



Agenda  
Committee of Council  
The Corporation of the City of Brampton

**Date:** Wednesday, May 8, 2024

**Time:** 9:30 a.m.

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

**Members:**

Mayor Patrick Brown (ex officio)

Regional Councillor R. Santos	Wards 1 and 5
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Regional Councillor P. Vicente	Wards 1 and 5
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Regional Councillor N. Brar	Wards 2 and 6
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Regional Councillor M. Palleschi	Wards 2 and 6
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Regional Councillor D. Keenan	Wards 3 and 4
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Regional Councillor M. Medeiros	Wards 3 and 4
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Regional Councillor P. Fortini	Wards 7 and 8
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City Councillor R. Power	Wards 7 and 8
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Regional Councillor G. Toor	Wards 9 and 10
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Deputy Mayor H. Singh	Wards 9 and 10
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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](mailto:cityclerksoffice@brampton.ca)

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

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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 - 2024 Economic Development Week

Council Sponsor: Regional Councillor Toor

Clare Barnett, Director, Economic Development and International Relations, will be present to make the announcement.

5.2 Announcement - Jeff Northrup Walk for Special Olympics - June 2, 2024 - Northrup Park

Council Sponsor: Regional Councillor Santos

Ena Chadha and Stu Eley, Members, Jeff Northrup Walk for Special Olympics Brampton Organizing Committee, will be present to make the announcement.

6. **Public Delegations**

6.1 Delegation from David R. Huether, Manager, Brampton Senior Falcons Men's 55+, 60+, 65+, 70+ and 75+ Hockey Teams, re: Request to Waive Ice Rental Fees at Susan Fennell Sportsplex

6.2 Delegation from Naseer Ahmad Tariq, Assistant Secretary, Ahmadiyya Muslim Jama'at Brampton, re: Acquisition of Land for Parking - South Side of Mubarak Mosque Parking



- 6.3 Delegation from Glenn McClelland, President, and Ron Evans, Treasurer, Brampton Excelsior Lacrosse Club, re: Request to Reinstate Funding for the Brampton Excelsior Lacrosse Club
- 6.4 Delegation from Niyatee Sondhi and Karishma Gandhi, Humberview Secondary School HOSA Chapter, re: Online Gambling Addiction
- 6.5 Delegations re: Item 12.3.1 - Minutes - Brampton Community Safety Advisory Committee - April 18, 2024
1. Cindy Evans, Brampton Resident, re: Safety Concerns at the Intersection of Dixie Road and Howden Boulevard
2. Parveen Kumar, Bike Hub Lead, and Amanjit Kahlon, Director of Community Development, Punjabi Community Health Services, re: Impact of Active Transportation, Equity, and Health
- (See Items 12.3.1 and 12.4.1)
- 6.6 Delegation from David Laing, Chair, Bike Brampton, re: 10th Anniversary 'Bike the Creek' Event on June 8, 2024
- 6.7 Delegation from Carlos Algarvio, Owner, and Paula Vitorino, Manager, Portas Do Mar, re: Lusofonia Portuguese Festival 2024
- 6.8 Delegation from Anand Desai, Associate, Monteith Brown Planning Consultants, re: Item 12.2.6 - Parks and Recreation Master Plan - 5 Year Review and Update

(See Item 12.2.6)

## **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
- 8.2 Reports

- 8.2.1 Staff Report re: Request to Begin Procurement to Obtain a Vendor to Supply All Labour, Equipment and Materials Necessary to Digitize City Physical Records for Various Departments

*Recommendation*

- 8.3 Other/New Business

- 8.4 Correspondence

- 8.5 Councillors Question Period

- 8.6 Public Question Period

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

During the meeting, the public may submit questions regarding recommendations made at the meeting via email to the City Clerk at [cityclerksoffice@brampton.ca](mailto: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)

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10. **Corporate Services Section**

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

10.1 Staff Presentations

10.2 Reports

10.2.1 Staff Report re: Agreements Executed by Administrative Authority for January 1, 2024 to March 31, 2024

*To be received*

10.2.2 Staff Report re: Development Charges (DC) and Cash-In-Lieu (CIL) of Parkland Annual Report - Summary of Activity in 2023

*To be received*

10.2.3 Staff Report re: 2024 Final Tax Levy and By-law

*Recommendation*

10.2.4 Staff Report re: Building Code Act - Annual Report for the Fiscal Year 2023

*To be received*

10.3 Other/New Business

10.3.1 Discussion Item at the request of Regional Councillor Medeiros re: Commemorating the Legacy of Michael Avis

10.4 Correspondence

10.5 Councillors Question Period

10.6 Public Question Period

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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**

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

*Recommendation*

**11.2.2 Staff Report re: Budget Amendment – Developer Reimbursement for the Construction of Inspire Boulevard from Thorold Drive to Bramalea Road - Ward 9**

*Recommendation*

**11.2.3 Staff Report re: Budget Amendment – Developer Reimbursement for the Construction of Rivermont Road from Gladmary Drive to Embleton Road - Ward 6**

*Recommendation*

**11.2.4 Staff Report re: Request to Begin Procurement for Engineering Services for Detailed Design for Widening of Heritage Road from Steeles Avenue to Financial Drive – Ward 6**

*Recommendation*

**11.3 Other/New Business**

**11.3.1 Minutes - Brampton School Traffic Safety Council - April 4, 2024**

*To be approved*

**11.3.2 Discussion Item at the request of Mayor Brown re: Waiver of Permit Fee for Langar Seva at Ken Whillans Square**

Proposed Motion – Mayor Brown / Deputy Mayor Singh

That the permit fee for the tent being set up at Ken Whillans Square for the Langar

Seva be waived.

11.4 Correspondence

11.5 Councillors Question Period

11.6 Public Question Period

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**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: Budget Amendment - William G. Davis Memorial Artwork

*Recommendation*

12.2.2 Staff Report re: Request to Begin Procurement – Consulting Services for Various Parks Projects

*Recommendation*

12.2.3 Staff Report re: Request to Begin Procurement – Grass Cutting and Landscape Maintenance Services at various locations within the City of Brampton for a 5 Year Period

*Recommendation*

12.2.4 Staff Report re: Municipal Alcohol Policy - 2024 Revision

*Recommendation*

12.2.5 Staff Report re: Designated Community Sport Group Policy and Sports Facility Allocation Policy

*Recommendation*

12.2.6 Staff Report re: Parks and Recreation Master Plan – 5 Year Review and Update

*Recommendation*

(See Item 6.8)

12.3 Other/New Business

12.3.1 Minutes - Brampton Community Safety Advisory Committee - April 18, 2024

(See Items 6.5 and 12.4.1)

*To be approved*

12.4 Correspondence

12.4.1 Correspondence from Constable Claudia D'Amico, Peel Regional Police, re: Item 12.3.1 - Minutes - Brampton Community Safety Advisory Committee - April 18, 2024 - Safety Concerns at the Intersection of Dixie Road and Howden Boulevard

(See Items 6.5 and 12.3.1)

12.5 Councillors Question Period

12.6 Public Question Period

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

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### 13. Referred Matters List

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

**14. Public Question Period**

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

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**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) (k) of the Municipal Act, 2001:**

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

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

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

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

The security of the property of the municipality or local board.

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

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

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

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

16. Adjournment

Next Regular Meeting: Wednesday, May 22, 2024





### 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](mailto:cityclerksoffice@brampton.ca) Telephone: (905) 874-2100 Fax: (905) 874-2119

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

Attendance: ☐ In-person ☐ Remote

Meeting Date Requested: May 8, 2024

Name of Individual(s): Clare Barnett

Position/Title: Director, Economic Development & International Relations

Organization/Person being represented: City of Brampton

Full Address for Contact: 2 Wellington Street West  
Brampton, ON L6Y 4R2

Telephone: 905-874-3906

Email: [clare.barnett@brampton.ca](mailto:clare.barnett@brampton.ca)

Event or Subject Name/Title/Date/Time/Location:	2024 Economic Development Week
Additional Information:	
Name of Member of Council Sponsoring this Announcement:	Regional Councillor Toor

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

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

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

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

- (i) all background material and/or presentations for publication with the meeting agenda and /or distribution at the meeting, and
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Meeting: ☒ City Council ☐ Planning and Development Committee  
☐ Committee of Council ☐ Other Committee:

Attendance: ☐ In-person ☒ Remote

Meeting Date Requested: May 1, 2024

Name of Individual(s): Ena Chadha, Barrister & Solicitor, and Stu Eley, Rtd TPS Inspector

Position/Title: Members of the Organizing Committee of the  
Jeff Northrup Walk for Special Olympics Brampton

Organization/Person being represented: Jeff Northrup Walk for Special Olympics Brampton, in collaboration with Law Enforcement Torch Run

Full Address for Contact:

Telephone:

Email:

Event or Subject Name/Title/Date/Time/Location:	Jeff Northrup Walk for Special Olympics Brampton June 2, 2024 10am Northrup Park, Brampton
Additional Information:	Special Appearances at the event Toronto Police Mounted Unit, Toronto Police Ceremonial Unit, Special Olympics Athletes, Point of Order Band featuring Councillor Rowena Santos and MPP Graham McGregor
Name of Member of Council Sponsoring this Announcement:	Rowena Santos

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

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

☐ Other:

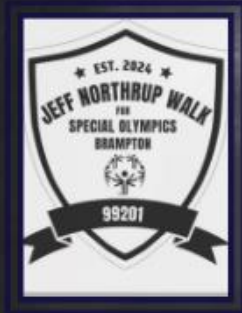
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**Special  
Olympics**  
Ontario  
BRAMPTON

# WALK 1KM, 3KM OR 5KM IN HONOUR OF DETECTIVE CONSTABLE JEFF NORTHRUP

ALL FUNDS RAISED WILL SUPPORT SPECIAL OLYMPICS ATHLETES IN BRAMPTON



**SUNDAY, JUNE 2, 2024**



**NORTHRUP PARK BRAMPTON**



**WALK BEGINS AT 10:00 AM**



**REGISTRATION \$30 INCLUDES A T-SHIRT**



**LINK FOR REGISTRATION:** <https://soocommunity.crowdchange.ca/53754>

**SPECIAL APPEARANCES BY** TORONTO POLICE MOUNTED UNIT, TORONTO POLICE CEREMONIAL UNIT, PEEL REGIONAL POLICE & SPECIAL OLYMPIC ATHLETES

**SPECIAL PERFORMANCE BY** CITY COUNCILLOR ROWENA SANTOS, POINT OF ORDER & MPP GRAHAM MCGREGOR





# BRAMPTON

Legislative Services  
City Clerk

## Delegation Request

For Office Use Only:  
Meeting Name:  
Meeting Date:

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

Meeting Date Requested: Wed May 8, 2024

Agenda Item (if applicable): Ice Contract FA-78812

Name of Individual(s): David R. Huether  
Spokesperson

Position/Title:

Manager Brampton Senior Falcons Men's 55+, 60+, 65+, 70+ and 75+ Hockey Teams going to 2024 Canada Senior Games in Quebec City Representing BRAMPTON DISTRICT 19

Organization/Person being represented:

Brampton Senior Falcons Men's Hockey Teams 55+, 60+, 65+, 70+ and 75+ going to 2024 Canada Senior Games in Quebec City from Aug. 27 - Aug. 30, 2024 Representing ONTARIO

Full Address for Contact:

Telephone:

Email:

Subject Matter to be Discussed:

REQUEST for WAIVING of 4 NIGHTS of PRACTICE ICE COSTS at Susan Fennell Sportsplex for 2 hours per night, July 29th, Aug. 6th, Aug. 12th and Aug. 19th, 2024. Ice BOOKED with Johnny Spina ( 905-874-2665 Ext. 42307 Parks and Rec. ( Contract # FA-78812 ). TOTAL COST \$2379.57

Request to Council/Committee:

REQUEST to WAIVE \$2379.57 of PRACTICE ICE COSTS from Late-July to Mid-August, 2024 REPRESENTING CITY of BRAMPTON and PROVINCE of ONTARIO against other PROVINCES

Attendance: ☒ In-person ☐ Remote

A formal presentation will accompany my delegation:

☒ Yes ☐ No

Presentation format: ☐ PowerPoint File (.ppt)

☐ Adobe File or equivalent (.pdf)

☐ Picture File (.jpg)

☐ Video File (.mp4)

☐ Other: Verbal

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

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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 City Clerk's Office, 2 Wellington Street West, Brampton, Ontario, L6Y 4R2, tel. 905-874-2100, email: [cityclerksoffice@brampton.ca](mailto:cityclerksoffice@brampton.ca).

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

Meeting Date Requested: Wednesday, May 08, 2024

Agenda Item (if applicable):

Name of Individual(s): Naseer Ahmad Tariq

Position/Title:

Assistant Secretary Property Ahmadiyya Muslim Jama'at Brampton West

Organization/Person  
being represented:

Ahmadiyya Muslim Jama'at Brampton

Full Address for Contact: 10545 Hurontario Street  
Brampton ON L6Z 2V9

Telephone:

Email:

Subject Matter  
to be Discussed:

Acquisition of land for parking south side of Mubarak Mosque parking.

Request to  
Council/Committee:

Request to Council Committee.

Attendance: ☒ In-person ☐ Remote

A formal presentation will accompany my delegation:

☒ Yes ☐ No

Presentation format: ☐ PowerPoint File (.ppt)

☒ Adobe File or equivalent (.pdf)

☒ Picture File (.jpg)

☐ Video File (.mp4)

☐ Other:

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

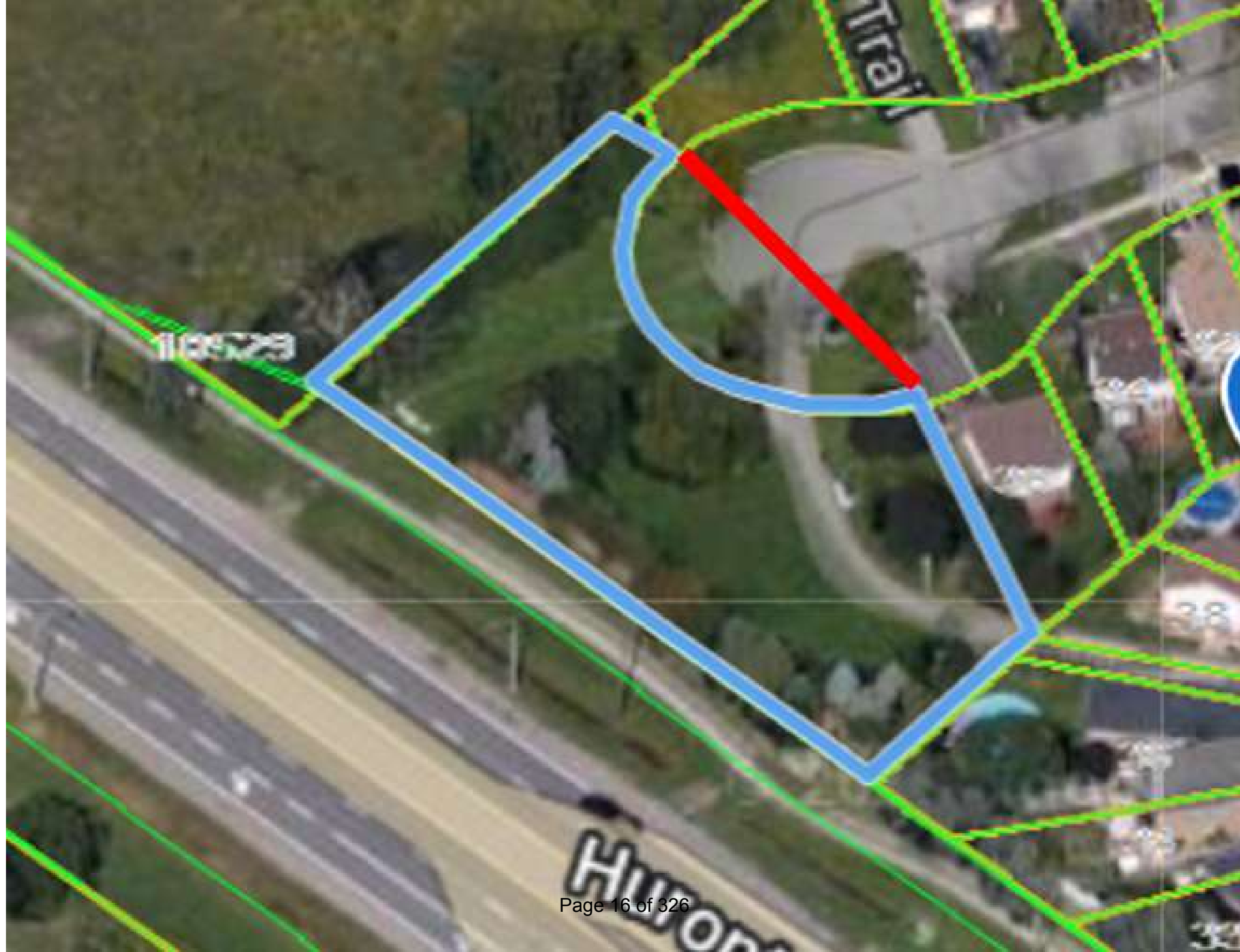
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Email: [cityclerksoffice@brampton.ca](mailto:cityclerksoffice@brampton.ca) Telephone: (905) 874-2100 Fax: (905) 874-2119Meeting: ☐ City Council ☐ Planning and Development Committee  
☒ Committee of Council ☐ Other Committee:Meeting Date Requested: May 8, 2024 Agenda Item (if applicable): Brampton Excelsiors FundingName of Individual(s): Glenn McClelland, Ron Evans

Position/Title:

Glenn - President  
Ron - TreasurerOrganization/Person  
being represented:Brampton Excelsior Lacrosse Club

Full Address for Contact:

Telephone:

Email:

Subject Matter  
to be Discussed:Funding, possible re-instatement of the Heritage Fund.Request to  
Council/Committee:For Council to re-instate funding for the Brampton Excelsior Lacross Club. Formerlky the funding came from the Heritage Fund. The fund was discontinued under our previous Mayor and Council with no explanation or alternative funding in lieu.Attendance: ☒ In-person ☐ RemoteA formal presentation will accompany my delegation: ☐ Yes ☒ NoPresentation format: ☐ PowerPoint File (.ppt) ☐ Adobe File or equivalent (.pdf)  
☐ Picture File (.jpg) ☐ Video File (.mp4)☒ Other: VerbalAdditional information/materials will be distributed with my delegation: ☐ Yes ☒ No ☐ Attached**Note:** Delegates are requested to provide to the City Clerk's Office **well in advance of the meeting date:**

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

Meeting Date Requested: May 1st, 2024

Agenda Item (if applicable):

Name of Individual(s): Niyatee Sondhi, Karishma Gandhi

Position/Title:

Presentation Regarding Online Gambling Addiction

Organization/Person  
being represented:

Humberview Secondary School HOSA Chapter

Full Address for Contact:

Telephone:

Email:

Subject Matter  
to be Discussed:

Students wishing to complete a brief presentation regarding online gambling addiction, as a part of a requirement to participate in a national conference for HOSA.

Request to  
Council/Committee:

Myself and my partner would appreciate a few minutes to be able to present our research regarding online gambling addiction to the council to raise awareness about the matter. This presentation would then provide us with the opportunity to be able to participate in a national conference, that we have been preparing for, since last September.

Attendance: ☒ In-person ☐ Remote

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

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

☐ Other:

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

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

Email: [cityclerksoffice@brampton.ca](mailto: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: **Wednesday, May 8, 2024**

Agenda Item (if applicable):

Name of Individual(s): **Cindy Evans**

Position/Title:

**Citizen of ward 7**

Organization/Person  
being represented:

**Cindy Evans**

Full Address for Contact:

Telephone:

Email:

Subject Matter  
to be Discussed:

**Safety of cyclists at Howden Road and Dixie intersection. Concerns regarding drivers using bike lanes at the intersections to make illegal right hand turns.**

Request to  
Council/Committee:

**Support in asking Brampton Traffic Operations to install physical barriers as a pilot at the intersection of Dixie and Howden**

Attendance: ☒ In-person ☐ Remote

A formal presentation will accompany my delegation:

☒ Yes ☐ No

Presentation format:

☒ PowerPoint File (.ppt)

☒ Adobe File or equivalent (.pdf)

☐ Picture File (.jpg)

☒ Video File (.mp4)

☐ Other:

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

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

Meeting Date Requested: 05/08/2024

Agenda Item (if applicable):

Name of Individual(s): Parveen Kumar, Amanjit Kahlon,

Position/Title:

Parveen - Bike Hub Lead  
Amanjit Kahlon, Director of Community DevelopmentOrganization/Person  
being represented:

Punjabi Community Health Services

Full Address for Contact: 8 Nelson St W #104, Brampton, ON L6X  
1B7

Telephone:

Email:

Subject Matter  
to be Discussed:

Impact of Active Transportation, equity, and health

Request to  
Council/Committee:

Support for actions in minutes from the community safety advisory committee

Attendance: ☒ In-person ☐ Remote

A formal presentation will accompany my delegation:

☐ Yes ☐ NoPresentation format: ☐ PowerPoint File (.ppt)☒ Adobe File or equivalent (.pdf)☐ Picture File (.jpg)☐ Video File (.mp4)☐ Other:Additional information/materials will be distributed with my delegation: ☐ Yes ☒ No ☐ Attached**Note:** Delegates are requested to provide to the City Clerk's Office **well in advance of the meeting date:**

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

Meeting Date Requested: May 8, 2024

Agenda Item (if applicable): Bike Month

Name of Individual(s): David Laing

Position/Title: Chair

Organization/Person being represented: BikeBrampton

Full Address for Contact:

Telephone:

Email:

Subject Matter to be Discussed:

10th anniversary of Bike the Creek

Request to Council/Committee:

Support and help promote the event

Attendance: ☒ In-person ☐ Remote

A formal presentation will accompany my delegation:

☐ Yes ☐ No

Presentation format:

☐ PowerPoint File (.ppt)

☒ Adobe File or equivalent (.pdf)

☐ Picture File (.jpg)

☐ Video File (.mp4)

☐ Other:

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

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# BIKE THE CREEK

- Committee of Council Delegation
- May 8, 2024
- David Laing, BikeBrampton
- Bike the Creek Planning Committee



For more information and to register visit [trca.ca/bike-the-creek](https://trca.ca/bike-the-creek)

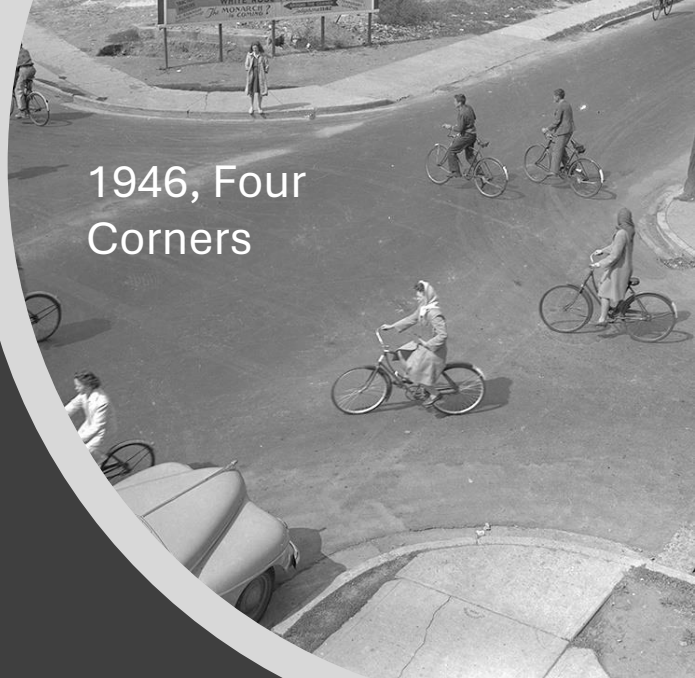
In collaboration with:



1984, Chinguacousy Park



1946, Four  
Corners



1886



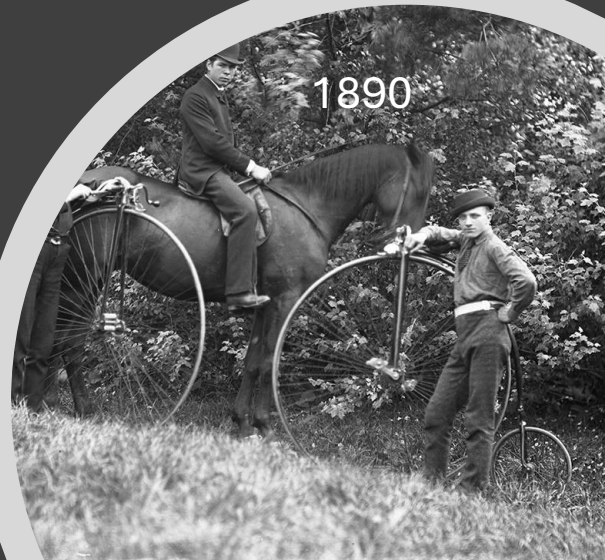
# “Cycling through History”

*50 years of Peel Region’s  
urban roads & trails*

*Archives at PAMA*

Page 23 of 326

1890



1890





Churchville



Meadowvale



Cheltenham



Terra Cotta



Meadowvale



# Historic Villages of Peel Region





2022



2021 official opening



2013

# Etobicoke Creek – Kennedy Valley





2016 official opening



2014



2023

# Etobicoke Creek – Summer Valley at Mayfield Road

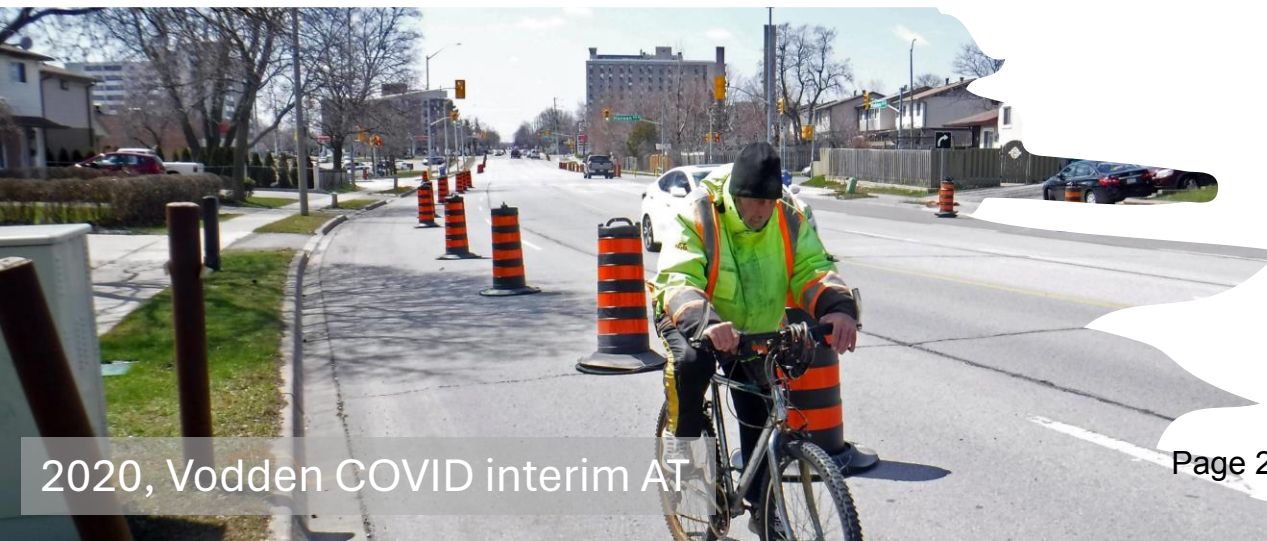




2015, Vodden



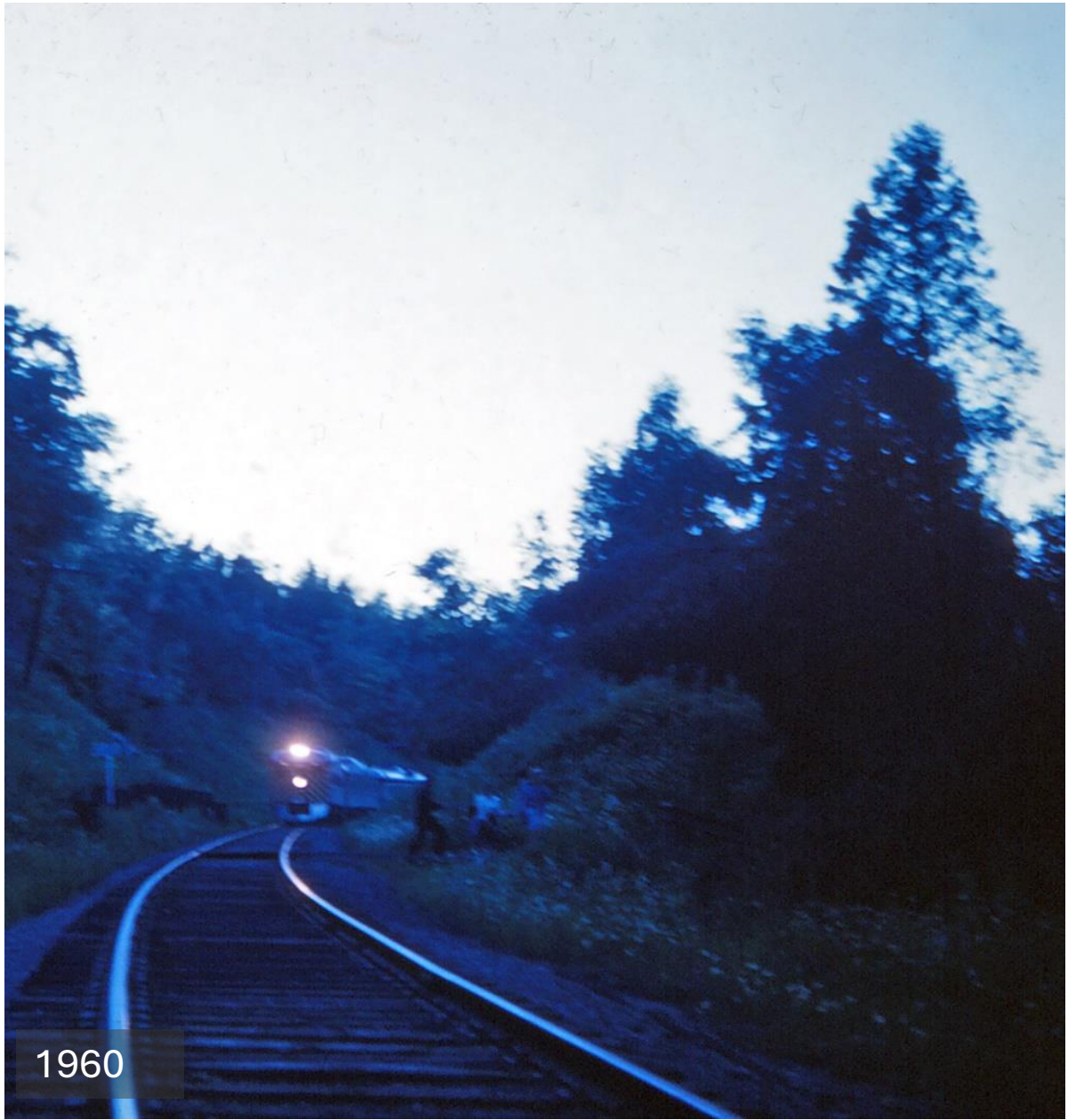
2023, Hanover AT



2020, Vodden COVID interim AT

## East-West Cycling Corridor Vodden/Howden/Hanover







## PEEL-WIDE SIGNATURE CYCLING EVENT

- **10th annual signature bike ride**
- FREE event aimed at encouraging people of all ages to discover joy of cycling
- Attracts over 1,000 cycling enthusiasts from Brampton & across southern Ontario
- Cycling leads to strong, healthy, vibrant, sustainable communities
- Aligns with: Active Transportation Master Plan, 2040 Vision, Climate Emergency
- Zero-waste event



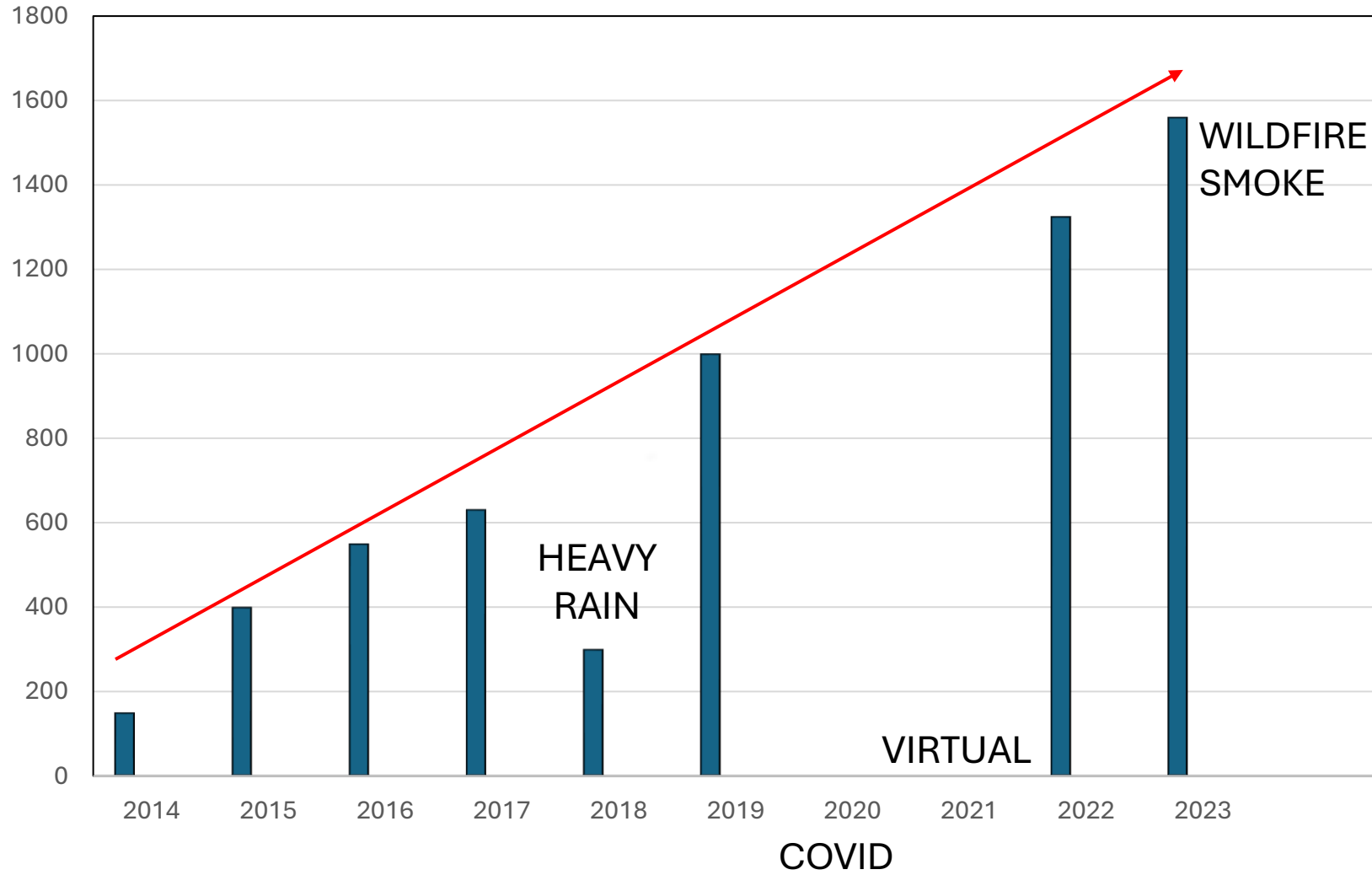


# 5 ROUTES

- Equity, Inclusivity, Diversity...
- 5 km Family Ride – Purple
- 15 km Family Ride - Orange
- 25 km Nature Ride – Green
- 66 km Caledon Town Ride – Red  
(44 km shortcut)
- 70 km Regional Ride – Dk Blue  
(50 km shortcut)



## Bike the Creek Registration Numbers by Year





# BRAMPTON FIRE STATION No 7

BTC DIGNITARY RIDES – JOIN US!





# #BIKETHECREEK24 PROMOTION

- Councillor Newsletters
- Social Media
- City Website
- Promotional Video
- Pre-event Signage

Page 33 of 326

*Order your custom 10th anniversary  
Bike the Creek  
Cycling jersey or technical t-shirt  
until May 9th*







# BRAMPTON

Legislative Services  
City Clerk

## Delegation Request

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

Meeting Date Requested: MAY 8 2024 Agenda Item (if applicable):

Name of Individual(s): CARLOS ALGARUIO  
PAULA VITORINO

Position/Title: CARLOS - OWNER  
PAULA - MANAGER

Organization/Person being represented: PORTAS DO MAR - SMALL BUSINESS

Full Address for Contact: 389 MAIN STREET NORTH Telephone: 905-457-9377  
UNIT #1, BRAMPTON Email:

Subject Matter to be Discussed: LUSOFONIA PORTUGUESSE FESTIVAL 2024

Request to Council/Committee: Clarification on city supported festival & how it supports small Brampton businesses.

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

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

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

Meeting Date Requested: May 8, 2024

Agenda Item (if applicable):

Name of Individual(s): Anand Desai

Position/Title:

Associate

Organization/Person  
being represented:

Monteith Brown Planning Consultants

Full Address for Contact: 302-219 Oxford Street West  
London, Ontario  
N6H 1S5

Telephone: 519-686-1300

Email: [adesai@mbpc.ca](mailto:adesai@mbpc.ca)

Subject Matter  
to be Discussed:

City of Brampton Parks and Recreation Master Plan, 5-Year Update

Request to  
Council/Committee:

Receive presentation in support of City Staff Report regarding Parks and Recreation Master Plan, 5-Year Update

Attendance: ☒ In-person ☐ Remote

A formal presentation will accompany my delegation:

☒ Yes ☐ No

Presentation format: ☐ PowerPoint File (.ppt)

☒ Adobe File or equivalent (.pdf)

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☐ Video File (.mp4)

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

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City of Brampton

# Parks & Recreation Master Plan

*5-Year Review & Update*

Presentation to Brampton City Council

May 8, 2024



# Parks & Recreation Master Plan



The Parks and Recreation Master Plan (PRMP) is a 5-year review and update of the last plan. It is the blueprint for how the City provides parks, recreation facilities, programs, and services to 2036.

Built with community feedback, the PRMP's Vision is for Brampton to be a place where we:

**Plan. Grow. Play. Together.**



The background of the slide features a photograph of a park area with trees and a fence, overlaid with a semi-transparent green filter. In the foreground, a concrete wall is visible with the text "All water is part of a cycle..." and "it moves continuously and changes form..." written on it. The title "PRMP Implementation" is prominently displayed in white text on the left side of the slide.

# PRMP Implementation

The PRMP is a point of departure.

Implementation of PRMP Initiatives will be phased in over a 10-year period.

By approving the PRMP in principle, Council is not bound to all initiatives. Staff will bring initiatives forward to be discussed and approved.

Brampton does not have the existing financial capacity to implement all initiatives. A Funding Plan will identify costs and internal / external funding sources.

A photograph of a community engagement display. Two large boards are covered in colorful sticky notes. The boards are titled 'Parks and Recreation Master Plan Have Your Say!' and 'BRAMPTON'. The display is set up on a table in a public space, with a person's leg visible in the bottom left corner.

# Community Engagement

Project Branding & Awareness

Community Survey

Launch Events & Pop-Ups

User Group Focus Groups

Opinion Leader & Partner Interviews

Staff Roundtables

Travelling Roadshows





# What We Heard



Parks and recreation services are **highly valued** by residents.

User groups are proud of their **contributions to parks, recreation and sport** in Brampton that have helped develop leaders, athletes, and improve the quality of life for residents.

