Unit (ARU) Registration By-law and Supportive Housing Residences Registration By-law are outlined in Attachment 1 of this report. To encourage both the creation and legalization of new and existing units through general and specific deterrence, staff propose a graduated penalty structure under the Administrative Monetary Penalty System.

An individual who is found guilty of a violation may be fined up to \$25,000 per offence in a Provincial Offences Court (and a corporation found guilty of an offence may be fined up to \$50,000 per offence). Additionally, where there is the potential for receiving an economic advantage from an additional residential unit that is not registered, this information may be considered an aggravating factor for sentencing purposes and may attract a special fine up to \$100,000 or such other maximum amount permitted by the *Municipal Act, 2001*.

Based on the fire and life safety concerns associated with unregistered additional residential units and supportive housing residences, staff propose increasing fines based on the severity of the contravention and the frequency of non-compliance.

Contraventions that result in the imposition of a graduated administrative penalty may be classified into three frequency levels: first offence, second offence and subsequent offence(s). This classification is based on an assessment of the nature and scope of the contravention. These considerations are in the context of the potential impact on community safety and well-being; and the maintenance of quality standards.

This rationale has been adopted and applied by other municipalities to deter the continuation of such contraventions (Benchmarking, Attachment 2).

Corporate Implications:

Financial Implications:

The information provided in this report and implementing any described actions are accommodated within the approved budget. There would be no significant financial implications.

Term of Council Priorities:

This report directly aligns with the strategic direction and priority to continuously improve the day-to-day operations of the corporation by streamlining service delivery (Well Run City) and focusing on community safety (Healthy & Safe City).

Conclusion:

By adding these penalties to Schedule A of the Administrative Penalties (Non-Parking) By-law, staff will have the ability to issue monetary penalties to property owners who fail to register additional residential units or supportive housing residences in accordance with the By-laws enacted by Council.

Authored by:

Reviewed by:

Shane Keyes, Acting Manager,
Enforcement and By-law Services

Jean-Pierre Maurice, Acting Director,
Enforcement and By-law Services

Approved by:

Paul Morrison, Interim Commissioner,
Legislative Services

Attachments:

Attachment 1: Proposed Short Form Wording and Fines for Schedule A of Administrative Penalties (Non-Parking) By-law

Attachment 2: Municipal Benchmarking

Attachment 1 Proposed Short Form Wording and Fines for Schedule A of Administrative Penalties (Non-Parking) By-law

Supportive Housing Residences Registration By-law 254-2021

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	Section 4	Own/operate supporting housing residence without registering	\$250	\$350	\$500
2	Section 63(6)	Fail to comply with an order	\$250	\$350	\$500
3	Section 11(3)	Did obstruct or hinder inspection	\$250	-	-

Additional Residential Unit (ARU) Registration By-law 157-2022

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	Section 6	Fail to register an additional residential unit	\$750	\$1,000	\$1,250
2	Section 20(5)	Fail to comply with an order	\$750	\$1,000	\$1,250
3	Section 19(1)	Did obstruct or hinder inspector	\$250	-	-

Attachment 2 | Municipal Benchmarking

Municipality	Offence	Penalty
Blue Mountains	Operate without a license (Short Term Rental)	\$2500
Peterborough	Did operate a rental dwelling unit (or lodging house) without a business license.	\$750
Vaughn	Carry on the business of a short-term rental owner without a license	\$750
Newmarket	Operate or permit occupancy in unregistered two unit house	\$450 – \$600 - \$750
Blue Mountains	Fail to comply with an order	\$500
Thorold	No License – Carry on a Residential Rental Business	\$500
Oshawa	Without a license undertake activity for which a license is required (Residential Rental Housing)	\$500
London	Operate rental unit without current valid license	\$450

Date: 2023-02-22

Subject: **Housekeeping amendment to Schedule A of the Administrative Penalties By-law 218-2019 for licensing by-law Charges- All Wards**

Contact: James Bisson, Manager, Licensing Enforcement, Enforcement & By-law Services

Report Number: Legislative Services-2023-142

Recommendations:

1. That the report from James Bisson, Manager, Licensing Enforcement, Enforcement and By-law services to the Committee of Council Meeting of March 29, 2023, re: **Housekeeping amendment to Schedule A of the Administrative Penalties (Non-Parking) By-law 218-2019 for licensing by-law Charges- All Wards**, be received;
2. THAT Council enact a by-law to amend the Administrative Penalties (Non-Parking) By-law 218-2019 by adding the additional penalties listed in Appendix 1 of this report to Schedule A of By-law 218-2019;

Overview:

- **Following the enactment of By-Law 244-2022 on December 14, 2022, an amendment to the Administrative Penalties (Non-Parking) By-Law 218-2019, staff identified additional sections of the Licensing By-Laws that should be added to the list of Administrative Penalties in Schedule A of By-Law 218-2019.**
- **Attachment 1 to this report is the list of the additional penalties to be added to Schedule A of the Administrative Penalties (Non-Parking) By-law 218-2019.**

Background:

On December 7, 2022, Committee of Council received the report entitled; Administrative Penalties (Non-Parking) By-law – Amendment to Schedule A that recommended

additional charges be added to Schedule A of the Administrative Penalties (Non-Parking) By-law to allow staff the ability to use this alternative system for by-law enforcement for greater compliance by licensed businesses. The amending by-law 244-2022, was enacted on December 14, 2022.

Current Situation:

Following the amendment of the Administrative Penalties (Non-Parking) By-Law 218-2019, on December 14, 2022, staff have identified additional sections of the Licensing By-Laws that should be added to the list of Administrative Penalties in Schedule A of By-Law 2018-2019. This is a housekeeping report to add additional penalties to the By-law.

The attachment to this report lists those penalties to be included in Schedule A of the Administrative Penalties (Non-Parking) By-law 218-2019.

Corporate Implications:

Financial Implications:

There are no financial implications for this report.

Term of Council Priorities:

Brampton is a Well-run City; The use of alternative methods to educate and enforce businesses that fall under the licensing by-laws in the city will help reduce the burden on the Provincial Court system.

Conclusion:

By adding the additional Short Form Wording for contraventions of the By-laws to Schedule A of the Administrative Penalties (Non-Parking) By-law, staff will have additional enforcement tools to issue Penalty Notices to business owners and operators who deliberately fail to comply with Licensing By-laws enacted by Council.

Authored by:

Reviewed by:

James Bisson, Manager, Licensing Enforcement, Enforcement and By-law Services

Jean-Pierre (JP) Maurice, Interim, Director, Enforcement and By-law Services

Approved by:

Approved by:

Paul Morrison, (Interim)
Commissioner, Legislative Services

Marlon Kallideen, Chief Administrative
Officer

Attachments:

- Attachment 1 – Additional Short Form Wording to Schedule A of The Administrative Penalties (Non-Parking) By-law

Appendix 1

Additional Short Form Wording to Schedule A of The Administrative Penalties (Non-Parking) By-law

Adult Entertainment By-law 114-2017

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
	Section 5(4)	Own or Operate an Adult Merchandise Business, without a licence	250
	Section 39(6)	Fail to comply with an order	250

Business Licensing By-law 332-2013

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
	Section 39(6)	Fail to comply with an order	250

Mobile Licensing By-law 67-2014

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
	Section 5(4)	Operate as a Taxicab Brokerage, no licence	250
	Section 5(4)	Operate as a Personal Transportation Company without a licence	250
	Section 52(6)	Fail to comply with an order	250
	Schedule 4 Section 25(e)	Fail to provide the number of completed dispatched orders	250
	Schedule 4 Section 9(g)	Fail to display driver's photograph card	250
	Schedule 4 Section 10	Fail to remove roof sign when taxicab/accessible taxicab not for hire	250
	Schedule 4 12(c)	Fail to affix plate in an approved manner and location.	250
	Schedule 5 Section 9(f)	Did tow vehicle outside the city without permission	250
	Schedule 5 Section 12(c)	Fail to keep a daily record of work performed	250

Appendix 1

Short –Term Rental By-law 165-2021

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
	Section 63(6)	Fail to comply with an order	250

Date: 2023-03-29

Subject: **Annual Report on the Access to Information and Protection of Privacy Program for 2022**

Contact: **Jibira Rajadurai, Coordinator, Access and Privacy, City Clerk's Office**

Report Number: Legislative Services-2023-270

Recommendations:

1. That the report from Jibira Rajadurai, Coordinator, Access and Privacy, City Clerk's Office, titled: **Annual Report on the Access to Information and Protection of Privacy Program for 2022**, to the Committee of Council Meeting of March 29, 2023, be received.

Overview:

This report provides:

- **An overview of Brampton's Access to Information and Protection of Privacy Program; and,**
- **Statistical information on Brampton's Access to Information and Protection of Privacy Program for 2022, as reported to the Information and Privacy Commissioner of Ontario (IPC).**

Background:

Statutory Obligations:

In line with the principles of the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* and the Information and Privacy Commissioner, the City of Brampton is committed to increased transparency in communication throughout a number of means.

Key principles of *MFIPPA* require the City to provide the public a right of access to information under its control, while protecting personal information held by the City. In safeguarding personal information, the City is required to apply necessary exemptions

from the right of access. However, such exemptions are required to be limited and specific.

MFIPPA came into effect on January 1, 1991. The *Act* provides access to information rights balanced with privacy protection. It applies to all municipalities in Ontario and to various other local government boards including the Brampton Public Library and Downtown Brampton BIA. The *Act* does not apply to private companies, court records, records in archives, credit bureaus, hospitals, and doctors' records. Separate, yet similar legislation applies to the federal government and provincial governments, including their respective agencies and institutions.

The purposes of the *Act* are:

1. To provide a right of public access to information in the custody and under the control of a municipality, in accordance with the principles that,
 - i. information should be made available to the public,
 - ii. necessary exemptions from the right of access should be limited and specific, and
 - iii. decisions on the disclosure of information should be reviewed independently of the municipality controlling the information; and,
2. To protect individual personal information and allow an individual access to their own personal information held by the municipality.

The *Act* sets out legally binding requirements for:

1. Providing public access to information under municipal control through access to information requests (informally known as a freedom of information, or FOI requests); and,
2. The collection, use, disclosure and disposal of personal information.

Responsibility of the “Head”

Under *MFIPPA*, responsibility for compliance with the *Act* rests with the "Head" of an institution (for purposes of the legislation, a municipality is an "institution"). Council is the “Head” under the *Act* unless it designates to another individual within the institution. Council designated the powers and duties of the Head to the City Clerk by By-law No.102-90, subsequently included in Administrative Authority By-law 216-2017 and reaffirmed at the January 27, 2021 City Council Meeting.

The responsibilities of the Head with respect to requests for access to information include:

- Receiving and clarifying requests to access records;
- Adhering to time limits and notification requirements;
- Considering representations from third parties;
- Determining if any legislated exemptions to disclosure apply and formulating a decision on access;
- Determining the method of disclosure;
- Calculating and collecting prescribed fees; and,

- Where necessary, defending decisions made under the *Act* at an appeal.

The responsibilities of the Head with respect to privacy protection include ensuring that:

- The City has both the legal authority to collect personal information and the consent of the affected individual(s) prior to collecting the information;
- The collection of personal information is minimized and only information necessary to the proper delivery of programs and services is collected;
- Once collected, personal information is not retained longer than necessary to fulfil the stated purpose as identified in the Records Retention By-Law 272-2014 (amended by By-Law 183-2015), except where required by legislation.
- Safeguards are in place to prevent unauthorized access or inappropriate destruction of the personal information; and,
- Individuals are provided with a process to access their own personal information, and to request correction of that information, where appropriate.

In addition, the Head is required to report annually to the Information and Privacy Commissioner of Ontario (IPC), providing statistical information on:

- i. The number and types of access requests received, the decisions made on those requests, and fees charged; and,
- ii. The number of requests to correct personal information received.

The Annual report for 2022 was filed with the IPC on February 22, 2023.

Current Situation:

Program Overview

The Access to Information (also known as Freedom of Information, or FOI) program allows individuals to request access to City records that are not otherwise available to the public. When an individual requests access to a record, the legislation requires that the record be disclosed unless a legislated exclusion or exemption to disclosure applies.

The purpose of the program is to make the City more open and transparent and to allow residents to better participate in the democratic process.

The program includes:

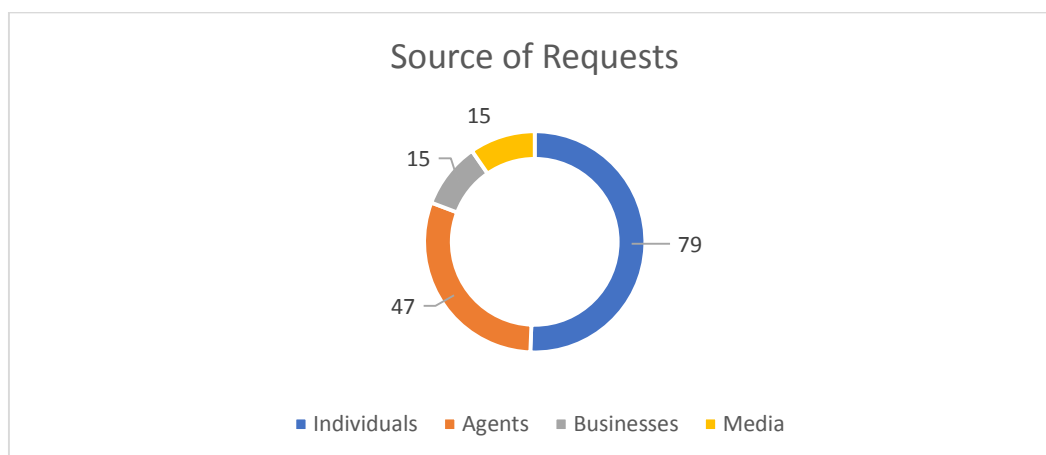
- Processing formal access to information requests
- Training staff across the organization on legislated requirements
- Coaching staff on the disclosure of particular records
- Assisting staff to develop sound processes for the routine and proactive disclosure of information.

Annual Statistics

The City of Brampton received 168 new requests to access information under *MFIPPA* in 2022 and processed 156 requests of the same year.

Requests are not always processed in the calendar year in which they are received, particularly when the request is received late in the year. Also, the City experienced delays in processing requests in 2022, due to staff changes.

Of the requests that were processed, 79 were received from individual members of the public, 47 were received from agents or representatives of the requestors, 15 were received from businesses and 15 was processed from the media.

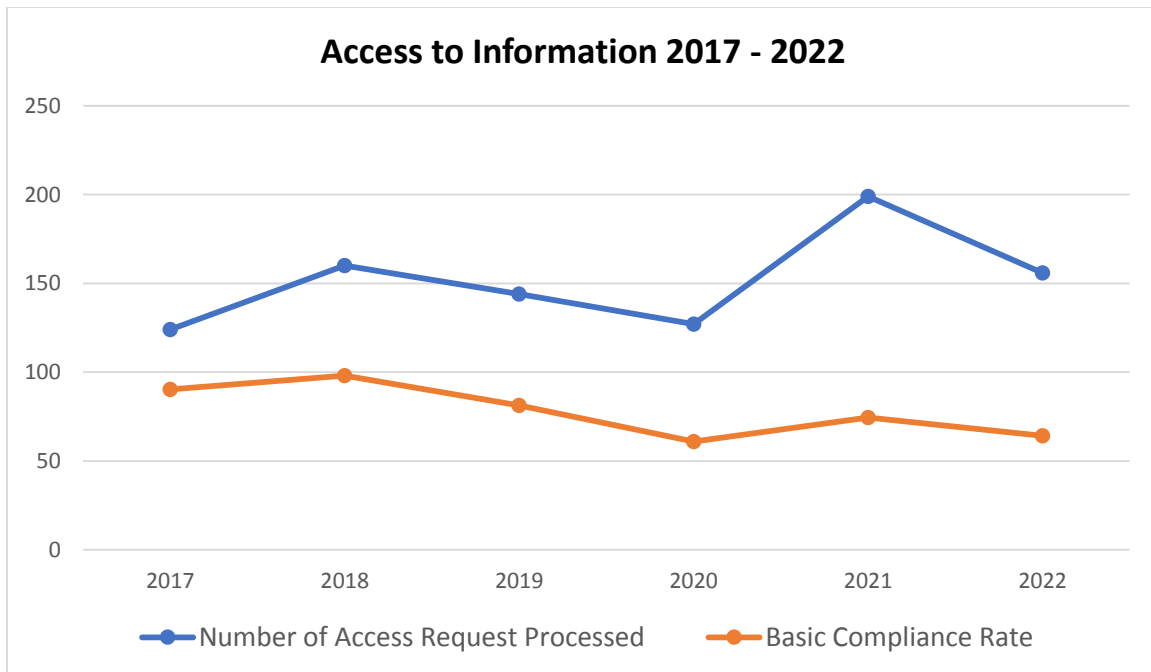


MFIPPA requires that access to information requests be processed within 30 calendar days.

The City's basic compliance rate in 2022 was 64.1%. The legislation permits time extensions for voluminous requests and where third party consultations are required. The City's extended compliance rate in 2022 (i.e. including permitted time extensions) was 78.8%.

The charts below compare 2022 with the previous 5 years:

Year	Access Request Received	Access Request Processed	Basic Compliance Rate
2022	168	156	64.1%
2021	182	199	74.37%
2020	158	127	60.9%
2019	145	144	81.3%
2018	165	160	98.1%
2017	125	124	90.3%



As required by *MFIPPA*, certain fees are prescribed and applied to access to information requests. In 2022, fees of \$5691.30 were collected. *MFIPPA* also provides that fees can be waived in certain circumstances. In 2022, fees of \$1433.70 were waived, majority of which were due to delays in issuing the City's decision on access.

Since the start of 2015, indexes detailing records responsive to access to information requests (and any legislated exemptions to disclosure that may apply) are posted to the [City's website for public reference](#).

Appeals:

A decision of the Head for the institution is appealable to the IPC by the requestor, and in some cases by an affected party. The IPC appeal process includes mediation as a first step to resolve an appeal, followed by adjudication, if necessary.

Six (6) appeals of the City's decisions were filed with the IPC for 2022 requests.

One (1) appeal was dismissed at in-take stage. Three (3) were resolved at mediation. Two (2) appeals from 2022 requests are currently active.

Current Situation – Privacy:

Program Overview

The Access and Privacy Office is responsible for providing consultative support and advice on risk and obligations as the subject matter expert on privacy and access for the organization, especially as it pertains to *MFIPPA*.

It is often necessary for the City to collect personal information (information that pertains to an identifiable individual) to provide programs and services to its residents. *MFIPPA* establishes that individuals have the right to control how their personal information is collected and used, and restricts how the City may collect, use and disclose this information. The purposes of the City's privacy program are to:

- Ensure compliance with the legislation;
- Mitigate privacy-related risks; and,
- Build the public's trust and confidence in the City.

The program includes:

- Privacy Risk Assessments (PRAs)
- Privacy Impact Assessments (PIAs)
- Publishing Guidance Documents
- Training staff across the organization on legislated requirements (in-person and e-Learning formats available)
- Coaching staff on privacy-related matters
- Investigating privacy incidents, complaints and breaches

Annual Statistics – Privacy:

No requests to correct personal information in a City record were received in 2022.

Forty-five (45) privacy review requests for City programs, services and initiatives were opened in 2022 resulting from Privacy Risk Assessments (PRAs) with some resulting in formal Privacy Impact Assessments (PIAs) conducted or underway. Other requests either did not require a PIA since projects were not collecting personal information; projects were at the RFP stage and information required to complete the PIA, including processes and procedures, were not yet drafted; projects had been suspended; or PIAs were in the course of being completed.

One (1) privacy incident was reported to the Access and Privacy team in 2022. This breach was reported to the IPC. Remedial action was taken to contain and respond to the breach, in accordance with the City's Privacy Incident Management Standard Operating Procedure.

Corporate Implications:

To ensure the municipality complies with its obligations under *MFIPPA*, the Access and Privacy Office will:

- Continue working with all departments in response to access to information requests;
- Provide coaching and training on access and privacy to all departments;
- Conduct Privacy Impact Assessments on new and/or enhanced services, technologies, and/or systems that involve the collection or use of personal information; and,

- Investigate all privacy incidents and implement remedial processes as appropriate.

Financial Implications:

There are no financial implications associated with this report.

Other Implications:

Nil.

Term of Council Priorities:

MFIPPA promotes government accountability and transparency by providing a right of access to information while protecting the personal privacy of individuals. Access to information and protection of privacy is central to a customer-oriented corporate culture. This report achieves the Term of Council Priority of a Well-run City by contributing to a climate of government accountability and service excellence.

Conclusion:

The City is subject to *MFIPPA* and must comply with the legislation. The City Clerk is appointed by Council as Head under *MFIPPA* and exercises the powers and duties of the Head in accordance with the *Act*. The City Clerk will continue to report to Council regularly to provide annual statistical information on the access to information and privacy program, information on appeals to the IPC, and program updates.

Authored by:

Reviewed by:

Sahar Naseer, Access and Privacy Coordinator
Jibira Rajadurai, Access and Privacy Coordinator
City Clerk's Office

Peter Fay, City Clerk,
Legislative Services

Approved by:

Approved by:

Paul Morrison, Acting Commissioner,
Legislative Services

Marlon Kallideen
Chief Administrative Officer

Attachments: Nil

Date: 2023-03-08

Subject: **External Funding Update 2022**

Contact: Tara Hunter, Manager, Sponsorship and Corporate Development

Report Number: CAO's Office-2023-255

Recommendations:

1. That the presentation from Tara Hunter, Manager Sponsorship and Corporate Development, to the Committee of Council Meeting of March 29, 2023 re: **External Funding Update 2022** be received.

2022 Annual External Funding Update

March 29, 2023

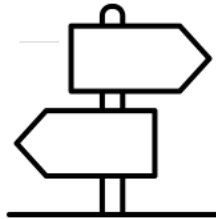


EXTERNAL FUNDING

2022 SOURCES OF REVENUE



SPONSORSHIPS



NAMING RIGHTS



ADVERTISING



GRANTS

Sponsorships

2022 Sponsorships

YEAR IN REVIEW



\$757,945

OVERALL REVENUE

46

SPONSORS

15

NEW SPONSORS





Great Gulf

CRICKET PITCH NAMING RIGHTS



Kwality Sweets

GOLF COURSE & CRICKET PITCH NAMING RIGHTS



Algoma University

THREE-YEAR COMMITMENT
EVENTS & INTERNSHIP PROGRAM

FREE YOUTH DROP-IN BASKETBALL

May 1 – June 30

Participating locations:

Cassie Campbell Community Centre
Gore Meadows Community Centre
Susan Fennell Sportsplex

Indoor shoes are required, all
other equipment will be provided.

Registration is recommended.

Generously sponsored by

alectra



brampton.ca/recreation



Alectra

FREE YOUTH SPORTS PROGRAMMING

**ARE YOU
PREPARED FOR
AN EMERGENCY?**



3-1-1    

Learn more at
brampton.ca/prepared



Enbridge & Red Cross

EMERGENCY PREPAREDNESS WEEK
EMERGENCY KITS

2023 Strategy

Naming Rights
Multi-year agreements, high value assets

01. Amenity Naming Rights

Opportunities at Susan Fennell Youth Hub and Cricket Pitches around the City

02. Facility Naming Rights

Opportunities at Gore Meadows and Embleton Community Centre



THANK YOU TO OUR 2022 SPONSORS!



ADVERTISING



In-House

ADVERTISING SALES MODEL
Recreation digital screens and rink board advertising

Approximately \$60,000 in revenue
achieved in 2022, through:

DIGITAL SCREENS

13

ADVERTISERS

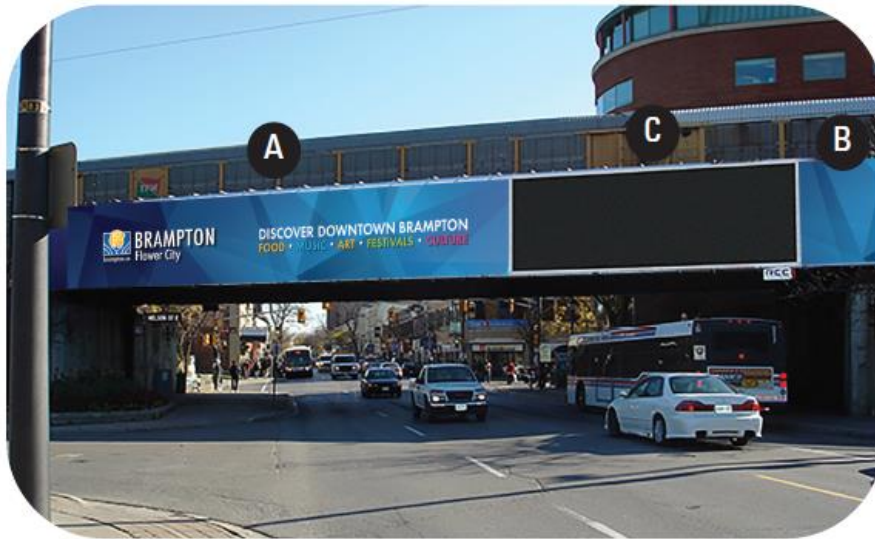
RINK BOARD ADS

21

ADVERTISERS

Digital OOH

ADVERTISING SALES MODEL



RCC MEDIA CN RAIL BRIDGE SCREENS

- 16 digital screen signs
- 15-year multi-million dollar contract
- Free advertising space for City messaging

2023 RFP DIGITAL SIGNS ON CITY PROPERTY

Permitting digital signs for commercial and city messaging under the Council approved sign by-law

GRANTS

Grants

IMPLEMENTING A CENTRALIZED APPROACH



**PROVIDE RESOURCES,
SUPPORT & ADVOCACY**



**MONITOR FOR OPEN
FUNDING INTAKES**



**STANDARDIZE PROCESS
& FILE MANAGEMENT**



**TRACK & REPORT
ON APPROVED FUNDING**



2022 GRANTS

YEAR IN REVIEW



GRANTS

\$21,500,000

TOTAL VALUE OF APPROVED APPLICATIONS IN 2022

38

SUBMITTED
APPLICATIONS

2022 Grants

APPROVED APPLICATIONS

Funding Source	\$ Approved	Type	Dept.
Green and Inclusive Community Building (GICB) Program - "Strengthen Climate Plan" – Susan Fennell Retrofit	\$ 15,743,000	Federal	PW&E
Zero-Emission Vehicle Infrastructure Program (ZEVIP) - Round 3	\$ 1,720,000	Federal	PW&E
Ministry of Municipal Affairs and Housing - Streamline Development Approval Fund	\$ 1,000,000	Provincial	Planning
Audit & Accountability Fund - Intake 3 (4 projects)	\$ 814,080	Provincial	Planning
Canada Summer Jobs	\$ 362,550	Federal	Corporate Support Services
Ontario Business Improvement Area Association, Digital Main St.	\$ 250,000	Provincial	CAO Office - BEC
My Main Street - Community Activator Fund - Round 2	\$ 223,650	Federal	Planning
Ontario Trillium Foundation - Community Building Fund - Capital stream (Eastbourne Park Retrofit)	\$ 182,000	Provincial	Community Services
Ministry of Heritage, Sport, Tourism and Culture Industries (Bill Davis Memorial)	\$ 150,000	Provincial	Community Services
Ontario's After School Program 2022-2023	\$ 135,000	Provincial	Community Services
Ontario's After School Program 2021-2022	\$ 135,000	Provincial	Community Services
Ministry for Seniors & Accessibility - Seniors Active Living Center (SALC) – 3 Locations	\$ 124,400	Provincial	Community Services
Global Affairs - CanExport Community Investments - 2021	\$ 64,232	Federal	CAO Office - EcDev
Celebrate Canada	\$ 55,000	Federal	Corporate Support Services
New Horizons for Seniors Program (NHSP) - 2021	\$ 22,000	Federal	Planning
Canadian Tire Jumpstart	\$ 19,547	Corporate	Community Services
Ministry for Seniors & Accessibility - Seniors Community Grant	\$ 17,592	Provincial	Community Services

Thank you!



Date: 2023-03-01

Subject: **By-Law to Establish Tax Ratios for 2023**

Contact: Martin Finnegan, Senior Manager, Revenue

Report Number: Corporate Support Services-2023-151

Recommendations:

1. That the report from Martin Finnegan, Senior Manager, Revenue to the Committee of Council meeting March 29, 2023, **re: By-Law to Establish Tax Ratios for 2023** be received;
2. That a By-law to authorize the following tax ratios for the purpose of establishing tax rates be enacted:
 - 1.0000 for the residential property class
 - 1.7050 for the multi-residential property class
 - 1.0000 for the new multi-residential property class
 - 1.2971 for the commercial property class
 - 1.4700 for the industrial property class
 - 0.9239 for the pipeline property class
 - 0.25 for the farm class, and
 - 0.25 for the managed forest class.

Overview:

- **Annual requirement to establish tax ratios, which are used to calculate the tax rates for the 2023 Final Tax Billing.**

Background:

Within the Region of Peel, the authority to establish tax ratios has been delegated from the upper tier (Regional) level to the lower tier (local municipal) level. On January 12, 2023, the Council of the Region of Peel enacted By-law 2-2023 to enable this delegated authority. Each of the local area municipalities passed resolutions to accept their delegated authority, as required by legislation. Ontario Regulation 103/09 designates the Region of Peel for the purposes of section 310 of the *Municipal Act, 2001*. Amendments made in 2010 to the Act and Regulation now allow the designation to continue to apply for future years. Each year, the Region must submit a copy of its By-law and the resolutions of its municipalities to the Minister of Municipal Affairs by March 15 of that year. On February 15, 2023, the Region of Peel submitted its 2023 tax-ratio delegation By-law, as well as council resolutions from the City of Brampton, City of Mississauga and Town of Caledon.

The purpose of the accompanying By-law is to confirm the tax ratios used in calculating 2023 property tax rates. Tax ratios are used as a weighting mechanism to apportion taxes among the different property classes. As a delegated municipality, the lower tier municipalities must pass a By-law to establish the tax ratios.

Current Situation:

The City of Brampton has maintained the same tax ratios since 2003. It is recommended that the 2023 tax ratios for the City of Brampton be approved at the same level as 2022. Therefore, the distribution of taxation amongst the property classes will remain unchanged from the previous years. The approval of these tax ratios will enable the finalization of 2023 tax rate calculations with the subsequent 2023 property tax levy By-laws being brought forward to Council for approval in May.