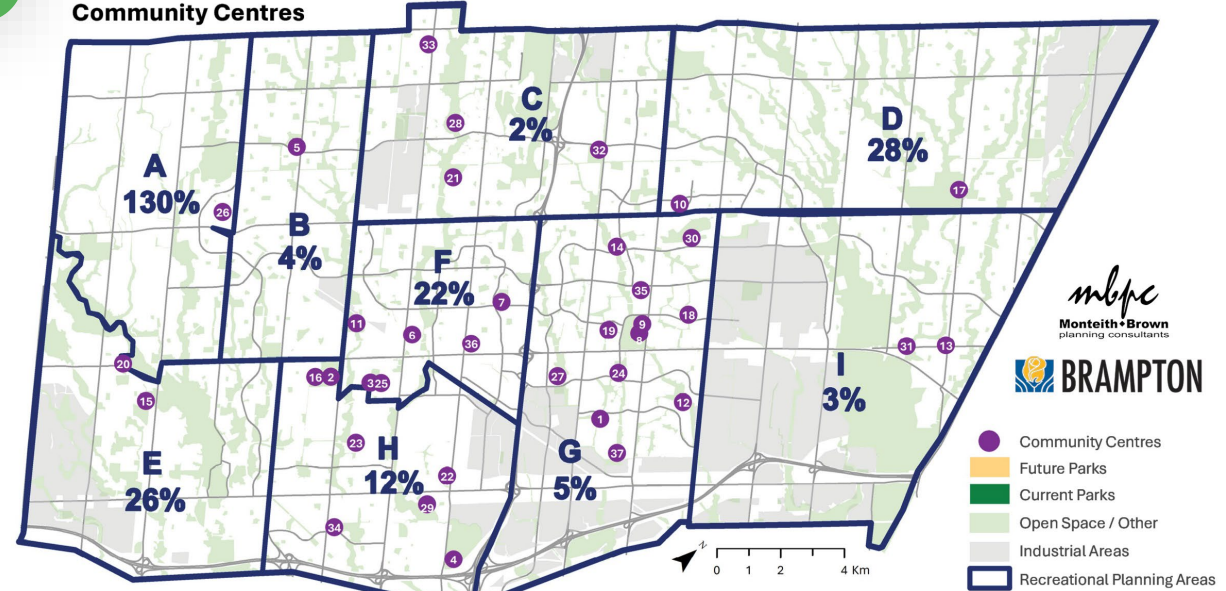
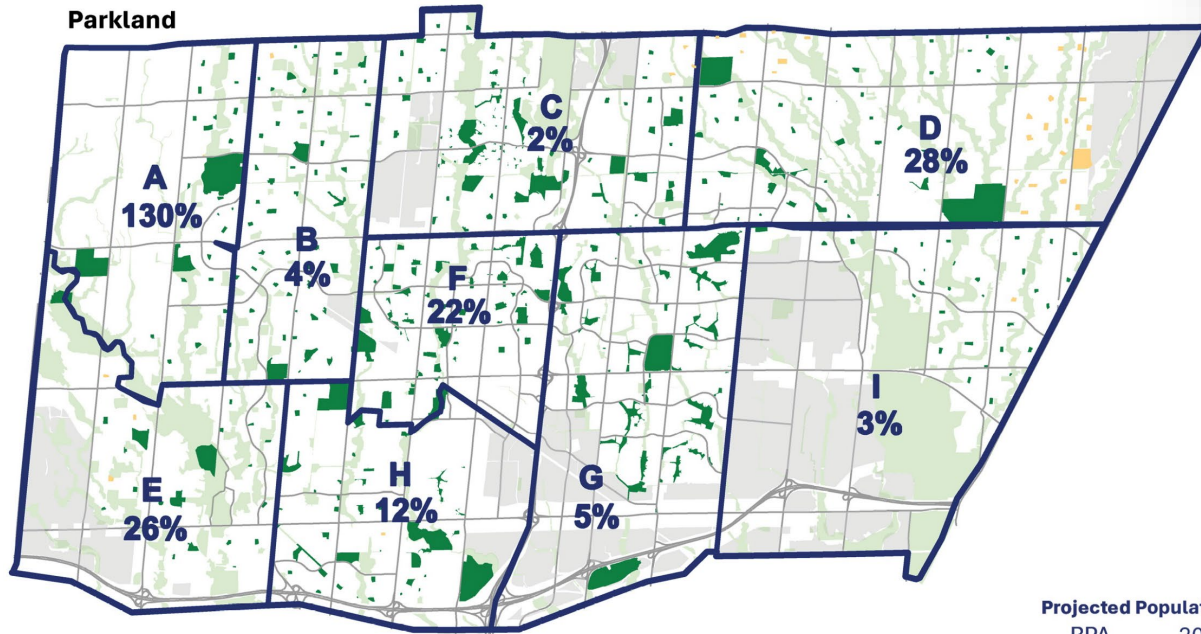
**Population growth** is placing pressures on parks and recreation facilities and programs, creating a need for more and new services.

Brampton's **diverse community** creates needs for programs and spaces that are inclusive, affordable, and accessible.

Residents and user groups are looking for **quality and convenient programs and facilities**.



# Parks and Community Centres with Population Growth by RPA



Source: Region of Peel Staff Recommended 2051 Growth Allocation - (reflects approved Region of Peel Official Plan - February 17, 2023 Adjusted). Notes: Figures include net Census undercoverage rates. These forecasts continue to be updated and are therefore conservative estimates based on past information and studies.

Projected Population Growth

RPA	2024	2036	GROWTH	%
A	44,888	103,300	58,412	130%
B	108,998	113,600	4,602	4%
C	110,322	112,740	2,418	2%
D	105,392	134,910	29,518	28%
E	50,976	64,400	13,424	26%
F	80,808	98,320	17,512	22%
G	92,638	97,660	5,022	5%
H	88,914	99,470	10,556	12%
I	74,370	76,540	2,170	3%
TOTAL	757,306	900,940	143,634	19%

- Balmoral Recreation Centre
- Bob Callahan Flower City Seniors Centre
- Brampton Curling Club
- CAA Centre
- Cassie Campbell Community Centre
- Central Public School
- Century Gardens Recreation Centre
- Chinguacousy Curling & Tennis Club
- Chinguacousy Park Ski Chalet
- Chinguacousy Wellness Centre
- Chris Gibson Recreation Centre
- Earncliffe Recreation Centre
- Ebenezer Community Hall
- Ellen Mitchell Recreation Centre
- Embleton Community Centre (Future)
- Flower City Community Campus
- Gore Meadows Community Centre
- Greenbriar Recreation Centre
- Howden Recreation Centre
- Huttonville Community Centre
- Jim Archdekin Recreation Centre
- Ken Giles Recreation Centre
- Kiwanis Centre for Excellence
- Knightsbridge Senior Centre
- Memorial Arena
- Mount Pleasant Community Centre
- Norton Place Park Community Centre
- Paul Paleschi Recreation Centre
- Peel Village Golf Course Clubhouse
- Professor's Lake Recreation Centre
- Riverstone Community Centre
- Save Max Sports Centre
- Snelgrove Community Centre
- Susan Fennell Sportsplex
- Terry Miller Recreation Centre
- The Collaborative Learning and Technology Centre
- Victoria Park Arena





# Goals of the PRMP

1. Unite a Healthy Community using Parks and Recreation
2. Support Complete Communities & Neighbourhood Revitalization
3. Proactively Plan Greenfield Areas
4. Connect Bramptonians to the Outdoors
5. Provide Pathways for Sport
6. Position Parks & Recreation for Success
7. Realize the Potential of the PRMP



# Heritage Heights Community Centre

- Indoor aquatics centre with sport-friendly features (25 metre, 8 to 10 lane pool, leisure and/or therapy pools)
- Double or triple gymnasium
- Fitness centre, group fitness studio and indoor track
- Youth Hub
- Multi-purpose rooms
- Library branch (subject to discussions with Brampton Library)
- Potential to form part of the designated Wellness Character Area in the Heritage Heights Secondary Plan that is “anchored by a future hospital / health and wellness facility”

# Recreation Revitalized Continued

**Jim Archdekin Recreation Centre:** explore enlarging the aquatics centre, adding a fitness centre and potentially twinning the arena (by relocating one of the City's remaining single pad arenas there).

**Kiwanis Centre for Youth Excellence (McMurchy):** conduct a site and building investigation to explore how to broaden community and youth programs along with enhancing aquatic centre amenities and access, potentially through expanding the building footprint.

**Flower City Community Campus:** undertake a comprehensive review of existing and potential amenities onsite through a master planning exercise to reach a greater number of residents.

**Save Max Sports Centre:** expansion to add program rooms and meeting space.

**Curling Clubs:** centralize curling into one expanded facility, repurposing the decommissioned location to meet emerging sport needs/demands.

**Eldorado Park:** develop a major splash pad and explore revitalization of outdoor amenities.

# Parkland Needs & Priorities

**Target Service Level:** 1.6 hectares per 1,000 population - acquisition and CIL .

**Spatial Equity:** Prioritize acquisition and renewals in areas of deficiency as identified in the Brampton Parks Plan.

**Social Equity:** Work with Region of Peel and equity-deserving groups to identify and prioritize acquisition and renewals in neighbourhoods experiencing higher levels of marginalization.

**POPS:** Develop municipal standards for designing, developing and accepting POPS/strata parks.

**Park Renewals:** prioritize parks that would benefit from enhancement based on their age and condition, proximity to MTSA's, changing community demographics, and other factors.

# Heritage Heights Community Parks

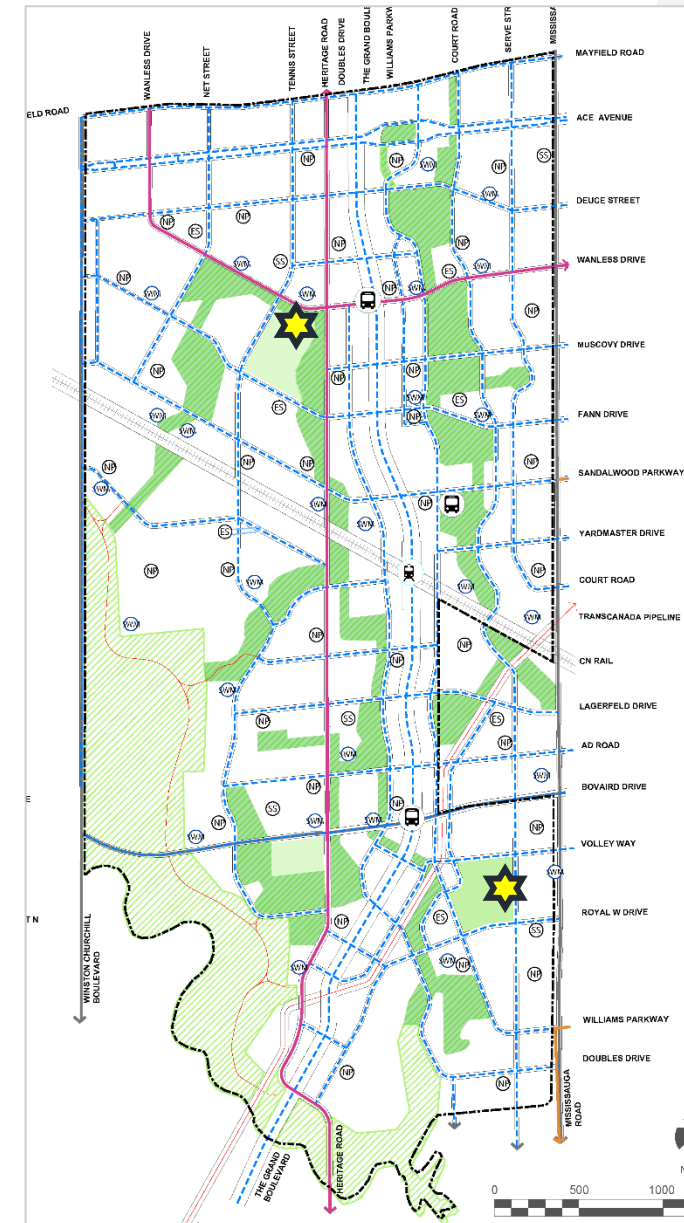
**Sports Fields:** 2 lit rectangular fields (min. one with synthetic turf) and a lit cricket grounds

**Hard Surface Sport Courts:** club-quality tennis courts with a seasonal dome or semi-permanent structure, dedicated pickleball courts, and multi-use sport courts

**Outdoor Aquatics:** major splash pad, reflection or wading pool designed with potential for recreational skating

**Children / Youth:** Activity Hub, skateboard park, adventure / natural playground

**Other:** Outdoor fitness equipment / fitness trail



*Heritage Heights  
Secondary Plan,  
Schedule 52-5*



# Gore Castlemore Community Park

**Sports Fields:** lit rectangular field with artificial turf

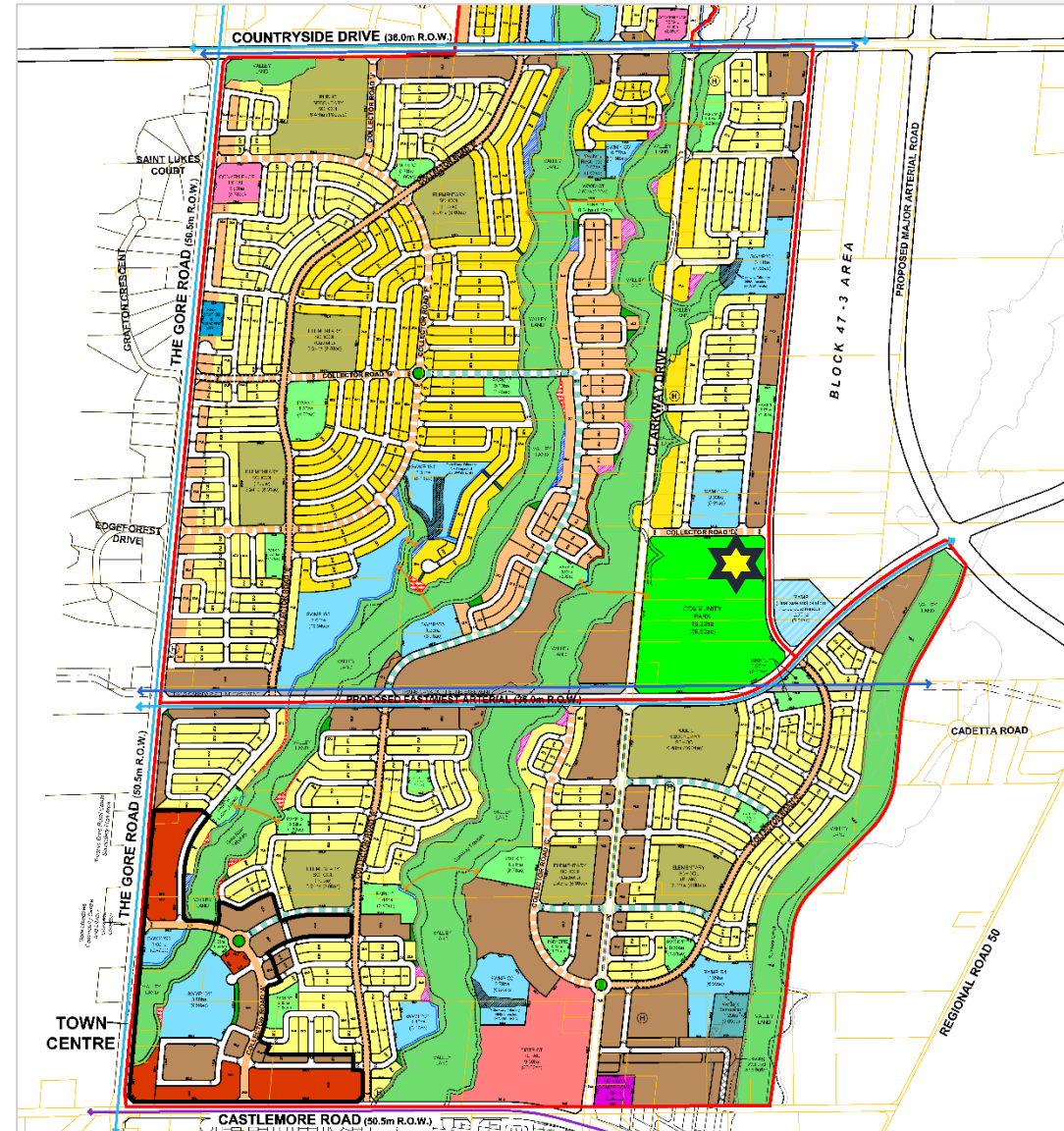
**Hard Surface Courts:** 2 tennis courts, 4 dedicated pickleball courts

**Outdoor Aquatics:** major splash pad, reflection or wading pool designed with potential for recreational skating

**Children / Youth:** skateboard park, adventure / natural playground

**Other:** Outdoor fitness equipment / fitness trail

*Hwy. 427 Industrial Secondary Plan,  
Block Design Plan, 2020*



# Providing Pathways for Sport

**Cricket:** remain the Cricket Capital of Canada, including:

- Add a lit cricket grounds in RPA A and RPA E
- Investigate which existing cricket grounds are appropriate candidates to add lighting
- Continue to explore partnerships with local School Boards to bring additional grounds online

**Kabaddi:** explore a permanent venue for community-level play with further analysis to investigate feasibility of investments required for high-performance play.

**50-metre Pool:** investigate potential at a future community centre if supported by business and financial planning (also applies to other high-performance sport facilities)

# Positioning for Success

**Partnerships:** continue to pursue agreements with School Boards and other public/private partners for facility developments, community hubs and more.

**Corporate Alignment:** align the PRMP with the Library Facilities Master Plan, Culture Master Plan, Public Art Strategy, Parks Plan, 2040 Vision and other municipal documents.

**Land Banking Strategy:** identify and acquire properties in northwest and northeast Brampton for future community centres.

**Parkland Dedication:** augment existing practices to maximize Planning Act conveyances using alternative strategies and mechanisms such as purchase/lease, land exchanges, partnerships, land banking, reallocation of surplus lands, etc.

**Parks and Recreation Facility Implementation Strategy & Funding Plan:** based on the Initiatives of the PRMP that identifies the logical order of implementation for the facilities proposed.



Thank You!







**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-23

**Subject:** **Request to Begin Procurement - To Obtain a Vendor to Supply All Labour, Equipment and Materials Necessary to Digitize City Physical Records for Various Departments.**

**Contact:** Janice Adshead, Deputy Clerk, Administrative Services, Information and Data Governance, City Clerk's Office

**Report number:** Legislative Services-2024-388

**RECOMMENDATIONS:**

1. That the report from Angelique Chulan, Manager, Information Governance, City Clerk's Office to the Committee of Council Meeting of May 8, 2024, re: **Request to Begin Procurement - To Obtain a Vendor to Supply All Labour, Equipment and Materials Necessary to Digitize City Physical Records for Various Departments**, be received;
2. That the Purchasing Agent be authorized to commence the procurement for a City-wide contract to perform digitization services; and
3. That the request to begin procurement to provide all labour, equipment and materials, necessary to digitize city physical records be approved.

**OVERVIEW:**

- The purpose of this report is to obtain Council authorization to commence the procurement for a City-wide contract to perform digitization services over a five (5) year period.
- The scope of the work shall include converting physical records to electronic, indexing, quality assurance, metadata tagging, document shredding as requested and secure storage and transfer of digitized content.

- **A cost-effective solution is to use evolving technology to digitize physical records to file them electronically.**
- **This City-wide contract will provide services to various City departments including Planning and its divisions once sufficient funding is available. Human Resources Division has approved funding to digitize their physical records.**
- **Digitization of records allows for improved efficiencies with document retrieval, repurposing of physical space to accommodate staff growth and allows for remote access and collaboration between employees.**
- **This procurement will be funded from various capital projects and operating cost centres throughout the City.**

#### **BACKGROUND:**

Various City departments have undergone digitization to convert their physical records (paper, microfilm/microfiche) to electronic. The Building division digitized over 3,800 banker boxes of paper copy files and 160,000 jackets of microfiche over a two year period using the vendor, Data Repro Com Ltd. (see prior Council Minutes [CW266-2018](#)). Other City divisions utilized Data Repro Com Ltd. for their digitization project, such as Fire and Emergency Services and Development Services within the Planning Department.

The contract for Data Repro Com Ltd. expires August 24, 2024, and a new RFP will need to be issued to acquire a vendor for future digitization projects. A cost-effective solution is to use evolving technology to digitize physical records to file them electronically.

#### **CURRENT SITUATION:**

As more departments are considering digitizing their physical records, having a city-wide contract that can be used by various divisions would allow for a more streamlined and standardized digitization process across the City. The scope of the digitization work shall include converting physical records to electronic, indexing, quality assurance, metadata tagging, document shredding as requested and secure storage and transfer of digitized content.

Digitization enables the implementation of various Information and Data Governance principles, including lifecycle management, which simplifies the process of generating

reports to track retention activities such as last administrative use, project end date and date of termination. This aligns with the digital transformation initiatives the City has been undertaking for many years. By digitizing information, a single copy can be managed, providing more controls that can be audited for access, privacy, and security requirements. Further efficiencies arise from the ability to collaborate with staff and clients.

Streamlining the digitization initiatives across the City presents a great opportunity to enhance the partnership between the Information Technology division and the City Clerk's Office, Information Management team to deliver modern solutions for clients. The Information Management team provides support by assisting clients in determining what should be digitized, file formats, file naming conventions, and metadata tagging/labels, as well as how to work with backfile vs. day forward information. The Information Technology division then determines the volumetrics for server space and establishes processes for transferring data and uploading images.

The Human Resources division has approved funding to start digitizing employee records. Most records are produced digitally and are printed then filed. The Development Services division within the Planning Department has additional boxes of physical records to be digitized and other divisions within Planning may choose to digitize their physical records.

## **CORPORATE IMPLICATIONS:**

Digitization of records allows for improved efficiencies with document retrieval, repurposing of physical space to accommodate staff growth and allow for remote access and collaboration between employees. This will reduce paper usage and carbon footprint by moving to digital records utilizing newer technology and contributing towards a greener environment.

## **Financial Implications:**

This procurement will be funded from various capital projects and operating cost centres throughout the City. The Goods and Services Inventory account 720000.001 will be used for the purpose of the procurement, and as services are rendered, expenses will be charged to the respective projects or cost centres. Staff will ensure that sufficient funds are requested through subsequent budget submissions for future years of this contract which will be presented to the Mayor for his consideration.

## **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.

### **STRATEGIC FOCUS AREA:**

This report aligns with and supports the strategic focus area “Government & Leadership”, focusing on service excellence with innovation, efficiency, effectiveness, accountability and transparency. Digitizing physical records allows for easier access to records which will assist with resource optimization, support strategic planning, advance citizen engagement, and contribute to digital transformation initiatives.

### **CONCLUSION:**

This report recommends that the Purchasing Agent be authorized to commence the procurement for a City-wide contract to provide all labour, materials, and equipment necessary to digitize City physical records, as described in this report.

Authored by: Angelique Chulan

Reviewed by: Janice Adshead

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Manager, Information Governance  
City Clerk's Office

Deputy Clerk, Administrative Services,  
Information and Data Governance  
City Clerk's Office

Approved by: Laura Johnston

Approved by: Marlon Kallideen

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Commissioner  
Legislative Services

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Chief Administrative Officer



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-23

**Subject:** **Agreements Executed by Administrative Authority for January 1, 2024, to March 31, 2024**

**Contact:** Bennett Kim, Real Estate Coordinator, Realty Services

**Report number:** CAO's Office-2024-270

**RECOMMENDATIONS:**

1. That the report from Bennett Kim, Real Estate Coordinator, Realty Services to the Committee of Council Meeting of May 8, 2024, re: **Agreements Executed by Administrative Authority for January 1, 2024, to March 31, 2024**, be received.

**OVERVIEW:**

- **By Administrative Authority By-law 216-2017, as amended, authority is delegated to department heads to execute certain real estate agreements.**
- **In order to keep City Council apprised on the quantity and financial implications of agreements executed by administrative authority, Realty Services provides City Council with a summary of executed agreements, attached to this report as Appendix A – Summary of Real Estate Agreements executed by Administrative Authority.**
- **This report provides information on Real Estate Agreements executed by administrative authority for the period from January 1, 2024, to March 31, 2024. This summary does not include agreements arising as a condition of development (site plan/subdivision/consent) approval.**
- **There is no financial impact resulting from the adoption of the recommendations in this report.**

**BACKGROUND:**

In accordance with the Administrative Authority By-law, authority is delegated to department heads to execute certain real estate agreements. Authority is granted for routine, non-controversial agreements up to specified dollar amounts.

Realty Services reports to Council on a quarterly basis, on the Real Estate Activities authorized by the Administrative Authority attached to this report as Appendix A – Summary of Real Estate Agreements executed under the Administrative Authority.

Staff are providing an Information Report to Committee of Council for all agreements completed and executed under the Administrative Authority By-law for the period from January 1, 2024, to March 31, 2024.

### **Corporate Implications:**

#### Financial Implications:

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

### **STRATEGIC FOCUS AREA:**

This report fulfills the strategic focus area of Government and Leadership by being accountable and transparent to Council by reporting all agreements that were fully executed under the Administrative Authority By-law # 216-2017, as amended, for the first quarter in 2024. This report provides elevated performance and service standards, through reporting for each quarter.

### **CONCLUSION:**

This report summarizes Realty Services' reporting on real estate agreements that were fully executed under the Administrative Authority By-law # 216-2017, as amended, for the period from January 1, 2024, to March 31, 2024.

Authored by:

Reviewed by:

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Bennett Kim  
Real Estate Coordinator,  
Realty Services  
Approved by:

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Rajat Gulati  
Senior Manager, Realty Services

Submitted by:

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Marlon Kallideen,  
Chief Administrative Officer

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Marlon Kallideen,  
Chief Administrative Officer

### **Attachments:**

- Appendix A – Summary of Real Estate Agreements Executed by Administrative Authority, January 1, 2024, to March 31, 2024



Agreements - January 1, 2024 to March 31, 2024

File No.	Approved By:	Ward	Project	Transaction	Financial Implication for Term
Disposal - January 1, 2024 - March 31, 2024					
L16N1.8	Commissioner of Community Services	1	Bicycle Hub - 8 Nelson Street West Suite 104 Term: January 1, 2024-December 31, 2024	Lease Extension and Amending Agreement	N/A
CTE-23-107	Commission of Community Services	7	150 Central Park Drive Knightsbridge Park Term: March 1, 2023- October 31, 2026	Amendment Consent to Enter	N/A
CTE-23-114	Commissioner of Public Works & Engineering	6	ROP CTE for survey and inventory on City lands. Term: December 1, 2023-January 31, 2025	Consent to Enter Agreement with The Regional Municipality of Peel.	Nil
L16R.10A	Commissioner, Community Services	3	DAR ALMALIKY o/a NOON ACADEMY INC. Licence Agreement (Use of City Land for outdoor space) Term: September 1, 2023-August 31, 2024	Licence Agreement	\$1,427.77
L16W.2	Commissioner Public Works and Engineering	8	BELL MOBILITY INC. 1975 William Parkway Communication Tower (Licence Agreement) Term: May 1, 2024-April 30, 2029	Licence Agreement and Amending Agreement	\$119,818.20
PM04ES6	Commissioner of Community Services	1	City of Brampton Hazlewood Park Second Amendment Term: March 31, 2023-June 30, 2024	Consent to Enter Second Amendment	Nil
CTE-24-103	Commissioner of Community Services	1	City of Brampton Unassigned Address Consent To Enter with ROP Term: February 1, 2024-January 31, 2026	Consent to Enter agreement.	Nil
CTE-23-113	Commissioner of Community Services	10	City of Brampton Unassigned Address Consent to Enter Term: April 1, 2024-March 31, 2025	Consent to Enter with ROP	Nil

Agreements - January 1, 2024 to March 31, 2024

File No.	Approved By:	Ward	Project	Transaction	Financial Implication for Term
Disposal - January 1, 2024 - March 31, 2024					
L16Mc1.22A.1	Senior Manager, Realty Services	3	Lorne Scots Museum Lease Assignment 55 Queen Street East Term: Not Applicable	Lease Assignment, Assumption and Amending Agreement	N/A



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-17

**Subject:** DC and CIL of Parkland Annual Report: Summary of Activity in 2023

**Contact:** Nash Damer, Treasurer, Finance

**Report number:** Corporate Support Services-2024-348

**RECOMMENDATIONS:**

1. That the report from Maja Kuzmanov, Senior Manager of Accounting Services and Deputy Treasurer and Raghuram Kumar, Manager, Capital and Development Finance to the Committee of Council Meeting of May 8, 2024, re: **DC and CIL of Parkland Annual Report: Summary of Activity in 2023**, be received;

**OVERVIEW:**

- **Development Charges (DC) are collected under authority of the *Development Charges Act, 1997* (the “DCA”) for the purpose of funding necessary growth related services.**
- **Section 43 of the DCA and Section 12 of Ontario Regulation 82/98 require that the Treasurer of the municipality provide to Council, annually, a financial statement relating to development charge by-laws and reserve funds established under section 33 of the DCA.**
- **Schedule A summarizes the DC Reserve Fund financial transactions for the year ended December 31, 2023. Closing balance of the DC Reserve Fund balances as of December 31, 2023 is \$412 million.**
- **Subsection 42 (17) under the *Planning Act* requires the Treasurer of the municipality to provide Council with a statement relating to the status of the Cash-in-lieu of Parkland (CIL) Reserve Fund.**
- **Closing balance of the Cash-in-lieu of Parkland Reserve Fund balances as of December 31, 2023 is \$67 million.**
- **DC statements for 2023 are presented to Council for receipt, and these statements must be made available to the public.**



## BACKGROUND:

Development Charges (DC) are collected by the City for the sole purpose of funding necessary infrastructure to new residents and businesses. All DC funds collected can be used only for this purpose in accordance with the *Development Charges Act (DCA)*. These funds are collected so that existing property owners are not unduly burdened by the cost of growth-related infrastructure.

The attached DC Statements have been provided to the Committee of Council for information in accordance with requirements of the *DCA*. The purpose of the report and associated statements is to ensure that all transactions related to development charges have been correctly accounted for and reported, as stipulated under the *DCA*.

The current DC rates came into effect on August 1<sup>st</sup>, 2019 with the approval of the City's 2019 DC By-laws. The 2019 DC By-laws retained existing reserve fund classifications as it accurately reflected how individual program areas have managed the DC revenue received. These reserve funds represent monies currently collected for and spent on the following program areas: Growth Studies, Library Services, Fire Services, Recreation Services, Transit Services, Public Works, Roads Services, and the Bramwest / North and South Transportation Corridor.

The City of Brampton does not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by the *DCA* or another Act, in compliance with subsection 59.1 (1) of the *DCA*.

Amendments were made to the *Planning Act* in 2017 with the passage into law of Bill 73 – the *Smart Growth for Our Communities Act*. The legislation requires that funds that have been collected under both Section 37 of the *Planning Act* - related to increased density allocations, and Sections 42 and 51 – related to the collection and expenditure of cash-in-lieu of parkland (CIL), must now be reported annually to Council by the Treasurer. For Council's reference, CIL is collected by way of the City's Parkland Dedication By-law under the authority of the *Planning Act*. A municipality may require, as a condition of development, that land be conveyed to the municipality for park, or other recreational, purposes. Alternatively, the Council may require a payment in lieu of land otherwise required to be conveyed – commonly referred to as CIL. In accordance with the *Planning Act*, CIL monies must be held in a reserve fund and may be spent "...only for the acquisition of land to be used for park or other public recreational purposes, including the erection, improvement or repair of buildings and the acquisition of machinery for park or other public recreational purposes."

Bill 108 introduced the Community Benefits Charge (CBC), which replaced the former Section 37 (density bonusing) provisions of the *Planning Act*. The Province updated the *Planning Act* as part of the COVID-19 Economic Recovery Act, 2020 (Bill 197) in order to implement the CBC.

The City of Brampton passed a Community Benefits Charge By-law in September ,2022 which applies to all development or redevelopment containing 5 or more storey and adding at least ten residential units, within the City of Brampton that meets the criteria as set out in the by-law, capped at 4% of the value of land subject to development or redevelopment and will contribute to City-wide capital costs for Housing, Public Realm, Community Facilities, Active Transportation, Parks & Trails, Parking, Heritage Assets and Administration.

The City has established Reserve #33 Community Benefits Charges Reserve Fund to account for monies collected under the CBC bylaw. As of December 31, 2023 the City has collected \$0.72 million in related revenues. There were no contributions to capital projects.

## **CURRENT SITUATION:**

### **Statement of Development Charge Reserve Funds Activity – 2023**

The table below presents a summary of information reported in Schedule A of the report which outlines the 2023 DC Reserve Fund balances:

	<u>\$ Million</u>
<b>Beginning Balance as at January 1, 2023</b>	383.63
Add: Development Charge Proceeds	75.26
Add: Interest Income	21.59
Less: Transfer to Capital Projects/Current Fund	<u>68.78</u>
<b>Balance before Outstanding Section 38 Credits</b>	411.70
Outstanding Section 38 Credits	<u>( 0.03)</u>
<b>Closing Balance as at December 31, 2023</b>	<u>411.67</u>
Less: Capital Commitments	343.38
<b>Closing Balance after Capital Commitments</b>	<b><u>68.29</u></b>

As at January 1, 2023, Roads DC Reserve Fund had a balance of \$197.96 million. Out of that amount \$124.84 million (63%) has been allocated to related services.

**Schedule A** summarizes information for each Reserve Fund in respect of each service program for which development charges have been imposed by the City of Brampton. The schedule shows:

- The opening balance as of January 1<sup>st</sup>, 2023;

- The distribution of the development charge proceeds received during the year;
- The apportionment of accrued interest; and
- The closing balance as at December 31<sup>st</sup>, 2023.

The closing balance of the DC Reserve Fund as of December 31, 2023 is \$412 million (2022 - \$384 million). Increase in fund balances was mainly due to development charges proceeds and interest income exceeding transfers to capital projects and current fund.

In addition, City Council approved the Central Area Community Improvement Plan. One of the components of this plan is the Development Charges Incentive Program which, since inception, has granted nearly \$31 million in DC waivers. Of the \$31 million, \$13 million has been recovered through the general tax as of December 31, 2023. The reimbursement of these funds is repaid over a 25-year horizon and is currently built into the base tax levy.

### **Statement of CIL-Parkland Reserve Fund Activity – 2023**

The table below presents a summary of CIL-Parkland Reserve Fund Activity:

	<u>\$ Million</u>
<b>Beginning Balance as at January 1, 2023</b>	128.89
Add: CIL-Parkland Revenues	13.09
Add: Interest Income and Other	3.52
Less: Transfer to Capital Projects	78.84***
<b>Closing Balance as at December 31, 2023</b>	<u>66.66</u>
Less: Capital Commitments	20.77
<b>Closing Balance after Capital Commitments</b>	<b><u>45.89</u></b>

\*\*\* Detail of transfers to Capital Projects are outlined in Schedule E of this report.

**Schedule B** details the approved financing transfers for each reserve fund, outlining the Development Charge financing (DC) and Non-Development Charge Financing (Non-DC) for each project. This schedule provides additional detail to the “Transfer to Capital Project /Current Fund” column in Schedule A by capital project in each program area. When capital projects are closed or excess financing has been identified, the financing is returned back to the original Reserve Fund. The figures in brackets indicate returned financing.



**Schedule C** lists the remaining Section 14 credits by Plan and Block Number as at December 31<sup>st</sup>, 2023.

**Schedule D** details the status of DC credits accorded or committed to developers for undertaking works on behalf of the City as at December 31, 2023.

#### Treatment of Credits related to old DC by-laws and previous DC Acts

- ***Outstanding Section 38 Credits***

Section 38 of the *DCA* stipulates that a municipality shall give a person credit toward the DCs payable if it agrees to allow the person to perform work that relates to a service to which a DC by-law relates. The amount of the credit is the reasonable cost of doing the work as agreed. The current Section 38 credits included in Schedule A are minor in nature and are fully related to parkland improvements performed in old subdivisions. Since there has been no activity on these subdivisions in many years there has been no opportunity to provide the credit for work performed in the past. This does not preclude the possibility of the credits being applied in a redevelopment or new development project in those areas in the future.

- ***Section 14 Credits (see Schedule C)***

In 1989 the Province enacted the *Development Charges Act, 1989* ("Old *DCA*") which replaced the lot levy regime with DCs. Municipalities were empowered to impose DCs pursuant to DC by-laws enacted under the Old *DCA*. The Old *DCA* did not exempt from the payment of DCs those lands that were subject to pre-existing lot levy agreements or lands for which lot levies had been paid. Instead, these prior payments were treated as credits against DCs otherwise payable, pursuant to Section 14 of the Old *DCA*, by October 31<sup>st</sup>, 1999.

The Old *DCA* was replaced by the 1997 *DCA* and. O. Reg 82/.98 in 1998 which sets out a mechanism for recognizing credits for lot levies paid under old agreements. The owners and former owners were required to apply for credits by October 31<sup>st</sup>, 1999. The City is obligated to fund the total credit claims applied for within the prescribed period.

#### **CORPORATE IMPLICATIONS:**

##### **Financial Implications:**

There are no financial implications associated with this report.

**Other Implications:**

There are no other implications resulting from this report.

**Strategic Plan:**

This report achieves the Strategic Plan priority of Good Government by practicing proactive, effective and responsible management of finances, policies and service delivery and promotes transparency in the reporting of the City's financial affairs.

**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:**

In accordance with the *Development Charges Act, 1997*, this report provides Council with a statement of the DC reserve funds for the year ending December 31<sup>st</sup>, 2023.

Authored by:

Reviewed by:

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Maja Kuzmanov,  
Senior Manager of Accounting  
Services and Deputy Treasurer  
Raghuram Kumar  
Manager, Capital and Development  
Finance

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Nash Damer  
Treasurer

Approved by:

Approved by:

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Alex Milojevic  
Commissioner,  
Corporate Support Services

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Marlon Kallideen  
Chief Administrative Officer

**Attachments:**

- Attachment 1 – Schedule A: Statement of Development Charge Reserve Funds
- Attachment 2 – Schedule B: Details of Project Funding
- Attachment 3 – Schedule C: Section 14 Credits
- Attachment 4 – Schedule D: Development Charges Credits – Recreation
- Attachment 5 – Schedule D: Development Charges Credits – Roads
- Attachment 6 – Schedule E: CIL-Parkland Reserve Details of Project Funding



**SCHEDULE A**

**THE CORPORATION OF THE CITY OF BRAMPTON  
STATEMENT OF DEVELOPMENT CHARGE RESERVE FUNDS  
as at December 31, 2023  
(\$000s)**

Service	Res. Fd	Opening Balance	Revenues		Expenses				Subtotal	Outstanding Section 38 Credits	Closing Balance
			Development Charge Proceeds	Interest	Capital Fund	Current Fund	Reserve	Total Transfers			
Growth Studies and Other	130	5,421	527	305	892	-	-	892	5,361	-	5,361
Library	132	-1,942	1,253	-81	324	-	-	324	-1,094	-	-1,094
Fire Protection	133	-7,806	2,025	-345	1,464	-	-	1,464	-7,590	-	-7,590
Recreation	134	178,059	17,095	9,846	17,617	-	-	17,617	187,383	32	187,351
Transit	135	386	14,855	297	5,055	-	1,522	6,577	8,962	-	8,962
Public Works Buildings & Fleet	136	-25,645	2,506	-1,317	166	-	-	166	-24,623	-	-24,623
Roads	137	197,963	35,066	10,877	41,288	-	-	41,288	202,618	-	202,618
Parking Lots	138	5,539	0	292	454	-	-	454	5,376	-	5,376
New Bramwest Pkwy N & S Trans Corridor	142	31,659	1,933	1,715	1	-	-	1	35,306	-	35,306
<b>Totals</b>		<b>383,633</b>	<b>75,260</b>	<b>21,589</b>	<b>67,261</b>	<b>0</b>	<b>1,522</b>	<b>68,783</b>	<b>411,699</b>	<b>32</b>	<b>411,667</b>

**SCHEDULE B**

**THE CORPORATION OF THE CITY OF BRAMPTON  
DETAILS OF PROJECT FUNDING  
as at December 31, 2023**

**FINANCING TRANSFERS:**

RESERVE FUND	PROJECT #	PROJECT NAME	DC FINANCING	GAS TAX RESERVES	TAX-BASED RESERVES	OBLIGATORY RESERVES	DISCRETIONARY RESERVES	GOVERNMENT GRANTS	OTHER FUNDING	TOTAL NON-DC	TOTAL FINANCING
130	197003	Policy Planning Studies	(17.00)		(53.00)					(53.00)	(70.00)
130	197360	Transportation Master Plan-TMP	(20.00)		(25.00)					(25.00)	(45.00)
130	207360	Transportation Master Plan-TMP	(24.00)		(30.00)					(30.00)	(54.00)
130	207400	Official Plan Review	(41.00)		(50.00)					(50.00)	(91.00)
130	207860	Heritage Heights Studies	(2.00)		(2.00)					(2.00)	(4.00)
130	214150	Engineering - Parkland Studies	(98.00)		-					-	(98.00)
130	215560	Recreation - Misc Initiatives	(7.00)		(120.00)					(120.00)	(127.00)
130	217003	Policy Planning Studies	(5.00)		(13.00)					(13.00)	(18.00)
130	217391	Bram West North Area Study	(75.00)		(75.00)					(75.00)	(150.00)
130	217400	Official Plan Review	(71.00)		(86.00)					(86.00)	(157.00)
130	217820	Downtown Plan	(53.00)		(53.00)					(53.00)	(106.00)
130	217941	Public Realm Im. Plan-Downtown	(19.00)		(19.00)					(19.00)	(38.00)
130	224150	Engineering - Parkland Studies	(5.00)		-					-	(5.00)
130	227003	Policy Planning Studies	(181.00)		(106.00)					(106.00)	(287.00)
130	227358	Cycling Infrastruc.Plan-Design	(27.00)		(62.00)					(62.00)	(89.00)
130	227391	Bram West North Area Study	(33.00)		(33.00)					(33.00)	(66.00)
130	227820	Downtown Plan	(106.00)		-					-	(106.00)
130	231000	Development Charges Study	(32.00)		(45.00)					(45.00)	(77.00)
130	237003	Policy Planning Studies	(9.00)		(16.00)					(16.00)	(25.00)
130	237360	Transportation Master Plan-TMP	(66.00)		(66.00)					(66.00)	(132.00)
			(891.00)	-	(854.00)	-	-	-	-	(854.00)	(1,745.00)
132	236900	Collection Development	(324.00)		(576.00)					(576.00)	(900.00)
			(324.00)	-	(576.00)	-	-	-	-	(576.00)	(900.00)
133	132506	Stn 204 Relocation & Expansion	(50.00)				(83.00)			(83.00)	(133.00)
133	182530	Fire Station 214	(802.00)						(682.00)	(682.00)	(1,484.00)
133	222520	Fire Station 215	(308.00)							-	(308.00)
133	232300	Growth Vehicles	(242.00)							-	(242.00)
133	232460	Fire Fighting Equipment	(62.00)		(442.00)					(442.00)	(504.00)
			(1,464.00)	-	(442.00)	-	(83.00)	-	(682.00)	(1,207.00)	(2,671.00)
134	085850	Bram East Community Prk Campus	(185.00)		(20.00)					(20.00)	(205.00)
134	185580	Norton Park Development	(23.00)		(8.00)					(8.00)	(31.00)
134	185600	Howden Recreation Centre	(480.00)		(174.00)					(174.00)	(654.00)
134	185670	Chris Gibson Recreation Centre	(1,062.00)		(122.00)		(233.00)			(355.00)	(1,417.00)
134	185680	Balmoral Recreation Centre	(1,853.00)	(8,250.00)	(216.00)					(8,466.00)	(10,319.00)
134	186000	Valleyland Development	(24.00)		(28.00)					(28.00)	(52.00)
134	195210	Collaborative Learning Tec.Ctr	(1,162.00)							-	(1,162.00)
134	195560	Recreation - Misc Initiatives	(179.00)		(30.00)					(30.00)	(209.00)
134	195740	Victoria Park New Facility	(153.00)		(11.00)		(17.00)			(28.00)	(181.00)
134	195865	New Capital Development	(298.00)		(67.00)					(67.00)	(365.00)
134	196000	Valleyland Development	(202.00)		(23.00)					(23.00)	(225.00)
134	204150	Engineering & Parkland Studies	(38.00)		(4.00)					(4.00)	(42.00)
134	205560	Recreation - Misc Initiatives	(46.00)		(90.00)					(90.00)	(136.00)
134	205631	Memorial Arena-Jr A-B Expansn	(123.00)		(3.00)					(3.00)	(126.00)
134	205865	New Capital Development	(383.00)		(87.00)	(7.00)		(75.00)		(169.00)	(552.00)
134	205951	Bramalea Tennis Club Expansion	(1,013.00)		(237.00)			(577.00)		(814.00)	(1,827.00)
134	215430	Wayfinding & Signage-Outdoors	(15.00)							-	(15.00)
134	215560	Recreation - Misc Initiatives	(12.00)							-	(12.00)
134	215865	New Capital Development	(1,326.00)		(43.00)			(129.00)	(15.00)	(187.00)	(1,513.00)
134	216000	Valleyland Development	(57.00)							-	(57.00)
134	221518	New Facilities Development	(1.00)		(3.00)					(3.00)	(4.00)
134	225335	Field Hockey - Construction	(74.00)							-	(74.00)
134	225560	Recreation - Misc Initiatives	(132.00)		(645.00)					(645.00)	(777.00)
134	225700	Mississauga-Embleton Comm.Ctre	(1,196.00)							-	(1,196.00)
134	225732	Gore Meadows-Outdoor Constr.	(43.00)							-	(43.00)
134	225751	Torbram-Sandalwood Park-Const.	(54.00)							-	(54.00)
134	225860	New Neighbourhood Parks	(3,250.00)							-	(3,250.00)
134	225896	Outdoor Soccer Court	(121.00)							-	(121.00)
134	225940	Pathways Implementation Progrm	(1,499.00)							-	(1,499.00)
134	226611	Urban Forest Canopy Program	(146.00)		(252.00)					(252.00)	(398.00)
134	235410	Recreation Outdoor Assets	(118.00)	(5.00)	(67.00)					(72.00)	(190.00)
134	235460	Outdoor Rinks	(855.00)							-	(855.00)
134	235550	Recreation - Indoor Asset	(63.00)							-	(63.00)
134	235860	Neighbourhood Parks	(153.00)							-	(153.00)
134	235865	Parks Community Asset Redevel.	(619.00)		(76.00)					(76.00)	(695.00)
134	235927	New Amenities in Ward 4 Park	(37.00)							-	(37.00)
134	235937	Construction-Joint Use Track	(268.00)							-	(268.00)
134	236611	Urban Forest Canopy Program	(293.00)		(58.00)					(58.00)	(351.00)
134	236860	Public Art Investment	(61.00)		(48.00)					(48.00)	(109.00)
			(17,617.00)	(8,255.00)	(2,312.00)	(7.00)	(250.00)	(781.00)	(15.00)	(11,620.00)	(29,237.00)
135	194880	Transit Mtce-Storage Facility	(4,293.00)							-	(4,293.00)
135	204120	Queen Rapid Transit Desgn-TPAP	(14.00)		(13.00)					(13.00)	(27.00)
135	224802	Zum Exp.-Chinguacousy Corridor	(749.00)	96.00						96.00	(653.00)
			(5,056.00)	96.00	(13.00)	-	-	-	-	83.00	(4,973.00)
136	012810	New Works Yard	(8.00)		(1.00)		(4.00)			(5.00)	(13.00)
136	222810	New Works Yards	(50.00)		(7.00)		(25.00)			(32.00)	(82.00)
136	222910	New Equipment - Vehicles	(108.00)			(13.00)				(13.00)	(121.00)
			(166.00)	-	(8.00)	(13.00)	(29.00)	-	-	(50.00)	(216.00)
137	044580	Torbram-CNR Grade Separation	(4,055.00)		(109.00)					(109.00)	(4,164.00)
137	083610	Project Design	(1,783.00)		(3.00)					(3.00)	(1,786.00)
137	093610	Project Design	(6.00)						(36.00)	(36.00)	(42.00)
137	093625	Utility Relocation	(4.00)							-	(4.00)
137	113610	Project Design	(348.00)		(5.00)					(5.00)	(353.00)
137	124500	Environmental Assessments	(30.00)						(32.00)	(32.00)	(62.00)
137	133880	Bramalea Road Widening	(6.00)							-	(6.00)
137	143380	Humberwest Parkway Widening	(836.00)		(26.00)					(26.00)	(862.00)

SCHEDULE B

THE CORPORATION OF THE CITY OF BRAMPTON  
DETAILS OF PROJECT FUNDING  
as at December 31, 2023

FINANCING TRANSFERS:

RESERVE			DC	GAS TAX	TAX-BASED	OBLIGATORY	DISCRETIONARY	GOVERNMENT	OTHER	TOTAL	TOTAL
FUND	PROJECT #	PROJECT NAME	FINANCING	RESERVES	RESERVES	RESERVES	RESERVES	GRANTS	FUNDING	NON-DC	FINANCING
137	143450	New Road A-Steeles-Financial	(104.00)							-	(104.00)
137	143451	New Road A-Financial-Embleton	(232.00)							-	(232.00)
137	143580	Goreway Drive Widening	(7,270.00)		(871.00)					(871.00)	(8,141.00)
137	143610	Project Design	(1.00)							-	(1.00)
137	143811	Financial Drive	(553.00)							-	(553.00)
137	144300	Noise Walls	47.00						(47.00)	(47.00)	-
137	144500	Environmental Assessments	(166.00)							-	(166.00)
137	153610	Project Design	(88.00)		(17.00)					(17.00)	(105.00)
137	163625	Utility Relocation	(825.00)		(39.00)					(39.00)	(864.00)
137	173610	Project Design	(665.00)		(29.00)					(29.00)	(694.00)
137	173625	Utility Relocation	(205.00)		(11.00)					(11.00)	(216.00)
137	173941	Countryside Dr. Widening	527.00		(527.00)					(527.00)	-
137	183610	Project Design	(295.00)		(117.00)					(117.00)	(412.00)
137	184500	Environmental Assessments	(107.00)							-	(107.00)
137	193610	Project Design	(253.00)		(36.00)					(36.00)	(289.00)
137	193625	Utility Relocation	(11.00)		(1.00)					(1.00)	(12.00)
137	193830	Road Infrastructure Misc.	(46.00)		(9.00)					(9.00)	(55.00)
137	193920	McLaughlin Road Widening	(15.00)		(1.00)					(1.00)	(16.00)
137	193980	Cottrelle - Humberwest-Goreway	(11,815.00)							-	(11,815.00)
137	194020	Land Acquisitions	(649.00)						(13.00)	(13.00)	(662.00)
137	194410	Sidewalks	(341.00)							-	(341.00)
137	194500	Environmental Assessments	(265.00)							-	(265.00)
137	203200	Intersection Improvements	(13.00)							-	(13.00)
137	203610	Project Design	(46.00)		(2.00)					(2.00)	(48.00)
137	203625	Utility Relocation	(254.00)		(13.00)					(13.00)	(267.00)
137	203710	Remembrance Road	(1,695.00)							-	(1,695.00)
137	203750	Chinguacousy Road Widening	(316.00)		(17.00)				(387.00)	(404.00)	(720.00)
137	204300	Noise Walls	(101.00)		(11.00)					(11.00)	(112.00)
137	204410	Sidewalks	(381.00)							-	(381.00)
137	204920	Stormwater-Environ. Monitoring	(14.00)				(11.00)			(11.00)	(25.00)
137	213610	Project Design	(139.00)		(10.00)					(10.00)	(149.00)
137	213625	Utility Relocation	(45.00)		(2.00)					(2.00)	(47.00)
137	213830	Road Infrastructure Misc.	(104.00)		(5.00)					(5.00)	(109.00)
137	214410	Sidewalks	(47.00)							-	(47.00)
137	214920	Stormwater-Environ. Monitoring	(20.00)				(64.00)			(64.00)	(84.00)
137	222710	Traffic Signalization	(736.00)							-	(736.00)
137	223580	Goreway Drive Widening	(6,176.00)	(2,125.00)	(21.00)					(2,146.00)	(8,322.00)
137	223620	Pre-Engineering	(316.00)		(17.00)					(17.00)	(333.00)
137	223625	Utility Relocation	(25.00)		(1.00)					(1.00)	(26.00)
137	223830	Road Infrastructure Misc.	(59.00)		(59.00)					(59.00)	(118.00)
137	232710	Traffic Signalization	(156.00)							-	(156.00)
137	233420	Intermodal Drive	(6.00)							-	(6.00)
137	233610	Project Design	(125.00)		(7.00)					(7.00)	(132.00)
137	234410	Sidewalks	(99.00)							-	(99.00)
137	234945	Storm Water Pond Retrofits	(15.00)			(19.00)				(19.00)	(34.00)
			(41,288.00)	(2,125.00)	(1,966.00)	(19.00)	(75.00)	-	(515.00)	(4,700.00)	(45,988.00)
138	239930	South West Quadrant Lease	(454.00)		(7,900.00)					(7,900.00)	(8,354.00)
			(454.00)	-	(7,900.00)	-	-	-	-	(7,900.00)	(8,354.00)
142	143610	Project Design	(1.00)							-	(1.00)
			(1.00)	-	-	-	-	-	-	-	(1.00)
Approved Financing for Capital Projects:			(67,261.00)	(10,284.00)	(14,071.00)	(39.00)	(437.00)	(781.00)	(1,212.00)	(26,824.00)	(94,085.00)
Total Approved Transfers:			(67,261.00)	(10,284.00)	(14,071.00)	(39.00)	(437.00)	(781.00)	(1,212.00)	(26,824.00)	(94,085.00)



**Schedule C**

**THE CORPORATION OF THE CITY OF BRAMPTON  
SECTION 14 CREDITS**

**(\$000s)**

<b>M-Plan</b>	<b>Block</b>	<b>Reference Plan</b>	<b>Part</b>	<b>Section 14 DC Credit</b>
<b>811</b>	Blk 3	RP24203	Part 1	\$28.69
<b>811</b>	Blk 3	RP24203	Part 3	\$9.38
<b>811</b>	Blk 3	RP24203	Part 4	\$16.29
<b>880</b>	Blk 2	RP16527	Part 10	\$6.28
<b>880</b>	Blk 4	RP16529	Part 5	\$12.66
<b>880</b>	Blk 5	RP16529	Part 13	\$6.69
<b>880</b>	Blk 5	RP16529	Part 16	\$10.78
<b>880</b>	Blk 5	RP16529	Part 17	\$9.98
<b>880</b>	Blk 5	RP16529	Part 18	\$9.38
<b>931</b>	1			\$15.95
<b>945</b>	Blk 1	RP27636	Part 1	\$24.22
<b>1008</b>	Blk 1	RP24556	Part 3&4	\$5.89
			<b>Totals:</b>	<b>\$156.20</b>

**Schedule D**  
**Details of Recreation Development Charges (DC) Credits**  
**as at 31<sup>st</sup> December 2023**

Name of Developer	Project Number	Draft Plan	M-Plan	City File	Project Details	Opening Balance and 2023 Credits	Disbursements	Closing Balance
Denford Estates	169586-005	21T-05018B	43M-1937	C03W07.006	Park Block 288; Phase 1	296,057.30	-	296,057.30
Rossmma and Sabro Developments	to be assigned	21T-10013B	43M-1955 & 43M-1956	C04W12.002	Trail Blocks 338 & 339; Phase 4, Plan 4A (Rossmma)	1,511.14	-	1,511.14
Markview, Fulton, Southwyck (Vales of Humber)	to be assigned	21T-12009B	43M-1958	C09E17.008	Valley	45,026.55	-	45,026.55
Markview, Fulton, Southwyck (Vales of Humber)	169586-020	21T-12009B	43M-1959	C09E17.008	Park Block 168; Phase 2	443,061.24	-	443,061.24
Bluegrass	to be assigned	21T-05037B	43M-1962 & 43M-1963	C04W09.004	Valley Land Block 114; Phase 1, Plans 1 and 2	449,014.48	-	449,014.48
Denford Estates	169586-002	21T-05018B	43M-1983	C03W07.006	Park Block 232; Phase 2	416,584.63	-	416,584.63
Primont Homes (Mount Pleasant I Inc.)	to be assigned	21T-10014B	43M-1985	C04W14.006	Park Block 3; Phase 2, Plan 2	198,076.91	-	198,076.91
Scottish Heather Development (Great Gulf)	to be assigned	21T-06024B	43M-1990	C05W04.005	Trail System; Walkway Block 128	4,309.54	-	4,309.54
Empire Lakeside	to be assigned	21T-11012B	43M-1991	C02W16.002	Vista Block 179, NHS Blocks 180, 182, 183; Phase 2 Plan 2	79,418.59	-	79,418.59
Kaneff Properties (French Cross)	169586-103	21T-10002B	43M-2015	C05W03.006	Channel / Woods; Blocks 108, 111, 112, 116	103,561.06	-	103,561.06
Four X Development Inc.	169586-024	21T-10020B	43M-2030	C05W07.004	Park Block 206, Phase 1 Plan 1	429,755.88	-	429,755.88
Amber Fields Ltd.	145860-003	21T-10015B	43M-2032	C04W16.002	Town Square Park Block 172	380,671.95	380,671.95	-
Ornstock (Block 40-3 Riverview Heights)	to be assigned	21T-10016B	43M-2035	C05W01.006	Ped. Trail, 2 Bridge Crossing; SWM Blocks 58, 59; Open Space Blocks 61, 62 & 65	506,247.35	-	506,247.35
LIV Communities (Landmart)	to be assigned	21T-13007B	43M-2038	C03W16.004	Vista Block 96 and NHS Blocks 97, 98 and 99; Phase 3, Plan 3	423,913.94	423,913.94	-
LIV Communities (Landmart)	to be assigned	21T-13007B	43M-2038	C03W16.004	SWM Pond Block 100; Phase 3, Plan 3	1,539.12	-	1,539.12
Paradise Homes	to be assigned	21T-10011B	43M-2044 & 43M-2045	C04W17.002	Park Block 312; Phase 3, Plan 3A; Upper Mount Pleasant	537,804.90	537,804.90	-
TFP Clockwork Developments Inc.	to be assigned	21T-16011B	43M-2058	C03W17.006	Park Block 414; Phase 1, Plan 1	375,691.62	-	375,691.62
TFP Clockwork Developments Inc.	to be assigned	21T-16011B	43M-2058	C03W17.006	Park Block 415; Phase 1, Plan 1	567,779.38	-	567,779.38
i2 Developments (Brampton) Inc.	to be assigned	21T-14002B	43M-2062	T01W15.037	Pedestrian Trail; Block 4	21,021.58	21,021.58	-
720634 Ontario Limited - Grella	169586-030	21T-16008B	43M-2074	C02W16.003	Town Square; Block 324	422,065.88	422,065.88	-
720634 Ontario Limited - Grella	169586-031	21T-16008B	43M-2074	C02W16.003	Parkette; Block 332	384,617.70	384,617.70	-
720634 Ontario Limited - Grella	169586-108	21T-16008B	43M-2074	C02W16.003	NHS Valley Land Pedestrian Trail; Blocks 327-328, 333 & 335	804,226.58	-	804,226.58
Scottish Heather	to be assigned	21T-06024B	43M-2078	C05W04.005	Park Block 120; Phase 4A, Plan 4A	904,470.87	904,470.87	-
Umbria Developers Inc.	to be assigned	21T-17002B	43M-2086	C03W05.020	Park Block 42	291,744.40	-	291,744.40
Mayfield Road Brampton Inc.	to be assigned	21T-17008B	43M-2090	C02W17.005	Shared Park Block 59	1,589,947.87	1,589,947.87	-

**Schedule D**  
**Details of Recreation Development Charges (DC) Credits**  
**as at 31<sup>st</sup> December 2023**

Name of Developer	Project Number	Draft Plan	M-Plan	City File	Project Details	Opening Balance and 2023 Credits	Disbursements	Closing Balance
TACC Holborn Corporation	to be assigned	21T-13004B	43M-2092	C10E04.005	Park Block 141	600,872.46	-	600,872.46
TACC Holborn Corporation	to be assigned	21T-13004B	43M-2092	C10E04.005	Valleyland Block 142	19,085.09	-	19,085.09
TACC Holborn Corporation	to be assigned	21T-13004B	43M-2092	C10E04.005	SWMP Block 143	43,990.85	-	43,990.85
GB (Alloa Green) and Walness Developments	to be assigned	21T-17001B	43M-2100	C03W17.007	Shared Park Block 61	538,238.85	-	538,238.85
National Homes (Goreway) Inc.	to be assigned	21T-16016B	43M-2101	C08E06.008	Park Block 8	592,298.15	592,298.15	-
Wallsend Development Inc.	to be assigned	21T-12003B	43M-2102	C04E16.004	Park Blocks 145 & 169	604,708.80	-	604,708.80
Wallsend Development Inc.	to be assigned	21T-12003B	43M-2102	C04E16.004	Valleyland Blocks 170-175, 177 & 178	524,247.17	-	524,247.17
Neamsby Investments Inc.	to be assigned	21T-11006B	43M-2103	C04E16.003	Park Block 214	465,779.69	-	465,779.69
Neamsby Investments Inc.	to be assigned	21T-11006B	43M-2103	C04E16.003	Valleyland Pathway	74,829.22	-	74,829.22
Patilda Construction, Wolverleigh Construction, Kettle Point Investors	to be assigned	21T-11005B	43M-2104	C04E17.003	Valleyland Blocks 105, 106, 110-112	453,833.26	-	453,833.26
Saberwood Development	to be assigned	21T-18006B	43M-2137	C07E12.015	Park Block 22	195,641.99	195,641.99	
2185715 Ontario Inc.	to be assigned	21T-18003B	43M-2122	C08E17.011	Park Block 75	269,066.00		269,066.00
ParTacc Kennedy Heights Dev.	to be assigned	21T-17014B	43M-2141	C01E17.029	Park Block 221 and exist. City Park	1,965,643.93		1,965,643.93
ParTacc Kennedy Heights Dev.	to be assigned	21T-17014B	43M-2142	C01E17.030	Valley Blocks 216, 217, 219	557,951.63		557,951.63
Ouray South Development	to be assigned	21T-14001B	43M-2143	C10E05.019	Valley Block 18	425,292.00		425,292.00
National Homes (Goreway) Inc.	to be assigned	21T-16016B	43M-2101	C08E06.008	Goreway Dr and Humberwest Dr right-of-way Parkette Surplus Lands	82,143.66		82,143.66
Daniels Subdivision (MP)	to be assigned	21T-19017B	43M-2152/3	OZS-2019-0007	Park Dev, Blks 2 and 4	817,301.52		817,301.52
Argo TFP Brampton Ltd	to be assigned	21T-21022B	43M-1927	OZS-2021-0052	Park Block 189	1,268,556.08		1,268,556.08
Argo TFP Brampton Ltd	to be assigned	21T-21022B	43M-1927	OZS-2021-0052	Trail Dev, Blk 175, TCPL, NHS Blk 172/174	283,752.04		283,752.04
Argo Wanless (Block 51-2)	to be assigned	21T-11008B	43M-1968	C03W16.002	Trail Dev, NHS West Central Channel Blk 302	36,917.00		36,917.00
TACC Dev (Gore Rd) Ltd	to be assigned	21T-21014B	43M-2162	OZS-2021-0037	Park Block 135	680,200.68		680,200.68
<b>Subtotal Recreation DC Credits</b>						<b>20,178,470.53</b>	<b>5,452,454.83</b>	<b>14,726,015.70</b>



**Schedule D**  
**Details of Roads Development Charges (DC) Credits**  
**as at 31<sup>st</sup> December 2023**

Name of Developer	Project Number				Project Details	Opening Balance and 2023 Credits	Disbursements	Closing Balance
Mattamy (Credit River) Ltd., etc.	113413-001	21T-07016B	43M-1846	C04W11.004	Creditview Rd - North-South Spine Rd To Fairhill Ave	563,850.06		563,850.06
Mattamy (Credit River) Ltd., etc.	143413-001	21T-10013B		C04W12.002	Creditview Rd - Located on Block 35 and Reserve Block 42 on Plan 43M-1846	980,000.00		980,000.00
Erin Mills Development Corporation	143811-001	21T-10007B	43M-1979	C05W02.006	Financial Dr - Mississauga Rd To Heritage Rd	-	-	-
Erin Mills Development Corporation	143811-001				Financial Dr - Mississauga Rd To Heritage Rd-Culvert	212,267.34	-	212,267.34
Scottish Heather Development Inc.	143811-001	21T-06024B	43M-1990	C05W04.005	Financial Dr - Mississauga Rd To Heritage Rd	565,314.62	552,772.24	12,542.38
Kettle Point Investors Inc., Wolverleigh Construction Ltd. & Patilda Construction	163640-001	21T-10008B	43M-1946	C04E16.002	Inspire Boulevard - Dixie Rd to West Limit of Draft Plan 21T-11006B	473,882.17		473,882.17
Neamsby Investments Inc.	163640-002	21T-11006B	43M-2103	C04E16.003	Inspire Boulevard - West Limit of Draft Plan 21T-11006B to Sleighbell Rd	470,625.00		470,625.00
Patilda, Wolverleigh, Kettle Point	163640-003	21T-11005B	43M-2104	C04E17.003	Inspire Boulevard - Sleighbell Rd to Bramalea Rd	1,059,500.00		1,059,500.00
Denford Estates Inc.	123870-002	21T-05018B	43M-1937	C03W07.006	James Potter Rd - Steeles Ave To South Of Williams Pkwy	-	-	-
Helport	143870-001	21T-06019B	43M-1980	C04W10.007	James Potter Rd - Steeles Ave To South Of Williams Pkwy	459,000.00		459,000.00
Sungold	163870-001	21T-01015B	43M-1718	C03W09.004	James Potter Rd - North Limit Denford To South Of Williams Pkwy	1,337,000.00		1,337,000.00
Northwest Brampton Developments Inc. / Walness Developments Inc.	163501-002	21T-10012B	43M-1940	C04W16.003	Remembrance Rd - West Limit of Draft Plan 21T-10011B to East Edge of Pavement of Veterans Drive	224,103.90		224,103.90
Northwest Brampton Developments Inc. / Walness Developments Inc.	163501-003	21T-10012B	43M-1940	C04W16.003	Remembrance Rd - NHS Crossing	150,000.00		150,000.00
Argo (Wanless), Mattamy (Wanless), etc.	183501-001	21T-11008B	43M-1968 & 43M-1989	C03W16.002	Remembrance Rd - Creditview Rd to Hammerhead Rd	392,127.00		392,127.00
Landmart Realty Corp.	183501-002	21T-13007B	43M-1993 & 43M-2024	C03W16.004	Remembrance Rd - Brisdale Rd. to Chinguacousy Rd	111,605.40		111,605.40
Landmart Realty Corp.	183501-003	21T-13007B	43M-2038	C03W16.004	Remembrance Rd - Brisdale Rd. to Chinguacousy Rd	417,314.10		417,314.10
2088013 Ontario Inc. (Empire Communities)	183501-004	21T-11012B	43M-1969	C02W16.002	Remembrance Rd - NHS Crossing to McLaughlin Rd	243,995.54	230,503.55	13,491.99
2088013 Ontario Inc. (Empire Communities)	183501-005	21T-11012B	43M-1991	C02W16.002	Remembrance Rd - NHS Crossing to McLaughlin Rd	240,375.15	233,975.90	6,399.25
Scottish Heather Development Inc.	143451-001	21T-06024B	43M-1990	C05W04.005	Rivermont Rd - Lionhead Golf Club Rd to Ferdinand Dr	940,139.70		940,139.70
Scottish Heather Development Inc.	143451-001	21T-06024B	43M-1990	C05W04.005	Rivermont Rd - 1.3 Km N Of Steeles Ave. To Financial Dr	247,405.57	231,919.91	15,485.66
1212949 Ontario Inc.	143450-001	21T-10001B	43M-2002	C05W01.005	Rivermont Rd - Steeles Ave. To 0.65 Km N Of Steeles Ave.	952,119.92		952,119.92
Ashley Oaks Homes Inc. (North Kingshott)	143450-002	21T-12001B	43M-2050	C05W03.007	Rivermont Rd - 1.3 Km N Of Steeles Ave. To 170m S Of Financial Dr.	87,243.17	103,801.59	87,243.17
Ashley Family Homes Limited	213690-001	21T-10003B	43M-2108	C05W05.007	Rivermont Rd - "Works as Laid Out by the Plan"	55,707.01		55,707.01
Mattamy (Credit River) Ltd., etc.	143780-001	21T-10013B		C04W12.002	Sandalwood Parkway-Creditview Rd To The West Limit of the Plan (21T-10013B)	397,784.00		397,784.00
Sabro Developments Inc	143780-003	21T-10013B		C04W12.002	Sandalwood Parkway - NHS Structure Within The Limits Of Creditview Rd To The West Limit Of The 21T-10013B Draft Plan	143,839.30		143,839.30

**Schedule D**  
**Details of Roads Development Charges (DC) Credits**  
**as at 31<sup>st</sup> December 2023**

Name of Developer	Project Number				Project Details	Opening Balance and 2023 Credits	Disbursements	Closing Balance
Mattamy (Credit River) Ltd., etc.	133500-001	21T-10013B		C04W12.002	Veterans Dr - Creditview Rd to TransCanada Pipeline	464,978.66		464,978.66
Primont Homes (Mount Pleasant I) Inc.	133500-002	21T-10014B	43M-1941	C04W14.006	Veterans Dr - North Limit of 21T-10013B (Mattamy) to South Limited of 21T-10012B (NW Brampton)	70,732.12		70,732.12
Primont Homes (Mount Pleasant I) Inc.	133500-004	21T-10014B	43M-1941	C04W14.006	Veterans Dr - NHS Structure	143,839.30		143,839.30
Primont Homes (Mount Pleasant I) Inc.	163500-002	21T-10014B	43M-1941	C04W14.006	Veterans Dr - North Edge Of Of Pavement Of Sandalwood Parkway To South Limit Of Peel Police Lands	99,400.44		99,400.44
Kendalwood Land Development Inc (Phase 1 Plan 1 )		21T-06026B	43M-2139	C05W06.007	Rivermont Road - from Gladmary Drive to Embleton Road	841,811.24		841,811.24
Grella 72634 Ontario Ltd c/o Mattamy	203710-001	21T-16008B	43M-2074	C02W16.003	Remembrance Road	2,430,652.00	1,694,932.12	735,719.88
Wanless Dev. Inc./NW Brampton Dev. Ph.3	163500-001	21T-10012B	43M-2023	C04W16.003	Veterans Drive - NW Brampton Ph.3	271,487.62	271,487.62	(0.00)
<b>Subtotal Roads DC Credits</b>						<b>15,048,100.33</b>	<b>3,319,392.93</b>	<b>11,832,508.99</b>

**SCHEDULE E**  
**THE CORPORATION OF THE CITY OF BRAMPTON**  
**CIL - PARKLAND RESERVE DETAILS OF PROJECT FUNDING**  
**As at December 31, 2023**  
**(\$000s)**

Project	Project Name	PROJECT DESCRIPTION	AMOUNT	LOCATION
204955	Park Enhancements	Park Improvements	221	Cunningham Park, Professor's Lake Park, Purple Lilac Park, Eastbourne Park, Chinguacousy-Dog Park, Kanashiro Park, Cunnington Park, Baybridge Park
216501	Community Living - Ward 01	Park Improvements-playground equipment; shade structures; attenuating surfaces; park benches	306	William Parkway, Susan Fennell, Brampton's Men Horseshoe Club, Chinguacousy Lion Club, Pickard Park, Jose P Rizal Park, Baybridge Park, Kanashiro Park, Lakeland Park, Calvert Park, Valleybrook Park, Dairymaid Park, Jims Iron Park, Stillman Park
216502	Community Living - Ward 02	Park Improvements - splash pad (Loafers Lake); attenuating surfaces	117	William Parkway, Loafer's Lake, Cunnington Park, Fletcher's Parkette, Chinguacousy Dog Park, Loafer's Lake, Fanshawe park
216503	Community Living - Ward 03	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	222	William Parkway, Baybridge Park, Elmcrest Park, Professor's Lake Park, Timberlane Park, Sheridan Woodlands Park, Chinguacousy Dog Park, Dairymaid Park
216504	Community Living - Ward 04	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	50	William Parkway, Sheridan Woodlands Park, Sparrow Park, Timberlane Park, Centennial Park, Bonnie Brae Park, Elmcrest Park
216505	Community Living - Ward 05	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	43	Chudleigh Park, Homestead Park, Castlehill Park, Hallderson Park, Via Romano Park, Thorndale Park, Pickard Park, Morrow Park, James Hewson Park, Timberlane ParkCunning ton Park, Mountain Ash Park, Professor's Lake, Francis H Taylor Park, Mahaffy Park, Elmcrest Park
216506	Community Living - Ward 06	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	192	William Parkway, Cunnington Park, Dairymaid Park, Jim Irons Park, Professor's Lake, Marry Goodwillie Park, Mathew Cation Park, Fletcher's Park
216507	Community Living - Ward 07	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	97	William Parkway, Eastbourne Park, Bramalea Park, Bayridge Park
216508	Community Living - Ward 08	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	247	Centennial Park, Eastbourne Park, Purple Lilac Park, Bayridge Park, Kanashiro Park, Professor's Lake
216509	Community Living - Ward 09	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	180	William Parkway, Reed Park, Morrow Park, Kanashiro Parkette
216510	Community Living - Ward 10	Park Improvements - playground equipment; shade structures; attenuating surfaces; park benches	458	William Parkway, Grey Whale Park, Kanashiro Park, Bayridge Park, Lakelands Park,Thorndale Park, Via Romano Park, Morrow Park, Chudleigh Park, Homestead Park, Castlehill Park, Hallderson Park , Pickard Park, Morrow Park, James Hewson Park, Timberlane Park, Kanashiro Park, Cunnington Park, Mountain Ash Park, Dairymaid Park, Purple Lilac Park, Reed Park
221591	Acquisition of Property	Acquisition of property between Fidelia Cres or Flavian Cres & Torbram Rd	16	Flavian Crescent
226760	Parkland Over-Dedication	Parkland Over-Dedication	24	Mount Pleasant Park Block
231594	Railroad St. Properties	Acquisition of Properties at 94, 96, 98 and 100 Railroad Street	12,479	94-100 Railway Street
231596	Acquisition of 0 Beechmont Drive	Land purchase 0 Beechmont Drive	22,400	Land purchase 0 Beechmont Drive
231597	Acquisition of 175 Sandalwood	Acquisition of 175 Sandalwood Pkwy	40,328	Sandalwood parkway
235466	Tennis Air-Supported Structure	Tennis Air-Supported Structures at Rosalea Park-Brampton Tennis Club	367	Brampton Tennis Club
236501	Community Living - Ward 01	Park Improvements- playground equipment, shade structures; attenuating surfaces, labour equipment & material	120	Bonnie Brae Park, Kingswood Park
236503	Community Living - Ward 03	Park Improvements- playground equipment, shade structures; attenuating surfaces, labour equipment & material	37	Peel Village Park
236504	Community Living - Ward 04	Park Improvements- playground equipment, shade structures; attenuating surfaces, labour equipment & material	186	Bonnie Brae Park, Elmcrest Park
236505	Community Living - Ward 05	Park Improvements- playground equipment, shade structures; attenuating surfaces, labour equipment & material	363	Andrew Mccandless Park
236506	Community Living - Ward 06	Park Improvements- playground equipment, shade structures; attenuating surfaces, labour equipment & material	91	Fletcher's Park
236508	Community Living - Ward 08	Park Improvements- playground equipment, shade structures; attenuating surfaces, labour equipment & material	55	Amore Park
236510	Community Living - Ward 10	Park Improvements- playground equipment, shade structures; attenuating surfaces, labour equipment & material	239	Grey Whale Park, Sleddod Park, Evening Stars Park, Michael Murphy Park
	<b>Total</b>		<b>78,838</b>	



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-05

**Subject:** **2024 Final Tax Levy and By-law**

**Contact:** Nash Damer, Treasurer, Finance

**Report number:** Corporate Support Services-2024-312

**RECOMMENDATIONS:**

1. That the report from Yvonne Kwiecien, Manager, Taxation and Assessment, Finance to the Committee of Council Meeting of May 08, 2024, re: **2024 Final Tax Levy and By-law**, be received; and
2. That a By-law be approved for the levy and collection of 2024 Final Property Taxes.

**OVERVIEW:**

- **An annual By-law is required for the Final Levy and Collection of Property Taxes. This report details the background for 2024 tax year.**

**BACKGROUND:**

To provide for the levy and collection of annual property taxes, a By-law is required each year. The rates set out in the attached Schedule A for the City and Region are based on 2024 approved Budget requirements set by respective Councils while the Education rates are set by the Province through an Ontario Regulation. Taxes are based on the current value assessments (CVA) as provided by the Municipal Property Assessment Corporation (MPAC). In 2016, MPAC undertook a re-assessment updating CVA to reflect the market as of a January 1, 2016 valuation date. Due to the COVID-19 pandemic in 2020, the Province suspended the planned province-wide re-assessment. The values used for the 2024 tax year will be the same as 2023 unless there had been changes to the property causing MPAC to revise the assessment value.

**CURRENT SITUATION:**

The attached Schedule "A" itemizes the total amount to be levied in each tax class for City, Region and Education purposes based on the tax rates as listed.



The tax rates indicated in the schedule will generate the total 2024 levy of **\$1,411,531,819** from all the various property classes, allocated as follows:

<b>City</b>	<b>\$573,033,319</b>	<b>40.60%</b>
<b>Region</b>	<b>\$542,575,888</b>	<b>38.44%</b>
<b>Education</b>	<b>\$295,922,612</b>	<b>20.96%</b>

**a) 2024 Property Taxes**

The overall levy for 2024 will be distributed as follows:

**1. Residential (includes pipeline, farm, managed forest)**

<b>City</b>	<b>\$445,188,110</b>
<b>Region</b>	<b>\$421,525,804</b>
<b>Education</b>	<b>\$140,644,960</b>

**2. Commercial / Industrial / Multi-Residential (property classes)**

<b><i>Property Class</i></b>	<b><i>City</i></b>	<b><i>Region</i></b>	<b><i>Education</i></b>
<b>Commercial</b>	\$89,011,963	\$84,280,879	\$123,240,053
<b>Industrial</b>	\$23,929,413	\$22,657,523	\$29,305,774
<b>Multi-Residential</b>	\$14,903,833	\$14,111,682	\$2,731,825
<b><i>TOTAL</i></b>	<b>\$127,845,209</b>	<b>\$121,050,084</b>	<b>\$155,277,652</b>

**b) William Osler Health System Peel Memorial Hospital Levy**

Council approved the 2024 budget to include an additional tax levy of \$4,944,200 to help fund the local share portion of William Osler's expansion of Peel Memorial Hospital and Cancer Care Centre, in addition to supporting future healthcare pressures. These funds are to be held in Reserve #126 – Pledge to Peel Memorial and will be disbursed based on agreements between the City of Brampton and William Osler Health System. On an average home assessed at \$543,000, approximately \$22.95 on the city portion of the tax bill will be allocated to this reserve. Details of the dedicated tax levy for the hospital will be included with the 2024 tax bill.

**c) Downtown Brampton Business Improvement Area**

The Tax Levy By-law has been prepared to include a special charge for the Downtown Brampton Business Improvement Area, pursuant to Section 208(2) of the *Municipal Act, 2001*, to be levied against the business classes of property in the improvement area defined in By-law 276-88. The total 2024 levy requirement is \$383,386. The 2024 tax rate will be 0.259920%.

**d) New Construction and Education Tax Rates**

Ontario Regulation 315/08 created the “New Construction” classes to facilitate Business Education Tax (BET) rates. For 2021 taxation, the province had reduced the target maximum BET rate to 0.88%. The BET rate in Brampton for the commercial and industrial property classes in the 2024 taxation year is again set at 0.88% by the province.