Corporate Implications:Financial Implications:

Tax ratios must be established before the 2023 tax rate calculations can be finalized. The approval of this report and By-law is essential to support the budget requirements of the City, Region of Peel, and the Province for education.

Term of Council Priorities:

This report fulfils the Council Priority of a Well-Run City through strict adherence to effective financial management policies and supports Brampton's 2040 Vision by ensuring sustainable financial revenues.

Conclusion:

The approval of the 2023 tax ratios for the City of Brampton will result in the same distribution amongst property classes as used in 2022. The ratios are a necessary component in the calculation of 2023 final tax rates.

Authored by:

Reviewed by:

Martin Finnegan, Senior Manager,
Revenue

Nash Damer, Treasurer

Approved by:

Approved by:

Rick Conard, (Acting) Commissioner,
Corporate Support Services

Marlon Kallideen, Chief Administrative Officer**Attachments:**

- By-Law to Establish Tax Ratios for 2023



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number _____ - 2023

To Establish Tax Ratios For The Year 2023

WHEREAS the Council of The Regional Municipality of Peel, by By-law No. 2-2023, passed the 12 day of January, 2023, delegated the authority to pass a By-law establishing the tax ratios for both lower-tier and upper-tier purposes for the year 2023 to the Council of The Corporation of the City of Brampton:

AND WHEREAS it is necessary for the Council of The Corporation of the City of Brampton, pursuant to section 310 of the Municipal Act, 2001 as amended, to establish the tax ratios for 2023 for the purposes of The Regional Municipality of Peel and The Corporation of the City of Brampton;

AND WHEREAS delegation of tax ratio setting to the lower tier municipalities of Peel continue to apply and the Region submitted a copy of its By-law and the resolutions of its municipalities to the Minister of Municipal Affairs on February 15, 2023;

AND WHEREAS the tax ratios determine the relative amounts of taxation to be borne by each property class;

AND WHEREAS the property classes have been defined and prescribed by the *Assessment Act* and the Regulations thereto;

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

1. For the taxation year 2023, the tax ratio for the property in:
 - 1.1 the residential property class is 1.0;
 - 1.2 the multi-residential property class is 1.7050;
 - 1.3 the new multi-residential property class is 1.0;
 - 1.4 the commercial property class is 1.2971;
 - 1.5 the industrial property class is 1.4700;
 - 1.6 the pipe line property class is 0.9239;
 - 1.7 the farm property class is 0.25;
 - 1.8 the managed forests property class is 0.25.

2. For the purpose of this By-law:
- 2.1.1 The commercial property class includes all property within the office building, shopping center and parking lots and vacant land property classes as defined in Ontario Regulation 282/98 as amended;
 - 2.1.2 The industrial property class includes all property within the large industrial property class as defined in Ontario Regulation 282/98 as amended.
3. This By-law shall come into force and take effect immediately upon enactment.

ENACTED and PASSED this 5 day of April 2023

Approved as to
form.

Legal

Patrick Brown, Mayor

Approved as to
content.

Treasurer

Peter Fay, City Clerk

Date: 2023-03-02

Subject: Purchasing Activity Quarterly Report – 4th Quarter2022

Contact: Rick Conard, Acting Director, Purchasing

Report Number: Corporate Support Services-2023-246

Recommendations:

1. That the report from Claudia Santeramo, Manager, Procurement Performance, Purchasing to the Committee Meeting of March 29, re: Purchasing Activity Quarterly Report – 4th Quarter, be received;

Overview:

- The City's Purchasing By-law 19-2018, prescribes reporting requirements with respect to the City's Purchasing activities.
- This report provides a summary of the City's purchasing activities with a total value of \$110,116,383 during the 4th quarter of 2022. Specific procurement details are provided in Appendix 2.
- Appendix 3 of this report provides a summary of upcoming Contract Renewals from October 1, 2023 to December 31, 2023. Although Contract Renewal options are available, these options will be reviewed by the Lead Department and Purchasing to determine whether it is in the City's best interest to exercise the renewal of a Contract.

Background:

In accordance with the Purchasing By-law, the Director of Purchasing is required to provide quarterly reports to Council summarizing the City's purchasing activity as follows:

- New Contracts with a value of \$100,000 and over;
- Contract Extensions and Renewals with a value of \$100,000 and over;
- Exceptions;
- Emergency Purchases; and
- Disposal of assets.

Definitions are noted in Appendix 1.

On Sept 22, 2021, Council considered the motion (CW431-2021) that the Purchasing Activity Quarterly Report includes a summary of contracts with a value of \$100,000 and greater with upcoming renewal options, prior to contract renewal execution.

Current Situation:

This report includes Contract Renewal options for the period October 1, 2023 to December 31, 2023 (refer to Appendix 3). Although Contract Renewals are available, these options will be reviewed by the responsible Lead Department, in consultation with Purchasing, to determine whether it's in the City's best interest to renew the contract or conduct a procurement process.

The following table provides a synopsis of the purchasing activities during the 4th quarter ending December 31, 2022.

Purchasing Activity	4th Quarter 2022
Competitive Procurements	\$ 82,818,855
Limited Tendering	\$ 3,774,716
Emergency Purchases	\$ 68,380
Exceptions	\$ -
Consulting Services (Competitive and Limited Tendering)	\$ 2,560,417
Sub-total	\$ 89,222,368
Contract Extensions	\$ 12,830,165
Contract Renewals	\$ 8,063,849
Total Purchasing Activity	\$ 110,116,383
Proceeds from the disposal of assets	\$ 301,794

A detailed listing for each category is provided in Appendix 2.

Corporate Implications:

Financial Implications:

Funds required for procurement are verified through the City's Corporate Financial System to confirm budget availability. Purchase orders are issued after confirmation of budgeted funds in order to commit and allocate the funds to the specific procurements.

Term of Council Priorities:

This report has been prepared in full consideration of the Term of Council Priority of “Brampton is a Well-Run City”, demonstrating value for money of City Programs and services through open, fair and transparent procurement processes.

Conclusion:

This report provides a summary of the City of Brampton’s purchasing activities as required by the Purchasing By-law for the 4th quarter, October 1, 2022 to December 31, 2022 in accordance with the reporting requirements set out in the Purchasing By-law 19-2018. In addition to the reporting requirements, this report provides a summary of upcoming contract renewal options from October 1, 2023 to December 31, 2023 for review and consideration by the City.

Authored by:

Claudia Santeramo

Reviewed by:

Rick Conard

Manager, Procurement Performance
Purchasing

Acting Director, Purchasing
Acting Commissioner, Corporate Support
Services

Approved by:

Marlon Kallideen

Chief Administrative Officer

Attachments:

Appendix 1: Definition of terms referenced in this report

Appendix 2: Specific procurement details

Appendix 3: Upcoming Contract Renewals

Appendix 1

Purchasing terms referenced in this report are:

Competitive means a Public Procurement Process.

Consulting Services means a Procurement Process for the acquisition of expertise or strategic advice not including architects and engineers.

Contract Amount is the original contract value and any previously approved contract extensions and renewals.

Contract Extension means an amendment increasing the value, changing the scope of work or extending the term, where the terms of the Contract do not include the option for such amendment.

Contract Renewal means an amendment extending the term and increasing the value, where the terms of the Contract include the option for such amendment, including pre-approved contingency funds.

Disposal means the sale, exchange, transfer, destruction or donation of assets.

Emergency Purchases means a Procurement Process where the usual competitive process is suspended due to the prevailing Emergency Circumstances.

Exceptions means exclusion from a competitive Procurement Process in the circumstances as set out in Section 2.3 of the Purchasing By-law.

Limited Tendering means a Procurement Process where negotiations are entered into with one or more Vendors based on the conditions as set out in Schedule C of the Purchasing By-law and includes Direct Negotiations where there is no competitive process.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
1	Community Services	7,9	T2022-159 REMOVAL, SUPPLY & INSTALLATION OF ARTIFICIAL CRICKET PITCHES	Competitive	MOPAL CONSTRUCTION LIMITED	\$ 282,400.00			The existing cricket pitches at Dixie Sandalwood, Emancipation Park, Creditview Sandalwood and Earncliffe Park are being removed and replaced. A cricket pitch is the centre portion of a cricket field where the batter hits. The contract is to remove these pitches that are currently older style and replace with a concrete and artificial turf base. This is anticipated to be completed by November 30, 2023.
2	Corporate Support Services	ALL	NT2022-211 SUBSCRIPTION, MAINTENANCE AND SUPPORT OF AUTODESK SOFTWARE FOR A THREE YEAR PERIOD	Competitive	GRAITEC INC.	\$ 163,894.99			Subscription, maintenance and support of AutoDesk Software for a three year period, with one three-year optional renewal period. The software is used to support Building Design and Construction, Facility Management as well as 3D modelling and design for Urban Design in the Planning Department.
3	Corporate Support Services	ALL	P2022-284 DEVELOPMENT OF QUALITY ASSURANCE AND TESTING FRAMEWORK	Competitive	PROFESSIONAL QUALITY ASSURANCE LTD.	\$ 130,200.00			QA testing framework and a recommended path to success to mature the QA testing practice. The engagement is to include a current maturity assessment, recommend a QA testing governance program, and provide a roadmap to the desired target state. This is anticipated to be completed by June 30, 2023.
4	Corporate Support Services	ALL	RFP2022-016 AUDIO VISUAL SYSTEMS FOR A THREE YEAR PERIOD	Competitive	ONE DIVERSIFIED AUDIO VISUAL CANADA LTD	\$ 1,050,000.00			Supply, maintenance and installation of audio visual technology for a three year period, with two one-year optional renewal periods. The services may include design, supply, installation, testing, maintenance, support and warranty of various audio visual systems.
5	Corporate Support Services	ALL	RFP2022-016 AUDIO VISUAL SYSTEMS FOR A THREE YEAR PERIOD	Competitive	AVI-SPL CANADA LTD.	\$ 1,050,000.00			Supply, maintenance and installation of audio visual technology for a three year period, with two one-year optional renewal periods. The services may include design, supply, installation, testing, maintenance, support and warranty of various audio visual systems.
6	Corporate Support Services	ALL	RFP2022-022 TRANSLATION SERVICES FOR A THREE YEAR PERIOD	Competitive	GREAT TRANSLATIONS 24-7	\$ 450,000.00			To provide translation services for all City-wide communications collateral (e.g. media releases, advertisements in multilingual outlets, educational/informational brochures for divisional communications needs etc.) on an as and when required basis for a three year period, with two one-year optional renewal periods.
7	Corporate Support Services	ALL	RFP2022-036 RECRUITMENT SERVICES FOR CAO AND COMMISSIONER LEVEL ROLES FOR A THREE YEAR PERIOD	Competitive	THE LEGACY EXECUTIVE SEARCH PARTNERS INC	\$ 361,500.00			Recruitment services for CAO and Commissioner level roles for a three year period, with two one-year optional renewal periods.
8	Corporate Support Services	ALL	RFP2022-110 PRODUCTION AND MAILING OF TAX BILL REQUIREMENTS	Competitive	DATA COMMUNICATIONS MANAGEMENT CORP	\$ 369,282.80			For the production and mailing of tax bill requirements, to include communication regarding City services in the form of buck slips for a two year period, with two one-year optional renewal periods.
9	Corporate Support Services	3	RFP2022-290 LIGHTED BRAMPTON TOURISM SIGN	Competitive	1032191 ONTARIO LTD O/A SPECTRA ADVERTISING	\$ 149,786.00			Design, supply and installation of lighted Brampton Tourism Sign. Many cities, both large and small have invested in signs for tourism promotion. Residents and visitors alike are drawn to tourism signs for photos and selfies. These signs typically become an iconic tourism attraction and symbol that help to brand the City both locally and beyond our borders. A location in the Southwest quadrant of Ken Williams Square was determined to be the best spot for the sign within the downtown core. There will be an ability to move the sign in the future should there be a need for construction, etc. This is anticipated to be completed by March 31, 2023 noting that installation is weather dependent.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
10	Public Works & Engineering	1,3	RFP2022-012 DETAILED DESIGN OF DOWNTOWN BRAMPTON FLOOD PROTECTION WORKS	Competitive	AECOM CANADA LTD.	\$ 4,757,423.00			Detailed design of the Downtown Brampton Flood Protection. The work involves widening and deepening of the Etobicoke Creek concrete channel through the Downtown, replacement of several bridges from Church Street to CN rail inclusive, relocation and reconstruction of Ken Whillans Drive, raising Church Street at Etobicoke Creek, and creating additional valley storage for floodwaters in the floodplain immediately north of Church Street. These works are necessary to eliminate existing flood risk in Downtown Brampton, which currently results in planning restrictions that limit revitalization opportunities in the Downtown. Removing these planning restrictions will allow for a Downtown transformation that unlocks economic potential and results in long-term benefits to the City in economic output, jobs, investments and growth as a community. Detailed design expected to be completed by April 2024. Construction is estimated to take approximate three to five years.
11	Public Works & Engineering	ALL	RFP2022-027 HARDWARE, SAFETY AND INDUSTRIAL SUPPLIES	Competitive	STAPLES PROFESSIONAL	\$ 2,637,114.76			The supply and delivery of hardware, safety and industrial supplies to facilities citywide for a three year period, with two one-year optional renewal periods.
12	Public Works & Engineering	4,5,6	RFP2022-088 DETAILED DESIGN OF ZUM INFRASTRUCTURE ON CHINGUACOUSY ROAD FROM STEELES AVENUE TO SANDALWOOD PARKWAY WEST	Competitive	PARSONS INC.	\$ 590,016.00			The Transportation Master Plan identifies a future Züm Service on Chinguacousy Road between Bovaird Drive and Steeles Avenue by 2041, however significant ridership growth in the corridor, attributable to development of new growth lands, Sheridan College enrollment, growth in employment lands and the opening of the Hurontario LRT south of Steeles Avenue have advanced the plans for BRT service. Brampton Transit proposes to implement a Züm service along Chinguacousy Road between Sandalwood Parkway and the Bramalea GO Station via Chinguacousy Road and Steeles Avenue to be launched in conjunction with the opening of the Hurontario Light Rail project in late 2024 / early 2025. The design and tender package for the construction of the Chinguacousy Road Züm project includes 18 Züm stations with associated intersection and traffic signal improvements. This is anticipated to be completed by December 31, 2024.
13	Public Works & Engineering	ALL	RFP2022-101 GASOLINE AND DIESEL FUEL FROM RETAIL AND/OR COMMERCIAL OUTLETS	Competitive	WEX CANADA LTD	\$ 5,256,090.43			Gasoline and diesel fuels from retail and/or commercial outlets for City owned vehicles and equipment for a three year period, with two one-year optional renewal periods.
14	Public Works & Engineering	6	RFP2022-136 ARCHITECTURAL SERVICES FOR DESIGN AND CONTRACT ADMINISTRATION FOR THE NEW EMBLETON COMMUNITY CENTRE	Competitive	PERKINS + WILL CANADA INC	\$ 4,764,250.00			Design and Contract Administration services for the new Embleton Community Centre, which will provide the Bram West community with a multi-use, multi-seasonal facility that will accommodate multi-generational programming. At approximately 116,000 sq.ft., the Community Centre will consist of an aquatic facility, gymnasium, fitness centre and community spaces, complemented by outdoor tennis courts, playground, splash pad, junior soccer fields, multi-purpose covered sport court, skate park and picnic areas. The design is to be completed by Q1 2024 and contract administration is anticipated to start Q2 2024 with substantial performance of the work by April 30, 2026.
15	Public Works & Engineering	ALL	RFP2022-167 DECORATIVE LED STREETLIGHT LUMINAIRES	Competitive	THE LUMINAIRES GROUP INC. O/A CYCLONE	\$ 4,660,872.00			This contract was for the selection of a new luminaires fixture for the LED retrofit program at various locations throughout the City. Installation is anticipated to be completed by October 17, 2023.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
16	Public Works & Engineering	ALL	T2022-063 MATERIAL TESTING AND GEOTECHNICAL INVESTIGATION SERVICES FOR A THREE YEAR PERIOD	Competitive	ORBIT ENGINEERING LIMITED	\$ 250,000.00			Material testing and geotechnical investigation for various capital projects for, but not limited to, Road Operations, Road Resurfacing Group, Capital Construction Projects, Excess soil management and Engineering for a three year period, with two one-year optional renewal periods. Material testing and geotechnical investigation services are required for majority of capital construction projects during design for soil investigations and inspection services for quality assurance during construction. The geotechnical investigations and inspection services help to mitigate risk and avoid unforeseen ground conditions.
17	Public Works & Engineering	ALL	T2022-063 MATERIAL TESTING AND GEOTECHNICAL INVESTIGATION SERVICES FOR A THREE YEAR PERIOD	Competitive	SIRATI & PARTNERS CONSULTANTS LTD.	\$ 250,000.00			Material testing and geotechnical investigation for various capital projects for, but not limited to, Road Operations, Road Resurfacing Group, Capital Construction Projects, Excess soil management and Engineering for a three year period, with two one-year optional renewal periods. Material testing and geotechnical investigation services are required for majority of capital construction projects during design for soil investigations and inspection services for quality assurance during construction. The geotechnical investigations and inspection services help to mitigate risk and avoid unforeseen ground conditions.
18	Public Works & Engineering	7	T2022-117 REBUILD OF STREET LIGHTING AT BALMORAL DRIVE BETWEEN BRAMALEA ROAD AND TORBRAM ROAD	Competitive	E.C. POWER & LIGHTING LTD.	\$ 503,443.30			Rebuild of street lighting at Balmoral Drive between Bramalea Road and Torbram Road. This is anticipated to be completed by December 31, 2023.
19	Public Works & Engineering	8	T2022-119* REBUILD OF STREET LIGHTING AT SOUTH WEST QUADRANT G – SECTION	Competitive	E.C. POWER & LIGHTING LTD.	\$ 1,049,161.30			Rebuild of street lighting at South West Quadrant G Section. This is anticipated to be completed by December 31, 2023.
20	Public Works & Engineering	4	T2022-198 REPLACEMENT OF EMERGENCY GENERATOR, COOLING COILS, HUMIDIFIERS AND DRINKING FOUNTAINS AT CITY HALL	Competitive	ANACOND CONTRACTING INC.	\$ 1,249,215.00			Replacement of the humidifiers related to the AHU (Air Handling Units) cooling coils to avoid potential interruptions of service and increased costs for emergency repairs. Replacement of the outdated drinking fountains on floors 2 and 6 at City Hall in accordance with the requirements of the ODA and COB-ATS. Replacement of the emergency generator system as it has surpassed its average life expectancy of 20 years according to the Building Owners and Managers Association (BOMA). This work is anticipated to be completed by December 23, 2023.
21	Public Works & Engineering	8	T2022-208 COTTRELLE BOULEVARD EXTENSION BETWEEN HUMBERWEST PARKWAY AND GOREWAY DRIVE	Competitive	887183 ONTARIO INC O/A RAFAT GENERAL CONTRACTOR INC.	\$ 30,554,419.45			The Cottrelle Boulevard Extension is required to address operational deficiencies and the need for additional east-west capacity in the area. The notice of study completion was filed in 2008. The work in this Contract is comprised of the construction of a new 4-lane segment of Cottrelle Boulevard between Humberwest Parkway and Goreway Drive including two new bridges over West Humber River Tributaries. This Contract also includes the minor widening of Humberwest Parkway at the Cottrelle Boulevard intersection. This work shall be executed in two phases: Phase 1: Pre-Grading and Phase 2: Road and Bridge Construction. It is anticipated to be completed by Fall 2025.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
22	Public Works & Engineering	2	T2022-254 LATERAL SUPPORT FOR INTERIOR MASONRY PARTITIONS AT SANDALWOOD TRANSIT FACILITY	Competitive	M.J.K. CONSTRUCTION INC.	\$ 110,383.00			Brampton Sandalwood Transit Facility, located at 130 Sandalwood Parkway West, spanning of 285,000 sq.ft. composing of interior concrete block demising wall. Based on the conducted site inspection, structural cracks have been observed throughout the blocks of masonry wall due to settlement. Building settlement was caused by inadequate lateral support at the top of the interior block walls and other locations. Based on the geotechnical investigations report, remediation work is required. This is anticipated to be completed by June 30, 2023.
23	Public Works & Engineering	2,3,4,7,8,9,10	T2022-256 SNOW CLEARING SERVICES	Competitive	1943349 ONTARIO LTD. O/A KIRBYCO GENERAL	\$ 129,000.00			Snow clearing services at Teramotok Park Depot, Springdale Library, 129 Glidden, Cyril Clark Library, Williams Parkway Operations Centre, Civic Centre, Alderlea House, Corporate Training Centre, Brampton Four Corners Library, Nelson Square Parking Garage, Bovaird House, Ebenezer Recreation Centre, Sandalwood Works Yard, Flower City Community Campus – FOM & Flower City Community Campus – Recreation. The contract is for a five month period from November 15, 2022 to April 15, 2023 (initial term), with four five-month optional renewal periods.
24	Public Works & Engineering	7	T2022-278 STREET LIGHTING REBUILD AT BALMORAL DRIVE BETWEEN DIXIE ROAD AND BRAMALEA ROAD AND "E" SECTION	Competitive	DUNDAS POWER LINE LTD.	\$ 932,604.00			Construction of street lighting rebuild at Balmoral Drive between Dixie Road and Bramalea Road & E Section. This is anticipated to be completed by October 31, 2023.
25	Public Works & Engineering	2	T2022-306 REPLACEMENT OF EXTERIOR DOORS AND HARDWARE AT MCMURCHY RECREATION CENTRE	Competitive	MARTINWAY CONTRACTING LIMITED	\$ 192,700.00			Replace existing exterior aluminum and hollow metal doors which have been found to be in fair/poor condition at McMurphy Recreation Facility. It is anticipated to be completed by April 28, 2023.
26	Transit	ALL	RFP2022-019 REFURBISHMENT OF TRANSIT BUSES FOR A THREE YEAR PERIOD	Competitive	SKYDOME AUTO & TRUCK CENTRE INC.	\$ 20,379,438.50			Refurbishment of Transit buses (Nova Bus and New Flyer) on an as and when required basis for a three year period, with two one-year optional renewal period.
27	Transit	ALL	T2022-069 TOWING SERVICES FOR VARIOUS LIGHT, MEDIUM AND HEAVY DUTY VEHICLES FOR A ONE YEAR PERIOD - PART B CITY VEHICLES	Competitive	J.A. TOWING (BRAMPTON) LIMITED	\$ 220,160.00			To provide towing services for various light, medium and heavy duty vehicles for City vehicles and to remove illegally parked vehicles and mobile signs on the authority of the City's By-Law Enforcement Officer(s) for a one year period, with two one-year optional renewal periods.
28	Transit	ALL	T2022-214 TRANSIT BUS OPERATOR SEAT OVERHAUL PROGRAM	Competitive	SKYDOME AUTO & TRUCK CENTRE INC.	\$ 325,500.00			Transit bus operator seat overhaul program for a two year period, with a one one-year optional renewal period.
29	Community Services	ALL	RFP2022-240 REVIEW AND UPDATE THE PARKS AND RECREATION MASTER PLAN	Competitive (Consulting Services)	MONTEITH BROWN PLANNING CONSULTANTS LTD.	\$ 199,771.88			Preparation of a five year review and update to the 2017 Parks and Recreation Master Plan (PRMP) and provide the technical information and strategic advice necessary to support the City in its production of the final PRMP. Update that will guide and prioritize the recommendations for growth and development of the City's parks and recreation facilities and amenities. It is anticipated to be completed by June 30 2023.
30	Corporate Support Services	ALL	RFP2022-145 PROFESSIONAL SERVICES FOR THE IMPLEMENTATION OF ORACLE PEOPLESOFT HCM ENTERPRISE RECRUITING SOLUTION	Competitive (Consulting Services)	ALTA ONE SOLUTIONS INC.	\$ 669,900.00			Implementation Services for Oracle PeopleSoft Enterprise HCM Recruiting Solutions Suite to deliver an end-to-end and fully integrated Applicant Tracking System (ATS) solution. This is anticipated to be completed by December 31, 2023.
31	Planning, Bldg, Growth Mgmt	ALL	RFP2022-038 ARCHAEOLOGICAL MANAGEMENT PLAN	Competitive (Consulting Services)	ARCHAEOLOGICAL RESEARCH ASSOCIATES LTD.	\$ 142,900.00			Consulting services to undertake an Archeological Management Plan (AMP) to minimize loss of archaeological resources and strengthen the City's planning and policy process. This is anticipated to be completed by March 31, 2024.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
32	Public Works & Engineering	ALL	RFP2022-213 ENVIRONMENTAL SITE ASSESSMENT AT VARIOUS LOCATIONS FOR A THREE YEAR PERIOD	Competitive (Consulting Services)	EXP SERVICES INC	\$ 200,000.00			Environmental and Geotechnical consulting services at various properties within the City of Brampton, on an as and when required basis for a three year period, with a one one-year optional renewal period. Three vendors have been awarded this contract for work assignment under \$100,000 on a rotational basis and any work assignment anticipated to cost over \$100,000 will need to be competitively bid between the three vendors during the contract term.
33	Public Works & Engineering	ALL	RFP2022-213 ENVIRONMENTAL SITE ASSESSMENT AT VARIOUS LOCATIONS FOR A THREE YEAR PERIOD	Competitive (Consulting Services)	ENGLOBE CORP.	\$ 200,000.00			Environmental and Geotechnical consulting services at various properties within the City of Brampton, on an as and when required basis for a three year period, with a one one-year optional renewal period. Three vendors have been awarded this contract for work assignment under \$100,000 on a rotational basis and any work assignment anticipated to cost over \$100,000 will need to be competitively bid between the three vendors during the contract term.
34	Public Works & Engineering	ALL	RFP2022-213 ENVIRONMENTAL SITE ASSESSMENT AT VARIOUS LOCATIONS FOR A THREE YEAR PERIOD	Competitive (Consulting Services)	WSP E & I CANADA LIMITED	\$ 200,000.00			Environmental and Geotechnical consulting services at various properties within the City of Brampton, on an as and when required basis for a three year period, with a one one-year optional renewal period. Three vendors have been awarded this contract for work assignment under \$100,000 on a rotational basis and any work assignment anticipated to cost over \$100,000 will need to be competitively bid between the three vendors during the contract term.
35	Transit	ALL	RFP2022-064 DOWNTOWN BRAMPTON TRANSIT HUB PROJECT ASSESSMENT PROCESS AND SUPPORTING STUDIES	Competitive (Consulting Services)	HDR CORPORATION	\$ 947,845.24			Consulting Services for the Downtown Brampton Transit Hub Transit Project Assessment Process – TPAP (Environmental Assessment), and supporting studies near Brampton GO. The TPAP will carry out alternatives evaluation and technical analysis to deliver the Environmental Project Report (EPR) containing preliminary design for the core transit infrastructure. The EPR will provide input to the architectural design development process that will be carried out as a separate project to deliver the facility Reference Concept Design (RCD). The RCD will inform the detailed design, leading to construction. This is anticipated to be completed by November 15, 2025.
36	Community Services	ALL	LT2022-312 HENDERSON PLAYGROUND REPLACEMENT PARTS FOR A THREE YEAR PERIOD	Limited Tendering	HENDERSON RECREATION EQUIPMENT LTD	\$ 108,000.00			The contract is to replace broken pieces of playground equipment with parts from the same manufacturer that built the playground. The contract is for a three year period, with 2 1-year optional renewal periods.
37	Community Services	ALL	LT2022-313 ABC PLAYGROUND REPLACEMENT PARTS FOR A THREE YEAR PERIOD	Limited Tendering	A.B.C. RECREATION LTD.	\$ 180,000.00			The contract is to replace broken pieces of playground equipment with parts from the same manufacturer that built the playground. The contract is for a three year period, with 2 1-year optional renewal periods.
38	Community Services	ALL	LT2022-314 PARK N PLAY PLAYGROUND REPLACEMENT PARTS FOR A THREE YEAR PERIOD	Limited Tendering	PARK N PLAY DESIGN COMPANY LTD.	\$ 108,000.00			The contract is to replace broken pieces of playground equipment with parts from the same manufacturer that built the playground. The contract is for a three year period, with 2 1-year optional renewal periods.
39	Community Services	ALL	LT2022-315 PARK N PLAY PLAYGROUND REPLACEMENT PARTS FOR A THREE YEAR PERIOD	Limited Tendering	PLAYPOWER LT CANADA INC	\$ 180,000.00			The contract is to replace broken pieces of playground equipment with parts from the same manufacturer that built the playground. The contract is for a three year period, with 2 1-year optional renewal periods.
40	Community Services	2,3,4,7	LT2022-351 OUTDOOR PORTABLE RINK SYSTEM OPERATION	Limited Tendering	FIRST LINE RINKS INCORPORATED	\$ 112,090.00			Outdoor portable rink system operation is anticipated to be completed by March 30, 2023. Due to recall and warranty issues only one supplier was able to meet the tight timeline demands. A competitive procurement will be conducted to establish a new contract for a three year period.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
41	Legislative Services	ALL	LT2022-335 ONLINE PAYMENT OF FINES FOR TICKETS ISSUED PURSUANT TO POA	Limited Tendering	ROYAL BANK OF CANADA	\$ 171,000.00			The contract is with RBC who facilitate the payment of POA tickets through the on-line website "Pay tickets" for a three year contract with 3 1-year optional renewal periods.. Residents can make online payments of fines for tickets issued pursuant to the POA.
42	Public Works & Engineering	ALL	LT2022-258 INCIDENT REPORTING AND MANAGEMENT, DISPATCHING, DATA ANALYTICS AND RISK MANAGEMENT FOR A THREE YEAR PERIOD	Limited Tendering	RESOLVER INC.	\$ 301,500.00			This contract is for supply and hosting of security incident reporting and management, dispatching, data analytics and security risk management software for a 3 year period.
43	Public Works & Engineering	1,3	LT2022-316 ENGINEERING SERVICES AND CONSTRUCTION SUPERVISION FOR STREETScape ON QUEEN STREET AND MAIN STREET	Limited Tendering	JACOBS CONSULTANCY CANADA INC.	\$ 1,745,163.00			For completion of Detailed Design, Inspection and Contract Administration for the Council-approved streetscaping works on Queen Street from Mill Street South to Chapel Street and Main Street from Wellington Street to Nelson Street West in partnership with the Region of Peel delivering their own infrastructure works. This contract is for a four year period.
44	Transit	ALL	LT2022-276 HASTUS SOFTWARE MAINTENANCE AND SUPPORT FOR A ONE YEAR PERIOD	Limited Tendering	GIRO INC	\$ 175,834.00			The contract is for Hastus maintenance for a one year period, with 3 1-year optional renewal periods. HASTUS is a specialized scheduling and workforce management application for Transit Operators. The software uses algorithms to optimize the allocation/use of available operator-hours to buses. The workforce management component confirms that the scheduled service is executed as planned or to make the necessary adjustments as required.
45	Transit	ALL	LT2022-286 ALLISON HYBRID PROPULSION SYSTEM REPAIRS FOR A ONE YEAR PERIOD	Limited Tendering	INTEGRATED DISTRIBUTION SYSTEMS LIMITED PARTNERSHIP	\$ 693,129.42			The contract is for Allison Hybrid Propulsion system repairs for a one year period. Allison propulsion systems are one of the two main options for transit buses propulsion systems. It is called hybrid because the technology manages two sources of energy, in this case the combustion diesel engine and the electric batteries. Allison is favoured for its cost efficient solution.
46	Community Services	7	CHILLER REPAIR AT CHINGUACOUSY PARK	Emergency Purchase	CIMCO REFRIGERATION, DIVISION OF TOROMONT INDUSTRIES LTD.	\$ 26,800.00			To complete emergency repair on Ammonia Chiller for Chinguacousy Park Skating Trail refrigeration system. Due to ammonia leak in system, emergency repair was required in order to operate the refrigeration system to make ice for the 2022-2023 outdoor skating season.
47	Public Works & Engineering	9	REPAIRS TO PARAPET CAP FLASHING AT SPRINGDALE LIBRARY	Emergency Purchase	MASI GROUP INC	\$ 41,580.00			During a high wind event in May 2022, several metal cap flashings were blown off the roof of Springdale Library. An emergency PO was issued to fabricate and install new panels. The work also involved re-securing the existing panels. An emergency PO was used as there was a risk that additional panels could be blown off. The work was completed on December 31, 2022. Substantial completion was achieved on November 28, 2022 and the project is currently in the Close-out Phase.
48	Community Services	1,2,3,4,5,6,9,10	T2020-053 GRASS CUTTING AND LANDSCAPE MAINTENANCE - AREA 1, 2, 3, 5	Contract Extension	TRUSERVE GROUNDSCARE INC / CLINTAR LANDSCAPE MANAGEMENT	\$ 4,254,462.56		\$ 119,100.00	This contract is for grass cutting and maintenance services. A contract extension was required as a result of an increase in grass cutting maintenance throughout the City.
49	Community Services	7,8	T2020-053 GRASS CUTTING AND LANDSCAPE MAINTENANCE - AREA 4	Contract Extension	FOREST RIDGE LANDSCAPING INC.	\$ 1,670,003.07		\$ 45,000.00	This contract is for grass cutting and maintenance services. A contract extension was required as a result of an increase in grass cutting maintenance throughout the City.
50	Community Services	6	T2020-053 GRASS CUTTING AND LANDSCAPE MAINTENANCE - AREA 6	Contract Extension	891511 ONTARIO LIMITED/ERIN MILLS GARDENING & LANDSCAPING	\$ 1,782,149.00		\$ 169,000.00	This contract is for grass cutting and maintenance services. A contract extension was required as a result of an increase in grass cutting maintenance throughout the City.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
51	Community Services	7	T2020-053 GRASS CUTTING AND LANDSCAPE MAINTENANCE - AREA 7	Contract Extension	LIMA'S GARDENS & CONSTRUCTION INC.	\$ 2,337,609.05		\$ 158,000.00	This contract is for grass cutting and maintenance services. A contract extension was required as a result of an increase in grass cutting maintenance throughout the City.
52	Corporate Support Services	ALL	ANNUAL MAINTENANCE AND SUPPORT OF THE INFORESPONSE SOFTWARE ON THE WINTEL SERVERS	Contract Extension	TIBCO SOFTWARE (IRELAND) LIMITED	\$ 4,705,180.94		\$ 748,889.00	This contract is for licensing subscription for TIBCO managed services for 4 platforms: IWay Service Manager, Data Migrator, Omnigen and Web Focus. The City has hundreds of solutions running on the four Tibco / IBI platforms, several departments rely on them to provide their services and to conduct their business processes. Without these four platforms running several departments will be badly impacted and unable to provide their services (Service Brampton, HR, Transit, Enforcement, Finance, Building, etc.). A contract extension was required to allow time to conduct a Request For Proposal.
53	Corporate Support Services	ALL	ANNUAL MAINTENANCE FOR THE PEOPLESFT SUITE OF PRODUCTS	Contract Extension	ORACLE CANADA ULC	\$ 10,098,463.09		\$ 1,549,851.37	Support and maintenance services of Oracle operating system, middleware, database and application technologies that support 100+ services covering various lines of business across the City. This includes 46 production servers and 61 development servers running Oracle Linux, 30 production and 71 non-production databases running in the Oracle database environment as well as 7 production and 13 non-production Oracle WebLogic environments. Services supported by these technologies include Location Intelligence and Data Visualization, Taxation, Corporate Accounting, Accounts Payable, Accounts Receivable, Payroll, Purchasing, Budgetary Spending Controls, Human Resources, Employee Time Capture, Transit, Public Reporting Tools, Data Integration, Permitting, Licensing, Fire Prevention, Development Charge Administration, By-Law/Property Standards, Parking Enforcement, Parking Considerations, Planning & Development, Physical Records Management, Show Removal Financial Assistance, Public Safety / Hours of Service, etc. A contract extension was required for the support and maintenance services of Oracle operating system, middleware, database and application technologies. These "support and maintenance" services ensure the City receives vendor support to ensure the service outlined above remains up and running. They also provide the City with access to product updates for bug fixes and critical security patches to keep the products secure from potential vulnerabilities as they arise.
54	Corporate Support Services	ALL	C2021-039 TO PROVIDE MARKETING AND PROMOTIONAL PRODUCTS	Contract Extension	1222010 ONTARIO INC. o/a AKRAN MARKETING	\$ 75,000.00		\$ 100,000.00	The contract is to provide marketing and promotional products. A contract extension was required to facilitate the payment of invoices for orders placed by various divisions across the corporation for corporate goods.
55	Corporate Support Services	ALL	C2021-039 TO PROVIDE MARKETING AND PROMOTIONAL PRODUCTS	Contract Extension	SCORE PROMOTIONAL MARKETING INC.	\$ 150,000.00		\$ 100,000.00	The contract is to provide marketing and promotional products. A contract extension was required to facilitate the payment of invoices for orders placed by various divisions across the corporation for corporate goods.
56	Corporate Support Services	ALL	CYBERSECURITY SERVICES	Contract Extension	DIFENDA INC.	\$ 200,000.00		\$ 240,000.00	The contract is for security operations centre managed detection and response. A contract extension was required as a result of a procurement process for a new contract.
57	Corporate Support Services	ALL	RFP2015-049 CORPORATE RADIO SOLUTION	Contract Extension	RADIOCO LTD. O/A KELCOM	\$ 3,131,742.66		\$ 160,000.00	The contract is for corporate radio solution. A contract extension was required as a result of critical lifecycle management activities to accommodate multiple requests from various operating divisions within the City.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
58	Corporate Support Services	ALL	RFP2016-068 STATIONERY AND OFFICE SUPPLIES	Contract Extension	STAPLES PROFESSIONAL	\$ 1,813,491.02		\$ 204,210.00	The contract is for stationery and office supplies city wide. A contract extension was required to facilitate the payment of outstanding invoices and expenditures during the transition period for the new contract.
59	Corporate Support Services	ALL	T2019-060 FINE PAPER PRODUCTS	Contract Extension	STAPLES PROFESSIONAL	\$ 151,640.00		\$ 162,250.00	The contract is for fine paper products city wide. A contract extension was required to facilitate the payment of outstanding invoices and expenditures during the transition period for the new contract.
60	Corporate Support Services	ALL	T2020-183 IBM STORAGE AND DISK SYSTEMS WITH MAINTENANCE AND SUPPORT	Contract Extension	MID-RANGE COMPUTER GROUP INC.	\$ 249,808.74		\$ 225,000.00	The contract is for the purchase of LT09 tape drives for back-up solution. A contract extension was required to purchase additional tape drives for our back-up solution to enhance data back-up performance.
61	Fire & Emergency Services	ALL	RFP2013-056 FIRE STATION ALERTING SYSTEM FOR THE JOINT FIRE COMMUNICATION CENTRE	Contract Extension	MOTOROLA SOLUTIONS CANADA INC.	\$ 2,884,787.75		\$ 75,116.00	This contract is for the supply and delivery of a computer aided dispatch (CAD) system and Next Generation 9-1-1 (NG9-1-1) system for Fire Communications. A contract extension was required to include Cisco routers, the requirement for which was discovered after contract award.
62	Public Works & Engineering	8	RFP2009-064 DETAILED ENGINEERING DESIGN FOR THE IMPROVEMENTS TO GOREWAY DRIVE (STEELES AVENUE TO BRANDON GATE DRIVE)	Contract Extension	STANTEC CONSULTING LTD	\$ 1,221,695.00		\$ 44,350.00	Design was completed in 2018 and Bridge Design Code was updated in 2019. A contract extension was required to update the bridge design to comply with the current Design Code.
63	Public Works & Engineering	ALL	RFP2015-055 ENGINEERING SERVICES FOR THE DESIGN, CONTRACT DOCUMENTS AND CONTRACT ADMINISTRATION FOR A GREEN ROOFING PLAN AT CITY HALL	Contract Extension	IRC BUILDING SCIENCES GROUP INC.	\$ 120,050.00		\$ 14,000.00	A contract extension was required to facilitate payment for extra site visits that were conducted to cover site issues and warranty reviews that were in addition to the base contract.
64	Public Works & Engineering	ALL	RFP2017-077 PLUMBING SERVICES - GROUP TWO (WORKS, TRANSIT, FIRE, PARKS AND CORPORATE FACILITIES)	Contract Extension	PRICE PLUMBING & HEATING LTD	\$ 1,584,434.72		\$ 173,000.00	A contract extension was required to extend the due date to May 31, 2023 to include project management inspections of the back flow preventers. A new procurement has commenced and will be in effect June 1, 2023.
65	Public Works & Engineering	2	RFP2018-028 ARCHITECTURAL CONSULTING SERVICE FOR DESIGN AND CONTRACT ADMINISTRATION FOR THE ADDITION AND RENOVATION OF LOAFER'S LAKE RECREATION CENTRE	Contract Extension	BILL LOBB ARCHITECT	\$ 562,579.60		\$ 62,000.00	A contract extension was required to increase the PO value as a result of claims that were approved by the City of Brampton on May 27th, 2022 to pay for the additional fees due to COVID -19 impacts.
66	Public Works & Engineering	8	RFP2018-040 WILLIAMS PARKWAY FIRE CAMPUS CONSTRUCTION MANAGER SERVICES	Contract Extension	STUART OLSON CONSTRUCTION LTD.	\$ 49,142,993.00		\$ 6,000,000.00	This contract is for the Williams Parkway Fire Campus Construction Manager services. A contract extension was required as there was an increase to the construction budget due to the addition of the demolition of WPOC Phase 3 and construction contingencies.
67	Public Works & Engineering	7	RFP2020-124 DESIGN AND CONTRACT ADMINISTRATION SERVICES FOR NEW CONSTRUCTION OF VICTORIA PARK ARENA AND BRAMPTON SPORTS HALL OF FAME	Contract Extension	ARCHITECTURE49 INC	\$ 1,500,500.00		\$ 374,560.00	This Purchase Order is for the design and contract administration services for the construction of the new Victoria Park Arena. A contract extension was required to design the interior fitout complete with exhibit cases, interactive displays, text/graphic wall panels, signage and lighting for the Sports Hall of Fame (SHOF). This request was made to ensure that the new SHOF is open for public use at the same time as the new arena, showcasing the rich history of sports in Brampton.
68	Public Works & Engineering	ALL	RFP2021-002 JANITORIAL CLEANING SERVICES - GROUP 2 (CORPORATE, WORKS, PARKS, TRANSIT AND FIRE FACILITIES)	Contract Extension	SQM JANITORIAL SERVICES INC.	\$ 1,302,536.10		\$ 600,000.00	This Contract is for Janitorial Cleaning Services for Group 2(Corporate, Public Works, Parks, Transit & Fire). A contract extension was required due to the expenses which was utilized majority by Transit Facilities for additional cleaning due to Covid protocol measures. The additional cleaning services are now canceled and the cleaning frequency have been adjusted.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
69	Public Works & Engineering	ALL	T2018-040 STREET AND PARKING LOT SWEEPING SERVICES	Contract Extension	A & G THE ROAD CLEANERS LTD.	\$ 4,451,724.13		\$ 18,840.50	The Contract is for the supply of all labour and equipment necessary to perform street and parking lot sweeping within the City of Brampton for a three year period, with 2 1-year optional renewal periods. A contract extension was required for additional work.
70	Public Works & Engineering	ALL	T2019-095 SHORT TERM RENTAL OF PICK UP TRUCKS AND COMPACT CARS	Contract Extension	ENTERPRISE RENT-A-CAR CANADA COMPANY	\$ 1,183,002.00		\$ 15,000.00	This contract is for the rental of pick up trucks and compact cars. A contract extension was required for time and funds to allow for the completion of a new procurement process.
71	Public Works & Engineering	ALL	T2020-077 ORIGINAL EQUIPMENT MANUFACTURER (OEM) PARTS AND SERVICE VEHICLES - PART C (CHRYSLER)	Contract Extension	PINNACLE MOTORS TORONTO INC. O/A BRAMPTON CHRYSLER DODGE JEEP	\$ 169,650.00		\$ 121,000.00	This Contract is for the supply and delivery of parts and service for city owned Chrysler vehicles. A contract extension was required as a result of higher parts usage, due to vehicle age and timing of needed repairs.
72	Public Works & Engineering	ALL	T2020-131 INSTALLATION OF LEVEL 2 PEDESTRIAN CROSSOVER (PXO) AND TRAFFIC SIGNALS	Contract Extension	TM3 INC.	\$ 980,195.46		\$ 98,270.00	This contract is for the installation of Pedestrian Cross Overs and Mid-Block crossings at various locations throughout the City. A contract extension was required due to additional work that was required over the initial design and additional locations being added to the original contract.
73	Public Works & Engineering	2,6	T2021-010 RECONSTRUCTION AND WIDENING OF CHINGUACOUSY ROAD FROM WANLESS DRIVE TO MAYFIELD ROAD	Contract Extension	887183 ONTARIO INC O/A RAFAT GENERAL CONTRACTOR INC.	\$ 7,590,786.90		\$ 554,015.12	A contract extension was required due to the unforeseen circumstances encountered during construction such as unsuitable soil conditions. Material and staff shortages due to the pandemic also impacted project schedule in a negative way.
74	Public Works & Engineering	ALL	T2021-032 STORM SEWER SYSTEM MAINTENANCE AND CATCH BASIN MATERIAL RECYCLING SERVICES	Contract Extension	FLOW-KLEEN TECHNOLOGY LTD	\$ 1,931,900.00		\$ 274,713.50	A contract extension was required to address additional servicing required for Catch Basin cleanings (CBs) annually, however additional funds required to meet CB maintenance demands.
75	Public Works & Engineering	8	T2021-168 INSTALLATION OF NEW TRAFFIC SIGNAL AT NORTH PARK DRIVE AT LETHBRIDGE DRIVE/CHRYSLER DRIVE	Contract Extension	TM3 INC.	\$ 345,969.10		\$ 95,000.00	The contract was for the installation of a new signal at the intersection of North Park and Chrysler. A contract extension was required due to unforeseen work (additional legal fees due to an easement agreement, additional civil work and rework that was required). Project is now complete.
76	Transit	ALL	T2020-006 TRANSIT BUS AIR CONDITIONING PREVENTATIVE MAINTENANCE REPAIR SERVICES AND SUPPLY OF SPARE PARTS - PART B MOBILE AIR CONDITIONING EQUIPMENT	Contract Extension	THERMO KING EASTERN CANADA/JONJO TRANSPORT REFRIGERATION LIMITED	\$ 574,133.67		\$ 220,000.00	This contract is for transit bus air conditioning preventative maintenance. A contract extension was required as a result of a larger than planned number of buses that were serviced which resulted on a higher than estimated requirement of parts.
77	Transit, Public Works & Engineering, Fire & Emergency Services	ALL	T2018-025 AUTOMOTIVE MEDIUM / HEAVY TRUCKS AND BUS BATTERIES - TRANSIT (PART B - ODYSSEY TRANSIT BUS BATTERY, C - NORTHSTAR TRANSIT BUS BATTERIES AND D - CROWN OR EQUIVALENT TRANSIT BUS BATTERIES)	Contract Extension	GREAT NORTHERN BATTERY SYSTEMS	\$ 644,282.32		\$ 109,000.00	The contract is for medium and heavy trucks and bus batteries for a three year period, with 2 1-year optional renewal periods. A contract extension was required as a result of a larger than planned number of buses serviced which resulted in a higher than estimated requirement of batteries.
78	Community Services	ALL	RFP2018-006 CONSULTING SERVICES FOR VARIOUS LANDSCAPE ARCHITECTURAL PROJECTS WITH AN ESTIMATE UP TO \$60,000	Contract Renewal	SERDIKA CONSULTING INC.	\$ 450,000.00	\$ 100,000.00		The contract is for landscape architectural services with an estimate up to \$60,000 for a three year period, with 2 1-year optional renewal periods. The contract was renewed for its final year renewal term as pricing remained and performance has been in accordance with the contract.
79	Community Services	ALL	T2019-051 TREE MAINTENANCE SERVICES	Contract Renewal	W.M. WELLER TREE SERVICE LTD.	\$ 1,327,347.56	\$ 90,768.92		The contract is for tree maintenance services for a three year period, with 2 1-year optional renewal periods. The contract was renewed for its final year renewal term as pricing remained competitive within the market and performance has been in accordance with the contract. A competitive procurement process will be conducted to establish a new contract.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
80	Community Services	ALL	T2019-051 TREE MAINTENANCE SERVICES	Contract Renewal	DAVEY TREE EXPERT CO OF CANADA	\$ 1,415,063.28	\$ 300,000.00		The contract is for tree maintenance services for a three year period, with 2 1-year optional renewal periods. The contract was renewed for its final year renewal term as pricing remained competitive within the market and performance has been in accordance with the contract. A competitive procurement process will be conducted to establish a new contract.
81	Corporate Support Services	ALL	LT2020-130 MAINTENANCE AND SUPPORT OF THE AMANDA PLATFORM	Contract Renewal	GRANICUS CANADA HOLDINGS ULC	\$ 319,038.62	\$ 166,733.04		Annual maintenance and support for the Amanda platform for a one year period, with 4 1-year optional renewal periods. The contract was renewed for its second year renewal term as pricing remain unchanged and performance has been in accordance with the contract. AMANDA is a suite of Application components used for the management and delivery of municipal programs and services that involve people and property. It is the single most important application in Building Division to manage permits and inspections. The Amanda application is also used extensively corporate wide by other city operating units such as By-Law, Property Standards, Licensing Enforcement, Clerks office, Fire Prevention, Service Brampton, Finance and Prosecution office.
82	Corporate Support Services	ALL	RFP2016-026 ASSET/WORK ORDER MANAGEMENT SOLUTION	Contract Renewal	ESRI CANADA	\$ 1,938,794.00	\$ 905,519.00		Annual maintenance and support for Asset/Work Order Management solution for a five year period, with 3 2-year optional year renewal periods. The contract was renewed for its first year renewal term as pricing remain unchanged and performance has been in accordance with the contract. This solution manages all assets for Public Works & Engineering, as well as Parks.
83	Corporate Support Services	ALL	T2019-091 LICENSING MAINTENANCE AND SUPPORT SERVICES FOR ARCHIBUS	Contract Renewal	HORIZANT INC	\$ 176,649.25	\$ 72,387.00		Annual maintenance and support for Archibus for a one year period, with 4 1-year optional renewal periods. The contract was renewed for its third year renewal term as pricing remain unchanged and performance has been in accordance with the contract. This should be the last renewal as this software is being phased out. This solution manages select facility and land assets.
84	Fire & Emergency Services	ALL	RFP2018-009 STRUCTURAL FIREFIGHTING BUNKER GEAR (ENSEMBLES) AND FIREFIGHTER STATION/WORKWEAR UNIFORMS	Contract Renewal	STARFIELD-LION COMPANY	\$ 1,444,710.75	\$ 800,000.00		This contract is for the supply of fire fighting bunker gear for a one year period, with 6 1-year optional renewal periods. The contract was renewed for its fourth renewal term and has been increased to offset the large recruitment class for 2023.
85	Public Works & Engineering	ALL	LT2018-019 FIRE ALARM AND INTRUSION SERVICES	Contract Renewal	FIRE MONITORING OF CANADA INC	\$ 407,643.21	\$ 89,855.25		The contract is for Fire Alarm and Intrusion Services for a two year period with 3 1-year optional renewal terms. The contract was renewed for its final year renewal term as pricing remained unchanged and performance has been in accordance with the contract. A procurement process will be conducted to establish a new contract.
86	Public Works & Engineering	ALL	T2018-090 AUTOMOTIVE PARTS AND SUPPLIES - FLEET SERVICES AND FIRE & EMERGENCY SERVICES	Contract Renewal	BOLTON AUTO PARTS INC	\$ 776,124.04	\$ 122,000.00		The contract is for supply and delivery of parts and supplies for City and Fire vehicles for a two year period, with 3 1-year optional renewal terms. The contract was renewed for its third and final year renewal term as pricing remained unchanged and performance has been in accordance with the contract.
87	Public Works & Engineering	ALL	T2021-121 SIGN MANUFACTURING PARTS AND INSTALLATION MATERIALS - PART B (BLANK SIGNS)	Contract Renewal	STINSON EQUIPMENT LIMITED O/A STINSON OWL-LITE	\$ 107,722.50	\$ 100,000.00		The contract is for supply and delivery of metal blanks for sign manufacturing for a one year period, with 2 1-year optional renewal periods. The contract was renewed for its first year renewal term as pricing remained unchanged and performance has been in accordance with the contract.

#	Lead Department	Ward	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount (Includes total contract value at the start of the reporting quarter)	Current Quarter Contract Renewal (in Scope)	Current Quarter Extension	Supplementary Information
88	Public Works & Engineering	ALL	UTILITY RELOCATION, CONNECTION AND REPAIR - VARIOUS LOCATIONS	Contract Renewal	ALECTRA UTILITIES CORPORATION	\$ 4,287,316.99	\$ 82,226.83		The contract is for utility relocation, connection and repair at various locations within the City. Pre-approved funds were added for the cost of Hydro design of Torbram Road from Queen Street to Steeles Avenue.
89	Public Works & Engineering, Public Works & Engineering	ALL	RFP2017-023 AVL/GPS INTEGRATED SOLUTION FOR SPECIFIED CORPORATE FLEET AND OUTSIDE SERVICES CONTRACTOR EQUIPMENT	Contract Renewal	TELUS COMMUNICATIONS INC.	\$ 3,416,765.83	\$ 519,130.00		The contract is for AVL/GPS integrated solution to provide continuation of GPS vehicle tracking services and Brampton Plow Tracker functionality for a five year period, with 5 1-year optional renewal periods. The contract was renewed for its first year renewal term as pricing remained unchanged and performance has been in accordance with the contract.
90	Transit	ALL	LT2020-234 REPAIRS OF TRANSIT ZUM STOPS, SHELTERS AND BIKE RACKS	Contract Renewal	ENSEICOM INC	\$ 210,000.00	\$ 98,400.00		The contract is for repairs of transit Zum stops, shelters and bike racks for a one year period, with 4 1-year optional renewal periods. The contract was renewed for its second year renewal term as pricing remained competitive in the market and performance has been in accordance with the contract.
91	Transit	ALL	RFP2018-037 URBAN TRANSIT BUS ENGINE AND TRANSMISSION REBUILDING, REPAIRS AND SUPPLY OF FACTORY RECONDITIONED ENGINES - PART A CUMMINS ENGINES REPAIRS AND REBUILD (PRIMARY VENDOR) & PART E ALLISON AUTOMATIC TRANSMISSION REPAIRS AND REBUILD	Contract Renewal	INTEGRATED DISTRIBUTION SYSTEMS LIMITED PARTNERSHIP	\$ 4,034,072.00	\$ 1,733,114.00		The contract is for urban transit bus engine and transmission rebuilding, repairs and supply of factory reconditioned engines for a three year period, with 2 1-year optional renewal periods. The contract was renewed for its final year renewal term as pricing remained unchanged and performance has been in accordance with the contract.
92	Transit	ALL	RFP2018-037 URBAN TRANSIT BUS ENGINE AND TRANSMISSION REBUILDING REPAIRS AND SUPPLY OF FACTORY RECONDITIONED ENGINES - PART A CUMMINS ENGINES REPAIRS AND REBUILD (TERTIARY VENDOR)	Contract Renewal	CITY VIEW BUS SALES & SERVICE LTD.	\$ 836,300.00	\$ 233,494.00		The contract is for urban transit bus engine and transmission rebuilding, repairs and supply of factory reconditioned engines for a three year period, with 2 1-year optional renewal periods. The contract was renewed for its final year renewal term as pricing remained unchanged and performance has been in accordance with the contract.
93	Transit	ALL	RFP2018-037 URBAN TRANSIT BUS ENGINE AND TRANSMISSION REBUILDING REPAIRS AND SUPPLY OF FACTORY RECONDITIONED ENGINES - PART A CUMMINS ENGINES REPAIRS AND REBUILD (SECONDARY VENDOR), PART B CUMMINS FACTORY RECONDITIONED ENGINES AND PART C VOITH TRANSMISSION REPAIRS AND REBUILD	Contract Renewal	MISSISSAUGA BUS, COACH & TRUCK REPAIRS INC	\$ 11,383,600.00	\$ 2,650,221.00		The contract is for urban transit bus engine and transmission rebuilding, repairs and supply of factory reconditioned engines for a three year period, with 2 1-year optional renewal periods. The contract was renewed for its final year renewal term as pricing remained unchanged and performance has been in accordance with the contract.