The residential education rate of 0.153% remains unchanged from 2023 as the property assessment values for the 2024 taxation year will continue to be based on the same valuation date that was in effect for the 2023 taxation year.

**e) Tax Bill Production and Mailing**

2024 Final tax bills will again be produced in the standardized format as required by the Province of Ontario. For residential, farmland, managed forest and pipeline classes, tax bills will be mailed by mid-June with due dates of July 24<sup>th</sup>, August 21<sup>st</sup>, and September 18<sup>th</sup> 2024. The tax bills for the commercial, industrial, and multi-residential properties will be mailed by mid-July with due dates of August 21<sup>st</sup>, September 18<sup>th</sup> and October 23<sup>rd</sup>, 2024. Preauthorized tax payment accounts (PTP) will have the additional option of payment dates on the 1<sup>st</sup> or the 15<sup>th</sup>, or the next business day in the event of a weekend or a statutory holiday, for a maximum of the six (6) months of July through December.

In accordance with Section 355 of the *Municipal Act*, the municipality may pass a by-law providing that where the total final tax levy to be imposed on a property would be less than the tax amount specified by the municipality, the amount of actual taxes payable shall be zero. Therefore it is recommended that where the total final levy taxes to be imposed on a property would be less than twenty-five (25) dollars, the amount of actual taxes shall be zero.

**CORPORATE IMPLICATIONS:**

**Financial Implications:**

The approval of this report and By-law is essential to support the budget requirements of the City, Region of Peel, and the Province for education. A brochure will accompany the bills with information concerning the 2024 City Budget and the various payment options. In addition, the City will place an advertisement in local media advising residents of the instalment due dates for the 2024 final billing.

## STRATEGIC FOCUS AREA:

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

## CONCLUSION:

This tax levy By-law supports the 2024 budget requirements as previously approved by Council. The levy amounts for the Region of Peel and the Education portion are as directed by Regional By-law 21-2024, Ontario Regulation 5/24 and Section 257.12(5) of the *Education Act*. The accompanying tax rates described in Schedule “A” will be utilized for all tax bill calculations and tax adjustments pertaining to the 2024 tax year.

Authored by:

Reviewed by:

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Yvonne Kwiecien  
Manager, Taxation and Assessment  
Finance

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Nash Damer  
Treasurer  
Finance

Approved by:

Approved by:

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Alex Milojevic  
Commissioner  
Corporate Support Services

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Marlon Kallideen  
Chief Administrative Officer

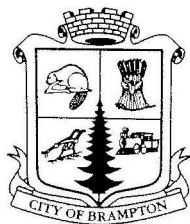
## Attachments:

- Attachment 1 – Schedule A – 2024 Tax Rates and Levy
- Attachment 2 – By-law – 2024 Final Tax Levy

Schedule "A"  
Corporation of the City of Brampton  
2024 Tax Rates and Levy

(\$000s)										
Property Class	Tax Class	CVA	Lower Tier Tax Rate	Upper Tier Tax Rate	Education Tax Rate	Total Tax Rate	City of Brampton Levy	Region of Peel Levy	Education Levy	Total Levy
Residential	RT	90,633,094,720	0.489946%	0.463905%	0.153000%	1.106851%	444,053	420,451	138,669	1,003,173
Residential (Education Only)	RD	0	0.000000%	0.000000%	0.153000%	0.153000%	-	-	-	-
Residential Taxable (full rate, shared PIL)	RH	0	0.489946%	0.463905%	0.153000%	1.106851%	-	-	-	-
Res. Farmland Awaiting Dev. Ph. I	R1	3,876,100	0.146984%	0.139172%	0.045900%	0.332056%	6	5	2	13
Res. Farmland Awaiting Dev. Ph. II	R4	0	0.489946%	0.463905%	0.153000%	1.106851%	-	-	-	-
Multi-Residential	MT	1,782,165,140	0.835358%	0.790958%	0.153000%	1.779316%	14,887	14,096	2,727	31,710
New Multi-Residential	NT	3,342,000	0.489946%	0.463905%	0.153000%	1.106851%	16	16	5	37
MR Farmland Awaiting Dev. Ph. I	M1	0	0.146984%	0.139172%	0.045900%	0.332056%	-	-	-	-
MR Farmland Awaiting Dev. Ph II	M4	0	0.835358%	0.790958%	0.153000%	1.779316%	-	-	-	-
Commercial Taxable Full Rate	CT	10,095,709,209	0.635509%	0.601731%	0.880000%	2.117240%	64,159	60,749	88,842	213,750
Office Building New Construction: Full	YT	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Office Building New Construction: Excess Land	YU	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Shopping Centre New Construction: Full	ZT	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Shopping Centre New Construction: Excess Land	ZU	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Commercial Taxable (full rate, shared PIL)	CH	16,870,000	0.635509%	0.601731%	0.944727%	2.181967%	107	102	159	368
Commercial Taxable - (no school taxes)	CM	0	0.635509%	0.601731%	0.000000%	1.237240%	-	-	-	-
C.Farmland Awaiting Dev. Ph I	C1	17,273,300	0.146984%	0.139172%	0.045900%	0.332056%	25	24	8	57
C.Farmland Awaiting Dev. Ph II	C4	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Commercial Small Scale On-Farm Business	C7	25,600	0.158877%	0.150433%	0.220000%	0.529310%	0	0	0	0
Commercial Small Scale On-Farm Business 2	C0	0	0.158877%	0.150433%	0.220000%	0.529310%	-	-	-	-
Commercial Excess Land	CU	156,450,888	0.635509%	0.601731%	0.880000%	2.117240%	994	941	1,377	3,312
Commercial Taxable (vacant land, shared PIL)	CJ	0	0.635509%	0.601731%	0.944727%	2.181967%	-	-	-	-
Office Building	DT	429,436,564	0.635509%	0.601731%	0.880000%	2.117240%	2,729	2,584	3,779	9,092
Office Building Taxable (full rate, shared PIL)	DH	0	0.635509%	0.601731%	0.944727%	2.181967%	-	-	-	-
Office Building Excess Land	DU	4,534,567	0.635509%	0.601731%	0.880000%	2.117240%	29	27	40	96
Shopping Centres	ST	2,940,316,614	0.635509%	0.601731%	0.880000%	2.117240%	18,686	17,693	25,875	62,254
Shopping Centres Excess Land	SU	12,553,300	0.635509%	0.601731%	0.880000%	2.117240%	80	76	110	266
Parking Lot	GT	54,738,206	0.635509%	0.601731%	0.880000%	2.117240%	348	329	482	1,159
Commercial Vacant Land	CX	291,793,909	0.635509%	0.601731%	0.880000%	2.117240%	1,854	1,756	2,568	6,178
Commercial New Construction : Full	XT	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Commercial New Construction : Excess Land	XU	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Commercial New Construction : Vacant Land	XX	0	0.635509%	0.601731%	0.880000%	2.117240%	-	-	-	-
Industrial Taxable Full Rate	IT	1,809,961,224	0.720221%	0.681940%	0.880000%	2.282161%	13,036	12,343	15,928	41,306
Industrial New Construction : Full	JT	0	0.720221%	0.681940%	0.880000%	2.282161%	-	-	-	-
Industrial New Construction Vacant Land	JX	0	0.720221%	0.681940%	0.880000%	2.282161%	-	-	-	-
Industrial Taxable (full rate, shared PIL)	IH	31,751,900	0.720221%	0.681940%	1.066032%	2.468193%	229	217	338	784
Large Industrial New Construction : Full	KT	0	0.720221%	0.681940%	0.880000%	2.282161%	-	-	-	-
I. Farmland Awaiting Dev. Ph I	I1	7,760,200	0.146984%	0.139172%	0.045900%	0.332056%	11	11	4	26
I. Farmland Awaiting Dev. Ph II	I4	0	0.720221%	0.681940%	0.880000%	2.282161%	-	-	-	-
Industrial Small Scale On-Farm Business	I7	0	0.180055%	0.170485%	0.220000%	0.570540%	-	-	-	-
Industrial Small Scale On-Farm Business 2	I0	0	0.180055%	0.170485%	0.220000%	0.570540%	-	-	-	-
Industrial Excess Land	IU	43,705,876	0.720221%	0.681940%	0.880000%	2.282161%	315	298	385	997
Industrial Vacant Land	IX	352,466,500	0.720221%	0.681940%	0.880000%	2.282161%	2,539	2,404	3,102	8,044
Industrial Vacant land, Shared PIL	IJ	771,000	0.720221%	0.681940%	1.066032%	2.468193%	6	5	8	19
Industrial Excess Land Shared PIL	IK	9,439,000	0.720221%	0.681940%	1.066032%	2.468193%	68	64	101	233
Large Industrial Taxable	LT	1,028,833,802	0.720221%	0.681940%	0.880000%	2.282161%	7,410	7,016	9,054	23,480
Large Industrial Excess Land	LU	43,996,727	0.720221%	0.681940%	0.880000%	2.282161%	317	300	387	1,004
Pipelines	PT	219,592,500	0.452661%	0.428602%	0.880000%	1.761263%	994	941	1,932	3,868
Farmland	FT	109,179,300	0.122487%	0.115976%	0.038250%	0.276713%	134	127	42	302
Managed Forests	TT	969,400	0.122487%	0.115976%	0.038250%	0.276713%	1	1	0	3
TOTAL		110,100,607,546					573,033	542,576	295,923	1,411,532





THE CORPORATION OF THE CITY OF BRAMPTON

# BY-LAW

*Number* \_\_\_\_\_ - 2024

A By-Law to Provide for the Levy and  
Collection of Property Taxes for the Year 2024

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WHEREAS section 3 of the *Assessment Act*, R.S.O. 1990, c. A.31, as amended, provides that all real property, with specific exceptions, is subject to assessment and taxation;

AND WHEREAS the property classes have been prescribed by the Minister of Finance under the *Assessment Act*, R.S.O. 1990, c. A.31, as amended, and the regulations thereto;

AND WHEREAS it is necessary for the Council of The Corporation of the City of Brampton, pursuant to the *Municipal Act, 2001* to levy upon the whole of the assessment for real property for the property classes according to the last revised assessment roll for The Corporation of the City of Brampton the sums set forth for the purposes in Schedule "A" hereto attached for the current year;

AND WHEREAS, the Regional Municipality of Peel has adopted estimates of all sums required by The Regional Municipality of Peel during the year 2024 for the purposes of the Regional Corporation and has provided for a general levy and special levies on Area Municipalities;

AND WHEREAS the tax rates for school purposes are prescribed by Ontario Regulation;

AND WHEREAS the Regional Municipality of Peel delegated to the Council of each area municipality the authority to pass a By-law establishing tax ratios and setting out a method by which the portion of Regional levies will be raised in each area municipality for the 2024 taxation year;

AND WHEREAS the City of Brampton Tax Ratios By-law established the relative amount of taxation to be borne by each property class;

AND WHEREAS it is expedient to provide for the levy and collection of taxes by instalments and to impose penalties on all overdue current levies and interest on all arrears of taxes pursuant to the *Municipal Act, 2001*;

AND WHEREAS an Interim levy was made by The Corporation of the City of Brampton before the adoption of the estimates for the current year;

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

1. For the year 2024, the tax rates shown on Schedule “A” to this By-law shall be levied upon the whole of the assessment in each property class shown on Schedule “A” to this By-law.
2. Any amounts levied by the interim levy for 2024 shall be deducted from the amounts levied by this By-law.
3. (1a) Every property within the tax classes of Residential, Farm, Managed Forest & Pipelines shall be taxed according to the tax rates shown on Schedule A to this By-law, and the taxes levied shall be collected in three (3) instalments, (due July 24<sup>th</sup>, August 21<sup>st</sup>, and September 18<sup>th</sup> 2024 respectively) provided that the first instalment shall be due not earlier than 21 days from the date of the mailing of the tax notice.

(1b) Every property within the tax classes of Commercial, Industrial and Multi-Residential shall be taxed according to the tax rates shown on Schedule A to this By-law, and the taxes levied shall be collected in three (3) instalments, (due August 21<sup>st</sup>, September 18<sup>th</sup> and October 23<sup>rd</sup> respectively) provided that the first instalment shall be due not earlier than 21 days from the date of the mailing of the tax notice.

(2) Notwithstanding subsection 3 (1a) & (1b), the final levy for real property taxes including local improvement assessments, for those properties subject to an agreement for monthly payments under the City of Brampton Pre-Authorized Tax Payment Program shall be due and payable to the Corporation of the City of Brampton in six (6) instalments where practicable based on the withdrawal day consisting of the option of payment dates on the 1<sup>st</sup> or the 15<sup>th</sup>, or the next subsequent business day in the event of a weekend or a statutory holiday, during the months of:

July 2024  
August 2024  
September 2024  
October 2024  
November 2024  
December 2024

(3) For the year 2024, pursuant to Sections 208(2) of the *Municipal Act, 2001*, a special charge or tax rate of 0.259920% shall be levied against the ratable property in the improvement area as defined in By-law 276-88, that belongs to a class of property prescribed under the Assessment Act as a business property class for the purposes of Sections 204 to 215 of the *Municipal Act, 2001*, sufficient to provide the sum of \$383,386 for the purposes of the Brampton Downtown Business Improvement Area, together with interest on the sum at such rate as is required to repay any interest payable by the City on the whole or any part of that sum.

(4) For Payments-in-Lieu (P.I.L.'s) of taxes due to the City, the actual amount due to the City shall be based on the Assessment Roll and the tax rates for 2024, unless otherwise required by regulation.

(5) That property taxes to be levied as a result of additions to the Tax Roll pursuant to the *Assessment Act*, shall be due and payable in three (3) instalments, provided that the first instalment shall be due not earlier than 21 days from the date of the mailing of the tax notice.

(6) Notwithstanding subsection (5) where property taxes are levied as a result of additions to the Tax Roll pursuant to the *Assessment Act*, at such points during the year that it is impractical or otherwise not feasible for such taxes to be payable in three instalments then these taxes shall be due and payable on such dates as may be determined by the Treasurer of the Corporation of the City of Brampton.

4. Notwithstanding section 1 and 3, where the total final levy taxes to be imposed on a property would be less than twenty-five (25) dollars, the amount of actual taxes shall be zero.
5. There shall be added to the Collector's Roll all or any Local Improvement or Special Charges, arrears of charges, fees, costs or other expenses as may be permitted by applicable Provincial legislation and such Local Improvement or Special Charges, arrears of charges, fees, costs or other expenses shall be deemed to be taxes, collected as taxes, or collected in the same manner as municipal taxes, as may be specifically authorized by the applicable statute.
6. (1) Pursuant to Section 345(2) of the *Municipal Act, 2001* the Treasurer shall add a late payment charge as a penalty for non-payment of the instalment(s) of taxes on the respective due date(s) of one and one quarter percent (1 ¼ %) of the amount of taxes due and unpaid for the first day of default in the year in which the taxes were levied.  
  
(2) Pursuant to Section 345(3) of the *Municipal Act, 2001* the Treasurer shall add an interest charge of one and one-quarter percent (1 ¼%) for the non-payment of taxes due and unpaid on the first day of each calendar month
7. The Treasurer is hereby authorized to accept part payment from time to time on account of any taxes due and to give a receipt for such part payment, provided that acceptance of any such part payment does not affect the collection of any late payment charges imposed and collectable under the provisions of subsection 6(1) and 6(2) of this By-law, in respect of non-payment of any taxes or any class of taxes or of any instalment thereof.

8. (1) That the following institutions are hereby authorized to collect instalments of taxes to be credited to the Treasurer:
- (1a) All Schedule I and Schedule II banks pursuant to the *Bank Act*;
- (1b) Trust Companies incorporated under the laws of the Province of Ontario;
- (1c) Credit Union and Caisses Populaires.
- (2) The institutions shall provide a receipt to the taxpayer and the City shall credit the taxpayer's account for the amount paid effective on the date of the institution's receipt to the taxpayer.
9. (1) That the Treasurer is hereby authorized to mail every tax notice or cause the same to be mailed to the address of the residence or place of business of the person taxed unless directed otherwise by the taxpayer or agent of the taxpayer, as provided by the *Municipal Act, 2001* as amended.
- (2) Immediately after sending a tax bill, the Treasurer shall create a record of the date on which it was sent and this record is, in the absence of evidence to the contrary, proof that the tax bill was sent on that date.
10. If any section or portion of this By-law is found by a court of competent jurisdiction to be invalid, it is the intent of Council for the Corporation of the City of Brampton that all remaining sections and portions of this By-law continue in force and effect.

ENACTED and PASSED this 15<sup>th</sup> day of May, 2024

Approved as to form.

Legal

Patrick Brown, Mayor

Approved as to content.

2024/03/28

Nash Damer

Treasurer

Charlotte Gravlev, City Clerk (A)





**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-11

**Subject:** **Building Code Act- Annual Report for the Fiscal Year 2023**

**Contact:** Nash Damer, Treasurer, Finance

**Report number:** Corporate Support Services-2024-342

**RECOMMENDATIONS:**

1. That the report from Maja Kuzmanov, Senior Manager, Accounting Services/Deputy Treasurer, Corporate Support Services, to the Committee of Council Meeting of May 8, 2024, re: **Building Code Act- Annual Report for the Fiscal Year 2023** be received;

**OVERVIEW:**

- The *Building Code Act* Annual Report for the Fiscal Year 2023 is prepared in accordance with the requirements of Section 7(4) of the *Act* (Bill 124).
- Staff has prepared similar reports annually since 2006 based on a costing model developed by C.N. Watson and Associates at the request of the City.
- Council approved a Building Rate Stabilization Reserve Fund be established as recommended by the consultant's costing model that would protect the Building Division's ability to maintain the divisional services should an economic downturn occur.
- This report provides information relating to building permit related fees collected, associated direct and indirect costs, administrative costs and the annual Building Rate Stabilization Reserve Fund (Reserve Fund #93) financial activities.
- In 2023, \$2.9 million was transferred from Reserve Fund #93 to operating fund. The amount, representing a deficit of the building permit fees collected compared to related costs, has been calculated according to the C.N. Watson costing model. Additional \$0.7 million was transferred to eligible capital projects. The Reserve Fund has a fund balance of \$41.5 million as at December 31<sup>st</sup>, 2023.
- The *Building Code Act* Annual Report for 2023 is presented to Committee of Council for information.

## BACKGROUND:

The *Building Code Act* Annual Report 2023 provides information relating to:

- Fees collected on building permits issued by the Building Division during 2023,
- Associated direct and indirect costs of the Building Division, and
- Reserve Fund contributions to/from the Building Rate Stabilization Reserve Fund #93 established under the legislative requirement of Bill 124.

Bill 124, the ***Building Code Statute Law Amendment Act, 2002*** was given Royal Assent in June 2002 and substantially amended the ***Building Code Act 1992*** as it relates to imposing fees. The change related to the reporting requirements came into effect on January 1<sup>st</sup>, 2006 that required municipalities to prepare an annual report and make it available to the public with respect to the fees imposed under the *Act* and associated costs. Further to this, Ontario Regulation 305/03 arising from the *Act* established details on the contents of the annual report stipulating that it must also contain the direct and indirect costs of delivering the services related to administration and enforcement of the *Act*, and the amount of any reserve fund established for the same purposes.

The City retained C.N. Watson and Associates Limited (C. N. Watson) in Spring 2005 to undertake a costing review of its *Building Code Act and Planning Act* mandated user fees. The scope of this assignment consisted of providing the City with a costing model using an Activity Based Costing methodology and a legislative framework for calculating the “full cost” of Development Application Approvals Process.

Staff has prepared this report annually adopting the costing model developed by C.N Watson since 2006:

- Direct and indirect costs represent 76% and 24% of the total operating costs of the Building Division.
- Contribution to the Building Rate Stabilization Reserve Fund occurs when revenues/fees collected during the year on building permits exceeds the Building Division’s total adjusted operating costs according to this model. Otherwise, a contribution from the Reserve Fund would be necessary when the costs exceed revenues.
- The reserve fund contribution covers two components recommended by the consultants and approved by Council as justification for the reserve fund:
  - 1) A stabilization reserve, primarily to protect the Building Division’s ability to maintain service should a downturn in the economy suddenly reduce building permit revenue, and
  - 2) An anticipated resources reserve, corresponding to the gap in actual divisional resources compared to historical volumes.

## **CURRENT SITUATION:**

In 2023, the City collected \$14.7 million in permit related fees (2022 - \$17.2 million) and incurred \$17.7 million (2022 - \$18.5 million) of expenses according to the Watson costing model. This resulted in a net contribution of \$2.9 million (2022 – \$1.3 million contribution from the Reserve Fund) from the Building Rate Stabilization Reserve Fund (Schedule A) to operating fund. The 2023 Current Budget included \$5.2 million contribution from the Reserve Fund, resulting in \$2.3 million variance. This was primarily a result of lower than budgeted labor expenses due to staff vacancies. Additional \$0.7 million was transferred to eligible capital projects.

**Schedule A** attached also summarizes the following information required by the *Building Code Act*:

- Building Division's total cost including its direct cost, indirect cost and capital cost.
- Total Building Permit Fees collected.
- Building Rate Stabilization Reserve Fund Activities for the fiscal year 2023 and the Reserve Fund Balance as of December 31<sup>st</sup>, 2023

**Schedule B** attached is a continuity schedule showing the build-up of the Reserve Fund balances each year since the Reserve Fund was established.

## **CORPORATE IMPLICATIONS:**

### **Financial Implications:**

Overall, there was \$2.9 million net contribution from the Building Rate Stabilization Reserve Fund to operating fund and \$0.7 million to capital projects.

## **STRATEGIC FOCUS AREA:**

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 *Building Code Act* Annual Report for the Fiscal Year 2023 is prepared in accordance with the requirements of Section 7(4) of the *Act* (Bill 124). This report provides information relating to building permit related fees collected, associated direct and indirect costs, administrative costs and the annual Building Rate Stabilization Reserve Fund (Reserve Fund #93) financial activities.

Authored by:

Reviewed by:

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Maja Kuzmanov  
Senior Manager, Accounting  
Services/Deputy Treasurer,  
Finance

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Nash Damer  
Treasurer,  
Finance

Approved by:

Approved by:

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Alex Milojevic  
Commissioner,  
Corporate Support Services

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Marlon Kallideen  
Chief Administrative Officer

**Attachments:**

- Attachment 1 – Schedule A: Building Code Act Annual Reporting – 2023
- Attachment 2 – Schedule B: Building Rate Stabilization Reserve Continuity Statement



## SCHEDULE A

### The Corporation of the City of Brampton

#### Building Code Act Annual Reporting - 2023

	2023	2022
Direct Cost	\$ 13,439,141	\$ 14,104,666
Indirect Cost	4,243,939	4,454,105
Capital Cost	-	-
Total Cost	17,683,081	18,558,771
Building Permit Fees Collected	14,740,009	17,229,960
Required transfer to/(from) Rate Stabilization Reserve	-\$ 2,943,072	-\$ 1,328,811
Net Transfer to/(from) Rate Stabilization Reserve	-\$ 2,943,072	-\$ 1,328,811
Opening Balance, Reserve Fund 93 at January 1	\$ 43,862,251	\$ 43,690,316
Add: Investment Interest Earned	1,244,892	1,026,571
Reserve Contribution (to)/from Revenue Fund	- 2,943,072	- 1,328,811
Reserve Contribution (to)/from Capital Fund	- 663,473	474,175
Reserve Fund 93 Balance as at December 31	41,500,598	\$ 43,862,251

SCHEDULE B

The Corporation of the City of Brampton

Building Code Reserve Fund #93 Continuity Schedule - 2023

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Opening Balance as at January 1	\$ -	\$ 4,990,701	\$ 12,676,082	\$ 9,700,880	\$ 5,429,028	\$ 7,376,748	\$ 10,756,874	\$ 19,752,853	\$ 22,038,703	\$ 28,184,706	\$ 36,969,878	\$ 38,325,023	\$ 38,265,793	\$ 35,475,506	\$ 42,393,669	\$ 41,079,494	\$ 43,690,316	\$ 43,862,251	
Add: Investment Interest earned		175,773	415,103	574,478.00	276,194	190,001	227,446.00	324,897	367,086	451,209	468,479	600,347	761,912	902,806	990,121	1,192,196	1,026,571	1,244,892	10,189,510
Add: Net Contribution (to)/from Revenue Fund	4,990,701	7,509,608	-3,390,305	-4,846,330	1,671,526	3,190,125	8,768,533	1,960,953	5,778,917	8,333,963	886,666	-659,576	-3,552,199	6,015,357	-2,304,295	1,418,626	-854,636	-3,606,545	31,311,088
Ending Balance as at December 31	\$ 4,990,701	\$ 12,676,082	\$ 9,700,880	\$ 5,429,028	\$ 7,376,748	\$ 10,756,874	\$ 19,752,853	\$ 22,038,703	\$ 28,184,706	\$ 36,969,878	\$ 38,325,023	\$ 38,265,793	\$ 35,475,506	\$ 42,393,669	\$ 41,079,494	\$ 43,690,316	\$ 43,862,251	\$ 41,500,598	



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-09

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

**Contact:** Binita Poudyal, Traffic Operations Technologist, Road Maintenance, Operations and Fleet Name, Title, Division

**Report number:** Public Works & Engineering-2024-330

**RECOMMENDATIONS:**

1. That the report from Binita Poudyal, Traffic Operations Technologist, Road Maintenance, Operations and Fleet to the Committee of Council Meeting of May 08, 2024, re: **Traffic By-law 93-93 – Administrative Update**, be received; and
2. That Traffic By-law 93-93, as amended, be further amended.

**OVERVIEW:**

- **Administrative changes are required to update and/or add new By-law information to the appropriate schedules and consolidated text of the General Traffic By-law 93-93.**
- **The By-law schedules relating to Rate of Speed and Barrier Controlled (Types of Parking Lots) are impacted by this administrative update.**

**BACKGROUND:**

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

## **CURRENT SITUATION:**

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

### **Rate of Speed (Schedule X):**

#### **Glenvale Boulevard**

On April 27, 2015, the School Zone Speed Policy was reviewed by staff to ensure that it is effective in meeting its intent. As a result of this review, all roads adjacent to school properties in the City, regardless of whether the road has school frontage (adjoining driveway), are recommended to have the speed limit reduced by 10 km/hr. The segment of Glenvale Boulevard between Central Park Drive and Gailwood Court in the vicinity of Holy Name of Mary Catholic Secondary School meets the criteria for a school zone speed reduction. As such, amendments to this schedule are required.

#### **Chapparral Drive**

A housekeeping amendment is required to the “Rate of Speed” schedule to correct an error related to the Chapparral Drive.

### **Barrier Controlled (Types of Parking Lots) (Schedule XXVII):**

At the November 22, 2023 Council meeting, staff were directed as follows:

“Increasing the free one-hour parking to free two-hour parking until January 1, 2027, with the option to review and extend the date, if appropriate” regarding the downtown parking garages identified in this schedule. As such, corresponding amendments to this schedule are required.

## **CORPORATE IMPLICATIONS:**

### **Financial Implications:**

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

### **STRATEGIC FOCUS AREA:**

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

## **CONCLUSION:**

The administrative updates to Traffic By-law 93-93 are required for the City implement Rate of Speed and Barrier Controlled (Types of Parking Lots) schedules.



Authored by:

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Binita Poudyal  
Traffic Operations Technologist  
Road Maintenance, Operations and  
Fleet

Reviewed by:

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Rob Gasper  
Director  
Road Maintenance, Operations and Fleet

Approved by:

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

Submitted by:

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Marlon Kallideen  
Chief Administrative Officer



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-05

**Subject:** **Budget Amendment – Developer Reimbursement for the Construction of Inspire Boulevard from Thorold Drive to Bramalea Road - Ward 9,**

**Contact:** Frank Mazzotta, Manager Development Engineering,  
 Environment & Development Engineering

**Report number:** Planning, Bld & Growth Mgt-2024-333

**RECOMMENDATIONS:**

1. That the report from Frank Mazzotta, Manager, Development Engineering, Environment & Development Engineering, to the Committee of Council Meeting of May 8, 2024, re: **Budget Amendment – Developer Reimbursement for the Construction of Inspire Boulevard from Thorold Drive to Bramalea Road - Ward 9**, be received, and;
2. That subject to the Commissioner of Planning, Building & Growth Management executing the Supplementary Subdivision Agreement (“the Agreement”) between Patilda Construction Inc., Wolverleigh Construction Ltd., and Kettle Point Investors Inc. (“the Developer”) and the Corporation of the City of Brampton that includes a Development Charges Credit Agreement in Schedule L, pursuant to the Administrative Authority By-law 2016-2017, as amended;
  - I. A budget amendment be approved, and a new capital project be established in the amount of \$4,617,000 for the reimbursement of construction of Inspire Boulevard from Thorold Drive to Bramalea Road, in connection with Countryside Villages Subdivision - Phase 2, being file C04E17.003, 21T-11005B, with funding to be transferred from Reserve #137 - DC Roads;
  - II. Council approve the reimbursement of development charges to the Developer, in accordance with Schedule L of the Agreement for the single source delivery of development charge funded road infrastructure, for the actual reasonable cost of the construction of Inspire Boulevard from Thorold Drive to Bramalea Road, up to a maximum upset limit of \$4,617,000.

**OVERVIEW:**

- The City collects development charges to secure the construction of municipal infrastructure delivered by developers as part of residential land development projects. This includes roads, bridges, storm sewers or any other development charge eligible infrastructure in accordance the latest Development Charges Background Study.
- Development charges are reimbursed back to developers subsequent to the completion of the municipal infrastructure for which the development charges were collected.
- Patilda Construction Inc., Wolverleigh Construction Ltd., and Kettle Point Investors Inc. intend to enter into a Development Charges Credit Agreement via Schedule L of the Supplementary Subdivision Agreement with the City of Brampton for the developer reimbursement for the construction of Inspire Boulevard from Thorold Drive to Bramalea Road as part of the second phase of Plan of Subdivision 21T-11005B (“Countryside Village Subdivision – Phase 2”).
- The construction of Inspire Boulevard, which includes a bridge, from Thorold Drive to Bramalea Road will be undertaken by the Developer.
- This report requests Council approval for the reimbursement of development charges to the Developer following the completion of Inspire Boulevard, including the bridge, from Thorold Drive to Bramalea Road.
- The reimbursement of development charges to the Developer are for the cost of the growth-related portion of these works, estimated at \$4,617,000. This amount shall be the upset limit with any additional costs being the obligation of the Developer.
- This report also requests Council approval of a 2024 Capital Project for Inspire Boulevard to sequester sufficient funds for the reimbursement of development charges to the Developer for the construction of Inspire Boulevard from Thorold Drive to Bramalea Road.
- Reserve #137 – DC Roads has sufficient funding for the creation of this 2024 Capital Project for Inspire Boulevard.

## **BACKGROUND:**

The City of Brampton collects Development Charges as part of the subdivision application and building permit process for the purpose, in part, of funding and constructing the City's growth-related portion of the municipal public road network (roads, sewers and appurtenances).

Developers that construct development charge eligible infrastructure directly as part of their subdivision development works may be eligible for the reimbursement of development charges subject to Council approval, the Development Charges Act and the City's corporate guidelines related to the administration and reimbursement of development charges.

In January 2006 Council endorsed a "*Corporate Guideline Regarding Arrangements to Allow Developers to Provide Single Source Delivery of Development Charge Funded Road Infrastructure*", which has served as the basis for considering proposals for the early delivery of road infrastructure. Costs within the roads program of the approved DC Background Study are the basis for determining the maximum amount of development charge funds available for any reimbursement under such arrangements.

On May 18, 2011, Committee of Council approved the report titled "Inclusion of Provisions within the City's Subdivision Agreement in Keeping with the Criteria and Intent of the City's Single Source Delivery of Development Charge Funded Road Infrastructure Guidelines." This sets out specific provisions related to Development Charges credits and reimbursements that are to be included in a subdivision agreement.

## **CURRENT SITUATION:**

Patilda Construction Inc., Wolverleigh Construction Ltd., and Kettle Point Investors Inc. ("the Developer") is developing a residential subdivision community south of Mayfield Road and west of Bramalea Road in the Countryside Villages Community Block Plan Area 48-1. As part of this development, they intend to construct Inspire Boulevard from Thorold Drive to Bramalea Road, as part of the Countryside Village Subdivision - Phase 2 (ref. Figure 1).

The Developer intends to enter into a Supplementary Subdivision Agreement ("the Agreement") with the City of Brampton and the Region of Peel to develop Phase 2 of the Countryside Village Subdivision. As part of this subdivision, the Developer has committed to construct Inspire Boulevard from Thorold Drive to Bramalea Road ("the Works"), located within their subdivision and within the Countryside Villages Community Block Plan Area 48-1.

Inspire Boulevard has been identified in the latest Development Charges Background Study as development charge funded road infrastructure. As such, it is eligible for

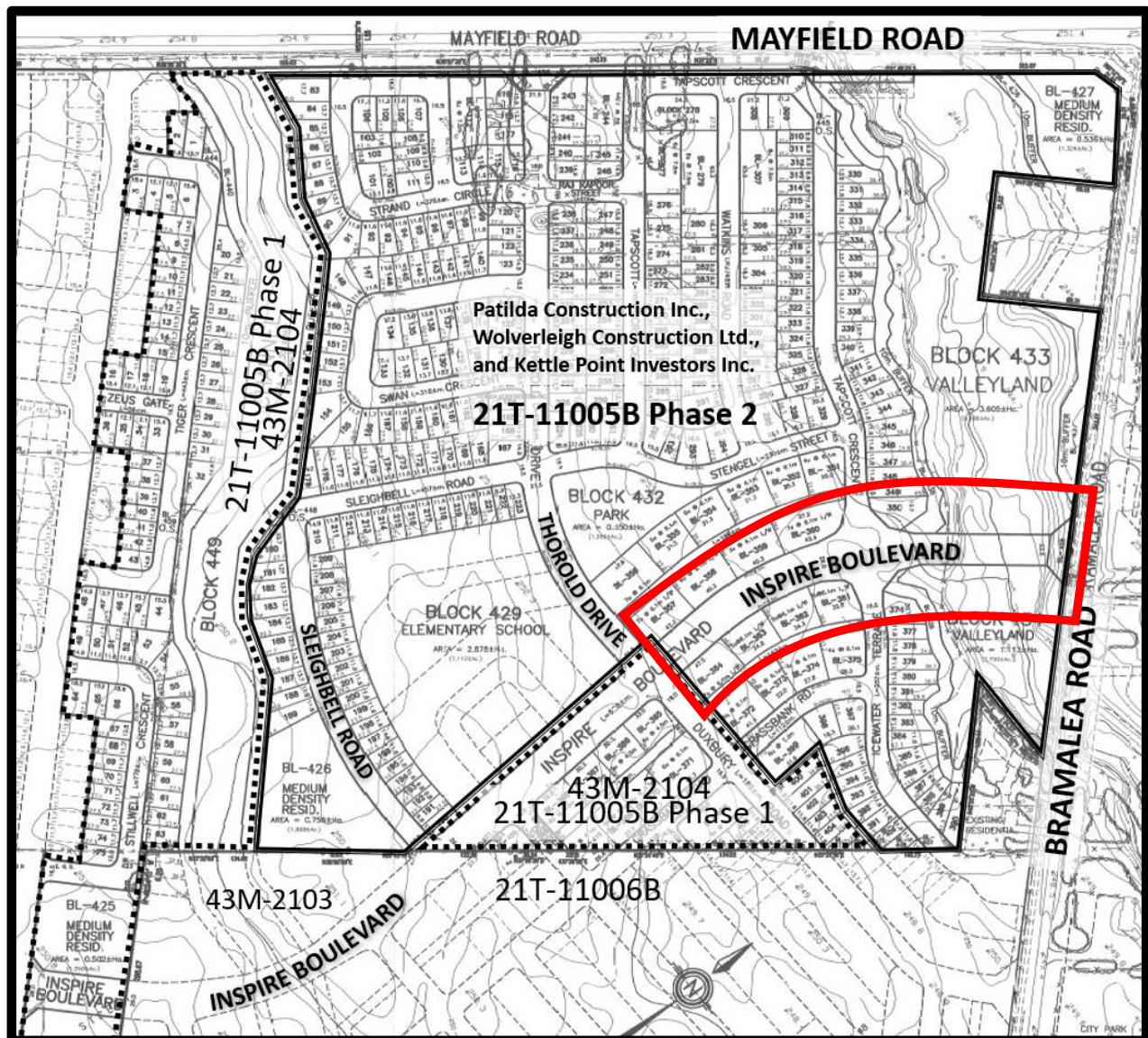


reimbursement, to the Developer, upon construction and acceptance of the Works by the City.

The Agreement with the Developer will include provisions, via Schedule L, for reimbursement to the Developer of actual reasonable costs of construction of the Works up to a maximum upset limit of \$4,617,000. This reimbursement of development charges will be for the growth-related portion of the Works.

Approval for the reimbursement of development charges and approval of a capital project in the amount of \$4,617,000 are required to ensure that sufficient funds exist to permit the reimbursement of development charges to the Developer for the Works.

**Figure 1 – Inspire Boulevard from Thorold Drive to Bramalea Road**



## **CORPORATE IMPLICATIONS:**

### **Financial Implications:**

Contingent upon Council approval of the budget amendment, a new capital project will be established in the amount of \$4,617,000 for the reimbursement of the construction of Inspire Boulevard from Thorold Drive to Bramalea Road, with funding to be transferred from Reserve #137 – DC Roads. Sufficient funding is available in the reserve fund.

## **STRATEGIC FOCUS AREA:**

The recommendations of this report support the strategic priorities of Brampton as a well-run City by providing efficient processing and approvals to facilitate the construction of Inspire Boulevard from Thorold Drive to Bramalea Road, and the development of the adjacent lands. These development activities support smart growth and building complete communities.

## **CONCLUSION:**

Approval of the recommendations of this report streamlines the administrative process. Further, it will provide for the timely delivery of development charge funded municipal infrastructure that is beneficial to the City in providing quality and timely services that support the Term of Council strategic priorities.

Authored by:

Reviewed by:

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Frank Mazzotta, P. Eng.,  
Manager, Development Engineering,  
Environment & Development  
Engineering Division,  
Planning, Building & Growth  
Management Department

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Michael Herall, P. Eng.,  
Director, Environment &  
Development Engineering Division,  
Planning, Building & Growth  
Management Department

Approved by:

Approved by:

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

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Marlon Kallideen,  
Chief Administrative Officer



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-16

**Subject:** **Budget Amendment – Developer Reimbursement for the Construction of Rivermont Road from Gladmary Drive to Embleton Road - Ward 6**

**Contact:** Frank Mazzotta, Manager, Development Engineering,  
 Environment & Development Engineering

**Report number:** Planning, Bld & Growth Mgt-2024-359

**RECOMMENDATIONS:**

1. That the report from Frank Mazzotta, Manager, Development Engineering, Environment & Development Engineering, to the Committee of Council Meeting of May 8, 2024, re: **Budget Amendment – Developer Reimbursement for the Construction of Rivermont Road from Gladmary Drive to Embleton Road - Ward 6**, be received;
2. That a budget amendment be approved, and a new capital project be established in the amount of \$841,811.24 for the reimbursement of construction of Rivermont Road from Gladmary Drive to Embleton Road, in connection with the Kendalwood Subdivision - Phase 1, being file C05W06.007, 21T-06026B, with funding to be transferred from Reserve #137 - DC Roads, and;
3. That Council approve the reimbursement of development charges to the Developer, in accordance with Schedule L of the Subdivision Agreement ("the Agreement") between Kendalwood Land Development Inc., Shayma Dick Holdings Inc., 2570616 Ontario Inc. ("the Developer") and the Corporation of the City of Brampton for the single source delivery of development charge funded road infrastructure, for the actual reasonable cost of the construction of Rivermont Road from Gladmary Drive to Embleton Road, up to the maximum upset limit of \$841,811.24.