#	PO ID	Lead Department	Ward #	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount as of January 15, 2023	Contract Expiry Date	# of Optional Renewals	# of Available Renewals
1	0000815537	Community Services	ALL	T2019-044 SMALL ENGINE EQUIPMENT	Competitive	KOOY BROTHERS LAWN EQUIPMENT LTD.	\$ 126,384.75	2023/10/31	2, 1 - year(s)	1
2	0000815963	Community Services	ALL	T2020-175 WATERING SERVICES FOR HANGING BASKETS, PLANTERS AND PLANTING BEDS - PART A	Competitive	1338568 ONTARIO INC O/A WINSOM LANDSCAPE CONTRACTORS	\$ 397,174.80	2023/11/30	2, 1 - year(s)	2
3	0000815969	Community Services	ALL	T2020-175 WATERING SERVICES FOR HANGING BASKETS, PLANTERS AND PLANTING BEDS - PART B	Competitive	1943349 ONTARIO LTD. O/A KIRBYCO GENERAL	\$ 489,827.25	2023/11/30	2, 1 - year(s)	2
4	0000816343	Community Services	ALL	T2021-233 HEAVY DUTY TWO-SIDED PICNIC TABLES	Competitive	HENDERSON RECREATION EQUIPMENT LTD	\$ 114,000.00	2023/12/31	2, 1 - year(s)	2
5	0000815760	Corporate Support Services	ALL	NT2020-084 TRICENTIS QTEST (CLOUD) LICENSES	Competitive	TRICENTIS USA CORP.	\$ 240,558.57	2023/10/31	4, 1 - year(s)	2
6	0000815943	Corporate Support Services	ALL	RFP2020-149 EXTERNAL AUDIT SERVICES	Competitive	KPMG LLP	\$ 366,000.00	2023/10/31	2, 1 - year(s)	2
7	0000815957	Corporate Support Services	ALL	RFP2020-160 CONSULTING SERVICES FOR EMPLOYEE BENEFITS	Competitive	PEOPLE CORPORATION O/A BUFFETT TAYLOR + ASSOCIATES	\$ 172,250.00	2023/11/30	2, 2 - year(s)	2
8	0000816578	Corporate Support Services	ALL	RFP2022-122 PROFESSIONAL SERVICES FOR TIBCO PLATFORMS DEVELOPMENT	Competitive	PEACOM INC	\$ 152,250.00	2023/10/31	1, 1 - year(s)	1
9	0000815964	Corporate Support Services	ALL	T2020-182 PRODUCTION OF COUNCIL & COMMITTEE MEETINGS AND/OR RENT AUDIO/VISUAL EQUIPMENT	Competitive	PRODUCTION SERVICE INDUSTRIES	\$ 221,250.00	2023/12/31	2, 1 - year(s)	2
10	0000816356	Corporate Support Services	ALL	LT2020-130 MAINTENANCE & SUPPORT OF THE AMANDA PLATFORM	Limited Tendering	GRANICUS CANADA HOLDINGS ULC	\$ 485,771.66	2023/12/31	4, 1 - year(s)	2
11	0000815916	Corporate Support Services	ALL	LT2020-212 ENTERPRISE LICENSE SUBSCRIPTION FOR BENTLEY LICENSING	Limited Tendering	BENTLEY SYSTEMS, INC	\$ 322,133.80	2023/10/31	4, 1 - year(s)	2
12	0000815946	Legislative Services	ALL	NRFP2020-151 INSURANCE AND RISK MANAGEMENT SERVICES	Competitive	MARSH CANADA LIMITED	\$ 6,500,000.00	2023/12/31	2, 1 - year(s)	2
13	0000816287	Legislative Services	ALL	C2021-132 PROVINCIAL OFFENCES COURT NOTICES	Cooperative	DATA COMMUNICATIONS MANAGEMENT CORP	\$ 120,000.00	2023/12/31	2, 1 - year(s)	2
14	0000815593	Public Works & Engineering	ALL	RFP2019-017 AUTOMATIC SLIDERS, LOW ENERGY DOORS AND LOCKSMITH SERVICES	Competitive	ROYAL SECURITY SOLUTIONS INC.	\$ 1,546,357.50	2023/11/30	2, 1 - year(s)	1
15	0000815574	Public Works & Engineering	ALL	RFP2019-046 GLASS REPLACEMENT SERVICES	Competitive	BRAMALEA GLASS SERVICES INC	\$ 419,877.75	2023/10/31	2, 1 - year(s)	1
16	0000815576	Public Works & Engineering	ALL	T2019-028 WINDOW WASHING SERVICES	Competitive	ALPINE GROUP INC	\$ 512,105.00	2023/10/31	2, 1 - year(s)	1
17	0000815569	Public Works & Engineering	ALL	T2019-078 SODIUM CHLORIDE AND MAGNESIUM CHLORIDE LIQUID	Competitive	MILLER PAVING LIMITED	\$ 181,368.19	2023/10/31	3, 1 - year(s)	1
18	0000815885	Public Works & Engineering	ALL	T2020-128 PREVENTATIVE AND DEMAND MAINTENANCE TO FOOD SERVICE EQUIPMENT	Competitive	FRANCIS RESTAURANT INDUSTRY EQUIPMENT SERVICES INC	\$ 126,925.35	2023/12/31	2, 1 - year(s)	2
19	0000815972	Public Works & Engineering	1,2,3,4,6,7,	T2020-136 PREVENTATIVE AND DEMAND MAINTENANCE SERVICES ON POOL DEHUMIDIFIERS	Competitive	SUNNER MECHANICAL LTD	\$ 592,955.85	2023/12/31	2, 1 - year(s)	2
20	0000816423	Public Works & Engineering	ALL	T2020-186 HOT POURED RUBBERIZED ASPHALT JOINT SEALING SERVICES	Competitive	FXGT SERVICES	\$ 185,041.00	2023/11/30	2, 1 - year(s)	2
21	0000816337	Public Works & Engineering	ALL	T2021-121 SIGN MANUFACTURING PARTS AND INSTALLATION MATERIALS - PART A	Competitive	3M CANADA COMPANY	\$ 112,347.00	2023/12/31	2, 1 - year(s)	1
22	0000816329	Public Works & Engineering	ALL	T2021-121 SIGN MANUFACTURING PARTS AND INSTALLATION MATERIALS - PART B	Competitive	STINSON EQUIPMENT LIMITED O/A STINSON OWL-LITE	\$ 207,722.50	2023/12/31	2, 1 - year(s)	1

#	PO ID	Lead Department	Ward #	Bid Call No. and Description	Procurement Type	Vendor	Contract Amount as of January 15, 2023	Contract Expiry Date	# of Optional Renewals	# of Available Renewals
23	0000816330	Public Works & Engineering	ALL	T2021-121 SIGN MANUFACTURING PARTS AND INSTALLATION MATERIALS - PART C	Competitive	UCC INDUSTRIES INTERNATIONAL INC	\$ 154,156.35	2023/12/31	2, 1 - year(s)	1
24	0000815646	Public Works & Engineering	ALL	LT2020-042 INSPECTION AND MAINTENANCE OF CIMCO CONTROLLERS UNITS	Limited Tendering	CIMCO REFRIGERATION, DIVISION OF TOROMONT INDUSTRIES LTD.	\$ 134,973.33	2023/12/17	2, 1 - year(s)	1
25	0000815985	Public Works & Engineering	1,2,3,4,6,7,8 ,9,10	LT2021-035 PREVENTATIVE AND DEMAND MAINTENANCE SERVICE FOR THE JOHNSON CONTROLS METASYS BUILDING AUTOMATION SYSTEM	Limited Tendering	JOHNSON CONTROLS CANADA L.P.	\$ 581,474.76	2023/12/31	2, 1 - year(s)	1
26	0000816650	Public Works & Engineering	2,3,4,7,8,9,1 0	LT2021-038 PREVENTATIVE AND DEMAND MAINTENANCE SERVICE FOR THE DELTA CONTROLS ORCAVIEW BUILDING AUTOMATION SYSTEM	Limited Tendering	AINSWORTH INC	\$ 381,534.00	2023/12/31	2, 1 - year(s)	2
27	0000815497	Transit	ALL	RFP2019-042 REPAIR AND REPLACEMENT OF TRANSIT SHELTER GLASS	Competitive	GRIGSBY DAVIS INDUSTRIES INCORPORATED	\$ 364,350.00	2023/10/31	2, 1 - year(s)	1
28	0000815752	Transit	ALL	T2018-034 LOW FLOOR CONVENTIONAL DIESEL BUSES	Competitive	NOVA BUS INC., CANADA BUSINESS CORPORATION NO. 1303164-1	\$ 42,141,312.00	2023/11/30	3, 1 - year(s)	1
29	0000815904	Transit	ALL	T2020-164 TRANSIT BUS HOIST AND OTHER EQUIPMENT PREVENTATIVE AND DEMAND MAINTENANCE	Competitive	NOVAQUIP LIFTING SYSTEMS INC	\$ 119,205.00	2023/10/31	2, 1 - year(s)	2
30	0000815947	Transit	ALL	T2020-192 DIESEL EXHAUST FLUID (DEF) FOR BRAMPTON TRANSIT	Competitive	BRENNTAG CANADA INC	\$ 387,000.00	2023/12/31	2, 1 - year(s)	2
31	0000815959	Transit	ALL	T2020-218 SAFETY FOOTWEAR	Competitive	MISTER SAFETY SHOES INC	\$ 298,625.88	2023/12/31	2, 1 - year(s)	2
32	0000816646	Transit	ALL	T2022-214 TRANSIT BUS OPERATOR SEAT OVERHAUL PROGRAM	Competitive	SKYDOME AUTO & TRUCK CENTRE INC.	\$ 325,500.00	2023/12/31	2, 1 - year(s)	2
33	0000815929	Transit	ALL	LT2020-234 REPAIRS OF TRANSIT ZUM STOPS, SHELTERS AND BIKE RACKS	Limited Tendering	ENSEICOM INC	\$ 308,400.00	2023/11/30	4, 1 - year(s)	2

Date: 2023-03-10

Subject: **Active Consulting Service Contracts – Q4 2022**

Contact: **Rick Conard, Acting Director, Purchasing**

Report Number: Corporate Support Services-2023-265

Recommendations:

1. That the report from Claudia Santeramo, Manager, Procurement Performance, Purchasing to the Committee of Council Meeting of March 29, 2023 re: Active Consulting Service Contracts – Q4 2022, be received;

Overview:

- **This report provides a summary of active consulting service contracts as of December 31, 2022. Specific contract details are provided in Appendix 1 and 2.**

Background:

In accordance with the Purchasing By-law, the Director of Purchasing is required to On June 16, 2021, Council directed Staff to report on a quarterly basis all active consulting services engaged by the City.

The Purchasing Activity Quarterly Report defines consulting services as a Procurement Process for the acquisition of expertise or strategic advice not including architects and engineers.

Current Situation:

This report includes active consulting services with a City Purchase Order with a value greater than \$25,000 (refer to Appendix 1) and, those directly purchased by the business unit with a value up to \$25,000 for which a Purchase Order is not required, but instead a Purchasing card or other payment method is used (refer to Appendix 2).

The report provides the following information:

- Ward
- Procurement Process;
- Description of Service;
- Name of Consulting Firm;
- Responsible Department/Division;
- Contract Value;
- Spend to Date;
- Consulting Service Status; and
- Completion Timeline.

Corporate Implications:**Financial Implications:**

There are no financial implications from reporting basic information about consulting services on a quarterly basis.

Term of Council Priorities:

This report has been prepared in full consideration of the Term of Council Priority of “Brampton is a Well-Run City”, demonstrating value for money of City Programs and services through open, fair and transparent procurement processes.

Conclusion:

This report provides a summary of the City of Brampton's active consulting service contracts up to December 31, 2022.

Authored by:

Claudia Santeramo

Reviewed by:

Rick Conard

Manager, Procurement Performance
Purchasing

Acting Director, Purchasing
Acting Commissioner, Corporate Support
Services

Approved by:

Marlon Kallideen

Chief Administrative Officer

Attachments:

Appendix 1: Greater than \$25,000

Appendix 2: Less than \$25,000

Appendix 1
Q4 2022
Active Consulting Service Contracts

#	Ward	Lead Department	Division	Bid Call No. and Description	Procurement Process	Vendor	Total Contract Value	Contract Expiry Date	Payments Made To Date as of January 15, 2023	Supplementary Information	Consulting Service Status	Timeline for Consulting Services Completion
1	ALL	Community Services	Recreation	RFP2022-139 REVIEW AND RECOMMEND REVISIONS TO THE CITY'S SPORT ALLOCATION POLICIES	Competitive	BEAM GROUP INC.	\$ 82,500.00	2023/09/30	\$ 54,000.00	Consulting Services to conduct a review and recommend revisions to the City's Sport Allocation Policies.	Consultants have completed staff and stakeholder engagements (Nov 2022) and environmental scan. Draft Policy is expected for January 2023 and Council Report is planned for March/April 2023.	2023/03/31
2	ALL	Community Services	Recreation	RFP2022-240 TO REVIEW AND UPDATE THE PARKS AND RECREATION MASTER PLAN	Competitive	MONTEITH BROWN PLANNING CONSULTANTS LTD.	\$ 199,771.88	2023/12/31	\$ -	Five-year review of and update to the 2017 Parks and Recreation Master Plan.	New for this Quarter Consultants have been engaged and are currently working on their background report. Staff, stakeholder and public engagement plan currently under review, to be kicked off in February 2023.	2023/10/21
3	ALL	Corporate Support Services	Finance	RFP2020-123 DEVELOPMENT AND DOCUMENTATION OF A CORPORATE ASSET MANAGEMENT PLAN	Competitive	HEMSON CONSULTING LTD	\$ 249,500.00	2023/03/31	\$ 246,977.50	The City of Brampton's Corporate Asset Management Office are updating and developing the 2016 version of its Corporate Asset Management Plan. The Scope of Work for this project is to develop and update the City's 2016 version of the AMP report. The AMP intends to comply with O.Reg. 588/17, the City's Strategic AMP Policy 2019, while incorporating and ISO 55000 standards.	Active, 99% of project complete. All Project phases completed. Consultant has provided all the required deliverables. Deliverable is approved and eScribe workflow completed.	2023/03/31
4	ALL	Corporate Support Services	Finance	RFP2021-009 UPDATE TO THE CITY'S FINANCIAL MASTER PLAN	Competitive	HEMSON CONSULTING LTD	\$ 174,200.00	2023/12/31	\$ 33,435.00	Consultant retained to update the long term financial masterplan plan for the City; last completed in 2017.	Ongoing	2023/03/31
5	ALL	Corporate Support Services	Human Resources	RFP2020-160 EMPLOYEE BENEFITS FOR A THREE YEAR PERIOD	Competitive	PEOPLE CORPORATION O/A BUFFETT TAYLOR + ASSOCIATES	\$ 172,250.00	2023/11/30	\$ 117,611.52	To provide benefits (health, wellness and disability management) consulting services including regular reporting, policy/legislative interpretation, municipal benchmarking, and negotiation and analysis of renewal offers from service providers and/or carriers.	Examples of work to date: ongoing consulting services, ad hoc benchmarking, successfully negotiated lower renewal rates with Manulife, consulted on three initiatives: PTM HCSA, NU contract plan, NU Harmonization, grievance assistance, and provides monthly reporting. Update: Consultant continues to provide ongoing benchmarking for benefits enhancements, mental wellness, and review of vendor charges on bi-annual basis as well as reporting on a quarterly basis.	2023/11/30
6	ALL	Corporate Support Services	Information Technology	NRFP2020-179 UPGRADE TO ORACLE ENTERPRISE PEOPLESFT HCM FROM RELEASE 9.1 TO 9.2	Competitive	ALTA ONE SOLUTIONS INC.	\$ 908,061.18	2022/12/31	\$ 300,011.21	This is not a net new purchase, but instead a new/replacement purchase order issued to Alta one Solutions Inc. This purchase order was originally issued to The Business Technology Resource Group in January 2021 through competitive RFP process (RFP2020-179). This replacement purchase order is as related to the acquisition of The Business Technology Resource Group by Alta one Solutions Inc.	In Progress - PeopleSoft HCM upgrade completed on schedule and on budget. Remaining balance to be consumed on a time and materials basis as needed for support related services. Contract expiry date is in the process of being extended to include 2023.	2023/12/31
7	ALL	Corporate Support Services	Information Technology	RFP2019-037 ENTERPRISE CRM IN MICROSOFT DYNAMICS 365 V9.X	Competitive	MNP DIGITAL INC.	\$ 730,936.00	2022/11/29	\$ 49,494.00	Consulting services for CRM platform/311 (Service Brampton) integration. Funds were pre-approved at purchase approval and will be allocated as needed.	New for this Quarter In Progress - completing the implementation of CRM for Transit	2023/03/31
8	ALL	Corporate Support Services	Information Technology	RFP2022-145 PROFESSIONAL SERVICES FOR THE IMPLEMENTATION OF ORACLE PEOPLESFT HCM ENTERPRISE RECRUITING SOLUTION	Competitive	ALTA ONE SOLUTIONS INC.	\$ 669,900.00	2023/12/31	\$ -	Implementation services for Oracle PeopleSoft Enterprise HCM Recruiting Solution Suite to deliver an end - to -end fully integrated Applicant Tracking System (ATS) solution.	New for this Quarter In Progress - Project implementation is in execution of project implementation phase.	2023/12/31
9	ALL	Corporate Support Services	Information Technology	T2022-054 AUDIO/VISUAL CONSULTING SERVICES FOR A THREE YEAR PERIOD	Competitive	R. NATHAN AND ASSOCIATES	\$ 225,000.00	2025/03/31	\$ 20,570.00	Consulting services to assess, analyze and design audio visual systems, ensuring product and service recommendations are consistent with industry standards.	Ongoing. Several designs have been provided. Services will be continued to be used as required.	2025/03/31
10	ALL	Corporate Support Services	Purchasing	LT2022-285 DEVELOPMENT OF A FAIR WAGE AND COMMUNITY BENEFITS POLICY	Limited Tendering	PRISM ECONOMICS AND ANALYSIS	\$ 62,600.00	2023/03/31	\$ -	Through a competitive procurement process, Prism Economics & Analysis Inc. was retained to conduct a feasibility assessment for a Fair Wage policy and Community Benefits policy in Brampton. On August 10, 2022 Council directed staff to develop a Fair Wage and Community Benefits policy. Prism Economics & Analysis Inc. was retained as they have a deep understanding of the work and has established relationships with various stakeholders. The service is to develop a Fair Wage and Community Benefits policy.	A working committee has been established, the consultant conducted an introductory meeting with the working committee to outline expectations and timelines. A draft Fair Wage policy has been developed, sent to the working committee and reviewed with comments. A draft Community Benefits policy has been developed, sent to the working committee and reviewed with comments. Q2 2023 draft policies will be sent to industry stakeholders for feedback and policies will be brought to Council for approval.	2023/06/30
11	ALL	Corporate Support Services	Strategic Communications	P2022-297 DEVELOPMENT OF A MUNICIPAL PUBLIC ART STRATEGY	Competitive	AGENCE MASSIVART INC.	\$ 75,875.00	2023/12/31	\$ 52,545.00	The City's first Municipal Public Art Strategy will establish an intentional and cohesive approach to developing and administering the City of Brampton's public art programs. The objectives of the Municipal Public Art Strategy are to a) Establish an administrative infrastructure for City-led public art programs, b) Establish a five (5) year priority work plan for City-led public art programs, and c) Establish an administrative infrastructure for the City to engage with the private sector on public art opportunities.	New for this Quarter PHASE 1: Context and Background Document Research complete. Detailed Community Engagement Plan validation. PHASE 2: Community and collaborator engagement to be complete by April 2023.	2023/12/31
12	ALL	Planning, Bldg, Growth Mgmt	Building	RFP2022-062 REVIEW PLANS FOR COMPLIANCE WITH THE ONTARIO BUILDING CODE FOR CHANGE OF USE OF A SINGLE DWELLING INTO A TWO-UNIT DWELLING	Competitive	RSM BUILDING CONSULTANTS INC.	\$ 1,050,000.00	2024/07/15	\$ 17,750.00	To provide as needed assistance with Plans Review of Change of Use permits which add a second dwelling unit to a home, in order to meet legislative timeframes for issuance of permits. The contract term ends July 15, 2024.	The contract has been awarded to RSM Building Consultants and is currently active.	2024/07/15
13	6	Planning, Bldg, Growth Mgmt	City Planning & Design	COMMUNITY ENERGY PLAN TO INFORM THE HERITAGE HEIGHTS SECONDARY PLAN	Competitive	GARFORTH INTERNATIONAL CANADA INC.	\$ 89,893.00	2023/12/31	\$ 89,418.00	Professional Services to study the potential to implement alternative energy solutions within the Heritage Heights Secondary Planning Area. This contract will result in a Community Energy Study to guide future development in Heritage Heights.	This project started in the early 2021 to support the development of Heritage Heights. This project is a directive of Council through the Community Energy and Emissions Study. The Study is expected to be completed by the start of Q2 2022. The Study is completed, a presentation to council is outstanding, however may need to be revised pending the outcomes of the OLT.	TBD pending outcomes of the Ontario Land Tribunals (OLT)

Appendix 1
Q4 2022
Active Consulting Service Contracts

#	Ward	Lead Department	Division	Bid Call No. and Description	Procurement Process	Vendor	Total Contract Value	Contract Expiry Date	Payments Made To Date as of January 15, 2023	Supplementary Information	Consulting Service Status	Timeline for Consulting Services Completion
14	1,3	Planning, Bldg, Growth Mgmt	City Planning & Design	DESIGN CHARRETTE PROJECT TO ENSURE THE IMPLEMENTATION OF DOWNTOWN BRAMPTON'S MANY KEY INITIATIVES	Competitive	THE PLANNING PARTNERSHIP LIMITED	\$ 90,000.00	2022/08/31	\$ 82,855.60	The Consultant successfully completed a 3 day Charrette - a combination of virtual and in-person sessions held on July 18th, 19th and 20th, 202. The City saw a wide range of participants from many external agencies attend. Currently a draft Report is being circulated for comment. In two weeks the City will have comments ready for the Consultant to make. The Consultant will then assist the City in drafting an Engagement Report and to prepare a slide presentation for a TBD virtual Open House. Through collaborative multi-day sessions, participants were engaged in the exploration of the development framework for Downtown Brampton and the description of key action items. The final report summarizes the results of the Charrette and is a record of the drawings produced, ideas shared and suggestions for implementation that came out of this collaborative process. The report includes a final rendered plan that consolidates ideas shared. The outcomes of the Downtown Design Charrette will inform ongoing refinements and coordination to finalize the vision for Downtown Brampton.	Ongoing. Although final report has been submitted the Consultant needs to provide a summary Report and be present for a virtual open house scheduled for January 2023.	2023/02/28
15	ALL	Planning, Bldg, Growth Mgmt	City Planning & Design	RFP2014-076 HERITAGE HEIGHTS CULTURAL HERITAGE STUDY	Competitive	ARCHAEOLOGICAL SERVICES INC.	\$ 48,980.00	2023/12/31	\$ 38,120.00	Professional Cultural Heritage Planning Services to study cultural heritage resources within the Heritage Heights Secondary Planning Area. This contract will result in a Cultural Heritage study to inform the development of Heritage Heights.	This project started in the early 2010 to support the development of Heritage Heights, and was originally funded by the Landowners group. The project was subsequently put on hold given the uncertainties around the GTA West Corridor (highway 413). With affirmed Council direction around the Highway, work has resumed and is expected to be completed by the end of 2022, however may need to be revised pending the outcomes of the OLT.	TBD pending outcomes of the Ontario Land Tribunals (OLT)
16	ALL	Planning, Bldg, Growth Mgmt	City Planning & Design	RFP2016-015 COMPREHENSIVE ZONING BY-LAW REVIEW	Competitive	WSP CANADA INC	\$ 984,649.70	2023/12/31	\$ 168,217.07	The service/deliverable is to prepare a new Comprehensive Zoning By-law for the City.	The project started in 2016. The deliverable is a new Comprehensive Zoning By-law for the City. Background technical studies, a Zoning Strategy Report and two versions of the draft Comprehensive Zoning By-law have been delivered to date, with updates now re-starting to update to conform to new direction. The scope of work has changed since beginning of project in 2016. The new Comprehensive Zoning By-law is now to conform with the new Brampton Plan (Official Plan), which is currently out in draft for consultation. Pending deliverables include an updated Zoning Strategy Report, Review of the existing Zoning By-law's Special Sections and a revised draft of the Comprehensive Zoning By-law that conforms to the new direction outlined in Brampton Plan and integrates best practices that support the planning objectives of the City. Work has now recommenced this quarter to evaluate the necessary updates of previous draft work to meet the timeline of producing a draft Comprehensive Zoning Bylaw by February 2023. This project is shifting to a programmatic approach, which will lead to the delivery of different phases of the project. Phase 1A will aim to be completed by the end of 2023. Subsequent phases may be under a separate/new purchase order.	2023/12/31
17	ALL	Planning, Bldg, Growth Mgmt	City Planning & Design	RFP2019-076 BRAMPTON VISION 2040 – OFFICIAL PLAN REVIEW	Competitive	WSP CANADA INC	\$ 684,332.00	2023/12/31	\$ 355,365.75	The service/deliverable is to prepare the new official Plan - Brampton Plan	On track - Brampton Plan to Council for approval was September 2022. The Province of Ontario introduced new legislation (Bill 23) which Brampton will need to conform to, the new end date is December 31, 2023.	2023/12/31
18	ALL	Planning, Bldg, Growth Mgmt	City Planning & Design	RFP2020-232 MUNICIPAL PARKING STRATEGY (MPS)	Competitive	IBI GROUP PROFESSIONAL SERVICES (CANADA) INC.	\$ 382,680.00	2023/06/30	\$ 299,258.11	The project scope was expanded to include a Supplementary Downtown Parking Implementation Strategy. As a result the project completion date was extended to June 30, 2023.	On track for completion by June 30, 2023.	2023/06/30
19	4,6	Planning, Bldg, Growth Mgmt	City Planning & Design	RFP2022-029 SECONDARY PLAN UPDATE OF THE AREA 40 BRAM WEST	Competitive	TOOLE DESIGN GROUP CANADA INC.	\$ 299,500.00	2023/12/31	\$ 87,300.73	The purpose of the BramWest Secondary Plan Review is to develop a draft land use concept plan and population and employment forecasts, to inform future policy and necessary component studies that will provide the basis a Secondary Plan Update of the Area 40 – Bram West. It is anticipated to be completed in 12-15 months period.	Ongoing	2023/08/31
20	ALL	Planning, Bldg, Growth Mgmt	City Planning & Design	RFP2022-038 ARCHAEOLOGICAL MANAGEMENT PLAN	Competitive	ARCHAEOLOGICAL RESEARCH ASSOCIATES LTD.	\$ 142,900.00	2024/03/31	None	The project is still in its preliminary stage. Invoices have been raised and are currently processed through Accounts.	New for this Quarter In phase 1. On track for targeted completion in 1 Year.	2024/03/31
21	6	Planning, Bldg, Growth Mgmt	City Planning & Design	TRANSPORTATION PLANNING SERVICES FOR HERITAGE HEIGHTS	Competitive	TOOLE DESIGN GROUP CANADA INC.	\$ 257,785.00	2023/12/31	\$ 251,797.50	The service/deliverable is to prepare transportation reports to support the approval of the Heritage Heights Secondary Plan.	On hold - pending the outcomes of the Ontario Land Tribunal	TBD
22	ALL	Planning, Bldg, Growth Mgmt	City Planning & Design	HERITAGE HEIGHTS; INFRASTRUCTURE SERVICING STUDY	Limited Tendering	URBANTECH CONSULTING	\$ 88,491.15	2023/12/31	\$ 81,825.00	Professional Engineering services to study how development will be serviced (Water, wastewater and Storm water) within the Heritage Heights Secondary Plan. This contract will result in an Infrastructure servicing study to inform the development of Heritage Heights.	This project started in the early 2010 to support the development of Heritage Heights, and was originally funded by the Landowners group. The project was subsequently put on hold given the uncertainties around the GTA West Corridor (highway 413). With affirmed Council direction around the Highway, work has resumed and is expected to be completed by the end of 2022, however may need to be revised pending the outcomes of the OLT.	TBD pending outcomes of the Ontario Land Tribunals (OLT)
23	1,3,6,7	Planning, Bldg, Growth Mgmt	City Planning & Design	LT2022-218 MAJOR TRANSIT STATION AREA (MTSA) POLICY FRAMEWORK	Limited Tendering	ARUP CANADA INC	\$ 650,000.00	2023/12/31	\$ 143,750.00	Consulting Services to prepare a Strategic Transportation and Master Servicing study to support Brampton's major transit station area policy framework.	Ongoing. Tasks completed in accordance with project schedule	2023/03/31

Appendix 1
Q4 2022
Active Consulting Service Contracts

#	Ward	Lead Department	Division	Bid Call No. and Description	Procurement Process	Vendor	Total Contract Value	Contract Expiry Date	Payments Made To Date as of January 15, 2023	Supplementary Information	Consulting Service Status	Timeline for Consulting Services Completion
24	1,3	Planning, Bldg, Growth Mgmt	City Planning & Design	LT2022-226 INTEGRATED DOWNTOWN PLAN: DOWNTOWN STREETScape MANUAL	Limited Tendering	DTAH	\$ 350,000.00	2023/07/31	\$ 5,837.54	Contract is for a Streetscape Manual for Downtown. Work is progressing as per the terms of reference and project schedule.	Ongoing	2023/03/31
25	ALL	Planning, Bldg, Growth Mgmt	Development Services	RFP2022-229 VENDORS OF RECORD FOR HIRING OF PLANNING CONSULTANTS TO REVIEW PLANNING APPEALS FOR A THREE YEAR PERIOD	Competitive	ALLAN RAMSAY PLANNING ASSOCIATES INC.	\$ 50,000.00	2025/10/31	\$ -	Consultant held 'on retainer' to provide planning support on planning applications that are appealed.	New for this Quarter Active	2025/10/31
26	ALL	Planning, Bldg, Growth Mgmt	Development Services	RFP2022-229 VENDORS OF RECORD FOR HIRING OF PLANNING CONSULTANTS TO REVIEW PLANNING APPEALS FOR A THREE YEAR PERIOD	Competitive	GSP GROUP INC.	\$ 50,000.00	2025/10/31	\$ -	Consultant held 'on retainer' to provide planning support on planning applications that are appealed.	New for this Quarter Active	2025/10/31
27	ALL	Planning, Bldg, Growth Mgmt	Development Services	RFP2022-229 VENDORS OF RECORDS FOR HIRING OF PLANNING CONSULTANTS TO REVIEW PLANNING APPEALS FOR A THREE YEAR PERIOD	Competitive	WSP CANADA INC	\$ 50,000.00	2025/10/31	\$ -	Consultant held 'on retainer' to provide planning support on planning applications that are appealed.	New for this Quarter Active	2025/10/31
28	3	Planning, Bldg, Growth Mgmt	Development Services	CONSULTING ARBORIST RELATED TO AN ONTARIO MUNICIPAL BOARD HEARING FOR A PLANNING APPLICATION TO DEVELOP 35 TOWNHOUSES AT 17-29 CLARENCE STREET	Limited Tendering	COHEN & MASTER CLASSIC INC.	\$ 16,310.00	2023/12/31	\$ -	Conduct inspections to ensure that tree preservation measures are done in accordance with LPAT decision	The service started in August 2016. The work completed to date is that the consultant completed work and provided testimony at the October 2016 Local Planning Appeal Tribunal hearing and did one of the required site inspection. The work to be done includes a series of site inspections throughout the construction of the development. The LPAT settlement related to the development requires that the City retain the consultant for these inspections and for consultation if there are any issues. It sets a timeline for 5 years from the date we issue site plan approval, which will occur in the next couple of weeks.	2026/12/31
29	ALL	Planning, Bldg, Growth Mgmt	Transportation Planning	RFP2021-252 REVIEW AND UPDATE OF THE TRANSPORTATION MASTER PLAN	Competitive	HDR CORPORATION	\$ 482,865.00	2023/11/30	\$ 63,401.90	5 year review and update of the City of Brampton's Transportation Master Plan (TMP). The goal is to update the TMP policies, decision-making approaches and implementation plan to implement a changing policy landscape, including but not limited to, the spirit and strategic directions of Brampton's 2040 Vision, Term of Council Priorities, and Official Plan project objectives, work plan and emerging directions and policies.	Project formally commenced with consultant consortium in May 2022. City staff/stakeholder working team has been established. Phase 1 underway, and several deliverables have been rec'd (discussion/tech papers) and are being reviewed by staff. Staff creating project web page which will also be a platform for public engagement. Public "Notice of Commencement" to be issued by end of August.	2023/11/30
30	1	Public Works & Engineering	Building Design & Construction	FAIRNESS MONITOR SERVICES FOR THE CONSTRUCTION MANAGEMENT OF THE CENTER FOR INNOVATION	Competitive	ROBINSON GLOBAL MANAGEMENT INC	\$ 51,200.00	2023/04/30	\$ 10,976.00	The Fairness Monitor will assist throughout and provide oversight of the construction management procurement process to ensure and verify that the process has been conducted in a fair and objective manner. The Fairness Monitor's role shall be to oversee within an advisory capacity, as defined or amended by the City and shall not hinder or negatively affect the City's authority and responsibility to manage the procurement process in the best interest of the overall goals and objectives of the City. The Construction Manager RFP is still being developed and the consulting services are still ongoing until a construction manager is selected. The CCDCS8 Agreement Supplemental conditions are currently being finalized with Legal, Purchasing and BDC. Fairness review commenced by reviewing the first draft.	Ongoing	2023/04/30
31	6	Public Works & Engineering	Building Design & Construction	Q2022-246 FAIRNESS MONITOR SERVICES FOR THE CONSTRUCTION MANAGER PROCUREMENT AT EMBLETON COMMUNITY CENTRE	Competitive	ROBINSON GLOBAL MANAGEMENT INC	\$ 46,000.00	2023/07/05	\$ -	Fairness Monitor services for the Construction Manager procurement for the new Embleton Community Centre. The Fairness Monitor will assist throughout and provide oversight of the construction management procurement process to ensure and verify that the process has been conducted in a fair and objective manner. The Fairness Monitor's role shall be to oversee within an advisory capacity, as defined or amended by the City and shall not hinder or negatively affect the City's authority and responsibility to manage the procurement process in the best interest of the overall goals and objectives of the City. The RFP is still being developed and the consulting services are still ongoing until a construction manager is selected. The CCDCS8 Agreement Supplemental conditions are currently being finalized with Legal, Purchasing and BDC. Upon completion the fairness review will commence.	Ongoing	2023/07/31
32	1,3	Public Works & Engineering	Environment & Development Eng	P2022-203 RESILIENCE, SUSTAINABILITY, HEALTHY DEVELOPMENT STRATEGY FOR THE RIVERWALK AREA	Competitive	SUSTAINABILITY SOLUTIONS GROUP WORKERS	\$ 98,750.00	2023/05/01	\$ 13,217.00	Resilience, Sustainability and Healthy Development Strategy for the Riverwalk Area further developing and expanding the Urban Design Master Plan Framework into a set of objectives, success measurement, metrics, targets and guidelines to complement the Sustainable New Communities Program, advance advocacy and guide implementation projects for the future in these key areas. Project initiated in August 2022 and going through its first phase.	Project initiated in Aug. 2022 with monthly meetings and progress to approximately 70% of the Phase 1 (Background and gaps analysis)	2023/06/30
33	ALL	Public Works & Engineering	Environment & Development Eng	RFP2022-032 UPDATE INTENSITY-DURATION-FREQUENCY (IDF) CURVES	Competitive	GHD LIMITED	\$ 83,900.00	2023/12/31	\$ -	Procurement of consulting services to update the City's Intensity-Duration-Frequency (IDF) Curves to assist with the engineering and design of stormwater management systems. Services are expected to be completed by December 31, 2023.	Consultant is working on background data collection. This task should be completed by January 2023.	2023/12/31

Appendix 1
Q4 2022
Active Consulting Service Contracts

#	Ward	Lead Department	Division	Bid Call No. and Description	Procurement Process	Vendor	Total Contract Value	Contract Expiry Date	Payments Made To Date as of January 15, 2023	Supplementary Information	Consulting Service Status	Timeline for Consulting Services Completion
34	ALL	Public Works & Engineering	Environment & Development Eng	RFP2022-034 CLIMATE CHANGE ADAPTATION PLAN	Competitive	SUSTAINABILITY SOLUTIONS GROUP WORKERS COOPERATIVE O/A SUSTAINABILITY SOLUTIONS GROUP	\$ 190,720.00	2023/12/31	\$ -	To provide consulting services to develop its first Climate Change Adaptation Plan. The Brampton Climate Change Adaptation Plan (CCAP) is intended to be a municipal-wide plan that integrates and builds upon the existing legislation, regulations, plans policies, programs, and actions that strive to establish a sustainable and resilient city and to protect the City's assets. It will provide a clear vision for how the City should develop, enhance, manage, and promote climate change adaptation action so that opportunities are maximized and vulnerabilities are reduced. The CCAP will examine current initiatives, identify strengths, weaknesses/risks, opportunities, and constraints, and recommend actions to improve climate change resilience in Brampton based on science and best management practices. It is anticipated to be completed in 15-18 months period.	Ongoing	2023/12/31
35	ALL	Public Works & Engineering	Environment & Development Eng	RFP2022-194 DEVELOPMENT ENGINEERING SUBDIVISION REVIEW PROCESS MODERNIZATION	Competitive	KPMG LLP	\$ 149,500.00	2023/03/01	\$ -	To review the City of Brampton's Development Engineering & Landscaping Design submission review and Fees and Securities Administration processes to identify opportunities to create greater efficiency and effectiveness in service delivery.	Project nearing completion. Progress at 75%. Workshops and meetings with stakeholders are complete. Analysis and draft recommendations are in progress. Draft Final Report anticipated end of year with review, comments and final approval to follow in February 2023.	2023/02/28
36	ALL	Public Works & Engineering	Environment & Development Eng	RFP2022-213 ENVIRONMENTAL SITE ASSESSMENT AT VARIOUS LOCATIONS FOR A THREE YEAR PERIOD	Competitive	EXP SERVICES INC	\$ 200,000.00	2025/12/14	\$ -	Consultant to provide full range of Environmental and Geotechnical Consulting Services at various properties within the City of Brampton, on an as and when required basis for a three (3) year period.	New for this Quarter Active	2025/12/14
37	ALL	Public Works & Engineering	Environment & Development Eng	RFP2022-213 ENVIRONMENTAL SITE ASSESSMENT AT VARIOUS LOCATIONS FOR A THREE YEAR PERIOD	Competitive	ENGLOBE CORP.	\$ 200,000.00	2025/12/14	\$ -	Consultant to provide full range of Environmental and Geotechnical Consulting Services at various properties within the City of Brampton, on an as and when required basis for a three (3) year period.	New for this Quarter Active	2025/12/14
38	ALL	Public Works & Engineering	Environment & Development Eng	RFP2022-213 ENVIRONMENTAL SITE ASSESSMENT AT VARIOUS LOCATIONS FOR A THREE YEAR PERIOD	Competitive	WSP E & I CANADA LIMITED	\$ 200,000.00	2025/12/14	\$ -	Consultant to provide full range of Environmental and Geotechnical Consulting Services at various properties within the City of Brampton, on an as and when required basis for a three (3) year period.	New for this Quarter Active	2025/12/14
39	ALL	Public Works & Engineering	Environment & Development Eng	C2021-235 DESIGN RESIDENTIAL HOME RETROFIT PROGRAM FOR THE CITY OF BRAMPTON, THE CITY OF MISSISSAUGA AND THE TOWN OF CALEDON	Cooperative	6893449 CANADA INC. (DUNSKY ENERGY CONSULTING)	\$ 216,474.14	2023/12/31	\$ 24,060.00	Consulting services to complete a Program Design Study that will provide the technical information, consultation, and strategic advice necessary to support the implementation of the PREP, which will improve the efficiency of residential energy use, reduce GHG emissions from the residential sector, increase resident energy savings and minimize up-front financial barriers to homeowners. This study aligns with existing International, Federal, Regional and Municipal plans/policies. The study location is city-wide.	Project started June 2022. Focus Area 1 Background Research is complete as of Q4 2022. Focus Area 2 Business Case Development to be completed mid Q1 2023. Focus Area 3 Engagement is ongoing. Focus Area 4 Draft Program Design to be completed Q2 2023. Focus Area 5 Final Program Design to be completed Q4 2023.	2023/12/31
40	ALL	Public Works & Engineering	Facilities Operations & Maintenance	RFP2019-059 INSPECTION, TESTING AND CONSULTING SERVICES FOR THE ASSESSMENT OF DESIGNATED SUBSTANCES AND ASBESTOS	Competitive	OH ENVIRONMENTAL INC.	\$ 337,890.00	2023/12/31	\$ 193,513.00	To provide inspection, testing and consulting services for the Asbestos Containing Materials (ACMs) and various Designated Substances for the City of Brampton building portfolio for a two (2) year period with two (2) additional one (1) year period(s) renewals. The contract was renewed for its second year renewal term as pricing remained competitive in the market and performance has been in accordance with the contract. PO is expected to be completed and closed by December 31, 2023.	Ongoing	2023/12/31
41	ALL	Public Works & Engineering	Facilities Operations & Maintenance	RFP2019-059 INSPECTION, TESTING AND CONSULTING SERVICES FOR THE ASSESSMENT OF DESIGNATED SUBSTANCES AND ASBESTOS	Competitive	ECOH MANAGEMENT INC	\$ 245,100.00	2023/02/28	\$ 228,245.00	To provide inspection, testing and consulting services for Asbestos Containing Materials (ACMs), various Designated Substances and Mould on as needed basis for the City of Brampton building portfolio for a two (2) year period with two (2) additional one (1) year period(s) renewal. The contract was renewed for its second year renewal term as pricing remained competitive in the market and performance has been in accordance with the contract. PO is expected to be completed and closed by February 28, 2024.	Ongoing	2024/02/28
42	ALL	Public Works & Engineering	Facilities Operations & Maintenance	CENTRALIZED FACILITIES MANAGEMENT SOLUTION AT THE CITY OF BRAMPTON RECREATION CENTRES	Limited Tendering	BLACKLINE CONSULTING	\$ 85,880.00	2022/12/30	\$ -	Blackline Consulting (BLC) had previously performed an in-depth service delivery review of Facilities Operations and Maintenance (FOM) & Recreation and identified a high-priority improvement opportunity of Centralizing Facilities Management. This study was performed by BLC by engaging City staff, data gathering, financial analysis, assessment of service efficiencies, benchmarking and identifying opportunities for cost savings. In this Contract, BLC would assist in providing expert advice & consultation on industry best practices to FOM and Recreation in implementation of centralized facilities maintenance management solutions in the Recreation facilities.	Discussion with Recreation team in progress. Recreation & FOM teams are currently working on developing Service Level Agreement for the pilot project. Consulting Services has not been utilized yet. Ongoing. We have not used this PO as the work was placed on hold with all the changes. We would need to extend this as we have been given the go ahead again.	2023/12/31
43	ALL	Transit	Transit Development	RFP2022-064 DOWNTOWN BRAMPTON TRANSIT HUB, TRANSIT PROJECT ASSESSMENT PROCESS AND SUPPORTING STUDIES	Competitive	HDR CORPORATION	\$ 947,845.24	2025/11/15	\$ -	To provide consulting services for the Downtown Transit Hub (bus terminal) Transit Project Assessment Process (TPAP), and supporting studies. The project will output the Environmental Project Report (EPR) that will include preliminary design for the Transit Hub core transit infrastructure.	New for this Quarter Project initiated. Ongoing	2024/12/31

Appendix 1
Q4 2022
Active Consulting Service Contracts

#	Ward	Lead Department	Division	Bid Call No. and Description	Procurement Process	Vendor	Total Contract Value	Contract Expiry Date	Payments Made To Date as of January 15, 2023	Supplementary Information	Consulting Service Status	Timeline for Consulting Services Completion
44	ALL	Transit	Transit Services	CLIMATE LENS STUDIES FOR BRAMPTON TRANSIT ICIP APPLICATIONS	Competitive	STANTEC CONSULTING LTD	\$ 41,700.00	2023/12/31	\$ 26,731.00	Update: PO was extended to give time for the Transit HUB project to complete its environmental assessment and initial design because both are the main inputs for the CLA (climate lens assessment). As part of the submission requirements for the City's ICIP applications the Federal Requirement through Infrastructure Canada, required the completion of Climate Lens Assessments for five of Transit's applications, four have been completed and submitted, including all bus related and the Transit 3rd Facility applications.	A preliminary submission for the fifth Climate Lens Assessment (CLA) for the Downtown Transit Hub project, was completed. For the finalized assessment, the Transit Hub project must reach the design phase for the pending information to be available. A two-step submission is common and Infrastructure Canada is fully aware of the approach. Update: As mentioned in previous updates, the Transit HUB CLA (Climate Lens Assessment) was paused for the project to complete its environmental assessment and initial design, which are required to complete the CLA.	2023/12/31
45	ALL	Transit	Transit Services	RFP2021-084 BRANDING, MARKETING AND LAUNCH EVENTS FOR HURONTARIO LIGHT RAIL TRANSIT	Competitive	BARRETT AND WELSH INC.	\$ 232,500.00	2023/12/31	\$ 161,250.00	Update: Brand Name and visual identity have been approved. Visual identity guidelines in progress. In partnership with the City of Mississauga, this includes the branding, marketing and launch events for the Hurontario Light Rail Transit (HuLRT) project. Phase 1 and 2 includes research, brand name and visual identity development with an estimated completion date of December 2021. Phase 3 includes a marketing campaign promoting the service launch of the HuLRT through outreach, advertisements, digital and social media promotions; the estimated completion date is end of 2024 with the launch of the HuLRT in service.	Phase 2 brand name and visual identity are in progress. Update: Brand name and visual identity have been approved. Visual identity guidelines in progress.	2023/12/31
46	ALL	Transit	Transit Services	RFP2021-231 FIVE YEAR BUSINESS PLAN FOR BRAMPTON TRANSIT	Competitive	LEFT TURN RIGHT TURN LTD.	\$ 233,000.00	2023/03/30	\$ 174,450.00	Update: Project is in its final phase and will be completed by Spring 2023. This project is for the development of the 2023-2027 Transit Business Plan, which will update and replace the current one, which expires this year. The plan will (1) inform the core transit transportation business by, in alignment with the City's Transportation Master Plan, determine the resources needed to satisfy demand, i.e. service hours, recommend service model, buses, operators, maintenance and administration services. (2) Additionally the project will evaluate the impact of electrification and the actions necessary to prepare Brampton Transit to take full advantage of new technology and service models like mobility as a service.	The project is in phase 1: visioning, framing, data gathering, and preliminary data modelling. Update: Project initiated the final phase and will be completed by January 2023.	2023/01/31

Appendix 2
Q4 2022
Active Consulting Service Contracts

#	Lead Department	Division	Description of Service	Procurement Process	Vendor	Payments Made To Date as of December 31, 2022	Consulting Service Status	Timeline for Consulting Services Completion
1	Corporate Support Services	Human Resources	Ad hoc job evaluation requests for senior management non-union positions.	Direct Purchase	STRATFORD GROUP LTD.	\$ 1,322.88	New for this Quarter Ongoing	2023/12/31
2	Corporate Support Services	Information Technology	To provide Professional and Technical Services to support technologies installed at Council Chambers, Committee Room and Sound Masking equipment on the 4th floor City Hall. The contract includes preventative maintenance, telephone support and repairs.	Direct Purchase	AATEL COMMUNICATIONS INC	\$ 22,387.24	New for this Quarter In progress maintenance program	2023/12/31
3	Corporate Support Services	Strategic Communications	Assessment of the City of Brampton's Sport Tourism Program.	Direct Purchase	SPORT TOURISM CANADA	\$ 5,088.01	New for this Quarter In progress	2023/04/01
4	Corporate Support Services	Strategic Communications	Development of social media guidelines, strategy and templates for City of Brampton social media accounts and Training workshops for City of Brampton social media administrators	Direct Purchase	CANDYBOX MARKETING INC.	\$ 12,567.38	New for this Quarter In progress	2023/05/01
5	Corporate Support Services	Strategic Communications	Evaluation support via BAOs annual survey development, execution and analysis to better understand audience needs, experiences, and BAOs impact as a whole.	Direct Purchase	MEREDITH CATHERINE DAVIS O/S GOOD ROOTS	\$ 6,232.81	New for this Quarter Ongoing	2023/04/30
6	Corporate Support Services	Strategic Communications	Providing on-going organizational development and support for Arts Agency and Panel.	Direct Purchase	LESAGE ARTS MANAGEMENT INC	\$ 10,176.02	Ongoing - Consultant supporting 2023 planning as we transition to independent NFP	2023/03/31
7	Corporate Support Services	Strategic Communications	Strategic planning and creative space support for arts agency and panel / Organizational development advisory services and coaching to BAO	Direct Purchase	PRU ROBEY CONSULTING	\$ 12,211.46	Ongoing	2023/12/31
8	Fire & Emergency Services	Fire and Emergency Services	Pilot agreement which introduces interested individuals from equity deserving groups to BFES looking to begin a career in firefighting.	Direct Purchase	ACHEV	\$ 7,981.00	This program has yielded successful candidates into the fire recruitment process. Work continues to ensure all mandatory and educational training requirements are met.	2023/09/01
9	Office of the CAO	Office of the CAO	Subject to privileged information discussed in camera	Direct Purchase	PURCHASING CONSULTANTS INTERNATIONAL INC	\$ 155,474.74	Complete	2022/08/26
10	Office of the CAO	Organizational Performance	Subject to privileged information discussed in camera	Direct Purchase	STIKEMAN, ELLIOTT	\$ 155,571.39	New for this Quarter Ongoing	2023/09/01
11	Public Works & Engineering	Facilities Operations & Maintenance	Consulting services for Backflow preventer installation at various Downtown properties	Direct Purchase	MOON-MATZ LTD	\$ 3,485.29	The contractor is installing the backflow preventers. We are expecting that the installations will be completed by the end of April 2023 by the contractor after which Moon-Matz will do an inspection and submit their final report.	2023/04/30

Appendix 2
Q4 2022
Active Consulting Service Contracts

#	Lead Department	Division	Description of Service	Procurement Process	Vendor	Payments Made To Date as of December 31, 2022	Consulting Service Status	Timeline for Consulting Services Completion
12	Public Works & Engineering	Traffic Operations	The City of Brampton retained CIMA Canada Inc. (CIMA+) to conduct an In-Service Road Safety Review (ISRSR) on Creditview Road between Bovaird Drive and Mayfield Road and prepare a report. The study corridor is located within the City of Brampton in the Region of Peel. The primary objective of this ISRSR study is to conduct a review of the historical safety performance of the study area, identify potential safety issues, and provide recommendations. The assignment is motivated by public concerns about speeding, red-light running, aggressive driving, and recent fatal collisions along the study corridor. The City has also indicated that the intersection of Creditview Road and Wanless Drive is a location of primary concern due to one recent fatal collision that occurred in 2022. This ISRSR included a review of background data provided by the City, a thorough field investigation of the study area, an assessment of findings, and the development of treatments.	Direct Purchase	CIMA CANADA INC	\$ 20,042.69	New for this Quarter In progress	2023/12/31

Date: 2023-03-06

Subject: Annual Statement of Remuneration and Expenses for 2022

Contact: Nash Damer, Treasurer, Corporate Support Services
nash.damer@brampton.ca 905-874-2257

Report Number: Corporate Support Services-2023-109

Recommendations:

That the report titled: **Annual Statement of Remuneration and Expenses for 2022**, to the Committee of Council Meeting of March 29, 2023, be received; and

That Council approve the 2022 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, 2022.
- 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, 2022 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, 2022, the Mayor's 2022 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.

Term of Council Priorities:

This report fulfils the Council Priority of a Well-Run City through strict adherence to effective financial management policies and supports Brampton's 2040 Vision.

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,
Corporate Support Services

Nash Damer
Treasurer, Corporate Support Services

Approved by:

Approved by:

Rick Conard
Interim Commissioner
Corporate Support Services


Marlon Kallideen
Chief Administrative Officer

Attachments:

- Appendix A: ***Mayor and Councillor Statement of Remuneration and Expense***
- 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, 2022



		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
<div>Mayor</div> <div>Patrick Brown - Business</div> <div>Jan 1 - Dec 31</div> <div>146,819.92</div> <div>53,683.94</div> <div>971,904.62</div> <div>74,530.95</div> <div>45,875.75</div> <div>7,334.50</div> <div>1,300,149.68</div> <div>(105,697.69)</div> <div>3,410.85</div> <div>50,241.68</div> <div>53,652.53</div> <div>1,353,802.21</div>													
<div>Regional Councillors</div> <div>Rowena Santos</div> <div>1 & 5</div> <div>Jan 1 - Dec 31</div> <div>93,304.90</div> <div>44,582.28</div> <div>174,172.77</div> <div>20,225.96</div> <div>3,321.03</div> <div>979.01</div> <div>336,585.95</div> <div>17,104.05</div> <div>4,305.93</div> <div>2,277.63</div> <div>6,583.56</div> <div>343,169.51</div>													
<div>Paul Vicente</div> <div>1 & 5</div> <div>Jan 1 - Dec 31</div> <div>93,304.90</div> <div>44,582.28</div> <div>166,858.76</div> <div>11,540.27</div> <div>3,321.02</div> <div>779.68</div> <div>320,386.91</div> <div>33,303.09</div> <div>2,565.34</div> <div>2,277.63</div> <div>4,842.97</div> <div>325,229.88</div>													
<div>Michael Palleschi</div> <div>2 & 6</div> <div>Jan 1 - Dec 31</div> <div>93,304.90</div> <div>44,582.28</div> <div>116,232.69</div> <div>62.54</div> <div>250.00</div> <div>795.93</div> <div>255,228.34</div> <div>98,461.66</div> <div>-</div> <div>2,277.63</div> <div>2,277.63</div> <div>257,505.97</div>													
<div>Navjit Kaur Brar</div> <div>2 & 6</div> <div>Nov 14 - Dec 31</div> <div>12,201.41</div> <div>5,573.97</div> <div>16,576.98</div> <div>-</div> <div>-</div> <div>34.87</div> <div>34,387.23</div> <div>9,824.02</div> <div>-</div> <div>2,277.63</div> <div>2,277.63</div> <div>36,664.86</div>													
<div>Martin Medeiros</div> <div>3 & 4</div> <div>Jan 1 - Dec 31</div> <div>93,304.90</div> <div>44,582.28</div> <div>175,910.08</div> <div>971.28</div> <div>7,288.16</div> <div>607.04</div> <div>322,663.74</div> <div>31,026.26</div> <div>-</div> <div>2,277.63</div> <div>2,277.63</div> <div>324,941.37</div>													
<div>Dennis Keenan</div> <div>3 & 4</div> <div>Nov 14 - Dec 31</div> <div>12,201.41</div> <div>5,573.97</div> <div>17,713.65</div> <div>-</div> <div>-</div> <div>34.87</div> <div>35,523.90</div> <div>8,687.35</div> <div>-</div> <div>2,277.63</div> <div>2,277.63</div> <div>37,801.53</div>													
<div>Pat Fortini</div> <div>7 & 8</div> <div>Jan 1 - Dec 31</div> <div>93,304.90</div> <div>44,582.28</div> <div>192,594.54</div> <div>11,268.42</div> <div>1,050.00</div> <div>2,298.08</div> <div>345,098.22</div> <div>8,591.78</div> <div>-</div> <div>2,277.63</div> <div>2,277.63</div> <div>347,375.85</div>													
<div>Gurpreet Dhillon</div> <div>9 & 10</div> <div>Jan 1 - Nov 13</div> <div>81,103.49</div> <div>39,697.57</div> <div>157,686.69</div> <div>1,816.16</div> <div>2,688.33</div> <div>1,583.87</div> <div>284,576.11</div> <div>24,902.64</div> <div>-</div> <div>-</div> <div>-</div> <div>284,576.11</div>													
<div>Gurpratap Singh Toor</div> <div>9 & 10</div> <div>Nov 14 - Dec 31</div> <div>12,201.41</div> <div>5,573.97</div> <div>17,725.15</div> <div>620.00</div> <div>653.86</div> <div>34.87</div> <div>36,809.26</div> <div>7,401.99</div> <div>-</div> <div>2,277.63</div> <div>2,277.63</div> <div>39,086.89</div>													
<div>City Councillors</div> <div>Doug Whillans</div> <div>2 & 6</div> <div>Jan 1 - Nov 13</div> <div>81,103.49</div> <div>39,697.57</div> <div>106,534.61</div> <div>576.95</div> <div>725.00</div> <div>1,209.85</div> <div>229,847.47</div> <div>79,631.28</div> <div>1,535.61</div> <div>-</div> <div>1,535.61</div> <div>231,383.08</div>													
<div>Jeff Bowman</div> <div>3 & 4</div> <div>Jan 1 - Nov 13</div> <div>81,103.49</div> <div>39,697.57</div> <div>88,108.90</div> <div>944.02</div> <div>2,912.26</div> <div>524.41</div> <div>213,290.65</div> <div>96,188.10</div> <div>-</div> <div>-</div> <div>-</div> <div>213,290.65</div>													
<div>Charmaine Williams</div> <div>7 & 8</div> <div>Jan 1 - Nov 13</div> <div>39,480.41</div> <div>22,268.49</div> <div>139,174.92</div> <div>6,888.35</div> <div>3,217.04</div> <div>627.74</div> <div>211,656.95</div> <div>97,821.80</div> <div>813.06</div> <div>-</div> <div>813.06</div> <div>212,470.01</div>													
<div>Rod Power</div> <div>7 & 8</div> <div>Nov 14 - Dec 31</div> <div>12,201.41</div> <div>5,573.97</div> <div>12,665.83</div> <div>-</div> <div>-</div> <div>59.35</div> <div>30,500.56</div> <div>13,710.69</div> <div>-</div> <div>2,277.63</div> <div>2,277.63</div> <div>32,778.19</div>													
<div>Harkirat Singh</div> <div>9 & 10</div> <div>Jan 1 - Dec 31</div> <div>93,304.90</div> <div>44,582.28</div> <div>143,462.42</div> <div>4,729.29</div> <div>7,541.34</div> <div>716.30</div> <div>294,336.53</div> <div>59,353.47</div> <div>2,030.40</div> <div>27,559.58</div> <div>29,589.98</div> <div>323,926.51</div>													
TOTAL		1,038,245.84	484,834.70	2,497,322.61	134,174.19	78,843.79	17,620.37	4,251,041.50	480,310.49	14,661.19	98,299.89	112,961.08	4,364,002.58

* Includes Taxable Allowances
** Includes FCM, AMO, Ontario Big City Mayors
*** Coporate paid expenses

<div><div>FLOWER CITY</div><div></div><div>BRAMPTON.CA</div></div>	Appendix B							
	Appointed Members of Local Boards & Committees							
	Statement of Remuneration & Expenses							
	For The Period of January 1 to December 31, 2022							
	Period	By-law #	Salary	Benefits	Total of Salary & Benefits	Car Allowance / Expense	Business Office Expense	Total of Expenses
Brampton Appeal Tribunal								
Natalie Javed	Effective Mar 27, 2019	Bylaw # C098-2019	450.00		450.00			-
Will Ramjass	Effective Mar 27, 2019	Bylaw # C098-2019	375.00		375.00			-
Beryl Ford	Effective Mar 27, 2019	Bylaw # C098-2019	600.00		600.00			-
Sardara Singh Chera	Effective Mar 27, 2019	Bylaw # C098-2019	375.00		375.00			-
Christopher Banks	Effective Jan, 2021	Bylaw # C098-2019	600.00		600.00			-
BRAMPTON APPEAL TRIBUNAL - TOTAL			2,400.00	-	2,400.00	-	-	-
Committee of Adjusment								
Desiree Doerfler	Effective Mar 27, 2019	Bylaw # C098-2019	2,800.00		2,800.00	66.49		66.49
Ron Chatha	Effective Mar 27, 2019	Bylaw # C098-2019	3,150.00		3,150.00			-
David Colp	Effective Mar 27, 2019	Bylaw # C098-2019	2,625.00		2,625.00			-
Ana Cristina Marques	Effective Mar 27, 2019	Bylaw # C098-2019	2,625.00		2,625.00			-
Rod Power	Effective Mar 27, 2019	Bylaw # C098-2019	1,750.00		1,750.00			-
COMMITTEE OF ADJUSTMENT - TOTAL			12,950.00	-	12,950.00	66.49	-	66.49
Property Standards Committee								
Harjeet Sahota	Effective Mar 27, 2019	Bylaw # C098-2019	-		-			-
Harbhajan Singh Dhillon	Effective Mar 27, 2019	Bylaw # C098-2019	-		-			-
Janet Grant	Effective Mar 27, 2019	Bylaw # C098-2019	-		-			-
Manish Kapoor	Effective Mar 27, 2019	Bylaw # C098-2019	-		-			-
Jacob Thundathil	Effective Jan, 2021	Bylaw # C098-2019	-		-			-
PROPERTY STANDARDS COMMITTEE - TOTAL			-	-	-	-	-	-
Brampton Heritage Board								
Basavaraj Toranagal	Effective May 22, 2019	By-law # C196-2019	-		-			-
Douglas McLeod	Effective May 22, 2019	By-law # C196-2019	-		-			-
Janet Millington	Effective May 22, 2019	By-law # C196-2019	-		-			-
Ken Wilde	Effective May 22, 2019	By-law # C196-2019	-		-			-
Palvinder Gill	Effective May 22, 2019	By-law # C196-2019	-		-			-
Paul Willoughby	Effective May 22, 2019	By-law # C196-2019	-		-			-
Peter Dymond	Effective May 22, 2019	By-law # C196-2019	-		-			-
Stephen Collie	Effective May 22, 2019	By-law # C196-2019	-		-			-
Kathryn Fowlston	Effective Mar 2, 2022	By-law # C434-2019	-		-			-
Nick Craniotis	Effective Mar 2, 2022	By-law # C060-2022	-		-			-
Daniel Rollings	Effective Mar 2, 2022	By-law # C060-2022	-		-			-
Roy de Lima	Effective Mar 2, 2022	By-law # C060-2022	-		-			-
Keba Tamara Thomas	Effective Mar 2, 2022	By-law # C060-2022	-		-			-
Leroy Onuoha	Effective Mar 2, 2022	By-law # C060-2022	-		-			-
BRAMPTON HERITAGE BOARD - TOTAL			-	-	-	-	-	-
Brampton School Traffic Safety Council								
Abdul Rashid	Effective May 22, 2019	By-law # C196-2019	-		-			-
Baljit Mand	Effective May 22, 2019	By-law # C196-2019	-		-			-
Charles Gonsalves	Effective May 22, 2019	By-law # C196-2019	-		-			-
Mazhar Khan	Effective May 22, 2019	By-law # C196-2019	-		-			-
Michael Gyovai	Effective May 22, 2019	By-law # C196-2019	-		-			-
Mohan Balasubramaniyam	Effective May 22, 2019	By-law # C196-2019	-		-			-
Pathik Shukla	Effective May 22, 2019	By-law # C196-2019	-		-			-
Patrick Doran	Effective May 22, 2019	By-law # C196-2019	-		-			-
Renee Crone	Effective May 22, 2019	By-law # C196-2019	-		-			-
Trustee Darryl D'Souza DPCDSE	Effective May 22, 2019	By-law # C196-2019	-		-			-
Trustee Kathy Mcdonald PDSB	Effective May 22, 2019	By-law # C196-2019	-		-			-
Wendell Cole	Effective May 22, 2019	By-law # C196-2019	-		-			-
Zeenath Singh	Effective May 22, 2019	By-law # C196-2019	-		-			-
BRAMPTON SCHOOL TRAFFIC SAFETY COUNCIL - TOTAL			-	-	-	-	-	-
GRAND TOTAL			15,350.00	-	15,350.00	66.49	-	66.49

Date: 2023-03-06

Subject: **2022 Annual External Funding Report**

Contact: Tara Hunter, Manager, Sponsorship and Corporate Development

Report Number: CAO's Office-2023-253

Recommendations:

1. That the report from Tara Hunter, Manager, Sponsorship and Corporate Development, to the Committee of Council Meeting of March 29, 2023 re: **2022 Annual External Funding Report** be received.