**OVERVIEW:**

- The City collects development charges to secure the construction of municipal infrastructure delivered by developers as part of residential land development projects. This includes roads, bridges, storm sewers or any other development charge eligible infrastructure in accordance the latest Development Charges Background Study.
- Development charges are reimbursed back to developers subsequent to the completion of the municipal infrastructure for which the development charges were collected.
- The Developer entered into a Development Charges Credit Agreement via Schedule L of a Subdivision Agreement with the City of Brampton on June 23, 2022, for the developer reimbursement for the construction of Rivermont Road from Gladmary Drive to Embleton Road in connection with Phase 1 of their Plan of Subdivision 21T-06026B (“Kendalwood Subdivision - Phase 1”).
- The construction of Rivermont Road from Gladmary Drive to Embleton Road will be undertaken by the Developer.
- This report requests Council approval for the reimbursement of development charges to the Developer following completion of Rivermont Road from Gladmary Drive to Embleton Road.
- The reimbursement of development charges to the Developer are for the cost of the growth-related portion of these works, estimated at \$841,811.24. This amount shall be the upset limit with any additional costs being the obligation of the Developer.
- This report also requests Council approval of a 2024 Capital Project for Rivermont Road to sequester sufficient funds for the reimbursement of development charges to the Developer for the construction of Rivermont Road from Gladmary Drive to Embleton Road.
- Reserve #137 - DC Roads has sufficient funding for the creation of this 2024 Capital Project for Rivermont Road.

**BACKGROUND:**

The City of Brampton collects development charges as part of the subdivision application and building permit process for the purpose, in part, of funding and constructing the City’s growth-related portion of the municipal public road network (roads, sewers and appurtenances).

Developers that construct development charge eligible infrastructure directly as part of their subdivision development works may be eligible for the reimbursement of development charges subject to Council approval, the Development Charges Act and the



City's corporate guidelines related to the administration and reimbursement of development charges.

In January 2006 Council endorsed a "*Corporate Guideline Regarding Arrangements to Allow Developers to Provide Single Source Delivery of Development Charge Funded Road Infrastructure*", which has served as the basis for considering proposals for the early delivery of road infrastructure. Costs within the roads program of the approved DC Background Study are the basis for determining the maximum amount of development charge funds available for any reimbursement under such arrangements.

On May 18, 2011, Committee of Council approved the report titled "Inclusion of Provisions within the City's Subdivision Agreement in Keeping with the Criteria and Intent of the City's Single Source Delivery of Development Charge Funded Road Infrastructure Guidelines." This sets out specific provisions related to Development Charges credits and reimbursements that are to be included in a subdivision agreement.

### **CURRENT SITUATION:**

Kendalwood Land Development Inc., Shayma Dick Holdings Inc., and 2570616 Ontario Inc. ("the Developer") is developing a residential subdivision east of Heritage Road and adjacent to Embleton Road in the Riverview Heights Secondary Plan Area. As part of their development, they intend to construct Rivermont Road from Gladmary Drive to Embleton Road in connection with phase 1 of their plan of subdivision (ref. Figure 1).

The Developer entered into a Subdivision Agreement with the City of Brampton, and the Region of Peel on June 23, 2022. As part of that subdivision, the Developer committed to construct Rivermont Road from Gladmary Drive to Embleton Road ("the Works"), which is located within their subdivision and within the Riverview Heights Secondary Plan Area, Block 40-3.

Rivermont Road has been identified in the latest Development Charges Background Study as development charge funded road infrastructure. As such, it is eligible for reimbursement, to the Developer, upon construction and acceptance of the Works by the City.

The Agreement with the Developer includes provisions, via Schedule L, for reimbursement to the Developer of actual reasonable costs of construction of the Works up to a maximum upset limit of \$841,811.24. This reimbursement of development charges will be for the growth-related portion of the Works.

Approval for the reimbursement of development charges and approval of a capital project in the amount of \$841,811.24 are required to ensure that sufficient funds exist to permit the reimbursement of development charges to the Developer for the Works.



## **CORPORATE IMPLICATIONS:**

### **Financial Implications:**

Contingent upon Council approval of the budget amendment, a new capital project will be established in the amount of \$841,811.24 for the reimbursement of the construction of Rivermont Road from Gladmary Drive to Embleton Road, with funding to be transferred from Reserve #137 – DC Roads. Sufficient funding is available in the reserve fund.

### **STRATEGIC FOCUS AREA:**

The recommendations of this report support the strategic priorities of Brampton as a well-run City by providing efficient processing and approvals to facilitate the construction of Rivermont Road from Gladmary Drive to Embleton Road, and the development of the adjacent lands. These development activities support smart growth and building complete communities.

### **CONCLUSION:**

Approval of the recommendations of this report streamlines the administrative process. Further, it will provide for the timely delivery of development charge funded municipal infrastructure that is beneficial to the City in providing quality and timely services that support the Term of Council strategic priorities.

Authored by:

Reviewed by:

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Frank Mazzotta, P. Eng.,  
Manager, Development Engineering,  
Environment & Development  
Engineering Division,  
Planning, Building & Growth  
Management Department

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Michael Heralall, P. Eng.,  
Director, Environment &  
Development Engineering Division,  
Planning, Building & Growth  
Management Department

Approved by:

Approved by:

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

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Marlon Kallideen,  
Chief Administrative Officer



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-25

**Subject:** Request to Begin Procurement for Engineering Services for Detailed Design for Widening of Heritage Road from Steeles Avenue to Financial Drive – Ward 6

**Contact:** Bishnu Parajuli, Manager, Engineering  
 Capital Works, Public Works and Engineering

**Report number:** Public Works & Engineering-2024-395

**RECOMMENDATIONS:**

1. That the report from Bishnu Parajuli, Manager, Engineering, Capital Works, Public Works and Engineering to the Committee of Council Meeting of May 8, 2024, **Re: Request to Begin Procurement for Engineering Services for Heritage Road Improvements from Steeles Avenue to Financial Drive – Ward 6**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for engineering services for Heritage Road Improvements from Steeles Avenue to Financial Drive.

**OVERVIEW:**

- This report is to obtain Council authorization to commence procurement for Engineering Services for Heritage Road Improvements from Steeles Avenue to Financial Drive.
- Heritage Road is an existing two (2) lane roadway with a rural cross-section to be widened to four (4) lanes with an urban cross-section (the construction of new curb & gutters, boulevard, enhanced landscaping, and sidewalks / multi-use pathways).
- Heritage Road Improvements will provide additional north-south traffic capacity in the southwest part of the City of Brampton, and improve active transportation, transit facilities, traffic operations, intersection operations, street lighting and landscaping.



## **BACKGROUND:**

The City of Brampton has completed a Schedule "C" Class Environmental Assessment (Class EA) study that outlines the improvements required for Heritage Road from Steeles Avenue to Rivermont Road. For design and construction, the project is divided into two parts due to its large size. This project is only for the first part from Steeles Avenue to Financial Drive (approximately 1.7 km). The design of second part from Financial Drive to Rivermont Road (approximately 1.9 km) will be budgeted for 2025 with construction expected to commence in 2027.

As per the recommendations outlined in the Class EA, the proposed improvements include widening Heritage Road from two to four lanes (with an urban cross-section), the addition of curbs and gutters, a sidewalks/multi-use pathways, new traffic signals, street lighting, intersection improvements, stormwater management, new roadway structures (bridge and culverts), landscaping, and utility relocations.

## **CURRENT SITUATION:**

Within the project limits, Heritage Road is a two-lane roadway with a rural cross-section that runs from north of Steeles Avenue to Financial Drive (Attachment #1). The travel lanes are typically approximately 3.5 metres in width. The gravel shoulders vary up to 1.75m in width. The posted speed limit on this road is 60 km/h.

The following issues have been identified on Heritage Road:

- Lack of sufficient roadway capacity and connectivity with the new developments.
- Lack of compliance with the Accessibility for Ontarians with Disabilities Act (AODA) - active transportation and pedestrian facilities.
- Opportunities to improve road safety and traffic operations.
- Opportunities for Intersection improvements to improve traffic operations.
- Opportunities to improve stormwater management.
- New culverts and bridges are required to address drainage issues.
- The need to protect environmental features of Provincial and Regional significance.

## **THE SCOPE OF WORK:**

The project involves widening Heritage Road to four lanes, with urban cross-sections and amenities. This includes the construction of curbs and gutters, boulevards, sidewalks/multi-use pathways, and other geometric features such as exclusive turning lanes. The scope of the work includes completing a detailed design for the widening of Heritage Road within the project limits and preparing a tender package in consultation with City staff and external stakeholders.

The RFP will be issued in June 2024, subject to Council approval, and the tentative project timelines are as follows:

Completion of the Detailed Design	November 2025
Issue for Tender for Construction	January 2026
Tender Closing	February 2026
Purchase Order Issued	March 2026
Construction Start	April 2026
Construction Completion	October 2027

## **CORPORATE IMPLICATIONS:**

### Financial Implications:

There is sufficient approved funding available within the Public Works & Engineering capital budget for the detailed design services for the Improvements on Heritage Road.

### 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.

## **STRATEGIC FOCUS AREA:**

This report supports the City's Strategic focus on Transit and Connectivity by improving traffic operations, livability of streets and promoting active transportation facilities in the City.

## **CONCLUSION:**

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

Authored by:

Reviewed by:

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Bishnu Parajuli, M. A. Sc., P.Eng.  
Manager, Engineering  
Capital Works

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Sunil Sharma, P.Eng.  
Director  
Capital Works

Approved by:

Approved by:

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

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Marlon Kallideen  
Chief Administrative Officer

**Attachments:**

- Attachment 1 – Key Map



Emberton Rd

Rivermont Rd

Financial Dr

Bram West

Ornstock Pond East

Jimmie McKerron Va

Edgewood Rd

407

Heritage Road  
Project Limits





## Minutes

### **Brampton School Traffic Safety Council The Corporation of the City of Brampton**

**Thursday, April 4, 2024**

- Members Present:** Charles Gonsalves (Co-Chair)  
Dominique Darmanin-Sturgeon (Co-Chair)  
Mohan Bala  
Wendell Cole  
Janice Gordon-Daniels  
Donald Haberer  
Trustee Will Davies, PDSB  
Regional Councillor Navjit Brar - Wards 2 & 6
- Members Absent:** Nayan Brahmbhatt  
Satvir Dhaliwal  
Daljit Singh  
Trustee Shawn Xaviour, DPCDSB
- Staff and Agencies:** Shane Loftus, Manager, Public Works and Engineering  
Violet Skirten, Supervisor, Crossing Guard, Public Works and Engineering  
Chandra Urquhart, Legislative Coordinator  
Nikolai Belyntsev, Enforcement Officer, Legislative Services  
Dave Marcotte, Peel District School Board

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1. **Call to Order**

The meeting was called to order at 9:30 a.m. and adjourned at 9:41 a.m.

2. **Approval of Agenda**

**SC027-2024**

That the Agenda for the Brampton School Traffic Safety Council meeting of April 4, 2024, 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 School Traffic Safety Council - March 7, 2024

The minutes were considered by Committee of Council on March 20, 2024, and approved by Council on March 27, 2024. The minutes were provided for Committee's information.

5. **Presentations\Delegations**

Nil

6. **Committees, Education and Promotions**

Nil

7. **Correspondence**

7.1 Correspondence from Bryan Roach, School Staff, re: Request to Review Traffic Congestion on Dixie Road in the vicinity of the School, St. Marguerite d'Youville Secondary School, 10815 Dixie Road - Ward 9

Violet Skirten, Crossing Guard Supervisor, suggested a site inspection be undertaken to observe the traffic issues in the vicinity of the school.

Committee reviewed the request and considered the following motion:

**SC028-2024**

1. That the correspondence from Bryan Roach, School Staff, to the Brampton School Traffic Safety Council meeting of April 4, 2024, re: **Request to Review Traffic Congestion on Dixie Road in the vicinity of the School, St. Marguerite d'Youville Secondary School, 10815 Dixie Road - Ward 9**, be received;

2. That a site inspection be undertaken.

Carried

**8. New School Openings**

Nil

**9. Changes/Updates to School Boards/Student Population**

Nil

**10. Other/New Business**

**10.1 Update by Enforcement and By-law Services, re: School Patrol Statistics - 2023 - March 2024**

Committee noted the reduction in patrols for the month of March was due to March break.

The following motion was considered:

**SC029-2024**

That the update by Enforcement and By-law Services, to the Brampton School Traffic Safety Council meeting of April 4, 2024, re: **School Patrol Statistics - 2023 - March 2024**, be received.

Carried

**11. Site Inspection Report(s)**

**11.1 Rowntree Public School, 254 Queen Mary Drive - Ward 6**

Committee reviewed the observations and recommendations in the site inspection report.

The following motion was considered:

**SC030-2024**

1. That the Site Inspection report for **Rowntree Public School** be received;

2. That the Manager of Transportation Right-of-Way & Safety be requested to arrange for the pedestrian signal timing to be reviewed prior to September 2024 to ensure it is adequate for school age pedestrians;
3. That Student Transportation of Peel Region and the school principal ensure that parents and students are advised that the walk to school routes are utilized at the two signalized intersections at Wanless Drive and Edenbrook Hill/Wanless Drive and Queen Mary Drive, and not the pathway on Wanless Drive that has no traffic control; and,
4. That a site inspection should be scheduled in September 2024 once students have returned to school and the crossings at the intersections have resumed.

Carried

11.2 Mount Pleasant Village Public School, 100 Commuter Drive - Ward 6

Committee reviewed the observations and recommendations in the site inspection report.

The following motion was considered:

**SC031-2024**

1. That the Site Inspection Report for Mount Pleasant Village Public School be received;
2. That the Manager of Enforcement and By-law Services, be requested to enforcing parking violations on both sides of Commuter Drive along the length of the school property; and,
3. An adult crossing guard is not warranted at the intersection of Commuter Drive and Ganton Heights at this time.

Carried

11.3 Malala Yousafzai Public School, 1248 Mayfield Road, Caledon

Committee reviewed the observations and recommendations in the site inspection report.

The following motion was considered:

**SC032-2024**

1. That the Site Inspection report for Malala Yousafzai Public School be received;
2. That the Manager of Parks & Recreation Department arrange for an inspection of the bridge for any deficiencies and sharp edges and replace the missing screws for the kick plates on the bridge; and,
3. The Manager of Parks and Recreation be requested to confirm if winter maintenance can be done on the pathway if students utilize the path as a school route.

Carried

**12. Future/Follow-up Site Inspection(s)**

Nil

**13. Site Inspection Schedule**

The following Site Inspection was scheduled:

**St Marguerite d'Youville Secondary School, 10815 Dixie Road**

Review Traffic Congestion in the vicinity of the school

April 10, 2024 - 7:45 a.m. and 2:00 p.m.

**14. Information Items**

Nil

**15. Question Period**

Nil

**16. Public Question Period**

Nil

**17. Adjournment**

**SC033-2024**

That Brampton School Traffic Safety Council do now adjourn to meet again on May 9, 2024 at 9:30 a.m.

Carried



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Dominique Darmanin-Sturgeon, Co-Chair

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Charles Gonsalves, Co-Chair



**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-22

**Subject:** William G. Davis Memorial Artwork and Budget Amendment

**Contact:** Kelly Stahl, Director, Cultural Services

**Report number:** Community Services-2024-243

**RECOMMENDATIONS:**

1. That the report from Kelly Stahl, Director, Cultural Services to the Committee of Council Meeting of May 8, 2024, re: **William G. Davis Memorial Artwork and Budget Amendment**, be received; and
2. That Council approve Xiaojing Yan and Lilly Otasevic's (XL) proposal, titled "Contours of Connection," as the winning submission for the RFP William G. Davis Memorial Artwork, as recommended by the Art Selection Committee; and
3. That a budget amendment be approved for Project #246860-002 – William G. Davis Site, in the amount of \$150,000, to be fully funded from the Provincial Government; and
4. That Council delegate the authority to the Commissioner, Community Services to execute such agreement and/or other documents as may be required to implement Council's resolutions and directions relating to the William G. Davis Memorial Artwork including such terms and conditions as may be satisfactory to the Director, Cultural Services and in a form acceptable to the City Solicitor or designate.

**OVERVIEW:**

- In response to Council's resolution [CW357-2021](#), staff initiated plans to establish a monument honouring former Premier William G. Davis in Brampton, with the City's Public Art staff leading the project, in consultation with the Davis Family.
- Following the issuance of a Request for Proposal (RFP) on September 28, 2023, six shortlisted artists or artist teams were invited to propose original artworks, aiming to honour Davis' political legacy and contributions to Brampton and Peel.

- Staff is presenting the recommendation of the Art Selection Committee to award Xiaojing Yan and Lilly Otasevic's (XL) proposal, titled "Contours of Connection," which was selected as the successful submission for the RFP William G. Davis Memorial Artwork (Attachment 1) for Council's approval.
- Staff proposes a budget increase to Project #246860-002 – William G. Davis Site for \$150,000, to be fully funded from the Provincial Government.
- The estimated cost for the William G. Davis Memorial Artwork inclusive of site preparations is \$300,000, where \$100,000 is available from project 211055-002 and \$200,000 from 246860-002 (pending Council approval of budget amendment).

## **BACKGROUND:**

In response to Council's resolution CW357-2021 to establish a monument to Premier William G. Davis within Brampton, staff responsible for planning and maintaining the City's Public Art Program were designated as project leads. Staff conducted a series of stakeholder meetings to gather the background information necessary to develop a project plan for the monument, including consultation with the Davis family.

Initially, the creation of a traditional bronze statue of Davis was proposed. However, considering the preferences of the Davis family, best practices for future monuments, 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 Davis.

In accordance with Council resolution CW128-2023, the artwork is to be situated on the front lawn of the Peel Art Gallery, Museum and Archives (PAMA), near Brampton City Hall and Gage Park. Its design should harmonize with the existing architectural landscape of the site and receive approval from the Ontario Heritage Trust.

On March 1, 2022, the Province of Ontario announced a commitment of up to \$150,000, bringing the artwork budget to a combined total of \$300,000, including the City's investment.

## **CURRENT SITUATION:**

### **Issuance of Request for Proposal (RFP)**

On September 28, 2023, the City issued a Request for Proposal (RFP) relating to the William G. Davis Memorial Artwork, Phase II, inviting proposals from six shortlisted artists or creative artist teams to create an original work of public art. The purpose of this public art installation is to recognize the significant impact of Davis' political career

and commemorate his numerous contributions to society throughout his years of service. The artwork is intended to honour his legacy as a distinguished Brampton resident, former Ontario Premier, and Member of Provincial Parliament representing Peel.

The total cost estimate is \$300,000, with \$250,000 allocated to cover all aspects of the artwork, including artist fees, fabrication, and installation, and \$50,000 is earmarked for site preparation, which includes excavation and land preparation, including electrical locates and concrete foundation work.

### **Selection of Winning Proposal**

Xiaojing Yan and Lilly Otasevic's (XL) submitted a proposal to produce an original artwork entitled "Contours of Connection," which was selected by the Art Selection Committee as the successful proposal for the RFP William G. Davis Memorial Artwork (Attachment 1). The Art Selection Committee, comprised of a diverse range of professionals and community members, including art experts like artists, curators, and critics, technical experts such as urban designers and engineers, and community representatives, which included representatives from the Davis family, reviewed all proposals and is recommending Xiaojing Yan and Lilly Otasevic's (XL) proposal for Council's approval.

As PAMA is a designated heritage property, the proposed artwork requires approval from the Ontario Heritage Trust (OHT). OHT staff have conducted a preliminary review, during which no concerns were identified. However, the artist will incorporate any necessary revisions required by the OHT and City staff for reasons such as health and safety, liability, or compliance with applicable municipal, provincial, federal, and international laws, as agreed upon in writing by the parties.

### **CORPORATE IMPLICATIONS:**

**Financial Implications** – This initiative requires a total funding of \$300,000. Staff are recommending a budget amendment of \$150,000 to Project #246860-002 – William G. Davis Site, which will be fully funded from the Provincial Government. Pending Council approval of the budget amendment, there will be sufficient funding from the following projects:

<b>Project Name</b>	<b>Funding Source</b>	<b>Approved Funding</b>	<b>Budget Amendment</b>	<b>Total Funding</b>
Project #246860-002 - William Davis Site	Res#4-Asset R&R	\$50,000		\$50,000
Project #246860-002 - William Davis Site	Provincial Grants		\$150,000	\$150,000
Project #211055-001 - Monument to William Davis	Reserve Fund 110	\$100,000		\$100,000
<b>Total</b>		<b>\$150,000</b>	<b>\$150,000</b>	<b>\$300,000</b>

**Legal Implications** – Legal will review, provide advice on and approve as to form any Agreement(s) related to this public art project.

### **STRATEGIC FOCUS AREA:**

This report aligns with the Strategic Focus Area of Culture and Diversity, emphasizing cultural diversity, fostering cross-cultural understanding, and promoting artistic expression and production.

### **CONCLUSION:**

In response to Council's directive outlined in resolution CW357-2021, staff is recommending the Art Selection Committee's selection of Xiaojing Yan and Lilly Otasevic's (XL) proposal, "Contours of Connection," for the William G. Davis Memorial Artwork for Council's approval. The estimated cost of the project, inclusive of site preparations is \$300,000, with funds allocated from both Project #211055-002 and the proposed budget amendment of Project #246860-002 (subject to Council's approval). This artwork honours and celebrates the indelible mark left by Premier William G. Davis on Brampton and Peel.

Authored by:

Reviewed by:

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Carly Anderson  
Manager, Cultural Programming  
Cultural Services

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Kelly Stahl  
Director  
Cultural Services

Approved by:

Approved by:

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Bill Boyes  
Commissioner, Community Services  
Community Services

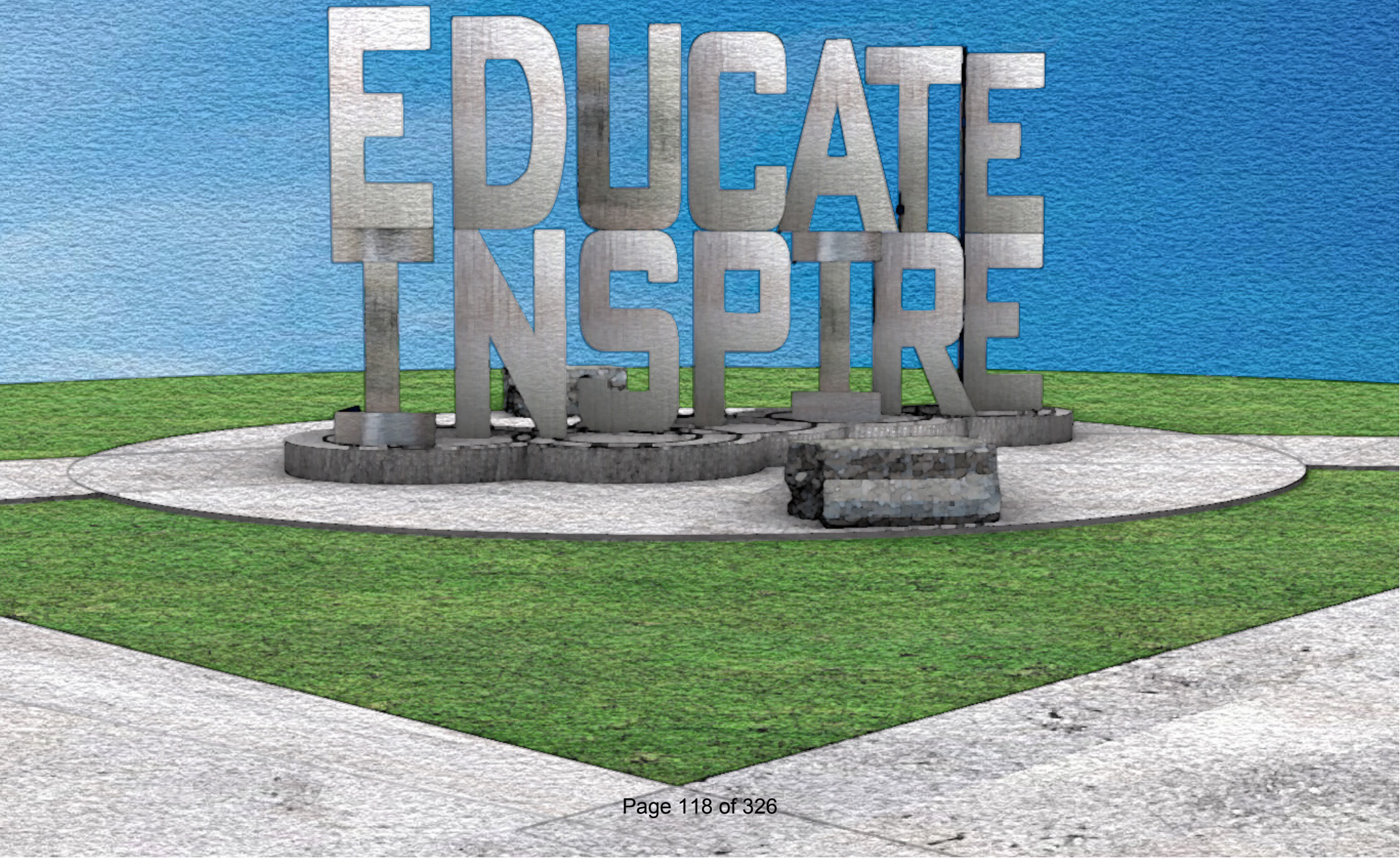
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Marlon Kallideen  
Chief Administrative Officer

### **Attachments:**

- Attachment 1 –XL's Proposal "Contours of Connection"

















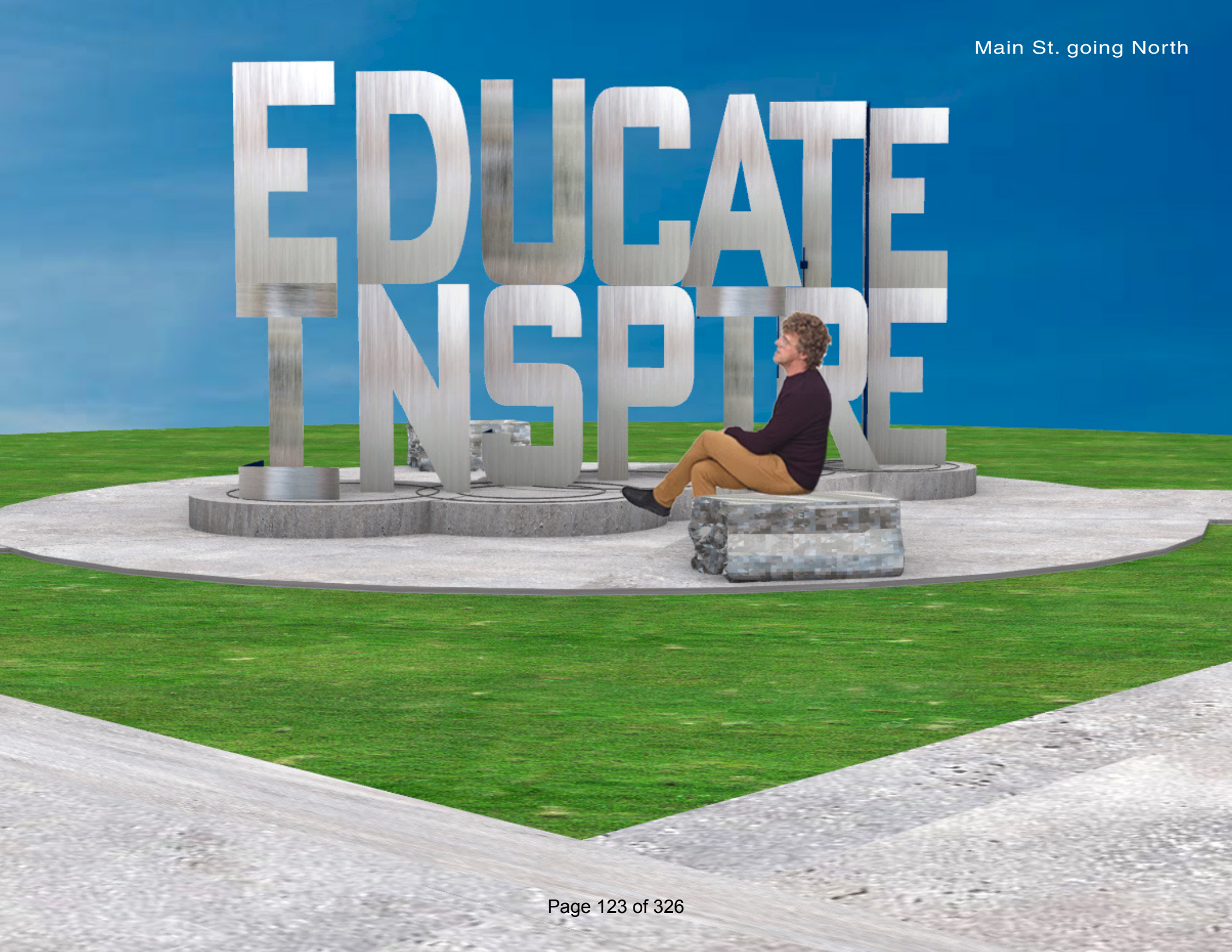


Main St. going South



William G.  
**Davis**  
1929-2021















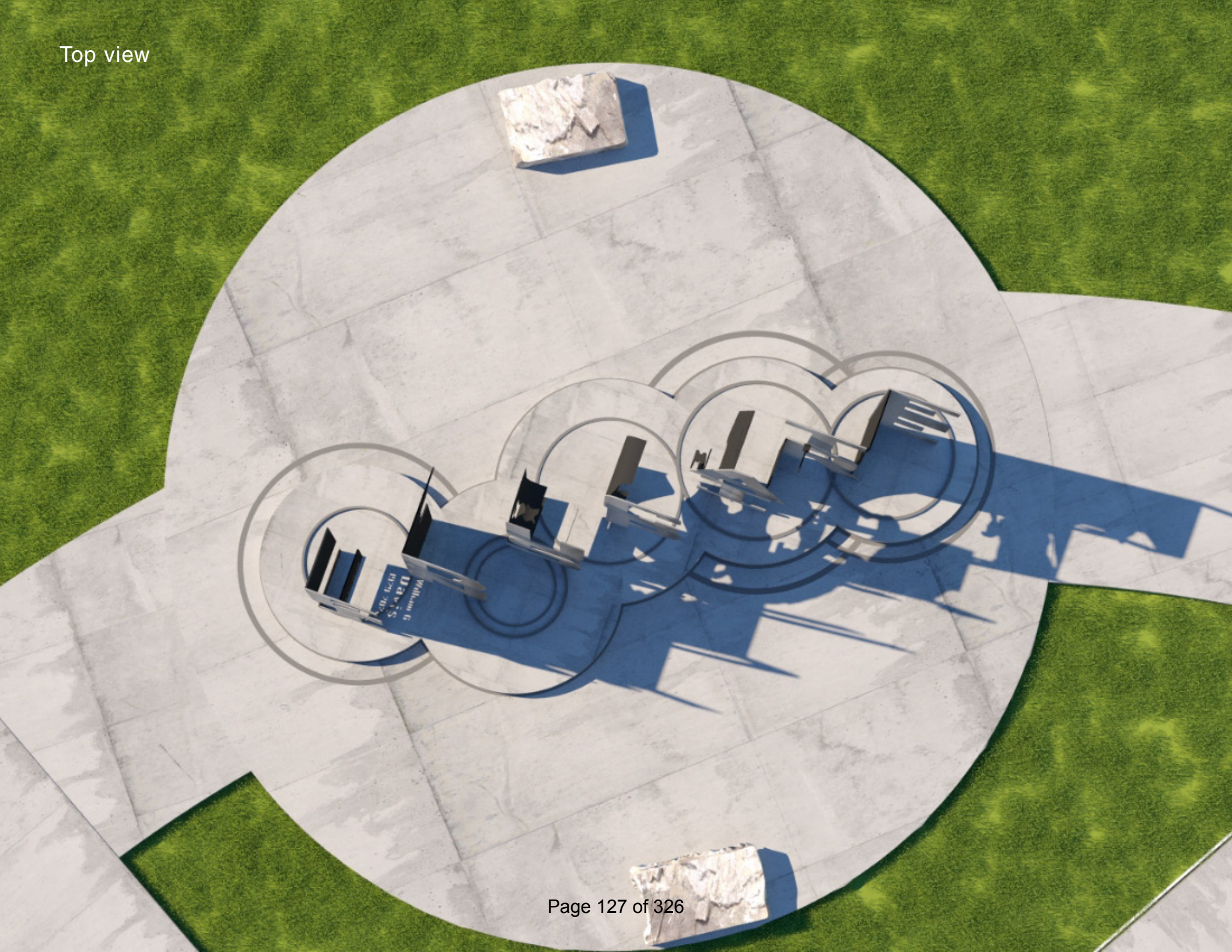
Perspective view



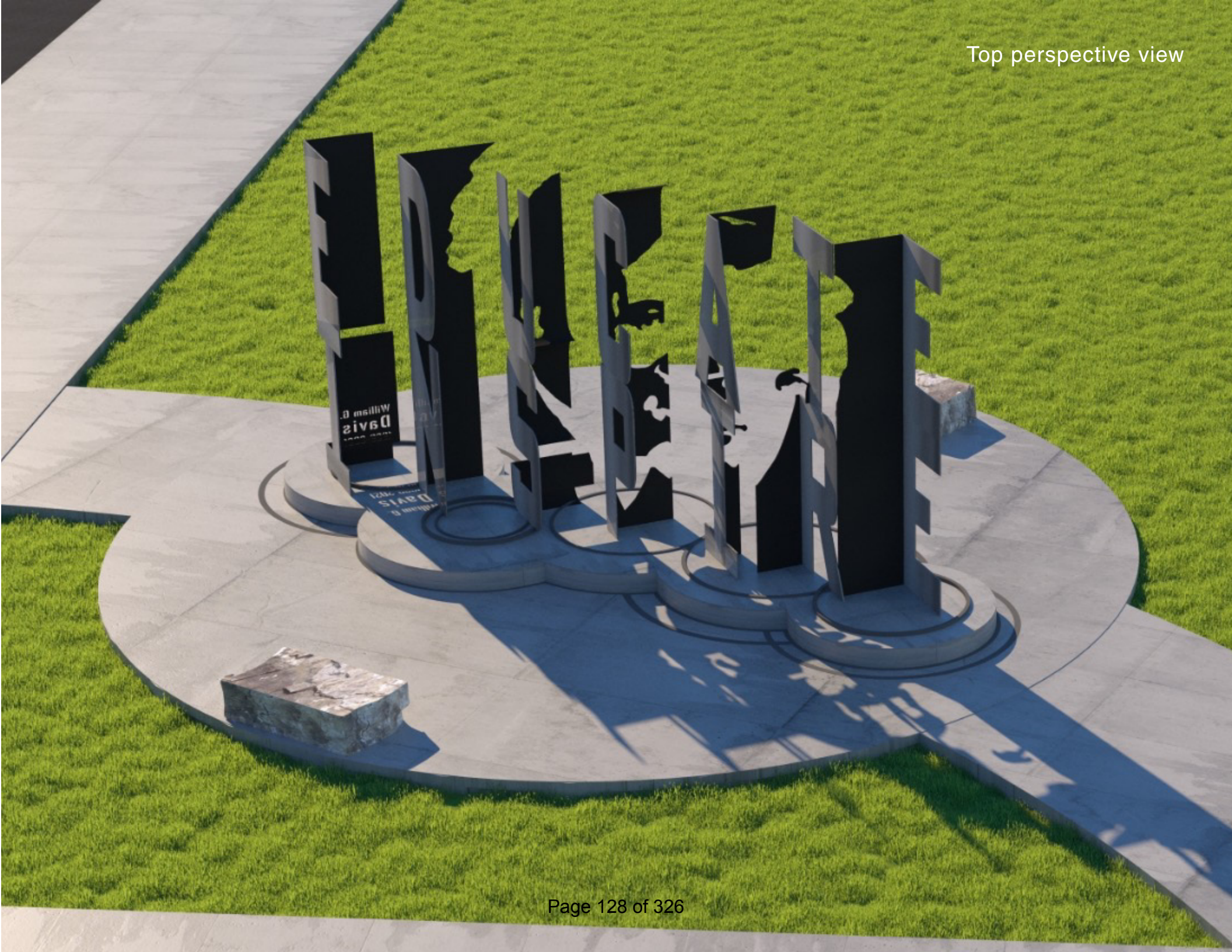
Perspective view









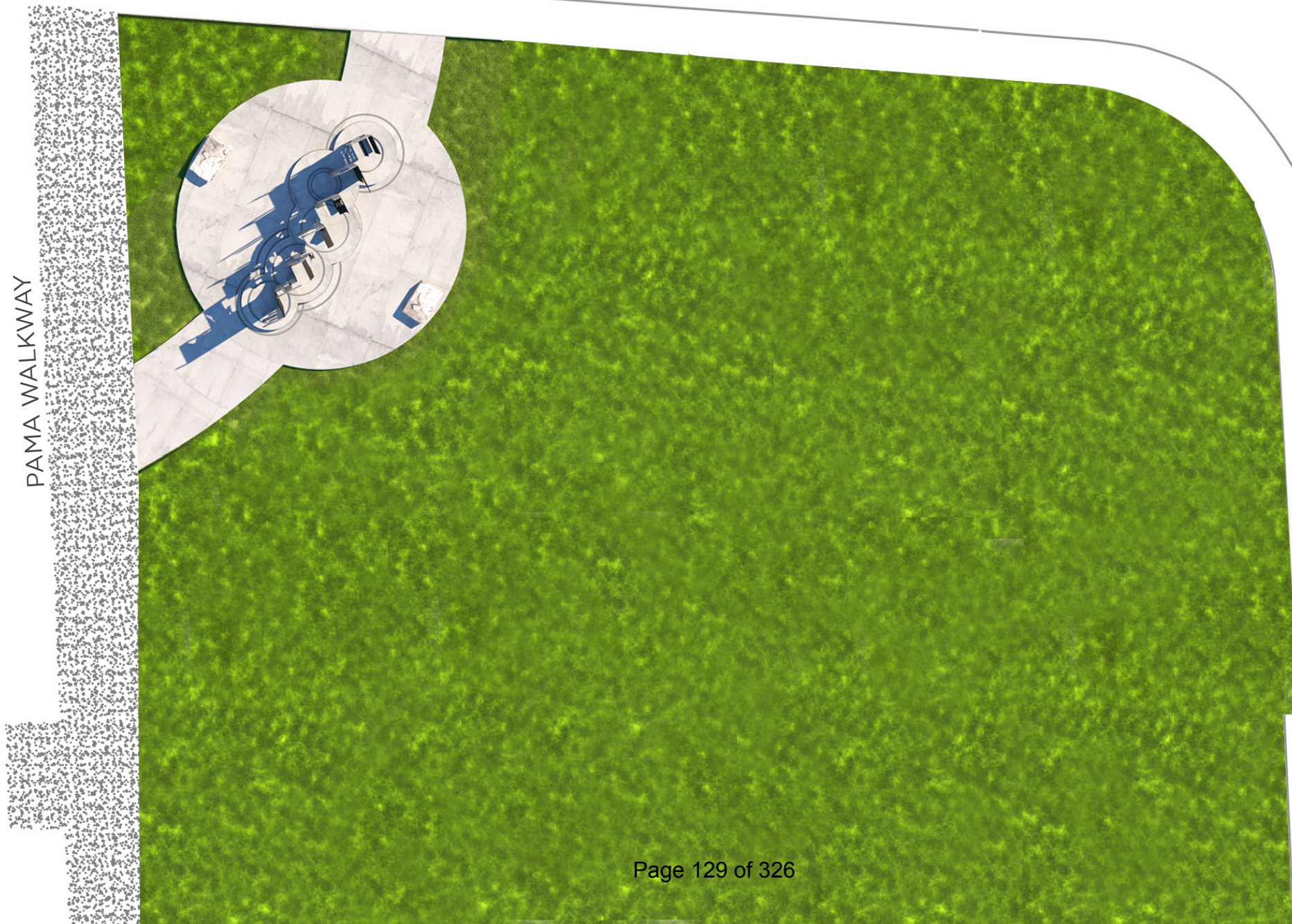




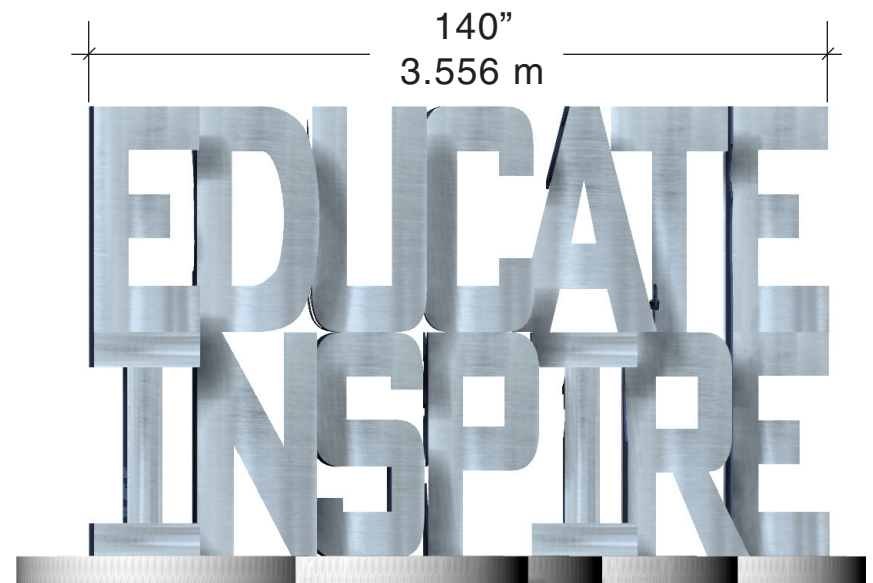
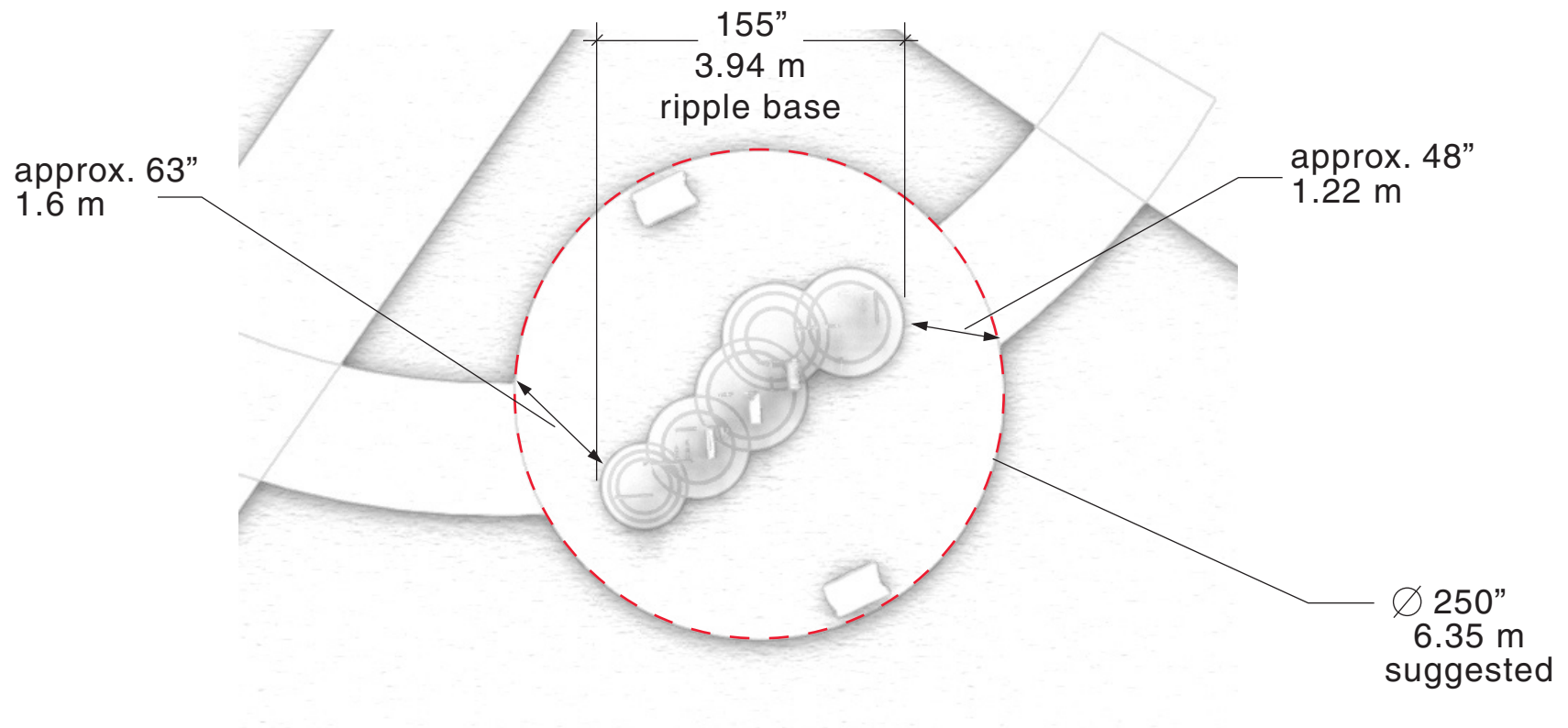
MAIN STREET