Overview:

- The annual external funding report summarizes the pursuit of non-taxation funding through sponsorship and naming rights, third-party advertising and grants to help offset operational costs and capital investments that the City needs to continue to grow and prosper.
- The sponsorship and naming rights program is on a mission to achieve annual revenue of \$1M by 2025 and to sustain \$1M in subsequent years.
- In 2022, 46 companies participated in the sponsorship and naming rights program generating \$757,945 in cash contributions to the City, an increase of 63 per cent from 2021.
- Third-party advertising continues to develop as a revenue stream delivering \$60,000 through the in-house sale of Recreation assets in 2022, and as part of the overall strategy staff will be advancing a report to request begin procurement for digital billboards on City property for the purpose of City and commercial messaging, and revenue generation.
- The City's new centralized grants approach and process has improved the ability to monitor, track and report grant funding and positively impact funding advocacy.

- In 2022 staff submitted 38 funding applications and \$21.5M in application-based grant funding was announced for the City, including \$15.7M from GICB for Susan Fennell Deep Energy Retrofits.
- From 2019-2022 staff submitted 88 successful funding applications (67 per cent success rate) resulting in \$467M in grant funding awarded to the City, of which 76 per cent was for Transit infrastructure projects.
- The shift in funding priorities by higher levels of government post-pandemic is anticipated to reduce the number of available funding opportunities and increase the competitiveness for funding through application-based grants in the short to mid-term time frame, resulting in a greater need for funding-related advocacy efforts.
- To maximize the full potential of non-taxation funding through sponsorship and naming rights, third-party advertising and grants, existing staffing model and capacity will be reviewed as part of the annual budget process.

Background:

Sponsorship and naming rights, third-party advertising, and grants are important sources of non-tax revenue that help offset operational costs and capital investments the City needs to continue to grow and prosper.

The Sponsorship and Naming Rights Policy approved by Council Resolution C451-2019 (CW497-2019) requires an annual report to Council on the total value of Sponsorship contributions (cash and in-kind).

This report focuses on updating Council on the outcomes of the City's pursuit of external funding from sponsorship and naming rights, third-party advertising, and grants in 2022, and over the 2019-2022 Term of Council.

Current Situation:

Sponsorship and 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 objectives and helps to offset increasing operational costs facing the City so they are not passed down to the taxpayer.

The sponsorship and naming rights program is on a mission to achieve annual revenue of \$1M by 2025 and to sustain \$1M in subsequent years.

Since the implementation of the citywide program in 2019, the City has received over \$2M in sponsorship and naming rights revenue, and the total value of all agreements is over \$4M.

Table A illustrates the performance of the citywide sponsorship and naming rights program in revenue year over year, and future revenue targets.

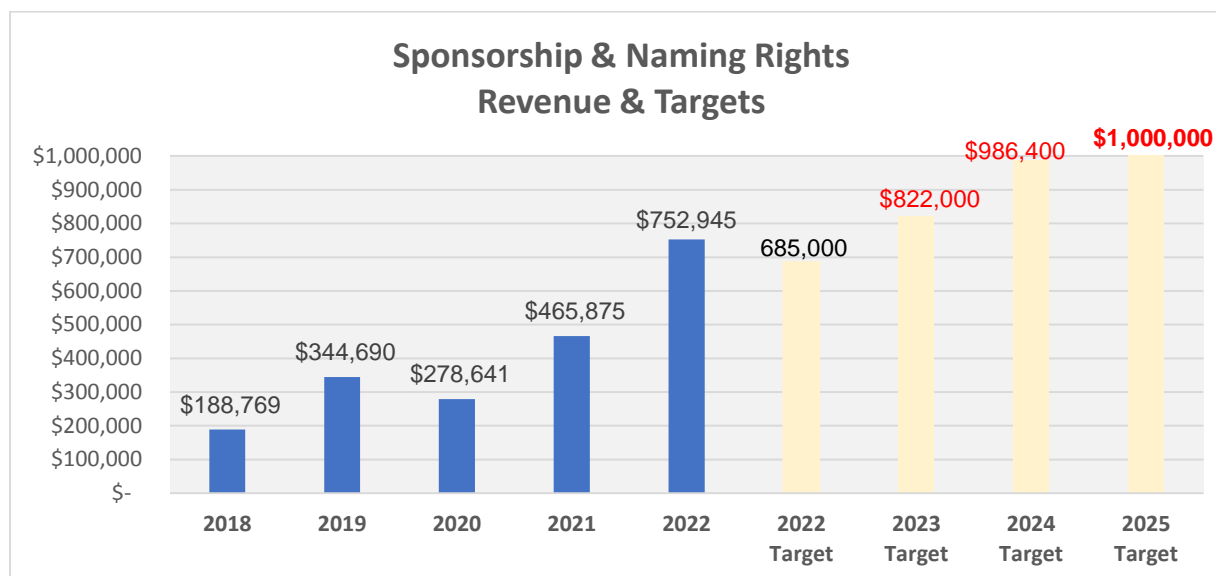


Table A: Annual Sponsorship and Naming Rights Revenue and Targets

In 2022, the program achieved \$757,945 in cash sponsorship and naming rights contributions and \$99,065 in in-kind contributions, exceeding the target by 47 per cent. This represents a 63 per cent increase in cash contributions over the previous year. 46 businesses (Attachment 1) sponsored over 30 city-run events, programs and initiatives, representing an increase of 48 per cent or 15 all-new sponsors from 2021.

In 2022 the program sold the first amenity naming rights for two cricket pitches in the City – Great Gulf Cricket Pitch at Teramoto Park, and Kquality Sweets Cricket Pitch at Andrew McCandless Park. This adds to the growing roster of naming rights agreements that have been secured since 2019.

- 2020: Save Max Sports Centre (formerly Brampton Soccer Centre)
- 2021: Coke Canada Bottling Gymnasium, Gore Meadows

Naming rights are longer term higher value agreements and play a pivotal role in building-up the program to sustain \$1M in annual revenue. The program distinguishes between exterior/facility naming rights and amenity naming rights whereby Council pre-approves exterior/facility naming rights. The *Sponsorship Asset Inventory List for Naming Rights* (Attachment 2) identifies the Council approved list of 13 exterior/facility naming rights opportunities available for sale. Staff are not recommending any changes to the list.

The Annual Sponsorship Forum plays a pivotal role in the program, stewarding the Sponsor relationship and helping differentiate and elevate Brampton from other municipal sponsorship programs. The 2022 Forum introduced six award categories to recognize Sponsors and highlight the value proposition of the program to companies:

- Award for Environment & Sustainability – Coke Canada Bottling
- Award for Youth Empowerment – Algoma University
- Award for Business Mentorship – Meridian Credit Union
- Award for Promoting Healthy Communities – Alectra Utilities
- Award for Community Leadership – Tim Hortons
- Award for Community Impact – Save Max Real Estate

Reflecting back, the sponsorship and naming rights program was quick to recover from the impacts of the pandemic, which is a testament to the strong value proposition the program provides to companies. Encouraging investments in the community of their employees and customers, aligning with a cause or initiative reflective of their corporate values, and leaving a lasting legacy in the community.

Looking ahead, revenue growth will only be possible with a strategy focused on multi-year agreements and selling higher value sponsorship assets/ opportunities. Based on current staffing levels, the program has reached capacity for the total number of Sponsors.

Third-Party Advertising

Advertising on City property is a source of non-tax revenue and a standalone program from sponsorship and naming rights. Transit is generating revenue from third-party advertising contracts for buses, bus benches and bus shelters. This is an established million dollar revenue source, and the third-party sales model provides the best value for the City. There are non-transit advertising opportunities that are less developed but a growing revenue stream for the City. In 2022, approximately \$60,000 was generated by Recreation assets – digital screens in Community Centres and arena rink boards – both sold in-house by staff.

A pilot program for the in-house sale of rink board advertising was initiated in 2022 following the decision not to renew the third-party arena board advertising contract. Staff took on the sale of rink board advertising in Q3 and Q4 and sold over \$20,000. The pilot will be reassessed in May 2023 to determine if the in-house model is sustainable based on current staffing levels.

The digital advertising program in Community Centres continued after a soft launch in late 2021. As screens roll out in more locations in 2023 and the revenue potential grows, the program could benefit from additional staffing capacity to help maximize its revenue potential.

To ensure a solid foundation for the growth of advertising on City property, a full policy review of the Advertising on City Property Policy was conducted in 2022, and Council approved the updated policy. The updated policy modernizes the complaint process and provides more clarity for the criteria of ads.

The most impactful development in 2022 was the approved limited tendering revenue-generating contract with RCC Media (CN's licensed partner), replacing the contract with RCC Media for city messaging on the CN bridge overpasses in the downtown that expired December 31, 2022. The new contract takes effect in 2023 and will provide digital signs on CN overpasses for the purpose of city messaging and commercial messaging. This is a multi-million dollar revenue-generating contract for the City.

There are considerable revenue opportunities available to the City in the outdoor digital advertising arena, should digital billboards be permitted under the Sign By-law. A strategic approach to permitting digital billboards is recommended, starting with City properties. Staff will be advancing a report to request begin procurement for digital billboards on City property for the purpose of City and commercial messaging, and revenue generation.

Grants

Funding from higher levels of government is the most lucrative opportunity for the City to pursue non-taxation revenue and plays a critical role in the City's ability to deliver capital projects and meet the growing demands of its operating budget.

Government grants fall into two categories: allocation-based funding and application-based funding. Allocation-based funding is based on a pre-determined formula and includes examples such as Provincial Gas Tax and Canada Community Building Fund. Application-based funding requires submission for a specific City project that meets the criteria of the funder/funding program.

The City's centralized grants process has improved the ability to monitor, track and report grant funding and positively impact funding advocacy.

In the previous term of Council 2019-2022, the City was awarded approximately \$826M, of which approximately 20 per cent is one-time pandemic relief funding. Application-based funding amounts to \$467M based on 88 successful applications. Transit-related funding accounts for approximately 76 per cent of the total funding awarded. Please refer to Government Funding Awarded to the City of Brampton (Attachment 3) for more details.

The volume of the pursuit of application-based funding is significant and illustrates a strong commitment to finding alternative non-taxation revenue to fund city-building projects.

**success rate is measured based on year of submission – not year funding is announced*

Application Tracking	2019	2020	2021	2022	Cumulative
Submitted	36	22	36	38	132
Success Rate	61%	73%	94%	62%	67%
Under Review				12	

Highlights of awarded infrastructure funding that helps reduce the burden of passing costs onto the taxpayer include:

Year Awarded	Funder	Amount	Project
2020	DMAF	\$38.8M	<ul style="list-style-type: none"> • Downtown Flood Mitigation
2021	ICIP - Transit	\$128M	<ul style="list-style-type: none"> • Transit Maintenance & Storage Facility
		\$22M	<ul style="list-style-type: none"> • Downtown Transit Hub
2021	SPIF	\$18.8M	<ul style="list-style-type: none"> • Chris Gibson - Revitalization
2021	ICIP – CCR	\$6.18M	<ul style="list-style-type: none"> • The Rose – Accessibility and efficiency upgrades • Susan Fennell Youth Hub • Chinguacousy Wellness - Renovations
2021	ICIP – COVID-19	\$6.26M	<ul style="list-style-type: none"> • Creditview & Archdekin bridge repairs • Clark Transit Facility – roof replacement • Bi-fold Fire Doors - replacement • Earnscliffe change rooms renovations
2022	GICB	\$15.7M	<ul style="list-style-type: none"> • Susan Fennell Deep Energy Retrofits
2022	ZEVIP	\$1.72M	<ul style="list-style-type: none"> • Fleet vehicle charging stations

In 2022, 24 funding applications were awarded in the amount of \$21,514,597 based on 38 project submissions. The \$15.7M federal announcement from Infrastructure Canada Green Inclusive Community Building Fund for Susan Fennell energy retrofits, and the \$1.72M federal announcement from Natural Resources Canada Zero Emissions Vehicle Infrastructure Program for fleet vehicle charging stations, make up the bulk of funding awarded to the City in 2022. These two announcements highlight the importance of aligning city projects with the priorities of other levels of government.

Applications submitted in 2022 that are under review include \$75M to Infrastructure Canada Zero Emission Transit Fund for the electrification of the Transit Maintenance and Storage facility (requested amount is the maximum federal contribution through the program), and an application to ICIP-Public Transit Stream requesting \$7.3M for Replacement Buses. As well, staff applied for additional funding for the Susan Fennell Retrofit project through the FCM Green Municipal Fund (GMF) Community Building Retrofit Fund (Capital) stream, and submitted a pre-application to GMF Transportation Capital project stream: Reduce Fossil Fuel use in Fleets, for the electrification of fire trucks. Both FCM programs award funding as a loan and grant combination. Advocacy is ongoing for the Transit applications, and FCM advocacy will commence when applications reach a certain stage in the process.

Unsuccessful applications submitted in 2022 include three projects submitted to the federal Active Transportation Fund and four projects submitted to the Low Carbon Economy Fund. The submissions had strong advocacy efforts, but the application scoring was merit-based and both Funds were oversubscribed based on the funding available.

Future Outlook on Grants

The COVID-19 pandemic relief for municipalities represented an unprecedented, one-time funding that significantly benefited the City of Brampton. At the same time, with higher levels of government shifting away from broad, pandemic-related spending and towards more targeted, strategic funding initiatives, securing grants-based funding is increasingly competitive. The majority of application-based funding sources are significantly oversubscribed and require timely preparation of high-quality applications for projects that align and support priorities identified by the funding entity.

Looking ahead, the shift in funding priorities by higher levels of government is anticipated to reduce the number of available funding opportunities.

The preparation of successful grant funding applications will require a proactive approach, including the identification of priority and funding-ready projects, alignment of priority initiatives and identification of areas of common priorities.

To this end, staff have launched an internal grants resource site to share information about available funding, and details about the application process. The Centre of Excellence and Capital Compliance team will also play an increasingly important role to assist with the identification of priority and funding-ready projects.

Staff will continue to work to streamline processes, increase awareness of funding opportunities and facilitate funding-readiness of potential application ready projects.

Corporate Implications:

Financial Implications:

There are no direct financial implications associated with this report.

Term of Council Priorities:

This report achieves the Council priority of Well-Run through the pursuit of external funding to help offset operational costs and capital investments that the City needs to continue to grow and prosper without relying on the taxpayer. External funding is composed of grants, sponsorship, naming rights and third-party advertising.

Conclusion:

The annual external funding report highlights the success of the pursuit of funding that is not reliant on the taxpayer. Sponsorship and naming rights, third-party advertising and grants are all sources of non-tax revenue that help offset operational costs and capital investments the City needs to continue to grow and prosper.

Authored by:

Reviewed by:

Tara Hunter, Manager Sponsorship
and Corporate Development, Office of
the CAO

Melissa Qi, Senior Manager Public Affairs,
Office of the CAO

Approved by:

Approved by:

Marlon Kallideen
Chief Administrative Officer
Office of the CAO

Marlon Kallideen
Chief Administrative Officer
Office of the CAO

Attachments:

- Attachment 1 – 2022 Sponsors
- Attachment 2 – Sponsorship Asset Inventory List for Naming Rights
- Attachment 3 – Government Funding Awarded to City of Brampton 2019-2022

Appendix A

2022 Sponsors

Alectra	Mattamy Homes
Algoma University	Meridian
Argo Development	Metrolinx
Bayshore	MNP
Bell	National Homes
Boardwalk	Nirvana Wellness Centre
BREB	No Frills
Bruce Power	Northwest Lexus
Brampton Chinese Business Association	Paradise Developments
Canadian Red Cross	RBC
Canadian Tire	Revera
CN	Rogers
Coke Canada Bottling	Save Max Realty
DECATHLON	Scotts Canada
Domino's	Sheridan College
Enbridge	Simplii Financial
Fieldgate Developments	Spirit of Math
Flato Developments	Sun Life
GLAD	TACC Holborn Corporation
Great Gulf	TD
HomeLife Realty	TELUS
Kwality Sweets	Tim Hortons
Maple Lodge Farms	Toronto Pearson

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)

Government Funding Awarded to City of Brampton 2019-2022

FUNDING PROGRAM	2019-2022 Application-Based Approved Funding
FEDERAL	
Investing in Canada Infrastructure Program (ICIP)	
Public Transit Stream	\$343,988,103
Community Culture Recreation Stream	\$6,182,005
Covid-19 Resiliency Stream	\$6,265,185
Green Inclusive Community Building Fund (GICB)	\$15,743,000
Disaster Mitigation and Adaptation Fund (DMAF)	\$38,852,397
Natural Resources Canada	
Zero-Emission Vehicle Infrastructure Program	\$1,720,000
2 Billion Trees	\$1,280,000
E-Bus Pan-Canadian Battery Electric Bus Demon and Integration Trial	\$11,152,412
Employment and Social Development	
Canada Summer Jobs	\$640,077
Canadian Heritage	
Celebrate Canada	\$220,500
Global Affairs	
CanExport	\$75,232
FedDev ON	
My Main Street - Community Activator and Local Bus Accelerator	\$406,400
Federation of Canadian Municipalities (FCM)	
Green Municipal Fund	\$194,200
PROVINCIAL	
Ministry for Seniors & Accessibility	
Seniors Community Grant & Seniors Active Living Centre	\$917,458
Municipal Affairs and Housing	
Audit and Accountability Fund	\$814,080
Streamline Development Fund	\$1,000,000
Ministry for Infrastructure	
Strategic Priorities Infrastructure Fund (SPIF)	\$18,794,479
Ministry of Tourism, Culture and Sport	
After School Program	\$324,000
Arts and Culture	\$150,000
Ontario Trillium Foundation (OTF)	
Community Building Fund - Capital stream	\$182,000
Ontario Business Improvement Area Association (OBIAA)	
Digital Main Street	\$250,000

Note this list is not exhaustive – excludes funding awarded but not public and lower denominations.

Date: 2023-03-20

Subject: **Request to Begin Procurement – Digital Billboard Advertising on City Property**

Contact: Tara Hunter, Manager, Sponsorship and Corporate Development

Report Number: CAO's Office-2023-257

Recommendations:

1. That the report from Tara Hunter, Manager, Sponsorship and Corporate Development, to the Committee of Council Meeting of March 29, 2023 re: **Request to Begin Procurement – Digital Billboard Advertising on City property**, be received;
2. That the Purchasing Agent be authorized to begin the Procurement for Digital Billboard Advertising on City property to provide increased City messaging to residents and an alternative revenue source.

Overview:

- **There is potential for the City to generate revenue through third-party advertising and increase City messaging to residents at no cost with the installation of digital billboards on City property, through a land lease to a company in the out-of-home advertising industry and a site-specific Sign By-law amendment.**
- **Managing the number of digital billboards is an important consideration and retaining control as the City contemplates future development and re-zoning is a priority to protect the interest of residents.**
- **This report seeks Council approval to commence the procurement to establish a contract for digital billboard advertising on city property for a 15-year period, with the option to renew the contract for one additional five year period.**

Background:

Pursuing alternative sources of revenue to reduce the burden on the taxpayer is an important strategy for the City of Brampton. The Advertising on City Property Policy supports the placement of advertisements on City assets to assist in the provision of City services.

Out of home (OOH) or outdoor advertising remains one of the most effective ways to advertise to a target audience. Transit and billboards (static and digital) are examples of OOH advertising and most municipalities generate revenue through both channels. Brampton Transit offers advertising on its buses, shelters and benches. Through this program it delivers over a million dollars each year to the City offsetting Brampton Transit's operating costs.

Billboards are large signs and classified as "Ground Signs" under the City's Sign By-law 399-2002 as amended. Under the by-law these signs are permitted based on specific conditions such as must be on private property that is vacant land and a minimum distance from residential, as well the size of the sign is restricted.

In December 2022, Council approved a site-specific Sign By-law amendment to erect digital signs on CN rail bridge overpasses for the purpose of City and commercial messaging. The City will be receiving annual revenue and free messaging on each sign as part of the contract.

Current Situation:

There is potential for the City to generate revenue and increase City messaging to residents at no cost with the installation of digital billboards on City property through a land lease to the OOH industry. The installation of digital billboards on City property will have the added benefit of providing local businesses new ways to advertise boosting economic development and reinforcing Brampton as an urban innovative city.

The full revenue potential and cost savings is significant. For example, a rate card estimate for a four-week campaign on a digital billboard can range from \$1,500 to \$15,000 depending on the size and location of the sign.

A strategic approach is required to maximize the benefit to the City. Managing the number of digital billboards is an important consideration and retaining control as the City contemplates future development and re-zoning is a priority to protect the interest of residents.

The request to begin procurement to establish a contract for digital billboards for third-party advertising on City property will include proposed locations, free messaging opportunities for the City, and minimum annual guarantee revenue paid to the City. The contract term will be for a 15-year period, with one option to renew for one additional

five-year period. The 15-year term will optimize the revenue share to the City because it accounts for the large upfront capital investment required of the successful bidder. Final locations will require a site-specific Sign By-law amendment.

Brampton is in a unique position as one of the few municipalities without market saturation of digital signs. This will change with the eight approved CN locations (16 digital signs) and with this Request for Proposal (RFP), which will not limit the number of locations that may be proposed.

The requirement of a safety assessment prepared in accordance with the City's Public Works Department: Digital and Projected Advertising Displays (DPAD) Terms of Reference for any site specific By-law amendment, including those proposed in an RFP, is designed to help manage proliferation and for the City to retain control in light of future rezoning and new development.

It is with that awareness that any future requests for an exemption to the Sign by-law to erect digital signs on private property be considered.

Corporate Implications:

Purchasing Implications

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

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

Financial Implications:

There are no direct financial implications associated with this report. Revenue from the Digital Billboards will be incorporated in future operating budget submissions, pending Council approval.

Communications Implications

The installation of digital signs on City property will benefit residents by creating a new channel for the City to communicate important city messaging, at no cost.

Term of Council Priorities:

This report demonstrates that Brampton is a Well Run City providing a non-tax revenue source for the corporation, cost savings, increased city messaging to residents, and

supporting economic growth creating new opportunities for the business community to advertise.

Conclusion:

It is recommended by staff that Council authorize the Purchasing Agent to commence procurement, as described in this report.

Authored by:

Tara Hunter, Manager, Sponsorship
and Corporate Development
Office of the CAO

Reviewed by:

Melissa Qi
Senior Manager Public Affairs
Office of the CAO

Submitted by:

Marlon Kallideen
Chief Administrative Officer

Approved by:

Marlon Kallideen
Chief Administrative Officer

Date: 2023-03-16

Subject: Salary Administration Policy: Minor Revision

Contact: Cynthia Ogbarmey-Tetteh, Director, Human Resources
Cynthia.OgbarmeyTetteh@brampton.ca

Report Number: Corporate Support Services-2023-294

Recommendations:

1. That the report from Cynthia Ogbarmey-Tetteh, Director, Human Resources, dated March 16, 2023, to the Committee of Council Meeting of March 29, 2023, re: Salary Administration Policy: Minor Revision, be received;
2. That the revisions to the Salary Administration Policy HRM-210 as set out in Appendix A, be approved, effective retroactively to March 1, 2023,
3. That staff be authorized to implement and administer the revised policy.

Overview:

- **The City of Brampton's Salary Administration Policy is founded on the principles of building trust and confidence, ensuring transparency, consistency, and equity, and fostering innovation.**
- **Minor revision have been proposed to the approval process for sections 6.1 New Hires (external) and 6.3.1 Promotions (internal) to strengthen accountability.**

Background:

The City is committed to attracting and retaining a high-performing and engaged workforce by investing in our people, creating a culture that empowers employees to deliver customer service excellence, and fostering public trust and confidence.

The updated Salary Administration Policy came into effect on March 1, 2023.

Current Situation:

The Salary Administration Policy enables leaders to recognize and reward top talent by ensuring transparency, equity, and fairness. This policy supports salary administration practices that maintain our progressive market position, while fostering an engaged and innovative workforce. The best practice principles within this policy elevate the level of oversight, compliance, and our commitment to leading industry practices. Our salary administration policy is guided by a series of principles, including, equity and consistency, transparency, market competitiveness, performance contributions, and fiscal responsibility.

The following table outlines recommendations put forward by staff:

Provision	Recommended Revision
6.3 New Hires	Salary offer approvals will occur as follows: <ul style="list-style-type: none">a. <i>Up to 10% above Grade Minimum are approved by the hiring manager and in consultation with the Human Resources division or,</i>b. <i>Above 10% of the Grade Minimum and up to Midpoint of the salary range are approved by the hiring manager and Department Head, in consultation with the Human Resources division.</i>
6.3.1 Promotions (to a higher grade)	When a promotion is the result of a competitive recruit, the increase to be applied to the employee's home base salary can be negotiated as: <ul style="list-style-type: none">a. <i>The greater of up to 10% or Grade Minimum, with the approval of the hiring manager and in consultation with the Human Resources division or,</i>b. <i>Up to Grade Midpoint of the new position. Salary offers greater than 10% and up to the midpoint of the salary range are approved by the hiring manager and Department Head, in consultation with the Human Resources division.</i>

Corporate Implications:

Financial Implications:

None.

Other Implications:

None.

Term of Council Priorities:

This report supports the Council's priority of being a well-run city.

Conclusion:

Effective salary administration balances policy and legislative compliance with flexible, responsive, and agile processes. The City's policy is built on the need to strengthen governance, integrity and accountability while attracting and retaining top talent. Moving ahead, the Human Resources team remains committed to increasing automation and continuous improvement to streamline processes and enhance customer experience.

Authored by:

Reviewed by:

Stephanie Ortiz
Senior Advisor, Total Compensation

Cynthia Ogbarmey-Tetteh
Human Resources Director

Approved by:

Submitted by:

Rick Conard, Acting Commissioner
Corporate Support Services

Marlon Kallideen
Chief Administrative Officer

Attachments: Salary Administration Policy HRM – 210 (Revised)

Category: Human Resources

Salary Administration Policy HRM-210 v2

Policy Number: HRM – 210
Approved by: Council Resolution # C003-2023 – January 25, 2023
Administered by: Human Resources - Total Compensation
Effective Date: March 1, 2023

1. Background	2
2. Purpose	2
3. Application and Scope	2
4. Outcomes	2
5. Principles	3
6. Policy Statements	3
7. Roles and Responsibilities	11
8. Monitoring and Compliance	12
9. Definitions	12
10. References and Resources	16
11. Revision History	16

1. Background

The Corporation of the City of Brampton (the “Corporation”) is committed to attracting and retaining a high-performing and engaged workforce by investing in our people, creating a culture that empowers employees to deliver customer service excellence, and foster public trust and confidence.

The Corporation commits to maintaining a well-structured salary administration program through policies, procedures and practices that are consistent, fair, transparent and equitable and are aligned to municipal and regional comparators to ensure market competitiveness. The Corporation targets a 75th percentile position with our comparator group to ensure a leading position in the market.

2. Purpose

The purpose of this policy is to outline the business guidelines for salary administration decisions, compensation oversight and controls, and reporting mechanisms.

3. Application and Scope

This policy applies to all permanent and temporary Non-Union employees, or unionized employees working in Non-Union positions. This policy is supported by standard operating procedures.

3.1 Exceptions

This Policy does not apply to employees that are members of a bargaining unit. Employees should refer to their Collective Agreement for terms and conditions regarding compensation.

4. Outcomes

The policy is intended to:

- 4.1 Comply with Pay Equity Act, Employment Standards Act, 2000;
- 4.2 Ensure employees are treated equally, fairly and consistently, to support recruitment and retention of high performing employees;
- 4.3 Facilitate career progression and succession planning within the organization while transferring organizational knowledge and supporting workforce modernization;
- 4.4 Promote consistency and transparency in Non-Union salary administration;
- 4.5 Promote regular reporting of policy application to the City’s Corporate Leadership Team and Council; and

- 4.6 Recognize external market conditions, including municipal compensation benchmarks, and operate the City in an open, transparent and fiscally responsible manner.

5. Principles

5.1 Equity and Consistency

Salary administration promotes equity and a performance-based culture that builds accountability, fairness, and consistency.

5.2 Transparency

Salary administration procedures and practices are communicated in an open, honest, transparent, and clearly articulated manner.

5.3 Market Competitiveness

Prevailing market conditions, comparators, and benchmarks are regularly reviewed. The Corporation collects relevant information to inform salary administration practices and processes, and to ensure salary structures are, and remain, market competitive.

5.4 Performance Contribution

Employees are actively engaged to support performance and growth through salary administration and total rewards systems that value and recognize their contributions.

5.5 Fiscal Responsibility

Recruitment and retention of valued staff is balanced with fiscal responsibility as a public sector employer.

6. Policy Statements

The Corporation's Salary Administration Policy will be applied as follows:

6.1 [New Hires](#)

6.2 [Temporary Transfers](#)

6.2.1 [Acting Assignment](#)

6.2.2 [Lateral Transfer \(grade to grade\)](#)

6.3 [Permanent Transfers](#)

6.3.1 [Promotion](#)

6.3.2 [Lateral Transfer \(to the same grade\)](#)

6.3.3 [Voluntary Transfer \(to a lower grade\)](#)

- 6.3.4 [Red Circle](#)
- 6.3.5 [Status Conversion \(contract to permanent\)](#)
- 6.3.6 [Inversion](#)
- 6.3.7 [Under-Fill](#)
- 6.4 [Pay-for-Performance](#)
- 6.5 [Job Evaluation](#)
- 6.6 [Critical Cases](#)
 - 6.6.1 [Critical Attraction](#)
 - 6.6.2 [Critical Retention](#)
 - 6.6.3 [Critical Promotion](#)
- 6.7 [Part-Time Wage Administration](#)
 - 6.7.1 [Part-Time Jobs Matched to Full Time Roles](#)
 - 6.7.2 [Part-Time Jobs within the Part-Time Wage Schedule](#)
 - 6.7.3 [Co-op Wage Administration](#)

6.1 New Hires

New employees will have a starting salary which reflects the skills, competencies, qualifications, relevant experience and labour market conditions.