WELLINGTON STREET

PAMA WALKWAY











**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
 5/8/2024

**Date:** 2024-04-22

**Subject:** **Request to Begin Procurement – Consulting Services for Various Parks Projects**

**Contact:** Mitchell Wiskel, Manager, Parks Planning, Development & Capital Delivery

**Report number:** Community Services-2024-383

**RECOMMENDATIONS:**

1. That the report from Mitchell Wiskel, Manager, Parks Planning, Development & Capital Delivery to the Committee of Council Meeting of May 8, 2024, re: **Request to Begin Procurement – Consulting Services for Various Parks Projects**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for consulting services for various parks and trails projects.

**OVERVIEW:**

- The City's Parks Maintenance & Forestry Division intends to enter into separate contracts with 3 consulting firms for up to 5 years, to ensure efficient and timely project delivery of outdoor recreational amenities.
- The Division utilizes consulting services for technical background investigations, design, tender document preparation and for construction contract administration.
- Sufficient funding is available through various capital projects in the Parks Maintenance & Forestry division on a as needed and when required basis. If additional funding is required beyond the current approved funding, staff will include requests in future budget submissions.

## **BACKGROUND:**

To meet the growing demands for outdoor recreational amenities such as accessible play spaces, sports amenities and parks infrastructure, there is a need to procure design consulting services. This will enable the effective and timely execution of various capital projects managed by Parks Maintenance & Forestry.

The City's Parks Maintenance & Forestry Division utilizes design consultant services for the following recurring needs:

- Technical Background Investigations
- Design, Specification and Tender Document Preparation
- Construction Contract Administration

## **CURRENT SITUATION:**

Currently, the Parks Division utilizes 2 consulting services for the following recurring needs at a maximum of \$60,000 per project however, the current blanket purchase orders are expiring in June 2024.

To meet the requirements of various capital projects, the City's Parks Maintenance & Forestry Division intends to enter into separate contracts with 3 design consulting firms.

The consultant's scope of work will include, but not limited to:

- Project initiations
- Engagement, retention and administration of sub-consultants
- Conceptual design development
- Detail design preparation
- Specification and bid document preparation
- Cost Estimation
- Permit acquisition
- SPA submission
- Contract administration using the CCDC contract format
- Warranty review
- Project Closeout

## **CORPORATE IMPLICATIONS:**

### **Financial Implications:**

Sufficient capital funding is available for this procurement through various capital projects in the Parks Maintenance & Forestry division on a as needed and when required basis. If additional funding is required beyond the current approved funding, staff will include requests in future budget submissions or through a budget amendment report to be presented to Council.

### **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.

## **STRATEGIC FOCUS AREA:**

**Health & Well-being:** Focusing on citizens' belonging, health, wellness, and safety, by continuing to design, build and maintain community assets that will encourage active and healthy lifestyles, while improving the mental health of all ages and abilities.

## **CONCLUSION:**

This report recommends that the Purchasing Agent be authorized to commence the procurement for consulting services for various landscape architectural projects for up to 5 years.

Authored by:

Reviewed by:

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Mitchell Wiskel  
Manager  
Parks Planning, Development &  
Capital Delivery

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Ed Fagan  
Director  
Parks Maintenance & Forestry

Approved by:

Approved by:

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Bill Boyes  
Commissioner  
Community Services

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Marlon Kallideen  
Chief Administrative Officer





**Report**  
**Staff Report**  
 The Corporation of the City of Brampton  
**5/8/2024**

**Date:** 2024-04-23

**Subject:** **Request to Begin Procurement – Grass Cutting and Landscape Maintenance Services at various locations within the City of Brampton for a 5 Year Period**

**Contact:** Peter Gerech, Manager Parks Business Services & Administration,  
Parks Maintenance & Forestry

**Report number:** Community Services-2024-384

**RECOMMENDATIONS:**

1. That the report from Peter Gerech, Manager Parks Business Services & Administration, Parks Maintenance & Forestry to the Committee of Council May 8, 2024, re: **Request to Begin Procurement – Grass Cutting and Landscape Maintenance Services at various locations within the City of Brampton for a 5 Year Period**, be received; and
2. That the Purchasing Agent be authorized to begin procurement for grass cutting and landscape maintenance services at various locations within the City of Brampton for a 5 year period with the option to renew for 2 additional 1 year periods.

**OVERVIEW:**

- The purpose of this report is to obtain Council authorization to begin procurement for grass cutting and landscape maintenance services at various locations for a 5-year period with the option to renew for 2 additional 1 year periods.
- The new contract for grass cutting and landscape maintenance services will be required effective April 1, 2025. The current contract expires on December 31, 2024.
- Several new provisions will be introduced in the 2025 contract.
- Firstly, the maintenance schedule for parklands and boulevards will be extended from a 12-cycle to a 14-cycle rotation.

- **Secondly, the contract will include provisions for liquidated damages, which are penalties imposed on contractors who fail to meet the service standards established by the city. These penalties serve as a deterrent against subpar performance and help ensure accountability.**
- **Additionally, the scope of weed trimming within parks will be expanded to include hard surfaces such as parking lots, sidewalks, and road gutters. This broader coverage aims to enhance the overall appearance and safety of these public spaces.**
- **Furthermore, contractors will be required to utilize the Parks operational software, City Works, as part of their contractual obligations. This software likely streamlines operational processes and facilitates better coordination between the city and contractors.**
- **Lastly, maintenance service levels will be increased to better align with the evolving needs of the community, ensuring that parks and boulevards receive the necessary attention and upkeep.**
- **Staff will ensure that sufficient funds are requested through the subsequent Parks Maintenance & Forestry's operating budget submissions for the new 5-year contract.**

## **BACKGROUND:**

The Parks Maintenance & Forestry Division oversees grass cutting and landscape maintenance citywide. In order to ensure continuity of service, a new procurement is required to establish a 5-year maintenance contract to replace the existing contract which expires on December 31, 2024.

Staff outlined the plan for the new grass and landscaping contract at the February 26, 2024, Council Workshop. The number of grass cuts across the city will increase from 12 to 14 cuts from April to October. The division has introduced weekend maintenance to ensure the ongoing cleanliness and beautification of parks and parkland, with increased staff complement overseeing citywide maintenance and the hiring of dedicated inspectors and admin clerk for seasonal support.

In collaboration with Corporate Support Services there will be enhanced customer service with the implementation of a new grass tracker dashboard of completed cuts of parks and boulevards and ongoing informative social posts educating the public on services provided by Parks.

## **CURRENT SITUATION:**

A new contract for citywide grass cutting and landscape maintenance services will be required effective April 1, 2025.

The Community Services Department is prepared to begin the procurement process for grass cutting and landscape maintenance for a 5-year period with 2 additional 1-year optional renewal periods.

The contract will be subject to yearly approvals in the Community Services budget for years 2025 through 2029.

In the forthcoming 2025 contract, several significant provisions will be introduced to enhance the maintenance of parklands and boulevards. The maintenance schedule will transition to a 14-cycle rotation, extending the frequency of upkeep efforts. The contract will incorporate liquidated damages, penalizing contractors who fail to meet established service standards, thus promoting accountability and quality performance. Additionally, weed trimming within parks will expand to cover hard surfaces like parking lots, sidewalks, and road gutters, aiming to elevate both aesthetics and safety. Furthermore, contractors will be mandated to utilize the Parks operational software, City Works, to streamline processes and foster better coordination. Lastly, maintenance service levels will be elevated to meet evolving community needs, ensuring parks and boulevards receive adequate attention and upkeep.

## **CORPORATE IMPLICATIONS:**

### **Financial Implications:**

Staff will ensure that sufficient funds are requested through the subsequent Parks Maintenance & Forestry's operating budget submissions for the new 5-year contract for the Mayor's consideration.

### **Purchasing Implications:**

A public Procurement Process will be conducted to pre-qualify landscape contractors and submissions shall be evaluated in accordance with the published evaluation process within the procurement document.

The pre-qualified landscape contractors will be invited to submit a Bid and the lowest compliant Bids will be eligible for contract award. Purchase approval shall be obtained in accordance with the Purchasing by-law.

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

### **Term of Council Priorities:**

**Environmental Resilience & Sustainability:** Focusing on nurturing and protecting our environment for a sustainable future through the maintenance of natural spaces Citywide.

### **CONCLUSION:**

This report recommends that the Purchasing Agent be authorized to commence the procurement for grass cutting and landscape maintenance services at various citywide locations for a 5-year period.

Authored by:

Reviewed by:

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Peter Gerech  
Manager, Parks Business Services &  
Administration  
Parks Maintenance & Forestry

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Ed Fagan  
Director  
Parks Maintenance & Forestry

Approved by:

Approved by:

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Bill Boyes  
Commissioner  
Community Services

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Marlon Kallideen  
Chief Administrative Officer



**Date:** 2024-05-08

**Subject:** **Municipal Alcohol Policy**

**Secondary Title:** 2024 Revision

**Contact:** **Anand Patel, Director, Recreation**

**Report Number:** Community Services-2024-391

**Recommendations:**

1. That the report from Anand Patel, Director, Recreation to the Committee of Council Meeting of May 8, 2024, re: **Municipal Alcohol Policy**, be received;
2. That the existing Municipal Alcohol Policy (CMS-110) dated May 5, 2021, be rescinded and replaced with the revised Municipal Alcohol Policy, substantially in accordance with *Appendix A* attached to this report;
3. That staff be directed to initiate the implementation of the revised policy (see *Appendix A*) and accompanying Municipal Alcohol Policy Standards and Guidelines (see *Appendix B*) as outlined in this report to take effect in Q2 2024; and
4. That staff be authorized to update the Municipal Alcohol Policy Standards and Guidelines (see *Appendix B*) that supplements the Municipal Alcohol Policy in accordance with the principles and/or policy statements contained therein as required.

**Overview:**

- **The City of Brampton implemented its first formal Municipal Alcohol Policy in 2016 with its most recent revision taking place in 2021.**
- **The City of Brampton is committed to continuing to provide safe and enjoyable City premises to its residents and visitors through the development and application of the proposed revised Municipal Alcohol Policy (see *Appendix A*).**
- **The policy and accompanying documentation aim to minimize the City's liability exposure associated with alcohol-related events, including harm-reduction.**

- **Staff recommend that Council approve the proposed revised Municipal Alcohol Policy which is in compliance with Council’s governing policy framework, and direct staff to proceed with implementation of the revised policy.**
- **The accompanying Municipal Alcohol Policy Standards and Guidelines (see Appendix B) aligns with current best practices of municipalities for the management of alcohol-related events as determined through benchmarking. It follows guidelines for the development of municipal alcohol policies published by the Centre for Addiction and Mental Health, Public Health Ontario and the Ontario Recreation Facilities Association.**

### **Background:**

The Canadian Centre on Substance Use and Addiction defines a municipal alcohol policy (herein referred to as “MAP”) as a civic policy tool that aligns with provincial liquor laws and outlines the appropriate use of alcohol on municipally owned or managed property such as parks, beaches, arenas, sport stadiums and community centres. In addition, a MAP is intended as building on existing provincial or regional legislation or policies to tailor it to the needs of a specific local community. Further general information regarding municipal alcohol policies in Ontario can be found at <https://www.ccsa.ca/sites/default/files/2019-04/CCSA-Municipal-Alcohol-Policy-Ontario-2017-en.pdf>

In May 2014, an internal audit report recommended that a formal and comprehensive Municipal Alcohol Policy be developed and implemented to manage risks and liability from the harms of alcohol being served, sold and/or consumed at events held on City property. In response to this recommendation, City of Brampton Council (herein referred to as “Council”) approved the City of Brampton’s initial MAP on September 16, 2015, taking effect in May 2016. This MAP has allowed the City to be in a better position to manage the rental and use of municipal spaces for the purpose of alcohol-related events, including ensuring Event Organizers are aware of their responsibilities under the *Liquor Licence and Control Act* and their accountability to the City of Brampton (herein referred to as “City”).

The current MAP was developed based upon the Municipal Alcohol Policy Guide created by the Centre for Addiction and Mental Health and the Ontario Recreation Facilities Association in 2003. This guide includes a Quality Measures Form outlining the six (6) key components that are considered essential to having an effective policy. These components were incorporated into the development of the City’s MAP including:

1. Designation of properties, facilities, and events;
2. Management practices;
3. Prevention strategies;
4. Enforcement procedures;
5. Signage; and

## 6. Ongoing policy support.

### **Current Situation:**

The City hosted 813 private and public events in 2021, 2022 and 2023 through rental agreements at recreation and corporate facilities across the City that involved alcohol through a Special Occasion Permit issued by the Alcohol and Gaming Commission of Ontario (herein referred to as “AGCO”). While this does not represent a large proportion of rentals overall, it is nonetheless a significant number of events given the inherent risks associated with alcohol. Changes to the *Liquor Licence and Control Act* along with the legalization of cannabis have elevated those risks.

In recent years, some municipalities in Ontario have updated (or are in the process of updating) their policies and procedures for alcohol-related events held on municipal property, including currency with provincial legislation and regulations related to alcohol. This work provides a good body of material and practice to draw on in revising a Municipal Alcohol Policy.

Since the successful implementation of the MAP in 2016, there have been a number of critical and significant legislative changes including the legalization of cannabis in 2018, amendments to the *Liquor Licence and Control Act* in 2019 & 2021 and the establishment of a five (5) year currency period to the Smart Serve® training program by the AGCO in 2023. In addition, Council approved a revised governance framework with the implementation of a new Governing Policy and related framework in 2018. As per the City’s Governing Policy, the MAP must be reviewed and updated in accordance with the mandated three (3) year update cycle.

In general, in alignment with best practices, a policy articulates a course of action with broader implications for an organization and/or sets a direction or intention to influence and determine decisions and actions. A policy is usually intended to be high-level and provide direction, principles and outcomes that may have legislative or significant public impact. Other policy tools such as standard operating procedures are more suited to capture detailed processes and/or step-by-step guidance or “how to” do something in support of a broader policy.

The Recreation Division consulted with Corporate Policy to ensure that the required consistency, accountability and transparency were reflected in the revised policy attached as *Appendix A* to this Report. The revised policy and the accompanying Municipal Alcohol Policy Standards and Guidelines attached as *Appendix B* satisfy requirements of Council’s approved governing policy framework including the use of required templates and reflecting applicable legislative changes.

### **Development of Revised 2024 Policy**

The proposed revised MAP attached as *Appendix A* to this report that is recommended for approval was updated by the Recreation Division. This work

included facilitating a comprehensive review of the current program, examining established business practices and protocols, coordinating consultation exercises with internal City partners and leading a collaborative cross-departmental working group in achieving project deliverables.

The cross-departmental working group consisted of staff representing the following departments/divisions:

- Community Services
  - Parks Business Services and Administration
  - Performing Arts
  - Recreation
- Corporate Support Services
  - Events & Protocol
- Legislative Services
  - City Clerk's Office
  - Enforcement & By-law Services
  - Insurance & Risk Management
  - Legal Services
- Office of the CAO
  - Corporate Policy
- Public Works and Engineering
  - Facility Services & Operations

#### Overview of Revised 2024 Policy

The proposed revised MAP (see *Appendix A*) aligns with Council's approved governing policy framework and provides the City with key advantages such as:

- Authority and discretion to regulate alcohol sales, service and consumption on City property;
- Clearly articulated outcomes and principles the City is trying to achieve with the Policy;
- Specific policy statements to mitigate the risks and/or harm associated with liberalized amendments to the *Liquor Licence and Control Act* such as, but not limited to:
  - 6.3 and 6.4 confirming that Event Organizers must also follow any applicable accompanying documentation including online resources and the revised *Municipal Alcohol Policy Standards and Guidelines*.
  - 6.9 re-confirming that the City will continue to enforce physically separated serving and consumption areas for alcohol (status quo).
  - 6.11 re-confirming that the City can regulate the hours of alcohol service (recommend keeping with the existing 11AM as the earliest possible start time).
  - 6.13 to restrict the sale, service or consumption of any cannabis products on City property including mixing with alcohol.
  - 6.15 re-confirming that tailgate parties are prohibited on City property.



- 6.18 re-confirming that all alcohol events must continue to serve food.
- 6.23 updating that the Event Organizer and Event Workers must hold a current (within five (5) years of expiration) Smart Serve® certification to serve or sell alcohol on City property.

In addition to the recommended revised Council Policy attached as *Appendix A* to this report, there is an accompanying revised *Municipal Alcohol Policy Standards and Guidelines* (MAPSG) document attached as *Appendix B* to this report. The MAPSG contains updated detailed procedures, protocols and requirements associated with hosting an event with alcohol on City property.

The revised MAPSG includes the following:

- Administrative or requirement changes such as staffing levels or enforcement procedures can be updated by staff at any time as required by legislation or for other reasons such as public health emergencies, new Council policies, By-law requirements etc.
- Contains detailed procedural information such as obtaining liability insurance, rental agreement requirements and enforcement protocols etc.

### Next Steps

Upon endorsement of the recommendations set forth in this Report, staff will implement the revised MAP and accompanying guidelines by the end of Q2 2024.

### **1. Launch**

Any new requirements or process changes will take effect with new requests received in Q2 2024 after the revised MAP Program has been officially launched (expected in May 2024). Any event which is booked, or a Special Occasion Permit obtained prior to the launch date of the revised MAP can continue to operate under the existing provisions of the 2021 MAP during the transition period.

### **2. Public Campaign**

The revised MAP will be communicated to the general public through a public communications campaign. The campaign will be focused on educating Event Organizers, providing clarification about what is and is not permitted as per enactments to the *Liquor Licence and Control Act* and any new or revised processes. The public campaign will include publishing of the revised policy and guidelines along with updating web content and communication materials.

## **Corporate Implications:**

### Financial Implications:

There are no direct financial implications. Costs associated with a new public launch campaign, updated communication materials (e.g. brochures etc.), additional signage and updated staff training can be funded through existing operating budget allocations within the Community Services Department.

### Other Implications:

The implementation of the revised 2024 MAP Program will require updated staff training and communications with all affected departments and divisions to advise of new approaches and relevant updates. The Recreation division will lead this coordination as required.

## **Strategic Focus Area:**

The recommendations contained in this report directly support the Health & Well-Being and Government & Leadership focus areas of the current Strategic Plan and *Brampton 2040 Vision*.

## **Conclusion:**

The revised 2024 Municipal Alcohol Policy has been developed as a means to promote the health and safety of participants and staff at alcohol-related events held on City property. This is achieved through a responsible and managed approach to the serving and consumption of alcoholic beverages.

Through the approval of this policy, the City of Brampton will continue and strengthen the ability to reduce alcohol-related liability, risks and harm while promoting a healthy and safe environment for all to enjoy.

Authored by:

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Scott Bilodeau  
Coordinator, Compliance  
Recreation

Approved by:

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Bill Boyes  
Commissioner

Reviewed by:

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Anand Patel  
Director  
Recreation

Submitted by:

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Marlon Kallideen  
Chief Administrative Officer

**Attachments:**

- Appendix A – Municipal Alcohol Policy (2024)
- Appendix B – Municipal Alcohol Policy Standards and Guidelines

Category: Community Services

**Appendix A - Municipal Alcohol Policy (2024).docx**

Policy Number: Click or tap here to enter text.  
Approved by: Choose an item. [Council Resolution #] – Click or tap to enter a date.  
Administered by: Recreation Division  
Effective Date: [Date]

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## 1. Background

Alcohol and other controlled legal substances are key components of the social and leisure activities of many people. However, there can be negative social, legal and health impacts from uncontrolled or high-risk consumption. The consumption of alcohol is permitted in the Province of Ontario in accordance with regulations and reasonable controls.

## 2. Purpose

The purpose of this policy is to reduce problems associated with alcohol consumption such as injury, violence and liability. This policy establishes a series of reasonable conditions, which all persons will be required to follow where the consumption of alcohol is permitted on or in City properties, premises, places, spaces and/or events. The Corporation of the City of Brampton ("City") implemented its first Municipal Alcohol Policy in 2016 to manage the usage and consumption of alcohol on municipally-owned premises.

## 3. Application and Scope

This Council Policy applies to organizers of events held on City-owned property at which alcohol will be served (including City-sponsored events) whether the organizers are City staff, elected officials, or member of the public.

This Council Policy is to be applied whenever the consumption and/or serving of alcohol occurs on or in a City-owned property including events that involve alcohol through Special Occasion Permits and/or liquor licensed events under a Caterer's Endorsement, as applicable.

### 3.1 Exceptions

3.1.1 This Council Policy does not apply to:

- City operations which are licensed to serve alcohol:
  - These types of operations must possess a valid liquor sales licence and are subject to the terms and conditions of that license.
- Businesses which are licensed to serve alcohol on municipal property:
  - Businesses that possess a valid liquor sales licence and/or a temporary seasonal patio permit and have entered into a lease agreement with the City, the terms and conditions of which include provisions accepting such licence or permit.

## 4. Outcomes

- 4.1 Promote a safe, enjoyable environment and ensure the health and safety of participants at alcohol-related events on City property whether they are consuming alcohol or abstaining.
- 4.2 Reduce potential injury, violence and/or liability which may arise from consumption of alcohol.
- 4.3 Protect event organizers, participants, volunteers and the City from liability risks.
- 4.4 Encourage and reinforce responsible drinking practices for participants through the development of appropriate operational procedures, controls, training and education.

## 5. Principles

- 5.1 **Responsibility** - Alcohol should be enjoyed in a responsible and safe manner that does not interfere with people who do not wish to consume alcohol.
- 5.2 **Alignment** - Consumption of alcohol on City property should be undertaken in accordance with all applicable, municipal, federal and/or provincial regulations and statutes.
- 5.3 **Awareness** – Fostering education to raise awareness and share relevant information about mitigating the harm and risk from the consumption of alcohol.

## 6. Policy Statements

- 6.1 All applicable alcohol-related federal and provincial laws, policies, regulations and by-laws, including, but not limited to, those from the Alcohol and Gaming Commission of Ontario shall be adhered to and followed at all times in addition to this Council Policy.
- 6.2 All applicable and/or related Region of Peel and City of Brampton policies, directives, regulations and by-laws, including, but not limited to, those regarding fire safety and public health shall be adhered to and followed at all times in addition to this Council Policy.
- 6.3 This Council Policy shall be followed in conjunction with and in accordance to all accompanying online resources, standard operating procedures, manuals and/or guidelines regarding the consumption and sale of alcohol on City property.
- 6.4 All online resources, standard operating procedures, manuals, standards and/or guidelines regarding the consumption and sale of alcohol on City

property shall be contained and maintained in the *Municipal Alcohol Policy Standards and Guidelines* which may be amended as required at any time.

- 6.5 The City reserves the authority to ensure compliance with this Council Policy, City By-laws, provincial legislation, and accompanying *Municipal Alcohol Policy Standards and Guidelines* including applying relevant penalties or remedial/punitive corrective actions as appropriate for any reason.
- 6.6 The City shall review all requests to hold an event on municipal property to determine if the requested location is appropriate for an event that includes the sale, service and consumption of alcohol and reserves the authority to deny or re-allocate requests based on evaluation criteria as determined by the City.
- 6.7 The City reserves the authority at its sole discretion to determine and deem an Event Organizer as not being in good legal or financial standing with the City for any reason such as, but not limited to, past infractions, outstanding payments due etc.
- 6.8 The City shall not be responsible for any compensation to the Event Organizer or affected persons of their resulting financial, or other losses from termination of an event due to failure to comply with applicable by-laws, policies and/or the *Liquor Licence and Control Act*.
- 6.9 The City reserves the authority to restrict or amend the sale and consumption of alcohol on City property including designating physically separated locations within a property where alcohol is permitted, for any reason.
- 6.10 The City reserves the authority to prohibit the sale, consumption and/or serving of alcohol at specific facilities, outdoor locations and/or areas within a location such as change rooms or offices etc and is subject to change or revision at any time.
- 6.11 The City reserves the authority to prescribe the duration and time of day that alcohol may be served or consumed on City property.
- 6.12 The City reserves the authority to mandate minimum and/or enhanced pricing for alcohol being sold or served based on total alcohol content.
- 6.13 The sale, service and/or consumption of cannabis-based products is prohibited on City property including edible cannabis and cannabis-infused alcohol beverages.
- 6.14 The sale, service or consumption of alcohol under the authority of a Special Occasion Permit is not permitted at street parties, youth focused events, and/or minor sport events where the majority of participants are eighteen (18) years of age or under with the exception of events being held in a location operating under and in accordance with a separate valid liquor sales licence as per section 3.3.

- 6.15 Tailgate parties or similar outdoor events involving alcohol such as those sanctioned under a *Tailgate Event Special Occasion Permit* are prohibited on City property.
- 6.16 Event Organizers and/or hosts shall ensure that all required signage provided by the City (e.g. Sandy's Law etc.) is displayed in prominent locations throughout the duration of the event as per requirements contained in the *Municipal Alcohol Policy Standards and Guidelines*.
- 6.17 Event Organizers and/or hosts shall ensure that their event includes a Safe Transportation plan to reduce the possibility of impaired driving as per recommendations contained in the *Municipal Alcohol Policy Standards and Guidelines*.
- 6.18 Alcohol-only events without food being served are not permitted on City property. All events with alcohol being served must include food for event participants. The City reserves the authority to establish or amend the type and/or proportion of food that is deemed acceptable in accordance with the nature, type of scope of the event.
- 6.19 Any person or organization hosting an event on City property must have sufficient liability insurance coverage as per the City's requirements which may be amended at the City's discretion.
- 6.20 Any legal name(s) on a rental agreement must match and be the same as the person listed as the S.O.P Holder on the *Special Occasion Permit* and liability insurance certificate required for serving alcohol and/or hosting an event on City property. The person legally named on any required agreement or permit must also be on-site and present for the duration of the event.
- 6.21 The Special Occasion Permit issued for the event and all levy receipts for purchased alcohol including any associated documentation such as guest lists must be available and accessible on site for inspection if requested.
- 6.22 The City reserves the authority to establish minimum staffing requirements for an event and require amendments or additions to staffing at its discretion depending on the nature, type or scope of the event (e.g. police officers, security personnel etc.)
- 6.23 All Event Workers including the Event Organizer or designate must hold a current Smart Serve® certification to serve or sell alcohol on City property.
- 6.24 The City accepts that where there is an inconsistency or overlap between any validly enacted municipal policy, procedure or by-law and a relevant federal or provincial directive, statute or regulation, the federal or provincial directive, statute or regulation shall take precedence.



## 7. Roles and Responsibilities

### 7.1 Members of City Council

- Required to adhere to this Policy, the accompanying *Municipal Alcohol Policy Standards and Guidelines* and the *Code of Conduct for Members of Council* in addition to any related online resources, manuals, guidelines and/or standard operating procedures as applicable when attending and hosting events or activities serving alcohol on City property.
- Ensuring that both themselves and any Event Workers recruited for a liquor licensed event that the City is overseeing hold a current Smart Serve® certification.
- Responsible for satisfying all requirements for safe management of an event in accordance with this Policy and accompanying *Municipal Alcohol Policy Standards and Guidelines* in addition to any related online resources, manuals, guidelines and/or standard operating procedures as applicable.
- Ensuring Event Organizers are provided with all required documentation outlining pertinent information including any online resources, manuals, guidelines, standard operating procedures, forms and/or terms and conditions related to this Policy.

### 7.2 External Event Organizers

- Required to adhere to this Policy and accompanying *Municipal Alcohol Policy Standards and Guidelines* in addition to any related online resources, manuals, guidelines and/or standard operating procedures as applicable when attending and hosting events or activities serving alcohol on City property.
- Ensuring that both themselves and any Event Workers recruited for a liquor licensed event that they are overseeing hold current Smart Serve® certification.
- Enforcing requirements of the *Liquor Licence and Control Act* and this Policy as applicable including carrying out their duty to report infractions or violations to City staff.
- Responsible for ensuring that all applicable agreements, permits and other mandatory municipal, federal and/or provincial requirements such as liability insurance as specified in the *Municipal Alcohol Policy Standards and Guidelines* including any accompanying online resources, manuals, guidelines or standard operating procedures to this Policy are completed to the City's satisfaction within specified timelines as applicable.

## 8. Monitoring and Compliance

- 8.1 This Policy shall be reviewed in accordance with the [Governing Policy for Corporate Policy Program](#).
- 8.2 City staff designated as responsible for a City facility, space or event where alcohol is permitted in accordance with all applicable legislation and other requirements shall monitor and enforce compliance with this Policy and any accompanying online resources, manuals, guidelines and/or standard operating procedures, as applicable.
- 8.3 Consequences of non-compliance
- 8.3.1 Failure to follow this Policy may result in:
- Reputational, liability, legal, health and/or security risks to the City, members of the public and organizations participating in events or activities involving alcohol on City property.
  - Fines and/or cancellation of any event or activity that is deemed to be in non-compliance for any reason as applicable or appropriate.

## 9. Definitions

- 9.1 Alcohol and Gaming Commission of Ontario (AGCO) - the provincial agency responsible for the administration of the Liquor Licence and Control Act, which regulates the sale, service and consumption of alcohol while promoting moderation and responsible use.
- 9.2 Caterer's Endorsement - an accommodation to a liquor sales licence authorizing the licensee to sell and serve alcohol for an event held on premises other than the premises to which the liquor sales licence applies. If an event is being conducted under a valid Caterer's Endorsement, a Special Occasion Permit is not necessary.
- 9.3 Event - any gathering held on municipal property at which alcohol will be served and/or sold (e.g. weddings, showers, dances, barbecues, birthday parties etc.). The duration of the event includes event set-up, operation and take-down. Events involving alcohol may take place on licensed municipal property or under the authority of a Special Occasion Permit.
- 9.4 Event Organizer - the individual responsible for the operation of an event at which alcohol will be served and/or sold. The Event Organizer (a term that shall represent the individual who has entered into a formal legal agreement with the City) is responsible for the safety and sobriety of people attending the event as well as compliance with this Policy and the *Liquor Licence and Control Act* and its regulations, at the event.
- 9.5 Event Worker - individuals appointed or hired by the Event Organizer, who serves or sells alcohol, or is involved in an event where alcohol is served on

municipal property. Event Workers must be nineteen (19) years of age or older and been certified by a recognized alcohol server training course (e.g. Smart Serve®)

- 9.6 Liquor Licence and Control Act - refers to the *Liquor Licence and Control Act, S.O. 2019 c.15, Sched. 22* and outlines legislation regarding the sale and service of alcohol.
- 9.7 Minor Sport Event - an event such as a sports-related banquet or competition where the focus or attendance consists of athletes under nineteen (19) years of age.
- 9.8 Municipal Property - any municipally owned or leased lands, buildings and structures.
- 9.9 Premises - the specific location where the Event Organizer intends to sell and/or serve alcohol. This includes the licensed area(s) in conjunction with all unlicensed areas accessible to event attendees such as, but not limited to, washrooms and parking lots.
- 9.10 Serving - the act of taking drink orders, taking payment for alcoholic beverages, stocking the refrigerator or alcohol service area, and bartending.
- 9.11 Smart Serve® - a training program offered by Smart Serve Ontario designed to train staff and volunteers who work in areas where alcohol is sold and/or served, such as bars, restaurants, banquet halls and other public facilities. Smart Serve® is the only server training program that is recognized by the AGCO and approved by this Policy. The certification is deemed “current” if the expiry date indicated on the certificate is within five (5) years from the date the certificate was issued.
- 9.12 Special Occasion Permit - a document issued by the AGCO for one-time social events where alcohol will be sold and/or served. All alcohol for the event must be purchased under the Special Occasion Permit.
- 9.13 S.O.P. Holder - the individual (e.g. Event Organizer) who signs the application for a Special Occasion Permit to sell and/or serve alcohol.
- 9.14 Tailgate Special Occasion Permit - a permit issued by the AGCO to allow the serving of alcohol at an event held in conjunction with, and in proximity to, a sporting event (e.g., in a parking lot), and where attendees 19 years of age or older may bring their own liquor for consumption at the tailgate event, within the permitted area.
- 9.15 Youth Focused Event - an event where the majority of participants are eighteen (18) years of age or younger and/or where the primary focus of the event is on youth or children.

## 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

- [Liquor Licence and Control Act, S.O. 2019, c. 15, Sched. 22](#)
- [Alcohol and Gaming Commission of Ontario](#)

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

- [Advertising on City Property COM-120](#)
- [Code of Conduct for Members of Council](#)
- [Governing Policy for Corporate Policy Program GOV-100](#)

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

- [Municipal Alcohol Policy Standards and Guidelines](#)

## 11. Revision History

Date	Description
2021/05/05	Approved – Replaces <i>Municipal Alcohol Policy 2016</i> (rescinded by Council Resolution No. C137-2021)
2024/05/01	Scheduled review completed with the following changes: <ul style="list-style-type: none"><li>• Reference to provincial alcohol legislation changed to <b><i>Liquor Licence and Control Act, S.O. 2019 c. 15, Sched. 22</i></b>, with updates made throughout the policy</li><li>• Identified the requirement that Event Organizers and Event Workers must now hold a current Smart Serve certification to reflect the establishment of a five-year term to the certification by the Alcohol and Gaming Commission of Ontario</li></ul>
2027/05/01	Next Scheduled Review



# **MUNICIPAL ALCOHOL POLICY**

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## **STANDARDS AND GUIDELINES**

City of Brampton  
May 2024

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## **I. MUNICIPAL ALCOHOL COUNCIL POLICY**

### **1. Background**

Alcohol and other controlled legal substances are key components of the social and leisure activities of many people. However, there can be negative social, legal and health impacts from uncontrolled or high-risk consumption. The consumption of alcohol is permitted in the Province of Ontario in accordance with regulations and reasonable controls.

### **2. Purpose**

The purpose of this policy is to reduce problems associated with alcohol consumption such as injury, violence and liability. This policy establishes a series of reasonable conditions, which all persons will be required to follow where the consumption of alcohol is permitted on or in City properties, premises, places, spaces and/or events. The Corporation of the City of Brampton (“City”) implemented its first Municipal Alcohol Policy in 2016 to manage the usage and consumption of alcohol on municipally-owned premises.

### **3. Application and Scope**

This Council Policy applies to organizers of events held on City-owned property at which alcohol will be served (including City-sponsored events) whether the organizers are City staff, elected officials, or member of the public.

This Council Policy is to be applied whenever the consumption and/or serving of alcohol occurs on or in a City-owned property including events that involve alcohol through Special Occasion Permits and/or liquor licensed events under a Caterer’s Endorsement, as applicable.

#### **3.1 Exceptions**

##### **3.1.1 This Council Policy does not apply to:**

- a) City operations which are licensed to serve alcohol:
  - These types of operations must possess a valid liquor sales licence and are subject to the terms and conditions of that license.
- b) Businesses which are licensed to serve alcohol on municipal property:
  - Businesses that possess a valid liquor sales licence and/or a temporary seasonal patio permit and have entered into a lease agreement with the City, the terms and conditions of which include provisions accepting such licence or permit.

#### **4. Outcomes**

- 4.1 Promote a safe, enjoyable environment and ensure the health and safety of participants at alcohol-related events on City property whether they are consuming alcohol or abstaining.
- 4.2 Reduce potential injury, violence and/or liability which may arise from consumption of alcohol.
- 4.3 Protect event organizers, participants, volunteers and the City from liability risks.
- 4.4 Encourage and reinforce responsible drinking practices for participants through the development of appropriate operational procedures, controls, training and education.

#### **5. Principles**

- 5.1 **Responsibility** - Alcohol should be enjoyed in a responsible and safe manner that does not interfere with people who do not wish to consume alcohol.
- 5.2 **Alignment** - Consumption of alcohol on City property should be undertaken in accordance with all applicable, municipal, federal and/or provincial regulations and statutes.
- 5.3 **Awareness** – Fostering education to raise awareness and share relevant information about mitigating the harm and risk from the consumption of alcohol.

#### **6. Policy Statements**

- 6.1 All applicable alcohol-related federal and provincial laws, policies, regulations and by-laws, including, but not limited to, those from the Alcohol and Gaming Commission of Ontario shall be adhered to and followed at all times in addition to this Council Policy.
- 6.2 All applicable and/or related Region of Peel and City of Brampton policies, directives, regulations and by-laws, including, but not limited to, those regarding fire safety and public health shall be adhered to and followed at all times in addition to this Council Policy.
- 6.3 This Council Policy shall be followed in conjunction with and in accordance with all accompanying online resources, standard operating procedures, manuals and/or guidelines regarding the consumption and sale of alcohol on City property.
- 6.4 All online resources, standard operating procedures, manuals, standards and/or guidelines regarding the consumption and sale of alcohol on City property shall



be contained and maintained in the *Municipal Alcohol Policy Standards and Guidelines* which may be amended as required at any time.

- 6.5 The City reserves the authority to ensure compliance with this Council Policy, City By-laws, provincial legislation, and accompanying *Municipal Alcohol Policy Standards and Guidelines* including applying relevant penalties or remedial/punitive corrective actions as appropriate for any reason.
- 6.6 The City shall review all requests to hold an event on municipal property to determine if the requested location is appropriate for an event that includes the sale, service and consumption of alcohol and reserves the authority to deny or re-allocate requests based on evaluation criteria as determined by the City.
- 6.7 The City reserves the authority at its sole discretion to determine and deem an Event Organizer as not being in good legal or financial standing with the City for any reason such as, but not limited to, past infractions, outstanding payments due etc.
- 6.8 The City shall not be responsible for any compensation to the Event Organizer or affected persons of their resulting financial, or other losses from termination of an event due to failure to comply with applicable by-laws, policies and/or the *Liquor Licence and Control Act*.
- 6.9 The City reserves the authority to restrict or amend the sale and consumption of alcohol on City property including designating physically separated locations within a property where alcohol is permitted, for any reason.
- 6.10 The City reserves the authority to prohibit the sale, consumption and/or serving of alcohol at specific facilities, outdoor locations and/or areas within a location such as change rooms or offices etc. and is subject to change or revision at any time.
- 6.11 The City reserves the authority to prescribe the duration and time of day that alcohol may be served or consumed on City property.
- 6.12 The City reserves the authority to mandate minimum and/or enhanced pricing for alcohol being sold or served based on total alcohol content.
- 6.13 The sale, service and/or consumption of cannabis-based products is prohibited on City property including edible cannabis and cannabis-infused alcohol beverages.
- 6.14 The sale, service or consumption of alcohol under the authority of a Special Occasion Permit is not permitted at street parties, youth focused events, and/or minor sport events where the majority of participants are eighteen (18) years of age or under with the exception of events being held in a location operating under and in accordance with a separate valid liquor sales licence as per section 3.3.

- 6.15 Tailgate parties or similar outdoor events involving alcohol such as those sanctioned under a *Tailgate Event Special Occasion Permit* are prohibited on City property.
- 6.16 Event Organizers and/or hosts shall ensure that all required signage provided by the City (e.g. Sandy's Law etc.) is displayed in prominent locations throughout the duration of the event as per requirements contained in the *Municipal Alcohol Policy Standards and Guidelines*.
- 6.17 Event Organizers and/or hosts shall ensure that their event includes a Safe Transportation plan to reduce the possibility of impaired driving as per recommendations contained in the *Municipal Alcohol Policy Standards and Guidelines*.
- 6.18 Alcohol-only events without food being served are not permitted on City property. All events with alcohol being served must include food for event participants. The City reserves the authority to establish or amend the type and/or proportion of food that is deemed acceptable in accordance with the nature, type of scope of the event.
- 6.19 Any person or organization hosting an event on City property must have sufficient liability insurance coverage as per the City's requirements which may be amended at the City's discretion.
- 6.20 Any legal name(s) on a rental agreement must match and be the same as the person listed as the S.O.P Holder on the *Special Occasion Permit* and liability insurance certificate required for serving alcohol and/or hosting an event on City property. The person legally named on any required agreement or permit must also be on-site and present for the duration of the event.
- 6.21 The Special Occasion Permit issued for the event and all levy receipts for purchased alcohol including any associated documentation such as guest lists must be available and accessible on site for inspection if requested.
- 6.22 The City reserves the authority to establish minimum staffing requirements for an event and require amendments or additions to staffing at its discretion depending on the nature, type or scope of the event (e.g. police officers, security personnel etc.)
- 6.23 All Event Workers including the Event Organizer or designate must hold a current Smart Serve® certification to serve or sell alcohol on City property.
- 6.24 The City accepts that where there is an inconsistency or overlap between any validly enacted municipal policy, procedure or by-law and a relevant federal or provincial directive, statute or regulation, the federal or provincial directive, statute or regulation shall take precedence.

## 7. Roles and Responsibilities

### 7.1 Members of City Council

- Required to adhere to this Policy, the accompanying *Municipal Alcohol Policy Standards and Guidelines* and the *Code of Conduct for Members of Council* in addition to any related online resources, manuals, guidelines and/or standard operating procedures as applicable when attending and hosting events or activities serving alcohol on City property.
- Ensuring that both themselves and any Event Workers recruited for a liquor licensed event that the City is overseeing hold a current Smart Serve® certification.
- Responsible for satisfying all requirements for safe management of an event in accordance with this Policy and accompanying *Municipal Alcohol Policy Standards and Guidelines* in addition to any related online resources, manuals, guidelines and/or standard operating procedures as applicable.
- Ensuring Event Organizers are provided with all required documentation outlining pertinent information including any online resources, manuals, guidelines, standard operating procedures, forms and/or terms and conditions related to this Policy.

### 7.2 External Event Organizers

- Required to adhere to this Policy and accompanying *Municipal Alcohol Policy Standards and Guidelines* in addition to any related online resources, manuals, guidelines and/or standard operating procedures as applicable when attending and hosting events or activities serving alcohol on City property.
- Ensuring that both themselves and any Event Workers recruited for a liquor licensed event that they are overseeing hold current Smart Serve® certification.
- Enforcing requirements of the *Liquor Licence and Control Act* and this Policy as applicable including carrying out their duty to report infractions or violations to City staff.
- Responsible for ensuring that all applicable agreements, permits and other mandatory municipal, federal and/or provincial requirements such as liability insurance as specified in the *Municipal Alcohol Policy Standards and Guidelines* including any accompanying online resources, manuals, guidelines or standard operating procedures to this Policy are completed to the City's satisfaction within specified timelines as applicable.

## **8. Monitoring and Compliance**

- 8.1 This Policy shall be reviewed in accordance with the [Governing Policy for Corporate Policy Program](#).
- 8.2 City staff designated as responsible for a City facility, space or event where alcohol is permitted in accordance with all applicable legislation and other requirements shall monitor and enforce compliance with this Policy and any accompanying online resources, manuals, guidelines and/or standard operating procedures, as applicable.
- 8.3 Consequences of non-compliance
- 8.3.1 Failure to follow this Policy may result in:
- a) Reputational, liability, legal, health and/or security risks to the City, members of the public and organizations participating in events or activities involving alcohol on City property.
  - b) Fines and/or cancellation of any event or activity that is deemed to be in non-compliance for any reason as applicable or appropriate.

## **9. Definitions**

- 9.1 Alcohol and Gaming Commission of Ontario (AGCO) - the provincial agency responsible for the administration of the Liquor Licence and Control Act, which regulates the sale, service and consumption of alcohol while promoting moderation and responsible use.
- 9.2 Caterer's Endorsement - an accommodation to a liquor sales licence authorizing the licensee to sell and serve alcohol for an event held on premises other than the premises to which the liquor sales licence applies. If an event is being conducted under a valid Caterer's Endorsement, a Special Occasion Permit is not necessary.
- 9.3 Event - any gathering held on municipal property at which alcohol will be served and/or sold (e.g. weddings, showers, dances, barbeques, birthday parties etc.). The duration of the event includes event set-up, operation and take-down. Events involving alcohol may take place on licensed municipal property or under the authority of a Special Occasion Permit.
- 9.4 Event Organizer - the individual responsible for the operation of an event at which alcohol will be served and/or sold. The Event Organizer (a term that shall represent the individual who has entered into a formal legal agreement with the City) is responsible for the safety and sobriety of people attending the event as well as compliance with this Policy and the *Liquor Licence and Control Act* and its regulations, at the event.



- 9.5 Event Worker - individuals appointed or hired by the Event Organizer, who serves or sells alcohol, or is involved in an event where alcohol is served on municipal property. Event Workers must be nineteen (19) years of age or older and been certified by a recognized alcohol server training course (e.g. Smart Serve®)
- 9.6 Liquor Licence and Control Act - refers to the *Liquor Licence and Control Act, S.O. 2019 c.15, Sched. 22* and outlines legislation regarding the sale and service of alcohol.
- 9.7 Minor Sport Event - an event such as a sports-related banquet or competition where the focus or attendance consists of athletes under nineteen (19) years of age.
- 9.8 Municipal Property - any municipally owned or leased lands, buildings and structures.
- 9.9 Premises - the specific location where the Event Organizer intends to sell and/or serve alcohol. This includes the licensed area(s) in conjunction with all unlicensed areas accessible to event attendees such as, but not limited to, washrooms and parking lots.
- 9.10 Serving - the act of taking drink orders, taking payment for alcoholic beverages, stocking the refrigerator or alcohol service area, and bartending.
- 9.11 Smart Serve® - a training program offered by Smart Serve Ontario designed to train staff and volunteers who work in areas where alcohol is sold and/or served, such as bars, restaurants, banquet halls and other public facilities. Smart Serve® is the only server training program that is recognized by the AGCO and approved by this Policy. The certification is deemed “current” if the expiry date indicated on the certificate is within five (5) years from the date the certificate was issued.
- 9.12 Special Occasion Permit - a document issued by the AGCO for one-time social events where alcohol will be sold and/or served. All alcohol for the event must be purchased under the Special Occasion Permit.
- 9.13 S.O.P. Holder - the individual (e.g. Event Organizer) who signs the application for a Special Occasion Permit to sell and/or serve alcohol.
- 9.14 Tailgate Special Occasion Permit - a permit issued by the AGCO to allow the serving of alcohol at an event held in conjunction with, and in proximity to, a sporting event (e.g., in a parking lot), and where attendees 19 years of age or older may bring their own liquor for consumption at the tailgate event, within the permitted area.

- 9.15 Youth Focused Event - an event where the majority of participants are eighteen (18) years of age or younger and/or where the primary focus of the event is on youth or children.

## **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**

- [Liquor Licence and Control Act, S.O. 2019, c. 15, Sched. 22](#)
- [Alcohol and Gaming Commission of Ontario](#)

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

- [Advertising on City Property COM-120](#)
- [Code of Conduct for Members of Council](#)
- [Governing Policy for Corporate Policy Program GOV-100](#)

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

- [Municipal Alcohol Policy Standards and Guidelines](#)

## **II. EVENT ROLES AND STAFFING**

### **A. ROLE AND RESPONSIBILITIES OF CITY STAFF**

Based on the roles and responsibilities as stated in the Municipal Alcohol Policy (M.A.P), City staff are specifically responsible for the following:

- Providing the Event Organizer with all required written and/or online information outlining all requirements, terms and conditions required to ensure that compliance with the M.A.P. is satisfied at all times throughout an event.
- Exercising authority and responsibility to demand compliance and/or cease operation of an event in the case of infractions or violations of the M.A.P. or any related legislation, policies or procedures as applicable.
- Ensuring they are trained and competent in responsible venue management if overseeing and/or hosting a liquor licensed event.

### **B. ROLE AND RESPONSIBILITIES OF EVENT ORGANIZER**

Based on the roles and responsibilities as stated in the M.A.P, the Event Organizer must be in good standing with the City and is responsible for the conduct and management of an event, including, but not limited to:

- Ensuring compliance with the M.A.P. in addition to all alcohol-related federal, provincial and municipal laws, policies, regulations and by-laws, including, without limitation, the *Liquor Licence and Control Act* and its regulations.
- Organizing, planning, set-up and take-down of the event.
- Recruiting the required number of Event Workers as indicated or directed by the City.
- Providing orientation and training of Event Workers regarding their responsibilities before, during and after the event.
- Ensuring that a copy of the Special Occasion Permit (S.O.P) is provided to the City (with any applicable updates) a minimum of fourteen (14) days before the event.
- Ensuring that the original S.O.P available (with any updates) is immediately available for inspection or review on the premises to which the permit applies (if applicable).

- Managing alcohol sales and service including the choice of beverages and the restriction of fortified or extra strength drinks.
- Enforcing standards to ensure that no one consumes alcohol in locations not designated under the authority of a S.O.P. (e.g. washrooms, parking lots).
- Maintaining the safety and sobriety of people attending the event including those persons turned away or asked to leave in an effort to control the event or due to intoxication.
- Controlling access to the premises at any time during the event.
- Provide safe transportation options (e.g. designated drivers, taxis) through a Safe Transportation Plan.
- Responding to emergencies including contacting police and other emergency services, if required.
- Maintaining the physical setting or environment to ensure it is free of hazards.
- Assuming all responsibility and liability for any injuries or property damage arising from or in any way related to the S.O.P.

### **C. ROLES AND RESPONSIBILITIES OF EVENT WORKERS**

Event Workers are individuals appointed by the Event Organizer, who serve or sell alcohol, or are involved in an event where alcohol is served on municipal property. They must be nineteen (19) years of age or older, have satisfactorily proven to the Event Organizer and the City of Brampton that they hold a current Smart Serve® certification, and that they will act in accordance with the M.A.P as reflected in these guidelines.

All Event Workers have a responsibility to monitor, manage and control the operation of the event. They must not be under the influence of alcohol or any other substance before, during, or immediately after the event.

The different types of Event Workers and their responsibilities are identified in Table 1.



**Table 1 – Event Worker Roles and Responsibilities**

FLOOR SUPERVISOR	DOOR MONITOR
<ul style="list-style-type: none"> <li>Interact with participants;</li> <li>Monitor patron behaviour;</li> <li>Monitor for intoxication and underage drinkers;</li> <li>Respond to problems and complaints;</li> <li>Assist Door Monitors when necessary;</li> <li>Assist in managing a person who is refused sale, crowd control and de-escalation of violence;</li> <li>Remove intoxicated persons;</li> <li>Arrange safe transportation;</li> <li>Maintain communication with Event Organizer and other Event Workers.</li> </ul>	<ul style="list-style-type: none"> <li>Check identification and assess for signs of intoxication;</li> <li>Refuse entry of intoxicated and troublesome individuals;</li> <li>Monitor for those showing signs of intoxication when leaving the event;</li> <li>Arrange safe transportation;</li> <li>Maintain communication with Event Organizer and other Event Workers.</li> </ul>
SERVER/BARTENDER	TICKET SELLER
<ul style="list-style-type: none"> <li>Accept tickets for the purchase of alcoholic drinks;</li> <li>Responsible for the service of all alcoholic drinks;</li> <li>Monitor for intoxication and underage drinkers;</li> <li>Refuse service when a patron appears to be intoxicated or near intoxication;</li> <li>Offer a non-alcoholic substitute;</li> <li>Maintain communication with Event Organizer and other Event Workers.</li> </ul>	<ul style="list-style-type: none"> <li>Sell alcohol tickets to a maximum of four (4) per person per purchase;</li> <li>Monitor for intoxication and underage drinkers;</li> <li>Refuse sale to patrons at or near intoxication;</li> <li>Refund tickets upon request;</li> <li>Maintain communication with Event Organizer and other Event Workers.</li> </ul>

## D. EVENT WORKER TRAINING AND STAFFING REQUIREMENTS

### 1. General Protocols

The Event Organizer must ensure that the following general protocols are in place for their event:

- Sufficient Event Workers are in attendance as needed to monitor, manage and control the event **at all times** including, but not limited to, Door Monitors (to monitor all entrance and access points to ensure controls are properly managed) and Floor Supervisors (to assist in managing a person who is refused sale, crowd control and de-escalation of violence):
  - NOTE:** The Event Organizer, Door Monitors, Floor Supervisors, Bartenders, Ticket Sellers and any other Event Workers **are prohibited from consuming alcohol** or being under the influence of alcohol or any other substance (e.g. cannabis) immediately before, during or immediately after the conclusion of the event.
- The Event Organizer must permit City staff unrestricted entry to the event at all times.

- Depending on the nature of the event as per the discretion of the City, Event Workers may be required to wear an identification nametag and/or clothing which is highly visible in a crowd so they can be easily identified.
  - Provision and associated cost of this identification and clothing if deemed necessary by the City is the sole responsibility of the Event Organizer.
  - The type of identification worn by the Event Workers must be stated on the mandatory Event Organizer Checklist forms that must be submitted to the City a minimum of fourteen (14) days before the event.

## 2. Event Worker and Security Staffing Levels

Minimum Event Worker and security requirements are summarized in Table 2.

**Table 2: Minimum Event Worker Ratios**

NUMBER OF GUESTS <sup>i</sup>	MINIMUM NUMBER OF EVENT WORKERS				SECURITY REQUIREMENTS
	BARTENDERS	DOOR MONITORS <sup>ii</sup>	FLOOR SUPERVISORS <sup>iii</sup>	TICKET SELLERS <sup>iv</sup>	
Up to and including 75	1 <sup>v</sup>	0	0	0	0
76 – 150	2	One monitor for each access point	1	1	0
151 – 300	2	One monitor for each access point	2 (+1 for outdoor events)	2	1 (if an outdoor event)
301 – 400	3	One monitor for each access point	3 (+1 for outdoor events)	2	1 (if an outdoor event)
401 – 500	3	One monitor for each access point	3 (+1 for outdoor events)	2	1 (+1 for outdoor events)

<sup>i</sup> For outdoor events, ratios will be determined based on the maximum capacity of the licensed area (i.e. beer garden/tent).

<sup>ii</sup> Each venue will require a varying number of Door Monitors depending on the layout of the venue.

<sup>iii</sup> The Event Organizer can act as a Floor Supervisor.

<sup>iv</sup> Ticket Sellers are only required for cash bars.

<sup>v</sup> For events up to and including seventy-five (75) guests, the Event Organizer can act as the Bartender.

In accordance with the M.A.P., the City reserves the right to adjust the minimum number or types of Event Workers and/or request additional measures be undertaken on an event-by-event basis. A City staff member will advise accordingly. Some of the common situations in which this may be requested include:

- Requiring the provision of both police and/or licensed security based on nature or size of an event.
- Additional Floor Supervisors for an event that allows admittance of those under nineteen (19) years of age.
- Events which are expected to exceed an anticipated attendance of five hundred and one (501) or greater.
- For events that are expected to meet or exceed certain attendance thresholds (e.g. five hundred and one or greater), an operational plan may be requested in addition to other standard requirements.
  - If requested, the operational plan must be developed with the City and Peel Regional Police in order to ensure that all aspects of public safety are addressed (e.g. emergency medical services, security, communication tactics, social media management etc.).
  - If requested, the operational plan must be submitted to the City a minimum of thirty (30) days prior to the event.
  - All costs associated with the preparing of operational plans and complying with required licensed security or paid duty police officers shall be solely borne by the Event Organizer unless otherwise agreed upon in writing by the Event Organizer and the City.

### **3. Event Organizer's Checklists (MANDATORY)**

In addition to understanding the roles and responsibilities indicated above, the Event Organizer must read, complete, sign and submit one or more of the following forms depending on the size or scope of the event:

- Event Organizer's Checklist
- Event Organizer's Checklist – Additional Event Workers
- Event Organizer's Checklist – Security Workers

Forms must be submitted to the City fourteen (14) days prior to the event, in order to indicate that the Event Organizer understands their responsibilities and have submitted all standard (e.g. required number of security workers, servers etc.) and/or additional (e.g. operational plan, paid duty police officers etc.) requirements. Event Organizers are encouraged to submit forms as soon as possible to ensure all requirements have been met to avoid unnecessary delays or cancellations.

The forms must be filled out in its entirety and include, but not limited to, the following:

- Names of all servers and proof of their current Smart Serve® certification (including certification numbers); **and**
- Names of all security workers and security licence numbers, if applicable (see Table 1).

Failure to submit this form in accordance with established deadlines will result in the event being cancelled as per the City's discretion.



### **III. ELIGIBLE CITY PROPERTIES**

#### **A. DECISION CRITERIA**

The City will review all requests to hold an event on municipal property to determine if the requested location is appropriate for an event that includes the sale, service and consumption of alcohol. The City may also specifically designate the location within the property where alcohol is and is not permitted. Decision criteria used to determine eligibility can include, but is not limited to, the following:

- Nature of the event (private vs. public);
- Duration and hours of the event (e.g. alcohol is not permitted to be served prior to 11AM unless otherwise stated);
- Impact upon neighbouring properties and other users;
- Anticipated number of participants;
- Public safety considerations for event participants and City staff;
- Proximity to public transportation services;
- Adequate availability of space, parking and washroom facilities;
- Adequate availability of water and electrical supply

#### **B. PROHIBITED AREAS WITHIN AN ELIGIBLE PROPERTY**

The following areas within or near an eligible municipal property are generally prohibited from alcohol sales, service or consumption unless otherwise designated under the authority of a S.O.P.:

- Spectator seating areas (including tiered seating areas);
- Lobbies, hallways and general public gathering areas;
- Parking lots;
- Change rooms;
- Mechanical and storage rooms;
- Office areas

#### **C. DESIGNATED PROPERTIES LIST**

Table 3 summarizes properties with rooms and capacity that are generally eligible for hosting events with alcohol. Please note that the following is provided as a reference only. The City reserves the authority under the M.A.P to approve or deny requests for a specific property or room based on criteria, provincial/federal legislation, Region of Peel By-laws, City By-laws, availability and/or suitability.

**Table 3 – Spaces Permissible for Alcohol-Related Events (61)\***

PROPERTY NAME	ROOM NAME	CAPACITY
<b>ALDERLEA (1)</b>	Pavilion / Parlour	120
<b>BOB CALLAHAN FLOWER CITY LAWN BOWLING (2)</b>	Community Room	70
	Outdoor Space	50
<b>BOB CALLAHAN FLOWER CITY SENIORS CENTRE (6)</b>	Auditorium	120
	Auditorium (A)	50
	Auditorium (B)	50
	Gymnasium	400
	Gymnasium (A)	200
	Gymnasium (B)	200
<b>BRAMPTON CURLING CLUB (3)</b>	Lower Lounge	149
	President's Room	30
	Upper Lounge / Bar	175
<b>CASSIE CAMPBELL COMMUNITY CENTRE (3)</b>	Multi-Purpose 1	50
	Multi-Purpose Room 2	50
	Multi-Purpose Room 3	50
<b>CENTURY GARDENS RECREATION CENTRE (2)</b>	Room 1 (Auditorium)	425
	Room 2 (Service Club)	120
<b>CHINGUACOUSY PARK INDOOR (1)</b>	Curling Club – Upper Lounge	150
<b>CHINGUACOUSY PARK OUTDOOR (2)</b>	Outdoor Fenced Space	Varies
	Special Event Field	Varies
<b>CHRIS GIBSON RECREATION CENTRE (2)</b>	Auditorium	175
	Multi-Purpose Room	80
<b>CITY HALL (2)</b>	Atrium	250
	City Hall Conservatory	120
<b>GORE MEADOWS COMMUNITY CENTRE (3)</b>	Community Room 1	50
	Community Room 2	160
	Community Room 3	40
<b>GREENBRIAR RECREATION CENTRE (1)</b>	Multi-Purpose Room	120
<b>JIM ARCHDEKIN RECREATION CENTRE (1)</b>	Auditorium	180
<b>KNIGHTSBRIDGE COMMUNITY CENTRE (1)</b>	Auditorium	125
<b>MEMORIAL ARENA (1)</b>	Lobby	114
<b>MOUNT PLEASANT VILLAGE COMMUNITY CENTRE (3)</b>	Paul Hunt Room A	30
	Paul Hunt Room B	40
	Paul Hunt Room A/B	80
<b>PAUL PALLESCHI RECREATION CENTRE (2)</b>	Auditorium	180
	Room 1/2 Combo	75
<b>PEEL VILLAGE GOLF CLUB (1)</b>	Club House Lounge	50

PROPERTY NAME	ROOM NAME	CAPACITY
<b>PROFESSORS LAKE RECREATION CENTRE (3)</b>	Auditorium – Multi-Purpose Room Combo	102
	Auditorium Room	50
	Multi-Purpose Room	50
<b>RIVERSTONE COMMUNITY CENTRE (5)</b>	Room 1	85
	Room 2	40
	Room 3	40
	Rooms 1, 2 & 3 Combined	160
	Lounge 1 & 2	75
<b>ROSE THEATRE INDOOR (4)</b>	Main Floor	493
	Main Stage	308
	Mezzanine	268
	Second Floor	375
<b>ROSE THEATRE OUTDOOR (3)</b>	South West Patio	200
	South East Section	200
	South East Patio	65
<b>SNELGROVE COMMUNITY CENTRE (2)</b>	Auditorium	180
	Lions Club	85
<b>SUSAN FENNEL SPORTSPLEX (6)</b>	Gym/Youth Room Combo	220
	Gymnasium	150
	Multi-Purpose Room 1	90
	Multi-Purpose Room 2	140
	Multi-Purpose Room 1 & 2 Combined	230
	Youth Room	70
<b>TERRY MILLER RECREATION CENTRE (1)</b>	Room 2	130

*\*Spaces not included on this list may be available for special events, however there may be additional criteria, terms and/or conditions for their use. The City does not guarantee the availability of any space.*

## IV. EVENT INSURANCE AND RENTALS

### A. RENTAL AGREEMENTS

Authorization of the use of City property through the completion of a Rental Agreement with the City is required in advance of the application for a S.O.P. or Caterer's Endorsement to the AGCO which includes the sale or service of alcohol. A Rental Agreement is required to formalize and book the use of municipal properties under the M.A.P.

The City reserves the authority at its sole discretion to refuse an Event Organizer permission to hold their event on the requested municipal property, for any reason including, but not limited to, conflicting events, nature of the event, location, renovations or other City requirements.

Table 4 below is intended to be used as a reference to ensure that all required documentation is submitted to the appropriate organizations according to indicated deadlines. The Event Organizer must allow adequate time to complete all required forms and documentation including allowing appropriate lead time for the City and external agencies to process requests. Failure to adhere to established deadlines may result in cancellation of the event or refusal of the request.

**Table 4 – Documentation Submission Deadlines**

DOCUMENTATION	SUBMISSION DEADLINE* (IN ADVANCE OF EVENT)	ORGANIZATION
Letter of Municipal Significance for events with > 5,000 people	60 Days	City of Brampton & AGCO
Letter of Municipal Significance for events with ≤ 5,000 people	30 Days	City of Brampton & AGCO
Operational Plan (if required)	30 Days	City of Brampton
Rental Agreement (Full Payment)	30 Days	City of Brampton
Special Occasion Permit	14 Days	City of Brampton
Copy of Liquor Sales Licence if using a Caterer's Endorsement	14 Days	City of Brampton
Liability Insurance	14 Days	City of Brampton
Completed the Rental Details for Liquor Licensed Events (Event Organizer's Checklist)	14 Days	City of Brampton
Catering Notification Form	10 Days	AGCO

*\* If the deadlines indicated above cannot be achieved due to extenuating circumstances (e.g. funeral reception), the appropriate Director or their designate may provide an exception. Contact a staff member to discuss.*



## **B. INSURANCE**

It is **mandatory** that Event Organizers seeking to use a municipal property for an event obtain sufficient liability insurance coverage in accordance with established deadlines (see Table 2). Failure to provide proof of acceptable liability insurance will **void the Rental Agreement** and result in a cancellation of the event on City property.

An acceptable certificate of insurance must provide evidence of:

- A minimum of **five million dollars (\$5,000,000)** general liability insurance, naming the Corporation of the City of Brampton as an additional insured, and include:
  - Coverage for bodily injury and property damage liability;
  - A liquor liability endorsement as evidence that the insurance company is aware of the S.O.P. event and that coverage is in place for the date(s) and location of the event; **and**
  - Be on a form provided by the City which has been completed by an authorized representative of an accredited insurance company that is licensed to carry on business in Ontario.
    - Coverage period noted on the certification of insurance must be effective for the dates when the municipal property is being used or occupied by the Event Organizer, including, without limitation, the date or period of time when set-up and take-down occurs.

The City reserves the right to request higher limits of insurance depending on the size/scope of the event or if the event is deemed as being a higher risk. A city staff member will advise you if this is required. Visit the [Facility Rental User Insurance](#) webpage for more information.

## **V. EVENT ADVERTISING AND SIGNAGE**

### **A. ADVERTISING**

All advertising must comply with all AGCO advertising policies and guidelines and *Liquor Licence and Control Act, S.O., 2019, c. 15, Sched. 22*. The Event Organizer and/or S.O.P permit holder shall ensure that the following types of advertising are not permitted.

- Advertising or promoting liquor, or the availability of liquor.
- Offering alcohol as a prize in a contest.
  - **NOTE:** Registered charitable organizations wishing to raffle alcohol during an event must obtain a valid raffle lottery licence issued by the AGCO and provide a copy to the City as required.
- Event names which convey the message that drinking alcohol is the principal activity or the purpose of the event.
- Practices which encourage increased or immoderate consumption of alcohol (e.g. oversized drinks, double shots, free-pouring, pitchers, drinking contests, Jell-O® shooters, volume discounts).
- Promotional advertising of alcoholic beverage names, brands or manufacturers outside the designated alcohol service area for any event where youth under nineteen (19) years of age are permitted entry.

### **B. SIGNAGE**

During events where alcohol is served, the Event Organizer must ensure that the following signage (provided by the City), is clearly displayed in prominent locations throughout the duration of the event:

1. **INTOXICATION, IDENTIFICATION, TICKET SALES & LAST CALL** wall sign located in one (1) or more prominent locations within the licensed/alcohol service area indicating:
  - The Bartender's right to refuse those who are, or appear to be, intoxicated;
  - Acceptable forms of identification;
  - The number of drinks that can be served to the same individual at the same time;
  - Redemption of unused drink tickets;
  - No last call;
  - Presence of a Safe Transportation Plan.

2. **ACCOUNTABILITY** wall sign located in one (1) or more prominent locations within the licensed/alcohol service area indicating:
  - Name of the Event Organizer or Permit Holder;
  - Date of the event;
  - Important contact numbers including Emergency Medical Services, Peel Regional Police, The City of Brampton and the AGCO;
  - Location (name and address) of the event.
3. **DESIGNATED CONSUMPTION AREA** wall signs located at the boundaries of the licensed/alcohol service area indicating the restriction of alcohol possession and consumption beyond that point.
4. **FETAL ALCOHOL SPECTRUM SYNDROME / SANDY'S LAW** wall sign located in one (1) or more prominent locations within the licensed/alcohol service area outlining the risks of Fetal Alcohol Spectrum Syndrome. Sign must be in English and at least eight (8) by ten (10) inches in size.
5. **STANDARD DRINK MEASURE AND LOW RISK DRINKING GUIDELINES** wall sign located in one (1) or more prominent locations within the licensed/alcohol service area indicating the standard drink measures and suggested guidelines associated with safe alcohol consumption.

## **VI. EVENT ENFORCEMENT AND POLICY VIOLATIONS**

### **A. ENTRY AND MONITORING**

Event Organizers must ensure event workers are fully trained and informed of the following:

- The entrance(s) to the event must be monitored by a responsible person(s) nineteen (19) years of age or older, at all times. These persons shall further observe individuals that may be attempting to enter the premises that appear to be intoxicated, demonstrating aggressive behaviour or have a history of causing problems at events.
- Having a method of counting attendees to ensure the room / attendance capacity of the licensed premises is not exceeded.
- Ensure that alcohol which is served and/or sold on the premises is not removed from the licensed area or brought into an unacceptable area by a person attending the event.
- Ensuring persons who appear to be under twenty-five (25) years of age show their photograph identification at the ticket purchase area and/or the alcohol service area as specified under the *Liquor Licence and Control Act*.
  - Acceptable identification for a person includes any of the following, provided the identification is not expired, contains a photograph of the person, the person's date of birth and that it has been issued by the listed government or government agency:
    - Ontario Driver's Licence with a photo of the person to whom the licence is issued;
    - A Canadian passport;
    - A Canadian Citizenship Card with a photo of the person to whom the card is issued;
    - A Canadian Armed Forces Identification Card;
    - A photo card issued by the Liquor Control Board of Ontario, entitled "Bring Your ID" (BYID)
    - A Secure Indian Status Card issued by the Government of Canada;
    - A Permanent Resident Card issued by the Government of Canada; **or**
    - A photo card issued under the *Photo Card Act, S.O. 2008, c.17*.
  - **Note:** Identification from outside the province or country is also acceptable. Valid identification must be current, government-issued, and include a photograph of the individual along with their date of birth. In these cases, Event Organizers are encouraged to ask to see a secondary piece of identification to ensure that elements such as



the individual's signature, photograph, address and/or physical descriptions match.

#### **B. REFUSAL OF ENTRY AND REMOVAL OF PERSONS**

The Event Organizer must ensure that the following is enforced and/or carried out as applicable before, during and after the event:

- Ensure Event Workers carry out their responsibilities.
- Be available upon request to Event Workers who require assistance in managing an individual who is refused sale or becomes unmanageable.
- Any stated attendance capacities for facilities and outdoor areas are not exceeded during the course of the event.
- Maintain sufficient staffing throughout the event to control all access points at all times.
- Ensure the event is managed and controlled to prevent dangers to attendees and other persons that may be present.
- Exercise the right to remove or deny entry to intoxicated persons, aggressive persons or to persons under nineteen (19) years of age who are unauthorized or found to be drinking alcohol.
- Offer or arrange safe transportation options where required.

#### **C. UNDERAGE DRINKING**

If underage drinking is encountered or observed, the Event Organizer and/or event workers must complete the following:

1. Notify Peel Regional Police;
2. Report the findings to City staff ;
3. Report the findings to the caterer under the Caterer's Endorsement, if applicable;
4. Ask the offending person(s) to leave and offer or arrange a safe transportation option for them.

#### **D. INTOXICATION AND DISORDERLY CONDUCT**

If intoxication, riotous, quarrelsome, violent, aggressive and/or disorderly conduct or unlawful gaming is observed at the event, the Event Organizer and/or Event Workers must complete the following:

1. Ask the offending person(s) to leave and offer or arrange a safe transportation option for them;
2. Seek assistance from City staff if the individual(s) refuses to leave and if necessary such as in the case of escalation or threats, call Peel Regional Police;

3. Seek any necessary assistance (e.g. security staff) to maintain control and management of the event and ensure the safety and protection of all persons including event workers.

#### **E. DUTY TO REPORT**

The Event Organizer has the duty to report to City staff about details of any incident that:

- Violates the *Liquor Licence and Control Act* or the M.A.P. (see section 1);
- Reported by an AGCO inspector under the *Liquor Licence and Control Act* ;
- Involves bodily injury, death or property damage.

Please note that depending on the urgency or severity of the situation, the Event Organizer, Event Worker or City staff handling the situation must notify Corporate Security, Peel Regional Police and/or call 9-1-1 if they observe signs that a situation is getting out of control.

The Event Organizer must also notify City staff immediately when repairs or other action is required to make damaged municipal property secure or safe to use.

City staff must report any infraction of this policy or this document to Corporate Security, Peel Regional Police and/or the AGCO whenever they believe such action is prudent.

#### **F. FAILURE TO COMPLY**

Where there has been a failure to comply with the *Liquor Licence and Control Act* or other relevant provincial legislation, Peel Regional Police and/or an AGCO Inspector have the authority to intervene for enforcement purposes and may, at their discretion or other authority, terminate the event and revoke a S.O.P. Similarly, a failure to comply with City of Brampton By-laws and/or Region of Peel Public Health Orders (e.g. pandemic related such as social distancing etc.), may result in the Peel Regional Police, City of Brampton or Region of Peel By-law enforcement staff to intervene and issue orders or impose fines at their discretion.

The City also retains the authority to cancel, intervene or terminate the event for violations of the M.A.P. It remains the responsibility of the Event Organizer to manage the event and to take appropriate actions, including, but not limited to:

- Ending the event;
- Vacating municipal property;
- Providing safe transportation options.

Regardless of the reason for termination of the event, the City will not be responsible for providing any compensation to the Event Organizer or affected persons of their resulting financial, or other related losses.

### **1. In Areas Where Alcohol Is Permitted**

A violation of the M.A.P. occurs when an Event Organizer fails to comply with the conditions of the *Liquor Licence and Control Act* or the M.A.P. The following parties may intervene in the case of a violation as follows:

- Participants, City staff, Corporate Security, Peel Regional Police and/or an AGCO Inspector may intervene if there is a violation of this policy, provincial regulations or laws.
- The Event Organizer, a member of the organizing group or the designated eEvent Worker may intervene by informing the offending individual(s) of the policy violation and request that these activities/behaviours cease.
  - The Event Organizer is responsible to ensure that any violations are stopped immediately. Should the Event Organizer fail to comply, Corporate Security and/or Peel Regional Police will be called for enforcement as deemed necessary by City staff
    - If the infraction involves serious disregard for the M.A.P., or involves a substantial risk of injury or damage, City staff have the authority to close the event down and contact Corporate Security and/or Peel Regional Police to enforce compliance.
- Peel Regional Police or an AGCO Inspector may intervene in a violation of this policy at their initiative, or in response to a request from City staff or a member of the general public
  - Depending on the particulars of the infraction, charges may be laid under the *Liquor Licence and Control Act* or any other relevant legislation.
  - **NOTE:** Peel Regional Police have the right to seize any alcohol used in the commission of an offence under the *Liquor Licence and Control Act*.

### **2. In Areas Where Alcohol Is Not Permitted**

A violation of the M.A.P. occurs when an Event Organizer or event guests consume alcohol in an area where alcohol consumption is prohibited in accordance with the conditions of the S.O.P., *Liquor Licence and Control Act* or the M.A.P. The following must be observed in such situations:

- Event Organizers, City staff, Corporate Security and/or Peel Regional Police will intervene if there is a policy violation observed.

- An Event Organizer or individual is to intervene by informing the offending individual(s) that the M.A.P. prohibits alcohol consumption and request that the violating activity cease immediately.
  - Should difficulties arise from such interventions, the Event Organizer or individual should seek the assistance of City staff.
- In instances where City staff observe a violation of the M.A.P., staff will take steps to ensure that the violation stops
  - Staff can request that the consumption of alcohol stop or they can ask the individual or group to leave the premises, depending on the circumstances and nature of the violation
  - Should the individual(s) fail to comply, the staff may elect to contact Corporate Security and/or Peel Regional Police for enforcement
- Individual(s), organized group or a team/league that have violated the M.A.P. (and have been so notified at the time of the violation), will receive a registered letter from the City of Brampton indicating that no further violations will be tolerated
  - Should a **second** violation of the M.A.P. occur, the individual(s), organized group or team/league will be suspended from use of the premises for a period of one (1) week or one (1) activity, whichever is greater.
    - Should the group be a periodic or intermittent user of the premises, an alternate suspension will be enforced based on actual patterns of use.
    - The offending individual(s), organized group or team/league will be notified of this second violation by registered letter.
  - Should a **third** violation occur, the individual(s), organized group or team/league will have all Rental Agreements cancelled for the remainder of the current contract or current rental period
    - The offending individual(s), organized group or team/league will be notified of this third violation by registered letter
  - Any fees related to a cancelled rental agreement will be non-refundable.