- a) The starting salary will be within the salary range of the hired position.
- b) The starting salary will ensure internal equity is maintained in relation to the knowledge, skills, length of service, years of experience, and performance of employees at the same grade within the section or division, based on the nature of the position.
- c) Salary offer approvals will occur as follows:
 - i. Up to 10% above Grade Minimum are approved by the hiring manager and in consultation with the Human Resources division or,
 - ii. Above 10% of the Grade Minimum and up to Midpoint of the salary range are approved by the hiring manager and Department Head, in consultation with the Human Resources division.
- d) There may be circumstances where the candidate is highly experienced and possesses critical skills, or where market conditions may necessitate a starting salary greater than the midpoint of the salary range. Salary offers above midpoint of the salary range must be

approved by the Department Head, Director of Human Resources and CAO based on a comprehensive business case. Please refer to [6.6.1. Critical Attraction](#).

6.2 Temporary Transfers

6.2.1 Acting Assignment (to a higher grade)

The increase to be applied to the employee's base salary is the greater of:

- Up to 10% or,
- Grade minimum.

The employee will not make less than grade minimum or more than grade maximum of the new position. The increased salary will take into consideration the skills, qualifications and relevant experience possessed. It will also ensure internal equity is maintained in relation to the knowledge, skills, length of service, performance and experience of employees at the same grade within the section or division, based on the nature of the position.

The minimum duration of an Acting Assignment will be 2 weeks. However, circumstances can dictate that a shorter period of upgrade is necessary due to supervisory needs for continuous shift operations when providing services to the community and where dictated by applicable legislation.

The Acting Assignment duration will not exceed 24 months; upon consultation with Human Resources Business Partner and/or Human Resources Associate, an extension can be considered if deemed necessary. In cases where the employee is on an Acting Assignment in the same grade, please refer to 6.2.2 Lateral Transfer.

6.3 Permanent Transfers

6.3.1 Promotion (to a higher grade)

When a promotion is the result of a *competitive recruit*, the increase to be applied to the employee's home base salary can be negotiated as:

- a) The greater of up to 10% or Grade Minimum, with the approval of the hiring manager and in consultation with the Human Resources division or,
- b) Up to Grade Midpoint of the new position. Salary offers greater than 10% and up to the midpoint of the salary range are approved by the hiring manager and Department Head, in consultation with the Human Resources division.

When a promotion is the result of a *non-competitive* appointment process, the increase to be applied to the employee's home base salary is the greater of:

- a) Up to 10% with the approval of the hiring manager and in consultation with the Human Resources division or,
- b) Grade minimum.

In either case, the employee will not make less than grade minimum or more than grade maximum of the new position. The increased salary will take into consideration the skills, qualifications and relevant experience possessed. It will also ensure internal equity is maintained in relation to the knowledge, skills, length of service, performance and experience of employees at the same grade within the section or division, based on the nature of the position.

Union to Non-Union Promotion

To determine whether the transfer to a new role meets the definition of a 'promotion', the Union job rate and the Non-Union salary range are compared. If the employee is moving from a job that has an **annualized job rate** that is greater than the Non-Union salary midpoint, the movement is considered lateral and no increase will be applied. Please refer to [6.3.2. Lateral Transfer](#).

Critical Promotion

There may be circumstances where the internal candidate is highly experienced, possesses critical skills or the role is of significant importance to the Corporation. The promotion salary may necessitate a higher increase within the salary range, subject to budget approval and consultation with Human Resources and Finance. Salary offers which exceed the standard two scenarios above, must be approved by the Department Head, Director of Human Resources and CAO based on a comprehensive business case. Please refer to [6.6.3 Critical Promotion](#).

Under-Fill

For employees who are not yet fully qualified, please refer to [6.3.7 Under-Fill](#).

6.3.2 Lateral Transfer (to the same grade)

- a) Non-Union to Non-Union

A lateral transfer to the same grade does not warrant a salary adjustment.

- b) Union to Non-Union

If a Union employee transfers from a Union job that has an **annualized job rate** that is greater than the Non-Union salary

midpoint, the movement is considered lateral, and no increase will be applied.

6.3.3 Voluntary Transfer (to a lower grade) and Involuntary Transfer (to a lower grade due to performance)

This may apply to either a permanent transfer or temporary assignment to a lower graded position.

a) **Employee's Base Salary is Above Grade Maximum**

The employee's base salary will be decreased to fall between the new grade range, subject to internal equity and any applicable notice period.

b) **Employee's Base Salary is Within the Range**

The employee's base salary may be decreased, subject to internal equity and any applicable notice period.

6.3.4 Red Circle (due to reclassification or reorganization)

When the employee's base salary is above grade maximum of the lower graded position, the employee's base salary will be frozen until such time that their base salary falls within the salary range.

6.3.5 Status Conversion (contract to permanent)

When the employee's status changes from contract (temporary) to permanent, and they remain in the same position or grade level, no salary adjustment will be applied. Please refer to [6.3.2. Lateral Transfer](#).

6.3.6 Inversion

Upon realignment, promotion or permanent lateral transfer, when there is a case of a permanent direct report with a base salary higher than the manager, the manager's base salary will be adjusted to match the direct report. Human Resources consultation must be undertaken in all cases of inversion.

Inversion adjustments occur after the Performance Management Program, once a year. All pay increases must be approved by the corresponding Department Head, along with the Director of Human Resources.

6.3.7 Under-Fill

a) An under-fill occurs when the employee is awarded or appointed to a position on a permanent or temporary basis for which they are not yet fully qualified.

b) When the employee is not able to perform the key functions of a position, or to assume significant responsibilities of a role, and/or is in

the process of fulfilling required qualifications, the salary may be established up to 10% below the minimum of the salary range.

- c) The employee's new salary will not be less than their current salary.
- d) The functions, responsibilities and/or qualifications that will and will not be required will be documented in the under-fill plan.
- e) The plan will not exceed 18 months and at the end of the plan, the employee will be assessed to determine whether the under-fill status should be extended.
- f) Extensions to the original plan must be agreed upon by both the employee and immediate Supervisor, and approved by the Department Head and Human Resources through an updated under-fill plan.
- g) Upon successful completion of the under-fill plan, the employee's salary will be brought to grade minimum.

6.4 Pay-for-Performance

Base salary increases, lump sum payments or a combination thereof will be awarded to Non-Union employees based on their contributions to the organization through individual assessment of performance on an annual basis. Management will establish an annual economic adjustment and performance percentage increases, subject to budgetary considerations. Please refer to the [Pay-for-Performance SOP](#).

6.5 Job Evaluation

All positions are evaluated according to the Job Evaluation Standard Operating Procedure. When a position has undergone change, the magnitude will be assessed by Human Resources. When job evaluation is required, Human Resources will evaluate the position using the Corporation's job evaluation program and place the position and incumbent(s) into the appropriate grade within the Corporation's Non-Union Salary Schedule. Such classification is established according to the position competencies, effort, responsibility, working conditions and market conditions. Human Resources must be consulted for all job evaluation reviews. Salary determinations can only take place once a job has been evaluated. Please refer to the [Job Evaluation SOP](#).

When job evaluation results in:

- a) A Higher Grade: The employee's base salary will increased by the greater of:
 - Up to 5% or,
 - Grade minimum.

- b) A Lower Grade: No change applies. If the employee's base salary is above grade maximum, it will be red circled.

6.6 Critical Cases

The Corporation recognizes there may be circumstances which require special consideration for the attraction, retention and promotion of top talent on both a permanent and temporary basis. A comprehensive business case must be provided for consideration by the Department Head, Director of Human Resources, and CAO. In cases where the business case is submitted by the CAO, consultation is required from the Director of Human Resources and the City Treasurer. Approval is subject to confirmation that financial impact is within approved budget. **In all critical cases, compensation decisions must be within the approved salary range.**

Please refer to the [Critical Cases SOP](#).

6.6.1 Critical Attraction

When there is a valid case to bring a new employee on board with a starting salary above midpoint of the salary range, approval may be awarded upon review and confirmation that there is:

- a) Demonstrated value in hiring the candidate due to high potential or a unique skillset, which is anticipated to bring achievement toward organizational priorities, which support the Term of Council Priorities; and/or
- b) An inability to attract candidates in the labour market with the specific skill(s) required for the position due to market conditions.

6.6.2 Critical Retention

When there is a valid case to retain a key employee, a base salary increase within the salary range may be awarded upon review and confirmation that:

- a) The potential loss of the employee could result in the loss of unique skills or subject matter expertise, reputational harm or could compromise the delivery of the City's Term of Council Priorities; and/or,
- b) A negative impact to essential services for the Corporation and/or community is likely.

In cases where the employee is at grade maximum, a one-time payment of up to 5% may be considered, subject to business case and budget approval.

6.6.3 Critical Promotion

When there is a valid case to promote a key employee, a base salary increase within the salary range but above the range midpoint may be awarded upon review and confirmation that:

- a) The internal candidate demonstrates high potential in achieving priorities which support the Term of Council Priorities; and/or
- b) There is an inability to attract candidates in the labour market with the specific skill(s) required for the position due to market conditions.

The approved promotional salary is subject to budgetary, Department Head and Human Resources Director approval.

6.7 Part-Time Wage Administration

6.7.1 Part-Time Jobs Matched to Full Times Roles

Part-Time jobs that are an exact match to an existing full-time job will be compensated at a rate associated with the full-time salary schedule.

Employees working in part-time jobs that are linked to full-time salary schedules will receive associated increases per approved full-time wage schedule adjustments.

6.7.2 Part-Time Jobs within the Part-Time Wage Schedule

- a) All part-time jobs that are not associated with full-time jobs, are reviewed and placed on the Part-Time Wage Schedule.
- b) Part-Time Wage Schedule rates falling below a newly legislated minimum wage rate will be adjusted to the new minimum wage rate effective the date of the legislation change.
- c) When a newly legislated minimum wage is greater than the base of the part-time wage schedule, the proportionate percentage increase will be applied to the part-time wage grid, with approval from HR Director and City Treasurer.
- d) Step progression on the part-time wage schedule is based on years of service/seasons with the organization in a specific job grade and family.
- e) If an employee performs multiple part-time roles, they will be compensated at the associated hourly rate based on the grade and step of each separate role.
- f) If an employee takes on a new or additional assignment for a part-time job in a different job grade or family, they will commence at Step 1 of the new job grade/family.
- g) Should an employee successfully obtain a full-time non-union position, the rate of pay will be established as per this policy, using the Annualized Wage Rate. Please refer to [6.2 Temporary Transfers](#) and [6.3 Permanent Transfer](#).

6.7.3 Co-op Wage Administration

- a) Co-op wages are determined by market value which is assessed annually through benchmarking completed by Human Resources. Co-op rates rely heavily on educational institutions and a competitive market of co-op employers from both private and public sectors.
- b) Any required adjustments to maintain market-competitive rates based on the benchmarking will be made to the co-op wage schedule effective April 1 annually, with approval from Senior Manager, Talent Acquisition and Total Compensation.
- c) Co-op rates are associated with, and progress based on the year of study in which the co-op term takes place, not the years of service an incumbent has with the organization.
- d) Co-op rates can only be utilized for a formal co-op program in partnership with an educational institution for the term of the co-op period. Should an employee remain following completion of a co-op placement term, the rate of pay will be established per section 6.7.2. If applying for and successfully obtaining a full-time position, the rate of pay will be determined by the applicable Salary Administration Policy or Collective Agreement.

7. Roles and Responsibilities

7.1 Human Resources is responsible for:

- 7.1.1 The establishment, administration, governance and maintenance of the Corporation's Non-Union Salary Administration Program in accordance with the principles and procedures provided herein, as well as in compliance with legislated requirements.
- 7.1.2 Providing professional guidance and advice on salary administration matters.
- 7.1.3 Facilitating the job evaluation process and providing consultation for job evaluation reviews.
- 7.1.4 Reviewing and providing advice on salary considerations.
- 7.1.5 Reporting to the Corporate Leadership Team with general information on the application of this Policy.
- 7.1.6 Reporting annually to Council with general information on the application of this Policy.

7.2 Supervisors are responsible for:

- 7.2.1 Ensuring that compensation policies and procedures are adhered to at all times.

- 7.2.2 Consulting with Human Resources on salary administration policies and procedures.
- 7.2.3 Ensuring salary changes have been approved through Human Resources as per policy to support the principles of equity and transparency.
- 7.2.4 Ensuring recommendations for salary changes are supported and approved by Department Heads.
- 7.2.5 Prompt submittal of information in order to not delay salary adjustments to employees.
- 7.2.6 Treating all employees fairly, consistently and equitably under this Policy.
- 7.2.7 Providing business case proposals and securing budget approval, where required.
- 7.2.8 Adhering to approval process and obtaining required approval levels for consideration.

8. Monitoring and Compliance

- 8.1 Human Resources will conduct periodic audits to verify compliance with this policy and report annually to Council on the application of the Policy.
- 8.2 Consequences of non-compliance
 - 8.2.1 Failure to follow this Council Policy may result in a review of the circumstances by Human Resources and Corporate Leadership. If a failure is validated, it will result in disciplinary action.

9. Definitions

9.1 Acting Assignment

An internal opportunity where an employee is temporarily assigned to an existing position in an “acting” capacity, for a minimum duration of two weeks. The employee may or may not be required to continue to perform responsibilities of their home position.

9.2 Annualized Wage Rate

The sum of the employee’s hourly wage rate multiplied by the number of annual hours worked in the full-time position under consideration (i.e., 35 or 40).

9.3 Base Salary

An employee's salary for their home position.

9.4 Co-op

A formal partnership between The City and accredited post-secondary institutions with the purpose of providing opportunities for students that provide practical, hands-on experience prior to graduation.

9.5 Competitive Recruit

Competitive recruit is a hiring process whereby a vacancy is advertised; internal and external applications are received for consideration and selection of the successful candidate.

9.6 Critical Attraction

A critical hire for leading strategic deliverables. There is an inability to attract candidates in the labour market at or below the midpoint of the salary range of the position. This position is essential to support Council directives/initiatives.

9.7 Critical Promotion

A critical promotion for leading strategic deliverables. There is an inability to attract candidates in the labour market at or below the midpoint of the salary range of the position. This position is essential to support Council directives/initiatives.

9.8 Critical Retention

A critical retention to mitigate potential loss of a critical skill that could result in financial, legal, or political consequences. Loss may negatively impact essential services to the Corporation and/or community. The employee possesses and exhibits the characteristics most valuable to the Corporation.

9.9 Department Head

Department Head means the Commissioner or head of an Operating Department.

9.10 Grade

A fixed framework of a salary range represented by a minimum and maximum salary amount.

9.11 Grade Maximum

The upper limit of the salary range, or the maximum salary amount.

9.12 Grade Midpoint

The halfway point of the salary range, and is considered “Job Rate” for the purposes of Union to Non-Union Salary Range comparison.

9.13 Grade Minimum

The lower limit of the salary range, or the minimum salary amount.

9.14 Internal Equity

The comparison of employee salaries at the same grade in relation to knowledge, skills, years of service, performance, and experience within the section or division, based on the nature of the position.

9.15 Involuntary Transfer

A movement to a different position classified in a lower grade.

9.16 Job Evaluation

A systematic process for determining the relative value of jobs in an organization.

9.17 Job Rate

The highest step within a unionized wage schedule.

9.18 Lateral Transfer

The movement from one position to another in the same grade level.

9.19 Market Adjustment

A percentage increase applied to the salary range to reflect economic conditions.

9.20 Non-Competitive Recruit

A hiring process whereby a vacancy is filled by the appointment of a candidate without an advertisement and through the approval of a Role Review Form. This is done in consultation with Human Resources.

9.21 Pay-for-Performance

A program where employees may be awarded a base salary increase, lump sum payment or a combination thereof, for their performance contributions.

9.22 Promotion

A permanent position change to a higher grade.

9.23 Red Circle

This occurs when an employee's salary exceeds the grade maximum of the position. In these cases, the employee's salary remains the same until such time that their base salary falls within the salary range.

9.24 Re-organization

A re-organization occurs when any of the following takes place:

Movement of a section, division or department to another section, division or department. This includes the creation of a new unit or the dissolution of a unit.

A restructuring of how work is done, i.e., a portfolio of work has been reassigned within or across sections, divisions, or departments.

A corporate-wide realignment where all changes associated with the initiative are deemed part of the reorg and become effective on the same date.

9.25 Salary Range

The range of pay established for each grade.

9.26 Salary Schedule

The listing of all grades represented by the grade minimum, grade midpoint, and grade maximum salaries.

9.27 Start Rate

The rate of pay provided to a successful candidate which reflects their level of skill, competencies, qualifications, and relevant experience upon hire.

9.28 Status Conversion

The change of an employee's status from contract (temporary) to permanent.

9.29 Under-fill

This occurs when an employee is not fully qualified to perform all duties and responsibilities of the position, but demonstrates potential to grow into the position within a specified time period. The salary may commence below the minimum start rate of the salary range.

9.30 Voluntary Transfer (to a lower grade)

This occurs when an employee applies for a lower graded position and is successful in obtaining the position.

9.31 Wage Grid

The schedule used for determining a rate of pay by job grade and/or length of service, where step progression applies.

10. References and Resources

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

10.1 External references

- [Employment Standards Act, 2000](#)
- [Pay Equity Act](#)
- [Municipal Freedom of Information and Protection of Privacy Act](#)

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

- [Recruiting and Retaining Top Talent Policy \(HRM-160\)](#)
- [Salary Administration - Fire Management Team Compression \(HRM-170\)](#)

10.3 Related corporate-wide procedures, forms, and resources

- [Critical Business Case Template - Attraction, Retention & Promotion](#)
- [New Hires SOP](#)
- [Job Evaluation SOP](#)
- [Permanent Transfers SOP](#)
- [Pay-for-Performance SOP](#)
- [Temporary Transfers SOP](#)
- [Critical Business Cases SOP](#)
- [Part-Time Wage Grid](#)
- [Request to Under-Fill](#)
- [Salary Ranges – Non-Union](#)

11. Revision History

Date	Description
2026/03/01	Next Scheduled Review
2023/01/25	Amends 4.1.0 Salary Administration Policy – January 1, 2018. Approved by Council on January 25, 2023. <ul style="list-style-type: none">• 6.3.1 Promotion handling update• 6.7 Part-Time Wage Administration added• Development Assignment provision removed
2018/01/01	Replaces the following policies: <ul style="list-style-type: none">• 4.4.0 Temporary Upgrade of Non-Union Employees• 4.5.0 Temporary Upgrade of Union to Non-Union• 6.2.0 Job Evaluation



Minutes

Accessibility Advisory Committee

The Corporation of the City of Brampton

Tuesday, March 7, 2023

Members Present: Sherri Hopkins (Vice-Chair)
Nicolle Guillen
Nuno Alberto Peixoto
Raymond Shaver
Deepa Mohandoss
Daleara Hirjikaka
Councillor Rod Power - Wards 7 & 8 (arrived at 6:55 p.m.)

Members Absent: Harpreet Bhons
Steve Anthony Chronicles
Franco Spadafora

Staff Present: Peter Fay, City Clerk
Chandra Urquhart, Legislative Coordinator
Janice Adshead, Deputy Clerk, Legislative Services
Sabrina Cook, Accessibility Coordinator
Sylvia Ingham, Clerk, Access and Inclusion

1. **Call to Order**

The meeting was called to order at 6:30 p.m. and adjourned at 8:49 p.m.

2. **Approval of Agenda**

AAC001-2023

That the agenda for the Accessibility Advisory Committee meeting of March 7, 2023 be approved as printed and circulated.

Carried

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

Nil

4. Minutes

4.1 Minutes - Accessibility Advisory Committee Meeting - July 12, 2022

The minutes were considered by Committee of Council on September 7, 2022 and approved by Council on September 14, 2022. The minutes were provided for Committee's information.

5. Presentations\Delegations

5.1 Delegation by Judith Martin, Architect, MJMA Architecture + Design re: Century Gardens Youth Hub

Judith Martin, Architect, MJMA Architecture + Design, provided a presentation entitled, 'Century Gardens Youth Hub', noting that the project was designed as a 'one-stop-shop' in response to the needs of youth for safe spaces following extensive research and community engagement, in addition to providing spaces that were welcoming and accessible to all.

In response to a question from Committee, Ms. Martin advised of the inclusion of a sensory room at the site.

The following motion was considered:

AAC002-2023

That the delegation by Judith Martin, Architect, MJMA Architecture + Design, re: **Century Gardens Youth Hub** to the Accessibility Advisory Committee meeting of March 7, 2023 be received.

5.2 Delegation by Chris Schafer, VP, Government Affairs, Bird Canada, re: Micro-mobility (E-scooter) Pilot Program

Committee supported the request to have staff present Item 5.5 at this time to be followed by Items 5.3 and 5.7.

Item 5.5 was brought forward at this time.

Fernanda Soares, Transportation Planner, provided an update on the Micromobility/E-Scooter Pilot Program, a recap of the project to date and outlined the next steps, which included implementation plans, riding and parking areas, stakeholder engagements, communication strategy and launching of the shared system.

Item 5.2 was presented at this time.

Chris Schafer, VP, Government Affairs, Bird Canada, provided a presentation entitled, 'Micro-Mobility (E-Scooter) Pilot Program'. He highlighted the device features, smart sidewalk protection, safe street patrols and advised of the public education program with the focus on the safety needs of the accessibility community.

Item 5.3 was brought forward at this time.

Isaac Ransom, Head of Corporate Affairs, Neurom Mobility Canada, provided a presentation entitled, 'Neuron Mobility's E-Scooter in Brampton'. He highlighted the safety features noting the device's ability and accuracy to detect its location, and the presence of a QR (Quick Response) code which allows the company to control the speed of the device and riding zones.

Item 5.7 was brought forward at this time.

Shoaib Ahmed, CEO SCOOTY was not present for this item.

Moaz Ahmad, Chief Community Officer, Scooty, provided a presentation entitled, 'e-Scooter Pilot Program Update', with a recap of Scooty's vision to provide emissions free, equitable and accessible

mobility solutions and improved access. He emphasized their focus on accessibility and commitment to putting safety and security first.

The delegations responded to questions on response times to address incidents reported by the public and it was noted that the times may vary with each operator from fifteen to forty-five minutes.

Ms. Soares advised that clear operational guidelines will be established by the City to address concerns on response times on reported incidents, speed, parking, slow riding zones and no riding zones. All operators will be required to sign a permit agreement and comply with the regulations.

The following motion was considered:

AAC003-2023

1. That the presentation by Fernanda Soares, Transportation Planner, re: **Micromobility/E-Scooter Pilot Program Update** to the Accessibility Advisory Committee meeting of March 7, 2023 be received;
2. That the delegation by Chris Schafer, VP, Government Affairs, Bird Canada, re: **Micro-mobility (E-scooter) Pilot Program** to the Accessibility Advisory Committee meeting of March 7, 2023 be received;
3. That the delegation by Isaac Ransom, Head of Corporate Affairs, Neuron Mobility Canada, re: **Neuron Mobility's E-Scooter Program in Brampton** to the Accessibility Advisory Committee meeting of March 7, 2023 be received; and,
4. That the delegation by Moaz Ahmad, Chief Community Officer, SCOOTY, re: **e-Scooter Pilot Program Update** to the Accessibility Advisory Committee meeting of March 7, 2023 be received.

Carried

- 5.3 Delegation by Isaac Ransom, Head of Corporate Affairs, Neuron Mobility Canada, re: Neuron Mobility's E-Scooter program in Brampton

Dealt with under Item 5.2 - Recommendation AAC003-2023

- 5.4 Delegation by Aaron Costan, Mike Szabo, Architects, re: Centre for Innovation Capital Project Update

Mike Szabo was not present for this item.

Aaron Costan, Architect, provided a presentation entitled, 'Centre for Innovation Capital Project Update', highlighting the building exterior travel paths, access and circulation, amenities, washroom facilities and the systems and controls.

In response to questions regarding parking provisions for the site, especially for those with accessibility needs, such as a drop-off zone for passengers with mobility needs, the delegation advised accommodating accessible parking was not on the project 'mandate' and in his opinion the expectation was that persons may be dropped off at the front door of the building.

The following motion was considered:

AAC004-2023

That the delegation by Aaron Costan, Architect, re: **Centre for Innovation Capital Project Update** to the Accessibility Advisory Committee meeting of March 7, 2023 be received.

Carried

- 5.5 Presentation by Fernanda Soares, Transportation Planner, Planning, Building and Growth Management, re: Micromobility/E-Scooter Pilot Program Update

Dealt with under Item 5.2 - Recommendation AAC003-2023

- 5.6 Presentation by Dorian Rica, Project Manager and Arpita Ghosh, Project Coordinator, Building Design & Construction, re: City Hall Parking Garage Rehabilitation and Elevator Replacement

Dorian Rica, Project Manager, and Arpita Ghosh, Project Coordinator, Building Design & Construction, provided a presentation entitled, 'City Hall Parking Garage Rehabilitation and Elevator Replacement', highlighting the scope of work, timelines, remediation, and the impact of closure of the parking garage from June to August 2023.

In response to questions regarding accessibility parking at City Hall, the presenters advised that data was collected by staff on usage of accessible spots over a period of one week and consideration for providing accessible parking on the streets was not feasible as curb there are no curb cuts.

The following motion was considered:

AAC005-2023

That the presentation by Dorian Rica, Project Manager and Arpita Ghosh, Project Coordinator, Building Design and Construction Division, re: **City Hall Parking Garage Rehabilitation and Elevator Replacement**, to the Accessibility Advisory Committee meeting of March 7, 2023, be received.

Carried

- 5.7 Delegation by Shoaib Ahmed, Moaz Ahmad, CEO SCOOTY, Chief Community Officer, SCOOTY, re: e-Scooter Pilot Program Update

Dealt with under Item 5.2 - Recommendation AAC003-2023

6. Municipal Accessibility Plan Priorities

- 6.1 Report by Janice Adshead, Deputy Clerk, re: 2022-2026 Multi-Year Accessibility Plan

The following motion was considered:

AAC006-2023

1. That the report by Janice Adshead, Deputy Clerk, re: **2022-2026 Multi-Year Accessibility Plan**, to the Accessibility Advisory Committee meeting of March 7, 2023 be received; and,
2. That the 2022-2026 Multi-Year Accessibility Plan updated in February 2023 be approved as the basis for municipal program and service delivery planning and implementation, with updates and adjustments provided at regular intervals through the Accessibility Advisory Committee.

Carried

7. Other/New Business

- 7.1 Update by Enforcement and By-law Services, re: Accessible Parking Report – Q1 to Q4 2022

The following motion was considered:

AAC007-2022

That the update by Enforcement and By-law Services, re: **Accessible Parking Report – Q1 to Q4 2022** to the Accessibility Advisory Committee meeting of March 7, 2023, be received.

Carried

- 7.2 Report by Janice Adshead, Deputy Clerk, City Clerk's Office, re: 2022 Accessibility Annual Report

The following motion was considered:

AAC008-2023

That the report from Janice Adshead, Deputy Clerk, City Clerk's Office, re: **2022 Accessibility Annual Report** to the Accessibility Advisory Committee Meeting of March 7, 2023, be received.

Carried

- 7.3 Report by Shawnica Hans, Program Manager, Elections, City Clerk's Office, re: Accessibility Measures for the 2022 Brampton Municipal and School Board Election

The following motion was considered:

AAC009-2023

That the report from Shawnica Hans, Program Manager, Elections, City Clerk's Office, re: **Accessibility Measures for the 2022 Brampton Municipal and School Board Election**, to the Accessibility Advisory Committee Meeting of March 7, 2023, be received.

Carried

8. **Correspondence**

Nil

9. **Information Items**

Nil

10. **Question Period**

Nil

11. **Public Question Period**

Nil

12. **Adjournment**

The following motion was considered:

AAC010-2023

That the Accessibility Advisory Committee meeting do now adjourn to meet again on June 6, 2023 at 6:30 p.m.

Carried

Sherri Hopkins, Co-chair

From: RCLBr609 Membership [REDACTED]
Sent: Monday, March 20, 2023 9:18 PM
To: Brown, Patrick - Mayor <Patrick.Brown@brampton.ca>
Subject: Re: [EXTERNAL]Transit service

Hello,

I would like to start by saying thank you.

This conference will provide the City of Brampton an excellent opportunity to show their support for Canada's largest Veterans Organization.

Donating a bus would ensure that our visiting delegates are transported safely between our Branch 609 and the Courtyard by the Marriott.

Those of our delegates with vision problems or who aren't comfortable driving at night will appreciate the assistance, as well as anyone who uses a walker, cane or wheelchair since the Brampton Transit are capable of kneeling.

It would also provide safe transportation for those delegates that wish to partake of the branches facilities.

There will be representatives from 56 Branches and 52 zones that will be coming to this convention.

I hope that I have explained why we would benefit from the donation of Brampton Transit?

Do you still require that I attend the city council meeting on March 29?

Thank you,
Nancy Flint
Membership
RCL. Branch 609

Date: 2023-02-23

Subject: **Amendment to Administrative Authority By-law 216-2017 - Execution of Performing Arts Agreements**

Contact: Peter Fay, City Clerk, Legislative Services
Taylor Shannon, Coordinator, Performing Arts Administration,
Community Services

Report Number: Legislative Services-2023-212

Recommendations:

1. That the report from Peter Fay, City Clerk, Legislative Services, and Taylor Shannon, Coordinator, Performing Arts Administration, Community Services, to the Committee of Council Meeting of March 29, 2023, re: **Amendment to Administrative Authority By-law 216-2017 - Execution of Performing Arts Agreements** be received.
2. That a by-law be adopted, substantially in a form as set out in Appendix 1 to this report, to amend Administrative Authority By-law 216-2017, as amended, to update Schedule A – Delegation of Powers and Duties, to revise the delegated authority to execute performing arts agreements to be the following:

#	Delegation	Delegate	Limitation
7	Execute performing arts agreements	(a) Executive Artistic Director, Performing Arts, or, (b) Senior Manager, Cultural Services	(a) Total contract value is \$100,000 or less (b) Total contract value is more than \$100,000

Overview:

- A housekeeping amendment to [Administrative Authority By-law 216-2017](#), as amended, is required to update approval authority for performing arts agreements executed by the Executive Artistic Director, Performing Arts, to remove the Director, Economic Development Office, which was previously included due to an outdated organizational reporting structure.

Background:

[Administrative Authority By-law 216-2017](#), as amended, sets out delegated authorities to various City positions for administrative matters, as authorized under the Municipal Act, 2001, and other legislation. The by-law is amended from time to time, as necessary and deemed appropriate by Council, to allow for the effective and efficient operation of the municipality.

Schedule A to the by-law currently includes a delegated authority to staff regarding the execution of performing arts agreements as follows:

#	Delegation	Delegate	Limitation
7	Execute performing arts agreements and marketing invoices	(a) Artistic Director, Rose Theatre, or (b) Director, EDC	(a) Total contract value is \$10,000 or less (b) Total contract value is more than \$10,000

The current delegation reflects a previous organizational structure (approval authority for the Director, Economic Development Office) which no longer applies with the separation of functions between performing arts and economic development. A housekeeping update to the delegated authority is required to reflect current operational functional responsibilities and position titles. The purpose of this report is to recommend an appropriate amendment to the Administrative Authority By-law to reflect current operational requirements.

Current Situation:

The current delegated authority reflected an organizational structure in place at the City in 2017, at the time of by-law adoption, where the Director, Economic Development Office, had some functional responsibility for the City's performing arts program, including executing agreements over a certain value. Although the organizational structure and position accountability has changed with the evolution and maturity of the City's performing arts program and operational responsibility through the Executive Artistic Director, Performing Arts, agreements greater than \$10,000 still require approval from the Director, Economic Development Office, as required by the Administrative Authority By-law. A housekeeping amendment to the by-law is required to reflect the

current operational responsibility and functional accountability of the performing arts program.

It is recommended that a by-law be adopted, substantially in a form as set out in Appendix 1 to this report, to amend Administrative Authority By-law 216-2017, as amended, to update Schedule A – Delegation of Powers and Duties, to revise the delegated authority to execute performing arts agreements to be the following:

#	Delegation	Delegate	Limitation
7	Execute performing arts agreements	(a) Executive Artistic Director, Performing Arts, or, (b) Senior Manager, Cultural Services	(a) Total contract value is \$100,000 or less (b) Total contract value is more than \$100,000

Corporate Implications:

Financial Implications:

There are no direct financial implications. All performing arts agreements will continue to be executed by the City, through the updated delegated authority, in keeping with existing City policy and procedures.

Other Implications:

Legal Implications – nil

Purchasing Implications – nil

Communications Implications – nil

Term of Council Priorities:

The recommended amendment to the Administrative Authority By-law furthers the current strategic priority of a Well-Run City, by ensuring effective and efficient administrative controls are in place for the operation of the municipality.

Conclusion:

The current Administrative Authority by-law is out of date in regard to the delegated authority for executing performing arts agreements for the City. A housekeeping amendment is proposed to update the by-law to reflect the existing operational responsibility and functional accountability of the performing arts program.

Authored by:

Peter Fay, City Clerk
Legislative Services, and
Taylor Shannon, Coordinator,
Performing Arts Administration,
Community Services

Reviewed by:

Kelly Stahl, Senior Manager, Cultural
Services,
Community Services

Approved by:

Bill Boyes, Commissioner,
Community Services

Approved by:

Marlon Kallideen,
Chief Administrative Officer

Attachments:

- Appendix 1 – Draft By-law to Amend Administrative Authority By-law 216-2017



THE CORPORATION OF THE CITY OF BRAMPTON

BY-LAW

Number _____ - 2023

To Amend Administrative Authority by-law 216-2017 to Update Delegated
Authority for Executing Performing Arts Agreements

WHEREAS a municipality is authorized to delegate its powers and duties under section 23.1 of the Municipal Act, 2001, S.O. 2001, c.25, subject to the restrictions set out in Part II thereof;

AND WHEREAS the Administrative Authority By-Law 216-2017, as amended, provides for various delegations of authority to officers and employees of The Corporate of the City of Brampton;

AND WHEREAS it is considered expedient to provide for updated delegated authority in connection with the execution of performing arts agreements for the City;

AND WHEREAS City Council, at its meeting of April 5, 2023, passed a Resolution approving the enactment of a by-law to amend Administrative By-Law 216-2017, as amended;

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

1. THAT Schedule “A” of By-Law 216-2017, as amended, is hereby further amended by deleting Activity #7 and replacing with the following Activity #7:

#	Delegation	Delegate	Limitation
7	Execute performing arts agreements	(a) Executive Artistic Director, Performing Arts, or, (b) Senior Manager, Cultural Services	(a) Total contract value is \$100,000 or less (b) Total contract value is more than \$100,000

ENACTED and PASSED this 5th day of April, 2023.

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

Patrick Brown, Mayor

Approved as to
content.
2023/03/08
P. Fay

Peter Fay, City Clerk

DRAFT

Date: 2023-03-10

Subject: Preferred Site for William G. Davis Memorial Sculpture

Contact: Kelly Stahl, Senior Manager, Cultural Services, Cultural Services Division

Report Number: Community Services-2023-252

Recommendations:

1. That the report from Kelly Stahl, Senior Manager, Cultural Services Division to the Committee of Council Meeting of March 29, 2023, re: **Preferred Site for William G. Davis Memorial Sculpture**, be received;
2. That Council request approval from Peel Region to locate a memorial sculpture to William G. Davis on the front lawn of Peel Art Gallery Museum and Archives property, located at 9 Wellington Street East, Brampton, ON, L6W 1Y1.

Overview:

- On June 23, 2021, Council passed a motion (CW357-2021) to establish a Monument to Premier Bill Davis, including a financial commitment of \$100,000.
- On March 1st, 2022, the Province of Ontario announced a commitment of up to \$150,000 for the Monument. The Memorial artwork must be complete by March 31, 2024, to ensure the City receives the provincial funding.
- The preferred memorial site is on Peel Region property at 9 Wellington Street East, Brampton, ON, L6W 1Y1 (Peel Museum, Art Gallery and Archives) and requires Regional Council approval.
- Pending Regional approval, Cultural Services staff will work with the relevant Regional and City departments and stakeholders, including Ontario Heritage Trust, to complete the Memorial Project.

Background:

Following a June 23, 2021, delegation to Brampton City Council by Mr. Peter Robertson, the following motion was passed:

CW357-2021

1. That \$100,000 be allocated by the City of Brampton, from an account to be determined by Finance, for the establishment of a Monument to Premier Bill Davis within Brampton;
2. That a local procurement process, in accordance with the Purchasing By-law and City policy, be commenced; and
3. That the additional sum of support required be sought from another order of government and/or various interested organizations.

Following direction from Council to establish a monument to Premier Bill Davis within Brampton, staff responsible for the planning and maintaining the City's Public Art program were identified as project leads. Staff led a series of stakeholder meetings to gather the background and information required to develop a project plan for the Memorial Project to be located at Gage Park in downtown Brampton.

On March 1st, 2022, the Provincial of Ontario announced a commitment of up to \$150,000. The Memorial artwork must be complete by March 31, 2024, to ensure the City receives the provincial funding.

While the creation of a traditional bronze statue of Mr. William G. Davis was initially proposed, taking into consideration: the preference of the Davis family, best practices for monuments of the future, and the additional project funding from the Province, staff recommended revising the scope and timeline to develop a *contemporary sculpture* that reflects the life and legacy of William G. Davis.

Upon further consultation with the Davis Family, their preferred memorial site is the front lawn of the Peel Art Gallery Museum and Archives, located at 9 Wellington Street East, Brampton, ON L6W 1Y1.

Current Situation:

The site must be confirmed and approved to initiate the next steps in this memorial project. City staff require Region of Peel Council approval for 9 Wellington Street East, Brampton, as the site for the memorial artwork.

Next Steps

Pending Regional approval, City staff will execute the Provincial funding agreement. Cultural Services staff will work with the relevant Regional and City departments and stakeholders, including Ontario Heritage Trust, to confirm project parameters and

determine the best-suited commission process. External public art consultants may be contracted to work alongside City staff.

Corporate Implications:

Financial Implications:

There are no financial implications as a direct result of this report. Funding for the City's \$100,000 allocation towards the establishment of a Monument to Premier Bill Davis within Brampton is available in capital project #211055-001 – Monument to William Davis.

Term of Council Priorities:

This report supports the Term of Council Priority *Brampton is a Mosaic* by increasing opportunities for arts and culture engagement through the permanent public art collection in the City of Brampton.

Conclusion:

Pursuant to Council resolution CW357-2021, City staff has worked with stakeholders to identify a proposed location for the memorial artwork to William G. Davis, which requires Region of Peel Council consideration and approval.

Authored by:

Kelly Stahl, Senior Manager, Cultural
Services, Community Services

Approved by:

Bill Boyes, Fire Chief and Acting
Commissioner, Community Services

Approved by:

Marlon Kallideen, Chief Administrative
Officer

Date: 2023-03-08

Subject: **Budget Amendment for Torbram – Sandalwood Adventure Park
Federal Grant Funding – Ward #10**

Contact: Ed Fagan, Director, Parks Maintenance & Forestry

Report Number: Community Services-2023-254

Recommendations:

1. That the report from John Allison, Interim Supervisor, Parks Projects & Community Development, Community Services dated March 8, 2023, to the Committee of Council meeting of March 29, 2023, re: **Budget Amendment for Torbram - Sandalwood Adventure Park Federal Grant Funding – Ward 10** be received; and
2. That a budget amendment be approved for project #215865-012 – Sandalwood Heights Adventure Park, in the amount of \$750,000, with funding to be provided from Federal Grants.

Overview:

- The City applied for a federal grant funding for Torbram - Sandalwood Adventure Park and was notified of approval for up to \$750,000. The funding must be used by March 31, 2024.
- Given the escalation in construction cost, this project can benefit from a top-up to address the additional expenses.
- Staff recommends increasing the budget by \$750,000, which will be offset entirely by the full grant amount, resulting in net zero increase to the City. Any surplus funds remaining in the project will be returned to the source reserve.

Background:

In 2007, the City completed Torbram-Sandalwood Community Park. The park includes significant large-scale, active-recreation components with (3) soccer fields and a cricket overlay. The park serves the surrounding community and includes a shared-use agreement with the Peel District School Board.

Staff developed a concept plan in 2018 for the land adjacent to Torbram-Sandalwood Community Park, to further enhance the site as a universally-accessible park, catering to alternative recreation, horticultural and environmental awareness. Construction is scheduled for 2023 for the Torbram-Sandalwood Adventure Park, with projected completion in fall 2024.

The new facility will be an outdoor space dedicated to a variety of recreational and leisure activities. The park will be fully compliant with the Accessibility for Ontarians with Disabilities Act (AODA), with inclusive play and recreational spaces for people of all ages and developmental abilities. Amenities will include:

- Parkour apparatus (first in Brampton),
- Off-leash dog park
- Community garden
- Alternative learning space
- Adventure playground
- Open space areas
- Splash pad
- Basketball courts - half courts
- (2) Tennis courts
- Improvement to the urban forest canopy with a high focus on encouraging creativity, art, imagination, and learning

The Torbram-Sandalwood Adventure Park will significantly contribute to Brampton's role as an innovator in diverse childhood play spaces. The City will further be defined as a leader in universally accessible recreation that supports public health and well-being. These initiatives will complement long-term growth in the area and enhance the park as a vital community facility as well as city-wide destination.

Current Situation:

The City applied for a federal grant geared towards projects to revitalize community spaces to help encourage Canadians to re-engage and explore their communities. The grant can contribute up to 75 percent of the total eligible costs and up to \$750,000 per project.

The Torbram -Sandalwood Adventure Park project received approval from the federal government for up to \$750,000. In order to take advantage of this grant funding opportunity, the funds must be used prior to the expiry date of March 31, 2024.

There has been significant market volatility causing high uncertainty in construction costs over the recent year. With cost escalations, this project can benefit from a top-up to address project expenses. This report seeks Council approval to increase the budget for the Torbram-Sandalwood Adventure Park project by \$750,000, which will be offset entirely by the federal grant resulting in net zero increase to the City. The top-up will be used to supplement the project scope.

Staff recommends increasing the budget by the full grant amount to support project completion and to leverage external funding. Any surplus funds remaining in the project will be returned to the source reserves.

Corporate Implications:

Financial Implications:

A budget amendment will be required for project #215865-012- Torbram -Sandalwood – Adventure Park for various components of the facility, in the amount of \$750,000, with funding to be provided from federal grants:

Funding Source: Project #215865-012	Approved Funding	Budget Amendment	Total Funding
Account #645134-Rec Dev Charges	\$2,500,000		\$2,500,000
Account #601029-Federal Grants		\$750,000	750,000
Total	\$2,500,000	\$750,000	\$3,250,000

Given the approval of the federal grant, there is currently sufficient funding available in the recommended funding sources for this increase, subject to Council approval.

Term of Council Priorities:

This report supports the following Term of Council Priorities:

- Brampton is a Green City – Implement a Green Framework
- Brampton is a Healthy and Safe City – Continue to design and build new activity hubs to provide accessible spaces and play elements to residents of all ages and abilities

Conclusion:

It is recommended that the budget amendments outlined in this report be approved to allow the City to take advantage of the federal grant funding opportunity and for the work to proceed as soon as possible.

Authored by:

John Allison
Interim Supervisor,
Parks Projects & Community
Development
Parks Maintenance & Forestry
Community Services

Reviewed by:

Ed Fagan
Director,
Parks Maintenance & Forestry
Community Services

Approved by:

Chief Bill Boyes
Interim Commissioner
Community Services

Submitted by:

Marlon Kallideen
Chief Administrative Officer

Attachments:

- Appendix A: Torbram-Sandalwood Adventure Park Concept



Telephone: [REDACTED]
Email: [REDACTED]

Advocacy for Seniors

Senior Adults Living Triumphantly

Present: Sheila Hipton, Lora Stratton, Jessica Vanstokkum, Andrea Herman Johnson, Guy Lamontagne, Trisha Gupta, Don Marion, Ann Le Messurier, Marjorie Field, Grace Newsome, Edwige Petruzelka, Fay Henry, Emily Leech, Teresa Lirette,, Ginny Rice, Kaya Preet Kaur Bhatia, Ruth Wulwik, Irene McInnis, Dave Rogers, Gerri Malloy, Iqbal Singh, Jangir Singh Sehmbay, Gurmeh S. Saggu, Jagdev Singh Grewal, Ravinder Singh Talawar, Suberge, Kumaria, Sulsander Singh Dhillon, Sat Pal Malhi, Hardip Chhokar, Doreen Manning, Lucila Agigo, Crisantina Ragindir, Severino Raguindin, Ruth Bender, Toni Sincovicli, Pamela Sims, Pooja Patel, Nauckch Aidaus, Shan Abbasi, Lucinda Sloley, Dan Clark, Evelyn Mates, Prabhat Chatterjee, Myrna Adams, Regional Councillor Pat Fortini, Chris Hogg, Katie Smith

Regrets: Amrik Kumria

President welcomed everyone and begun the meeting with the Indigenous Land Acknowledgement

Approval of Agenda: Approved by Don Marion, Seconded by Edie Petruzelka

Approval of Minutes: Approved by Edie Petruzelka, Seconded by Teresa Lirette

President's Report: Received great suggestions for advocacy issues and we are beginning work on the following:

1. Marketing of available programs for seniors within their areas
2. Advocating for more programs for seniors to encourage participation in activities to manage better physical and mental health
3. Advocating for better in-home services for seniors allowing them to remain in their homes for a longer period of time
4. More friendly visiting programs, telephone calls
5. Advocate for housing for the homeless and those at risk of becoming homeless

Explained Peel Council on Aging and save the date of May 10, 2023 for the Summit on Aging to be held at Bob Callahan Flower City Seniors Centre. Members were asked to attend as this is extremely important for seniors to attend to have their voice heard regarding seniors' issues

Treasurer's Report: Bank balance as of January 31, 2023 = \$1,640.76

Speaker Jessica Vanstokkum presented information on free workshop series for adults 55+ that includes variety of fitness classes such as ; Zumba, Stretch and Strengthen, Library, Parks and Recreation taking place February TT Riverstone and March at Bob Callahan Seniors Centre. Classes are from 9 -11 am. Registration is required for the full series, however, attend when you can.

Speaker Marc Rainford discussed City's Nurturing Neighbourhoods Program, presented a survey to be completed and will pick up from BSCC. Neighbourhood profile is online. Identify assets in your neighbourhood. City of Brampton safety plan on a paper. New Initiative: Friends of the office. Geo hub application available.

Series of questions regarding Bill 23, not clear what will happen with development charges, zoning changes, waiting for reports.

Systems here must change

February 13th.and March 13th Retraining jobs for seniors

Free use of City facilities for seniors 70+ physical activities being discussed in the budget.

Private dressing or change rooms needed.

Region follows City snow removal program \$200.00 and \$300.00 for a corner lot

Mr. Iqbal Singh Virk announced that he would pay for refreshments for the March Meeting as it is his birthday and that is his gift to BSCC.



Minutes

Brampton Sports Hall of Fame Committee

The Corporation of the City of Brampton

Thursday, March 2, 2023

Members Present: Glenn McClelland (Co-Chair)

Beth Cooper

Norman DaCosta

Ken Giles

Frank Juzenas

Ziggy Musial

Harnek Singh Rai

Ron Noonan

Members Absent: Dean McLeod (Co-Chair)

Carmen Araujo

Bryan Steve Kerr

Randy Osei

Mohammad Shoaib

Regional Councillor Gurpartap Toor - Personal

City Councillor Rod Power - Personal

Staff Present: Kenneth Mair, Rec Spvr, Sports&Comm Partner,

Teri Bommer, Coordinator, Sport Liaison

Chandra Urquhart, Legislative Coordinator

1. **Call to Order**

The meeting was called to order at 7:00 p.m. and adjourned at 7:26 p.m.

2. **Approval of Agenda**

SHF005-2023

That the agenda for the Brampton Sports Hall of Fame Committee meeting of March 2, 2023 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 - Brampton Sports Hall of Fame - February 2, 2023

The Clerk's Office noted comments from Frank Juzenas, Member, regarding Item 10.1. who advised that he was in attendance at the Probus Club meeting on Wednesday, December 7, 2022 at Century Gardens.

5. Presentations\Delegations

Nil

6. Reports

Nil

7. Sub-Committees

Nil

8. Other/New Business

8.1 Verbal update by Teri Bommer, Coordinator, Sport Liaison, re: Building Update on the New Sports Hall of Fame

Teri Bommer, Coordinator, Sport Liaison, noted as follows:

- Staff met with an interpretive planner who will assist in creating the stories the Committee would like to share in the space with the focus on the visitor experience
- Hosting of workshop to review plans is the next step
 - will include the Building Sub-Committee members
 - to participate in a series of fun, informal activities by the design partners to help to develop the key messages for the exhibits in the new facility

- to brainstorm ideas that will engage visitors through interactive components and community stories

Ms. Bommer advised that the workshop will be arranged for early April and the Building Sub-Committee members will be invited to participate both virtually or in-person.

The following motion was considered:

SHF006-2023

That the verbal update by Teri Bommer, Coordinator, Sport Liaison, re: **Building Update on the New Sports Hall of Fame** to the Brampton Sports Hall of Fame Committee meeting of March 2, 2023, be received.

Carried

8.2 Verbal update by Teri Bommer, Coordinator, Sport Liaison re: Annual Induction Ceremony Update

Teri Bommer, Coordinator, Sport Liaison, noted as follows:

- Annual Induction ceremony is scheduled for Tuesday, May 9, 2023 at the Rose Theatre
- Media release is in progress with Strategic Communications – timeline will be shared once finalized
- Caterer has been confirmed – members thanked for feedback
- Invites for past inductees have been approved and will be printed and emailed by the middle of March
- Gift boxes are being assembled for inductees
- Based on feedback from inductees complimentary tickets for the event have been increased from two to four tickets
- Members who volunteered as chaperones will be paired with an inductee and will be required to attend the event at 4:45 p.m. to meet and with the respective inductee
- Emcee responsibilities need to be confirmed

In response to questions Ms. Bommer advised that the biographies for the inductees have been provided to Strategic Communications and the media

release is imminent. Assistance on stage will be provided as required for inductees.

The following motion was considered:

SHF007-2023

That the verbal update by Teri Bommer, Coordinator, Sport Liaison, re: **Annual Induction Ceremony Update** to the Brampton Sports Hall of Fame Committee meeting of March 2, 2023 be received.

Carried

8.3 Discussion at the request of Glenn McClelland, Co-Chair, re: Assistance at the Induction Ceremony

Glenn McClelland, Co-Chair, advised that two emcees are required for the event. He volunteered to undertake this role and suggested that a member of the Committee may wish to assist him.

Mr. McClelland volunteered Beth Cooper to share the role with the support of the Committee. Ms. Cooper noted her willingness to assist as emcee.

Ms. Bommer advised that last year's script will be revised accordingly and provided to the emcees.

9. **Correspondence**

Nil

10. **Information Items**

10.1 Information by Ken Giles, and Frank Juzenas, Members, re: Brampton Athletes

Ken Giles and Frank Juzenas, Members, provided information on the accomplishments and success of several Brampton athletes in various sports including, women's para hockey, speed skating, rugby, basketball, and soccer, noting that some of the athletes have also achieved success internationally.

Mr. Juzenas added that Brampton is hosting the Women's World Hockey championship in April 2023 and Brampton Golf Club is hosting the World Junior Girls' Golf championship in October 2023.

11. **Question Period**

1) In response to questions City Clerk's Office staff advised on the following:

- attendance at meetings, and the process for termination as outlined in the City's Procedure By-law
- application process for citizens/existing members to a Citizen Committee
- the availability of information on the City's website for all Citizen Committees

Committee was reminded to ask questions under the heading 'Question Period' and not under 'Adjournment'.

12. Public Question Period

Nil

13. Closed Session

Nil

14. Adjournment

The following motion was considered:

SHF008-2023

That Brampton Sports Hall of Fame Committee do now adjourn to meet again on April 6, 2023 at 7:00 p.m.

Carried

Glenn McClelland (Co-Chair)

Dean McLeod (Co-Chair)

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 63/2022	2022/12/14	C392-2022	CL	CL	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)	2023/04/05			J. Tamming x42889
RM 12/2023	2023/03/09	C061-2023	CL	CL	Potential operating and capital costs of installing specialized high-resolution traffic cameras with recording capability, to include a presentation to Council thereon prior to camera selection	2023/05/03			R. Gasper x46624
RM 20/2023	2023/03/08	CW101-2023	CW	CL	Hosting a Canada Running Series Event in Brampton in the Summer of 2023 (date verification and possible waiver of soft costs)	2023/04/05			J. Tamming x42889
Committee of Council									
RM 41/2022	2022/11/23	CW369-2022	CW	CW	Driveway widening regarding drainage, approach to by-law enforcement, contractor regulation, and methods of other municipalities	2023/02/01	2023/04/12	4	JP Maurice x63240 E. Corazzola x42092
RM 43/2022	2022/11/23	CW373-2022	CW	CW	Delegation from Markus Witte, Brampton resident, re: Timing of Traffic Signals and Pedestrian Crossings at Intersections	2023/02/01	2023/04/12	4	R. Gasper x46624
RM 44/2022	2022/11/23	CW378-2022	CW	CW	Brampton Parking Plan - outcome of the public engagement and final recommendations	2023/02/01	2023/04/12	4	H. Zbogar x43553
RM 45/2022	2022/11/23	CW388-2022	CW	CW	Report to authorize the Mayor and Clerk to execute the necessary agreements to amend the Memorandum of Understanding and Local Side Agreements and any other documents for the final, complete transfer of Part III and Part IX Prosecutions to the City of Brampton	2023/02/01	2023/04/12	4	S. Ross x43345
RM 48/2022	2022/11/28	C352-2022 (CW389-2022)	CL	CW	Amendment to Sign By-law re. election signs, and recommendation on an increase to fines associated with illegal election signs in order to deter and recuperate costs associated with illegal signs. (see RM 63/2022)	2023/02/01	2023/04/12	4	E. Corazzola x42092
RM 50/2022	2022/12/07	CW409-2022	CW	CW	Delegations from SAAAC and Sylvia Roberts re: Proposed Brampton Autism Centre	2023/03/08	2023/04/12	2	R. Gulati x42542
RM 53/2022	2022/12/07	CW419-2022	CW	CW	Report on the outcome of the EOI process for the CAA Master Plan and Multipurpose Cricket Facility Development	2023/09/06			S. Ganesh x42089 H. Zbogar x43553
RM 57/2022	2022/12/07	CW435-2022	CW	CW	Report on the impact and costs related to beaver population in storm water management ponds	2023/03/08	2023/04/12	2	M. Heralall x43585
RM 60/2022	2022/12/14	C380-2022	CL	CW	Measures for beautification of local neighbourhoods	2023/03/08	2023/05/10	2	R. Said x42645
RM 61/2022	2022/12/14	C382-2022	CL	CW	Tools and strategies for the development of an internal City based employee resource group focused on empowering women into leadership, providing mentorship and overall support in navigating the workplace to mitigate systemic barriers that may exist	2023/03/08	2023/04/12	2	C. Ogbarmey-Tetteh
RM 1/2023	2023/02/01	CW024-2023	CW	CW	Delegation from Jesse Jones, Jones & Jones Group, re: City of Brampton 50th Anniversary Celebration and Branding	2023/05/10			J. Tamming x42889
RM 2/2023	2023/02/01	CW038-2023	CW	CW	Effectiveness of the auto theft reduction pilot program (distribution of Faraday pouches/bags)	2023/05/10			R. Said x42645
RM 3/2023	2023/02/01	CW042-2023	CW	CW	Support and related costs for the Lusofonia Festival	2023/05/10			J. Tamming x42889
RM 4/2023	2023/02/22	CW051-2023	CW	CW	Report on location to name an existing or future park in Wards 3 or 4 Sagarmatha Park, in consultation with Ward Councillors and Mayor (report to include the feasibility of adding children's climbing equipment in this park)	2023/05/24			B. Boyes x42722
RM 5/2023	2023/02/22	CW053-2023 (2.b)	CW	CW	Update on Brampton's Youth Hubs and support/programming related to youth mental health	2023/05/24			A. Patel x45150
RM 6/2023	2023/02/22	CW059-2023	CW	CW	Steps required to adjust the Downtown Brampton BIA boundary, potentially with suggestions on revisions to the boundary in consultation with the BIA	2023/05/24			C. Barnett x43985
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			M. Qi
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	2023/05/03			M. Qi E. Thuraiajah x42162
RM 9/2023	2023/03/01	C040-2023	CL	CW	Delegation from Sergeant Tim Murphy, Peel Regional Police, re: Item 12.4 – Committee of Council Recommendation CW073-2023 – recording of traffic cameras at intersections	2023/05/03			R. Gasper x46624
RM 10/2023	2023/03/01	C044-2023	CL	CW	Necessary relocations from the Bramalea Civic Centre, integration of the arts into future master plans, and the maximum usage of the Pearson Theater within the sharing arrangement (with TMU)	2023/05/03			B. Boyes x42722
RM 11/2023	2023/03/01	C047-2023	CL	CW	Potential for expectant mother parking on City-owned property, including existing policy, feasibility, and current existing designations of specified parking	2023/05/03			R. Gasper x46624
RM 13/2023	2023/03/09	C064-2023	CL	CW	True costs for the enhancement to events in 2023	Next Budget Cycle			J. Tamming x42889

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						
RM 14/2023	2023/03/09	C067-2023 (BC005-2023)	CL	CW	Potential sponsorships and partnerships in an attempt to offset a portion or all of the cost for renovations to the dedicated player changerooms and coaches changerooms for the Canadettes at Century Gardens Recreation Centre, and any other further opportunities in relation to the expansion proposal (report back if successful)	tbc			M. Qi T. Hunter
RM 15/2023	2023/03/09	C067-2023 (BC012-2023)	CL	CW	Phasing in free recreation fees, through the upcoming User Fee study happening in 2023, as follows: i) 2024: Ages 70 and above; ii) 2025: Ages 65 and above (with exceptions for User-Pay programs (e.g. Curling, Tennis, Ice rentals and seniors-specific programming at Flower City Centre – Seniors Centre), for seniors residing in Brampton, possessing permanent residency or Canadian citizenship)	Q3 2023			N. Damer x42257
RM 16/2023	2023/03/09	C067-2023 (BC019-2023)	CL	CW	Potential budget amendment for additional funding of a new City-owned park in Ward 4, If programming for the new park is expanded	Q2 2023			B. Boyes x42722
RM 17/2023	2023/03/09	C067-2023 (BC022-2023)	CL	CW	Implementation plan to optimize recreation amenities for winter, such as a pilot project for winter availability for tennis, soccer, basketball and cricket sports, for the 2023-2024 winter season	Q2 2023			B. Boyes x42722
RM 18/2023	2023/03/09	C067-2023 (BC026-2023)	CL	CW	1. an overview of current bus procurement considerations, 2. a strategy and recommendations to address the urgent need for replacement and growth buses, while minimizing the purchase of GHG emitting buses to the extent possible, iii. providing an update on the anticipated timelines of facility infrastructure required to support additional electric buses at the existing Sandalwood Transit Facility (report in April if possible)	2023/04/05			A. Milojevic x62332
RM 19/2023	2023/03/08	CW091-2023	CW	CW	Delegation from Stephen Sayers, Brampton resident, re: Noise Walls in the Vicinity of Howden Boulevard and Vodden Street East - Ward 7	2023/06/07			R. Gasper x46624
RM 21/2023	2023/03/08	CW102-2023	CW	CW	Plan for painting the Active Transportation footprint	2023/06/07			H. Zbogar x43553
RM 22/2023	2023/03/08	CW105-2023	CW	CW	Potential means of leveraging tow truck operators to remove vehicles obstructing snow removal activities	2023/06/07			R. Gasper x46624 P. Morrison x63201
Planning and Development Committee									
					<i>nil</i>				
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: 33		