## **VII. ALCOHOL SERVING, CONSUMPTION AND SAFETY**

The following controls and prevention strategies must be in place during any event where alcoholic beverages will be available and applicable to the licensed area under the authority of a special occasion permit:

### **A. SPECIAL OCCASION PERMIT:**

A Special Occasion Permit (S.O.P) is required for an event that will include alcohol on City property. A S.O.P is for occasional, special events only, and not for personal profit or running an ongoing business. A permit may be revoked if the Registrar established under the *Alcohol, Cannabis and Gaming Regulation and Public Protection Act* has reason to believe an event is being used for personal gain.

An Event Organizer is responsible for obtaining the correct S.O.P for their event. The following are the types of S.O.Ps that are generally acceptable for an event held on City property unless otherwise indicated:

- **Private Events** - limited to invited guests only and may not be publicly advertised. The public cannot be admitted and there can be no intent to gain or profit from the sale of alcohol at the event.
- **Public Events** - open to the public and can be advertised.

S.O.Ps are issued by the AGCO through the [iAGCO Online Services Portal](#) and must be submitted to the City a minimum of fourteen (14) days before the event. Where applicable, the Event Organizer must have immediately available for inspection the original S.O.P. (with any updates) and all levy receipts, within the licensed area where the alcohol is to be served /sold.

Please note that if a guest list is required for the event, it must be made readily accessible for inspection by City staff and/or an AGCO inspector, if requested.

### **B. SALES AND SERVICE:**

Alcohol drink tickets and/or beverages are strictly prohibited from being sold to any:

- Person under nineteen (19) years of age.
- Person that appears to be under the age of twenty-five (25) years and who do not produce proper identification.
- Person who may appear intoxicated or show signs of impairment.

All outdoor licensed areas are required to be fenced off with a barrier measuring at least 0.9 meters high (higher barriers and additional criteria may be required as per the City's discretion).

At events where guests under nineteen (19) years of age are expected to be in attendance, the Event Organizer must ensure that:

- An identification procedure is implemented at outdoor public events where alcohol is sold, served, and consumed;
- Those under nineteen (19) years of age are not consuming alcohol on the premises;
- Consideration is given toward the provision of additional Floor Supervisors
  - **NOTE:** the City reserves the right to request additional floor staff be in place.

Ticket sales for alcohol must be sold separately at all public events and will be limited to four (4) tickets per person, per transaction.

- Unused tickets can be redeemed for a full refund at any time during the event and for at least thirty (30) minutes after the bar closes.
- Guests cannot be required to purchase a minimum number of drinks (or drink tickets) to enter or remain at the event.

The sale, service or consumption of alcohol is not permitted at:

- Events where the event and/or attendees is focused on youth under nineteen (19) years of age;
  - **NOTE:** Examples of this would including a high school prom or teen dance party etc. If the event is a children's birthday party or other type of family event where there is a significant number of adults in attendance, alcohol is permitted but all protocols remain in place to restrict access to anyone under nineteen (19) years of age.
- Minor sports events, including banquets;
- Street parties.

Alcohol service shall be limited to two (2) drinks per person at one time.

- Alcohol cannot be left available for self-service.
- No persons shall be allowed to bring their own alcohol to the event.
- All beverage containers whether containing alcohol or not, must remain within the licensed area.

Ticket sales and alcohol service must cease forty-five (45) minutes prior to the end of the licensed period of the event.

- “Last Call” announcements or notices are strictly prohibited.
- Closing time must be consistent with the event end time noted on the Rental Agreement and S.O.P.
  - In instances where the start and end times are not identical, the latest start time and earliest end time will prevail.
- All alcohol and its containers (which include empty cups/glasses) must be cleared away by the end of the licensed period as noted on both the Rental Agreement and S.O.P.

### **C. AVAILABLE DRINK TYPES AND PRICING**

All alcoholic beverages must be served in accordance with the [Low-Risk Alcohol Drinking Guidelines](#) established by the Canadian Centre on Substance Use and Addition.

- A variety of low-alcohol beverages must be available for purchase.
- No fortified drinks or extra-strength drinks shall be sold, served or consumed.
  - Beer and coolers with more than 5% alcohol, wine with more than 12% alcohol and distilled alcohol/spirits (e.g. rye, gin, rum etc.) with more than 40% alcohol are considered fortified alcohol products.
- No energy drinks (with or without alcohol in them) shall be sold, served or consumed.
- No cannabis-infused drinks (with or without alcohol in them) or edible cannabis shall be sold, served or consumed.

Homemade alcohol or pre-made alcoholic drinks (such as Jell-O® shooters) are not permitted at any S.O.P. event.

- Homemade wine or beer provided for the purposes of a religious event is the lone exception.
  - **NOTE:** This alcohol must be served under the authority of a **No Sale S.O.P.**, as defined by the regulations under the *Liquor Licence and Control Act*.
- Where wine is provided with a meal, a non-alcoholic substitute (such as water, pop or juice) must be provided to ensure that children and abstainers are included in toasting the celebrants.

The minimum price for a standard alcoholic drink must be in accordance with the *Liquor Licence and Control Act* and its regulations. Please note that responsible higher drink price flexibility is permitted and encouraged as long as it remains above the minimum legislated price in accordance with standard serving sizes.

### **D. FOOD AND NON-ALCOHOLIC BEVERAGES**

There must be sufficient food available for all those in attendance. Food must be available both within the licensed area of the alcohol service area and throughout the duration of the event to ensure guests are not drinking on an empty stomach.

- Light meals in the form of sandwiches, hamburgers, hot dogs, pizza, salads etc. are acceptable.
- Snack foods such as chips, peanuts or popcorn **are not, on their own, sufficient** to meet this requirement.
- Event Workers should be directed to encourage patrons to consume food and non-alcoholic beverages.

Non-alcoholic beverages must be available at no charge or at a cost much lower than that of drinks containing alcohol including the following requirements:

- Beverages such as coffee, pop and juice are available for all identified designated drivers.
  - It is recommended that these beverages be free of charge for these individuals.
- Fresh drinking water must be available for everyone in attendance.

#### **E. SERVING AND CONSUMPTION HOURS**

Alcohol is only permitted to be served at events on City property after 11AM unless otherwise indicated on a rental agreement and/or in accordance with time or period specified on the special occasion permit:

- **NOTE:** An event can start earlier than 11AM but alcohol is not permitted to be served or consumed until after 11AM in accordance with time specified on the S.O.P.

Event Organizers are encouraged to discuss and confirm appropriate serving hours upon booking a property with City staff.

#### **F. SAFE TRANSPORTATION PLAN**

The Event Organizer is responsible to take the necessary steps to reduce the possibility of impaired driving. As such, the Event Organizer is responsible for promoting safe transportation options for attendees of the event or contacting police as appropriate, including for persons who may be denied entry or are removed from the event under the M.A.P.

As a condition of rental, the Event Organizer must have a Safe Transportation Plan in effect. Examples of a Safe Transportation Plan include:

- Providing non-alcoholic beverages either at no charge or at a cost much lower than that of drinks containing alcohol.



- Providing alternate means of transportation for those who are suspected to be intoxicated (e.g. call a friend, relative or taxi).
- Calling police if someone who is suspected to be impaired cannot be convinced to use alternate transportation.
- Having a Designated Driver Program which encourages and identifies designated drivers that will use a vehicle to transport intoxicated persons to a place of safety. This Program should include the following:
  - Announcements made periodically throughout the event to those in attendance encouraging the use of a designated driver or alternate means of transportation;
  - Program information posted prominently in the licensed/alcohol service area;
  - Plans for backup transportation options that include those for whom the intoxicated person may be responsible.

The Event Organizer must remain on the premises at least until all attendees have left the property at which the event is located.

City staff must be notified should event attendees be required to leave their vehicles in the parking lot overnight. The Event Organizer should remind event guests that any vehicles left overnight must be removed by the end of the day following the event. Vehicles left more than one (1) day may be subject to towing or fines as applicable.

## VIII. DEFINITIONS

<b>ACCESS POINT</b>	The location of admittance to a room or space that is generally understood to be utilized by individuals to gain entry or exit within a non-emergency context.
<b>ALCOHOL AND GAMING COMMISSION OF ONTARIO (AGCO)</b>	The AGCO is a provincial agency responsible for the administration of the <i>Liquor Licence and Control Act</i> which regulates the sale, service and consumption of alcohol while promoting moderation and responsible use.
<b>CATERER'S ENDORSEMENT</b>	<p>An accommodation to a liquor sales licence authorizing the licensee to sell and serve alcohol for an event held on premises other than the premises to which the liquor sales licence applies. If an event is being conducted under a valid Caterer's Endorsement, a S.O.P. is not necessary.</p> <p>Event Organizers wishing to utilize a third party's Caterer's Endorsement for the purposes of serving and/or selling alcohol at their event should be aware that it is the responsibility of that licensee to:</p> <ul style="list-style-type: none"> <li>• provide alcohol for the event;</li> <li>• serve any alcohol through the use of the licensee's staff;</li> <li>• comply with all liquor sales licence conditions applicable to the licensee throughout the event; <b>and</b></li> <li>• submit a <i>Catering Notification Form</i> to the AGCO at least ten (10) days prior to the event</li> </ul> <p>The use of a third party's Caterer's Endorsement does not remove the responsibility of the Event Organizer to manage the event and provide appropriate Event Worker support as outlined in this M.A.P.</p> <p>The catered event must be sponsored by someone other than the licensee; this is typically the Event Organizer.</p> <p>A copy of the liquor licence to be used by an Event Organizer under a Caterer's Endorsement must be supplied to the City of Brampton fourteen (14) days prior to the event.</p>
<b>CITY STAFF</b>	An employee of the City of Brampton who provides oversight of an alcohol-related event on behalf of the City and ensures that all components of the M.A.P. are met.
<b>EVENT</b>	<p>Any gathering held on municipal property at which alcohol will be served and/or sold (e.g. weddings, showers, dances, barbeques, birthday parties etc.).</p> <p>The duration of the event includes event set-up, operation and take-down. Events involving alcohol may take place on licensed municipal property or under the authority of a S.O.P.</p> <ul style="list-style-type: none"> <li>• <b>Public Event</b> – one which is open to the public to attend and is conducted by a registered charity or not-for-profit entity, or an event identified by Council as municipally significant.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Private Event</b> – one which attendance is limited to a set number of individuals at the request and/or invitation of the Event Organizer and is not open to the public.</li> </ul>
<b>EVENT ORGANIZER</b>	<p>The individual responsible for the operation of an event where alcohol is being served or sold (who has entered into a formal legal agreement with the City) and the safety and sobriety of people attending the event as well as compliance with this M.A.P. and the <i>Liquor Licence and Control Act</i> and its regulations, at the event.</p> <p>The Event Organizer must be nineteen (19) year of age or older, satisfactorily proven to the City that they hold a current Smart Serve® certification and that they will act in accordance with the M.A.P.</p> <p>The Event Organizer assumes responsibility and liability for the entire operation of the event. The Event Organizer must read, complete, sign and submit the <b>RENTAL DETAILS FOR LIQUOR LICENSED EVENTS (EVENT ORGANIZER'S CHECKLIST)</b> to the City to indicate understanding of their responsibilities and other binding terms and conditions.</p>
<b>EVENT WORKER</b>	<p>Individuals appointed by the Event Organizer, who serves or sells alcohol, or is involved in an event where alcohol is served on municipal property.</p> <p>Event Workers must be nineteen (19) years of age or older, have satisfactorily proven to the Event Organizer and the City that they hold a current Smart Serve® certification, and that they will act in accordance with the M.A.P.</p>
<b>GOOD STANDING</b>	<p>An Event Organizer holding an event in good standing is one who:</p> <ul style="list-style-type: none"> <li>• Operates in compliance with this M.A.P. and related City by-laws, policies and procedures, terms and conditions &amp; standards;</li> <li>• Has no prior unresolved issue of non-compliance to the M.A.P. or related City by-laws, policies and procedures, terms and conditions &amp; standards;</li> <li>• Operates in compliance with the <i>Liquor Licence and Control Act</i>.</li> </ul>
<b>LICENSED SECURITY</b>	<p>Security personnel monitoring entrances and patrolling licensed areas along with associated municipal property (both inside and out) must be licensed under the <i>Private Security and Investigative Services Act</i>, S.O. 2005, Chapter 35 to ensure the safety and security of the facility, City staff and patrons. All security personnel must hold a current Smart Serve® certification</p>
<b>LIQUOR LICENCE AND CONTROL ACT</b>	<p>The <i>Liquor Licence and Control Act</i>, S.O. 2019 c. 15, Sched. 22 outlines the laws regarding the sale and service of alcohol.</p>
<b>MUNICIPAL PROPERTIES</b>	<p>All municipally owned or leased lands, buildings and structures.</p>
<b>MUNICIPAL SIGNIFICANCE</b>	<p>The designation given to an event through a City Council resolution based on certain criteria and approved through the issuance of a Letter of Municipal Significance.</p>

	Such a letter may be required by the AGCO or the City before granting permission for an event.
<b>PREMISES</b>	The specific location where the Event Organizer intends to sell and/or serve alcohol. This includes the licensed area(s) in conjunction with all unlicensed areas accessible to event attendees such as, but not limited to, washrooms and parking lots.
<b>RELIGIOUS / CIVIL FUNCTION</b>	<p>An event that is presided over by an officiant including, but not limited to, a Priest, Minister, Rabbi or Justice of the Peace.</p> <p>Wedding vow renewals do not qualify as a religious /civil function unless presided over by an officiant.</p>
<b>SERVING</b>	The act of, taking drink orders, taking payment for alcoholic beverages, stocking the refrigerator or alcohol service area, and bartending.
<b>SMART SERVE®</b>	<p>A training program offered by Smart Serve Ontario designed to train staff and volunteers who work in areas where alcohol is sold and/or served, such as bars, restaurants, banquet halls and other public facilities.</p> <p>Smart Serve® is the only server training program that is recognized by the AGCO and approved by this policy. The certification is deemed “current” if the expiry date indicated on the certificate is within five (5) years from the date the certificate was issued.</p>
<b>SPECIAL OCCASION PERMIT (S.O.P.)</b>	<p>A document issued by the AGCO for one-time social events where alcohol will be sold and/or served. All alcohol for the event must be purchased under the S.O.P.</p> <p>Depending on the nature of the event, the AGCO and the City may require a Letter of Municipal Significance endorsed by Council before granting permission for the event.</p> <p>A copy of the S.O.P. must be supplied to the City of Brampton fourteen (14) days prior to the event.</p>
<b>S.O.P. HOLDER</b>	<p>The individual (e.g. Event Organizer) who signs the application for a S.O.P. to sell and/or serve alcohol. The S.O.P. Holder can assign a designate at the time of formal application.</p> <p>A designate is a person(s) appointed by the S.O.P. Holder who is nineteen (19) years of age or older, has satisfactorily proven to the S.O.P. Holder that they hold a current Smart Serve® certification, and that they will act in accordance with the M.A.P.</p>
<b>STANDARD DRINK</b>	<p>A benchmark to help determine the amount of pure alcohol consumed as defined by volume and type as follows:</p> <ul style="list-style-type: none"> <li>• 12 oz. or 341 ml. of beer with 5% alcohol; <b>or</b></li> <li>• 5 oz. or 142 ml. of wine with 12% alcohol; <b>or</b></li> <li>• 1.5 oz. or 43 ml. of spirits with 40% alcohol.</li> </ul> <p>For this purpose, each of these drink types contains the exact same amount of alcohol (0.6 oz. or 17 ml of pure alcohol) of alcohol and will have the same effects on the body.</p>

## **IX. F.A.Q.**

### **1. Can alcohol be served or sold at a family party or children's birthday party?**

Yes. If there is a significant or majority number of adults in attendance at the party (which would usually be the case in these types of events) then alcohol is permitted. However, all other MAP requirements such as event worker ratios etc. remains in effect.

### **2. What is the Event Organizer's responsibility if alcohol is being served through a caterer's endorsement?**

The Event Organizer does not need to obtain a S.O.P from the AGCO however, they are still responsible to ensure the following:

- That the caterer has provided a *Catering Notification Form* to the AGCO at least ten (10) days prior to the event.
- That all other Event Worker requirements other than ticket sellers, bartenders and servers (these are the responsibility of the caterer) are in place (e.g. door monitors, security etc.) as per these standards (see page 14).

The caterer is responsible for ensuring all of their Event Workers serving alcohol hold a current Smart Serve® certification. It is recommended that the event organizer confirm this with their caterer.



**Date:** 2024-05-08

**Subject:** Designated Community Sport Group Policy and Sports Facility Allocation Policy

**Contact:** Anand Patel, Director, Recreation

**Report Number:** Community Services-2024-264

**Recommendations:**

1. That the report from Anand Patel, Director Recreation to the Committee of Council Meeting of May 8, 2024, re: **Designated Community Sport Group Policy and Sports Facility Allocation Policy** be received; and
2. That staff be directed to implement the revised Designated Community Sport Group Policy and Sports Facility Allocation Policy for the next allocation cycle (Spring/Summer 2025).

**Overview:**

- As per the April 6<sup>th</sup>, 2022, City Council meeting, staff were directed to facilitate additional consultations and initiate the revision of the Sports Facility Allocation Policy.
- The Designated Community Sport Group (Affiliation) Policy defines the levels of support provided by the City to each type of qualifying Community Sport Group and speaks to working better as one sport community, aligning with the principles of the Canadian Sport for Life model, and the inclusion of all sport participants.
- The revised Sports Facility Allocation Policy serves as a framework to guide the City in making fair and equitable sport facility allocation decisions, which helps ensure that all facilities are used to their maximum capacity by the Brampton community.
- Main changes to the Sports Facility Allocation Policy include a new framework for allocating time to community sport groups more equitably, efficiently, and consistently and a turnback schedule for time that is used, ensuring returned time can be offered back to the community.

## Background:

As per the April 6<sup>th</sup>, 2022, City Council meeting, staff were directed to facilitate additional consultations beginning April 2022 and initiate the revision of the Sports Facility Allocation Policy utilizing the Designated Community Sport Group priority listing outlined in the draft.

The Designated Community Sport Group Policy (Appendix A) replaces the Community Group Affiliation Policy (2010) solely for community organizations involved in the delivery of organized sport in Brampton. This policy categorizes sports groups based on providing sports to youth or adults, programs offered (house league, instructional, and/or competitive), and Not-For-Profit or For-Profit status. Note that residency, participant minimums, alignment with National and/or Provincial Sport Governing Bodies and good business practices are in place through this policy.

A summary chart of changes to the Designated Community Sport Group Policy is provided in Appendix B, including changes from Community Sport Group feedback after the April 2022 City Council meeting. One key change is prioritizing Adult (Not-For Profit) above Youth B (For-Profit). The revised prioritization is as follows with summarized requirements noted:

<b>Designation</b>	<b>Member Age</b>	<b>Key Requirements</b>	<b>Facility Allocation Priority</b>
Youth A (Not-For-Profit)	21 and under	<ul style="list-style-type: none"><li>• Affiliation with a national or provincial sport governing body</li><li>• Provides a house league/introductory programs (80% residency) and competitive play (90% residency)</li></ul>	First
Youth B (Not-For-Profit)	21 and under	<ul style="list-style-type: none"><li>• Provides a house league/introductory programs or competitive play</li><li>• 80% residency</li></ul>	Second
Adult (Not-For-Profit)	21+	<ul style="list-style-type: none"><li>• 80% residency</li></ul>	Third
Youth B (For-Profit)	21 and under	<ul style="list-style-type: none"><li>• Provides a house league/introductory programs</li><li>• 80% residency</li></ul>	Fourth
Adult (For-Profit)	21+	<ul style="list-style-type: none"><li>• 80% residency</li></ul>	Fifth

The proposed Sports Facility Allocation Policy (Appendix C) consolidates and refreshes the City of Brampton's Community Group Fieldhouse Allocation Policy (2007), Community Group Ice Allocation Policy (2007), and Community Group Outdoor Sports Facility Allocation Policy (2010) solely for community organizations involved in the delivery of organized sport in Brampton. The new policy will provide guidance for additional types of facilities including gymnasiums, swimming pools, and arena floor facilities. A summary chart of changes to the revised Sports Facility Allocation Policy is provided in Appendix D.

The proposed Sports Facility Allocation Policy also includes a new framework for allocating time to community sport groups more equitably, efficiently, and consistently. Outside of indoor ice facilities, the City does not currently use a formula, and time is generally allocated to groups based on their stated need. Example formulas are provided in Appendix E.

With the consultation period concluded, the proposed Sports Facility Allocation Policy, in conjunction with the Designated Community Sports Group Policy, outlines a framework that meets the City's growing and changing needs.

### **Current Situation:**

The purpose of this framework is to guide the City in making fair and equitable sport facility allocation decisions, which helps ensure that all facilities are used to their maximum capacity by the Brampton community. In addition, the framework provides general information relating to the management and use of sports and recreation facilities and the importance of encouraging diversity in sport and recreation.

The objectives of the Sports Facility Allocation Policy are as follows:

1. Identify a framework for allocating sport and recreation facility usage time to Sport User Groups.
2. Clarify the roles and responsibilities of Sport User Groups and the City of Brampton in the facility allocation process.
3. Support the inclusion of all sport participants and ensure equitable benefits to groups that embrace the principles of inclusion, diversity and equity as well as providing quality and safe experiences.
4. Align with the principles of the Canadian Sport for Life model that identifies a sport continuum to ensure that residents can play at a level that they would like to participate in (from an introductory level to a more competitive level of sport participation).
5. Eliminate excess facility usage hours for Sport User Groups to reduce the potential for sub-leasing.

The guiding principles and foundation of this policy consider and outline requirements relating to residency, youth, accountability, and equity.

## Sports Facility Allocation Framework

This policy applies to all Sport User Groups renting or booking City of Brampton sport and recreation facilities. Key components of the allocation formula include:

- Age,
- Play type, i.e., house, rep, or development leagues,
- Seasonal demand, i.e., number of registered players or individuals for each sport,
- Sport-specific requirements, i.e., duration and number of practices per week, duration, and number of games per week, number of players per team,
- Facility capacity, e.g., field, rink, turf, or court size required by age and play type, number of teams or individuals able to practice or play at the same time.

The framework is based on stakeholder feedback, benchmarking against other municipalities, and guidance by National and Provincial Sport Organizations in alignment with Long Term Athlete Development (LTAD) framework. For reference, a summary of benchmarking is available in Appendix F.

The framework takes account of facility usage requirements based on player age, play type (competitive vs recreational), seasonal demand, sport-specific training and game requirements, and City facility capacity. It also prioritizes facility usage time for youth, reflecting the immediate and long-term benefits of participating in sporting activities from an early age.

Specific formulas have been developed for high-popularity sports such as soccer, hockey, figure skating, swimming, cricket, track, baseball, and softball. General formulas have also been developed, which could be adapted for any individual or team sport.

## Community Engagement Sessions

Stakeholder engagement with community sport groups relating to the allocation policy was undertaken beginning Fall 2022. Engagement included three main approaches, documented below.

### 1. Quarterly updates: Ongoing

- Brief presentations were provided throughout the project to support a high level of transparency and opportunities for sport user groups to ask questions.

### 2. Virtual and in-person co-design workshops: November 2022

- Fourteen two-hour facilitated sessions were held from November 4-17, 2022. Each session was organized around facility type (e.g., ice,

gymnasium, outdoor field etc.) and included opportunities for community sport groups to attend in-person or virtually at different times throughout the day and evening. Dedicated sessions were also held to consider the needs of high-attendance sports, including soccer, baseball/softball, and cricket.

- During the sessions, Sport User Groups were provided with an overview of the Sports Facility Allocation Policy Review initiative, the City's objectives, jurisdictional research insights, project timelines, and potential implications for their activities. Groups were asked for detailed feedback on their required weekly hours entitlements across age ranges, competitive and recreational users, and prime and non-prime hours.

### 3. Online survey: October – November 2022

- A short online survey allowed sport user groups to provide additional information on their requirements at sport facilities. It also helped to validate and supplement findings from the co-design workshops and engage individuals who were unable to participate in the sessions.

Throughout the process staff have regularly engaged with sport user groups on their sport specifically and the implications of the revised framework. The main change to the newly proposed Allocation Policy is the turnback schedule. This schedule aims to ensure that facilities are not unused if a team needs to cancel their booking or cannot use their full allocation. It provides the City with ample opportunity to return the unused facility time to inventory for community use.

In addition to the above information, the Recreation Division is planning to launch a facility usage audit, to ensure organizations are utilizing the hours they have been allocated, as vocalized during ward pairing meetings with Mayor and Members of Council.

### **Corporate Implications:**

#### Financial Implications:

N/A

#### Other Implications:

### **Strategic Focus Area:**

**Health and Well-Being** – continuously improving the day-to-day operations of the corporation by effectively managing municipal assets and ensuring equitable practices are implemented to account for Brampton's growing population and needs.



**Conclusion:**

The new Sports Facility Allocation Policy, in conjunction with the Designated Community Sports Group Policy, ensures that the City is committed to providing the community with updated policies and procedures to account for its growing and changing community needs. These policies provide general information relating to the management and use sports and recreation facilities and the importance of encouraging a diversity in sports and recreation.

Authored by:

Reviewed by:

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Submitted by:

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Commissioner  
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**Attachments:**

Appendix A – Designated Community Sport Group Policy (Proposed)

Appendix B – Summary Chart of Designated Community Sport Policy Changes

Appendix C – Sports Facility Allocation Policy (Proposed)

Appendix D – Summary Chart of Sports Facility Allocation Policy Changes

Appendix E – Sports Facility Allocation Formula Templates

Appendix F – Sports Facility Allocation Policy Benchmarking

Category: Community Services

**Appendix A - Designated Community Sport Group Policy -  
PROPOSED.docx**

Policy Number: [Policy Number (assigned by CAO's Office, after approval)]  
Approved by: Choose an item. [Council Resolution #] – [Date]  
Administered by: Recreation Division, Recreation Planning Unit  
Effective Date: May 15, 2024

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## 1. Background

The City of Brampton (herein referred to as the “City”) implemented a Community Sport Group Policy (“Policy”) for the purpose of defining benefits and services to Community Sport Groups in Brampton. This Policy replaces the Community Group Affiliation Policy (2010) solely for community organizations involved in the delivery of organized sport in Brampton.

Through the consultations and research, selected changes and notable points contained in this Policy are presented for consideration and are highlighted as follows:

- 1.1. Athlete Centred Policy** – There is agreement that all sport providers and the City should continue to focus on the needs of resident athletes with an emphasis on quality and safety. This Policy does not treat one Brampton resident differently than another but focuses on increasing participation in positive sport experiences. Certain providers suggested that the notion of “Affiliation” excluded some athletes from equitable treatment, allocation of facilities and inclusion in the Brampton Sport Alliance discussions and activities.
- 1.2. Tiered Supports** – This Policy includes all sport providers as part of a collective and provides supports based on the groups’ ability to provide well-rounded sport experiences to youth or adults. Sport groups are categorized under Community Sport Group Youth A, Youth B (Not-For-Profit or For-Profit), and Brampton-Based Adult (Not-For-Profit or For-Profit). Higher level of supports are provided for Community Sport Groups that are aligned with sport governing bodies, offer a continuum to the athlete from basic skill development/house league to competitive level play, and those that actively engage with the City as required by this Policy. Fewer supports and benefits are offered to Community Sport Groups that do not meet the complete criteria of a Community Sport Group Youth A.
- 1.3. Residency Requirements** – Many Community Sport Groups indicated that the historical residency requirement of 99% of participants was not achievable and not workable. This Policy speaks to an overall residency requirement of 80%. House league level of play requires a 90% residency rate and that non-residents will not displace a Brampton resident within a house league.
- 1.4. The Question of One Recognized Group Per Sport** – This Policy recognizes that in a growing community as large as Brampton, residents and sport groups may benefit from more than one group per sport type (youth or adult). This Policy permits a new sport group to form and apply under certain conditions (based upon membership numbers, sport continuum including basic skill development/house league level play, new players, sustainability, quality assurance, etc.). City Staff’s role is to complete a feasibility review addressing the capacity of the existing

community sport group(s) and the sport infrastructure to accommodate additional sports groups, members, and usage.

- 1.5. Working Better Together** – Discussions centred on collectively working with all community sport groups to build a stronger and more cohesive sport delivery system within the City. This Policy recommends that all community youth sport groups become active members of the Brampton Sport Alliance, a current requirement of affiliated youth sport groups. Participation would become a requirement in maintaining a community sport group's status with the City under this Policy. Adult groups will be engaged throughout the year in various ways that may include written communications, in-person meetings, attendance at annual general meetings, or other appropriate means.
- 1.6. Including Marginalized and Low-Income Residents** – There is full agreement that all community sport groups should continue to include residents that are marginalized and/or have lower incomes. All groups provide support either directly or through third party subsidy programs for low-income residents. Encouragement and provision of sport opportunities for low-income or marginalized residents is now stated in this Policy.

## 2. Purpose

The City of Brampton believes in the benefits that a quality sport system brings to the athletes, families, sport teams, residents, and the community as a whole. The Community Services Department, by way of the Recreation Division, is responsible for implementing the City's objectives of developing a sports system that enables all residents to be active throughout their lives. Participation in sport has many personal and community benefits, including healthy lifestyles, increased volunteerism, positive economic impacts, and community pride and cohesion. The Designated Community Sport Group Policy identifies the levels of support that the City will provide to youth and adult Community Sport Groups that support quality sport development for all residents in Brampton.

The purpose of this Policy is to:

- 2.1** Define the levels of support that are provided by the City of Brampton to each type of qualifying Community Sport Groups. This clarification will serve to assist in allocating staff and other resources toward a collective vision of "Sport for All – Sport for Life."
- 2.2** Speak to working better together as one sport community in Brampton to maximize participation in quality sport endeavours and to leverage the power of a strong collective of sport enthusiasts.
- 2.3** Align with the principles of the Canadian Sport for Life model that identifies a sport continuum to ensure that residents can play at a level that they would

like to participate in, from an introductory level to a more competitive level of sport participation.

- 2.4 Speak to the inclusion of all sport participants and ensure equitable benefits to groups that embrace the principles of inclusion, diversity, and equity, as well as providing quality and safe experiences.

### 3. Application and Scope

This Policy applies to Brampton-based community sport groups that provide recreational opportunities to the community. This Policy also applies to the provision and identification of support by the City to Designated Community Sport Groups.

#### 3.1 Exceptions

- 3.1.1 This Policy does not apply to non-Brampton-based sport groups unless otherwise indicated.

### 4. Outcomes

- 4.1 Clarify roles and responsibilities of Community Sport Groups and the City in jointly supporting sport development and sport excellence in Brampton.
- 4.2 Build capacity within the sport delivery system to provide a variety of sports to residents of all ages.
- 4.3 Build sustainability in Brampton's sport delivery system through continued dialogue and cooperation.
- 4.4 Identify supports provided to Community Sport Groups in order to strengthen sport opportunities.
- 4.5 Work collectively with the sport community to enable a sport system that provides safe and quality driven experiences for all athletes.
- 4.6 Encourage barrier-free access to sport for Brampton residents including persons that come from low-income or other marginalized backgrounds.

### 5. Principles

- 5.1 **Transparency** – The application and administration of support requests for use of City assets and services should be conducted in a structured and open manner for all stakeholders.
- 5.2 **Equity** – Decision-making and provision of services and benefits to community sport groups should be conducted in a fair, balanced, and equitable manner for all stakeholders.



- 5.3 Accountability** – All stakeholders should uphold their obligations and implement practices in a responsible matter following procedures, protocols, and processes.

## **6. Mandatory Requirements**

### **6.1 Community Sport Group Governance**

- 6.1.1 The City recognizes that the Community Sport Groups have their own governance structures. The City shall not be responsible for settling issues or disputes within groups and is not accountable for decisions or actions taken by any designated group.

### **6.2 Community Sport Group Designation Application Criteria**

- 6.2.1 In order to be considered for a Community Sport Group Designation, a Community Sport Group must satisfy criteria in accordance with Appendix A of this Policy including being in good financial and legal standing with the City for an application to be considered. Application requirements are detailed in Appendix B.
- 6.2.2 The goals of all Community Sport Groups must be aligned with the guiding principles of the Canadian Sport for Life – Long-Term Athlete Development program and be consistent with the City's objectives regarding sport development, sport sustainability, and community diversity and inclusion. The City shall have the final decision as to which classification each community sport group will be placed within.
- 6.2.3 The minimum and maximum age restrictions as of December 31<sup>st</sup> of the current year for a Community Sport Group serving children and youth shall be in accordance with the following:

<b>Type of Programming</b>	<b>Minimum Age</b>	<b>Maximum Age</b>
Instructional/Introductory Experiences	Four (4)	Twenty One (21)
Non-instructional/introductory Experiences	Six (6)	Twenty One (21)

- 6.2.4 Exceptions to the minimum age requirements for a Community Sport Group serving children and youth may be made where the National and/or Provincial Sport Governing body recommends children start at a younger age. Exceptions to the maximum age may be made where the National and/or Provincial Sport Governing body defines an age grouping that is more than 21 years but includes 21-year-olds; these groups may receive different benefits, rates and allocation for their youth and adult participants.

- 6.2.5 Excepted age requirements shall be considered by the City at the time of application and must include a written submission outlining the rationale for the exception.
- 6.2.6 The minimum age group for a Community Sport Group serving adults is over 19 years as of December 31<sup>st</sup> of the current year. Groups wishing to serve families of all ages shall be considered an adult group under this Policy.
- 6.2.7 Community Sport Groups that serve both youth and adult participants should apply under the designation that represents the majority of its participants. Requests for exceptions should be submitted in accordance with deviations listed in ss. 6.9.
- a) Approved groups will receive different benefits, rates and allocation for their youth and adult participants in accordance with Appendix A.
  - b) Should the majority of members in an age division of a youth group be twenty 21 years of age or older, then the applicable “community” rate for the facility rental shall be applied.
- 6.2.8 Designated Community Sport Groups that wish to change their designation status (e.g., from a Youth B to a Youth A designated group) must submit an application in writing to their City liaison before the end of the current season for consideration in the next season. The City shall evaluate requests on a case-by-case basis in accordance with criteria such as the City’s capacity to support the changed designation.
- a) Requests for a change in designation are at the discretion of the City and not guaranteed.
- 6.2.9 All Community Sport Groups must complete an application package for consideration of a designation every 3 years prior to the start of each respective season. See Appendix B for application details.
- 6.2.10 New Community Sport Groups wishing to receive the respective benefits outlined in this Policy must demonstrate in their initial application that resident members have an interest in joining a new organization and are not coming from existing Community Sport Groups.
- a) A statement that the participants do not knowingly come from existing Community Sport Groups must accompany the application provided to the City.
  - b) The City reserves the right to conduct a feasibility study including a capacity and infrastructure assessment for any new Community Sport Group applying for designation.
  - c) The City as per its discretion may impose a waiting period requirement for a new group to demonstrate successful operations for

a period of up to 3 years to determine its sustainability before approval is granted.

### **6.3 Community Sport Group Designation – Residency Requirements**

- 6.3.1 All Community Sport Groups must demonstrate that their overall registration/player base includes a minimum of 80% residents and/or ratepayers of the City of Brampton. The residency requirement for House Leagues shall be 90%.
- 6.3.2 Requests for an increased percentage of non-residents must be submitted in writing to the City and shall be evaluated on a case-by-case basis in special circumstances only, such as a specialized program/sport (e.g. Special Olympics) that requires a larger geographic area to support the sport or other temporary considerations.
- 6.3.3 The City will review the resident percentages and number of participants annually to ensure that all Brampton residents can participate in sport within Brampton. Adjustments may be made to account for pent up demands for space and within facilities, and in the instance whereby Brampton residents are not able to participate due to use by non-resident participants.
- 6.3.4 Community Sport Groups must ensure that they have and retain a “Declared Non-Resident List” listing non-resident participants in accordance with the Community Sport Group Standards and submit to the City before each playing season and upon request.
- 6.3.5 All non-residents may be required to pay a surcharge as outlined in the User Fee By-Law 380-2003, updated annually and subject to Council approval. This surcharge is paid directly to the group at the time of the player’s registration, and groups shall remit the surcharge to the City within 60 days after the start of the group’s playing season.

### **6.4 Designated Community Sport Groups shall be entitled to supports and benefits provided by the City in accordance with the type of designation as per Appendix A.**

- 6.4.1 Provision of liability insurance is at the sole discretion of the City and subject to approval by the appropriate City Department on an annual basis.

### **6.5 A Community Sport Group approved for a designation shall be required to sign a legally binding agreement with the City outlining all responsibilities and entitlements.**

### **6.6 Applications for Community Sport Group Status must be approved by the Director of Recreation or designate. Upon approval, groups are required to sign a contract with the Recreation Division outlining all responsibilities and**

supports. This contract requires the group to adhere to the requirements and stipulations outlined in this Policy or to any changes deemed necessary on annual basis. Approvals for Community Sport Group Designation are granted for a 3 year period from the date of approval. Groups must reapply to renew their status. Approval is not guaranteed in subsequent years.

- 6.7** A Designated Community Sport Group may terminate their status at any time by providing written notice to the City signed by all members of the group's executive or Board of Directors. Once confirmed, the group shall not be eligible for future benefits detailed in this Policy.
- 6.8** The City may terminate a Designated Community Sport Group's status for failing to abide by this Policy including not meeting Roles and Responsibilities as stated herein. A Community Sport Group may have their status terminated for reasons including but not limited to the following:
- 6.8.1 Acts in contravention of this Policy;
  - 6.8.2 Violations of any Provincial or Federal legislative or Municipal by-law requirements with respect to the activities of the group;
  - 6.8.3 Failure to abide by the Ontario Human Rights Code regarding any of the group's actions;
  - 6.8.4 Abusing the supports, privileges and services provided;
  - 6.8.5 Not being in Good Financial and/or Legal Standing with the City;
  - 6.8.6 Failure to operate in a financially responsible manner; or
  - 6.8.7 Revoking or acting in contravention to its constitution, by-laws, and operating guidelines.
- 6.9** A Designated Community Sport Group may request deviations to this Policy by submitting the request in writing to the City prior to accepting registrants and in accordance with any additional requirements as stated in the Community Sport Group Standards.
- 6.9.1 The request must be made in writing to the Recreation Division prior to accepting registrants;
  - 6.9.2 The request must be on group letterhead, directed to the staff liaison and state the circumstances surrounding the request;
  - 6.9.3 The request must state that the group's executive is in support of the request; and
  - 6.9.4 The request must be signed by the president or a designate.

- 6.9.5 The City will evaluate all requests in the order received. Requesting groups may be required to attend an interview.
- 6.9.6 Requests for deviations to this Policy are not guaranteed. Approvals for a deviation are granted for up to a 3 year period, determined at the discretion of the City and must be resubmitted as stated in the granted deviation.

**6.10** To maintain their status, Designated Community Sport Groups are required to:

- 6.10.1 Satisfy all requirements and principles as outlined in this Policy.
- 6.10.2 Act as a disciplinary body for participants and/or teams under the group's jurisdiction.
- 6.10.3 Provide immediate notice to the City of any changes to the executive, board or constitution.
- 6.10.4 Maintain up-to-date membership lists with contact information.
- 6.10.5 Submit an application to renew Community Sport Group Status every 3 years, to be received by the City 3 months before the end of the term of approval.
- 6.10.6 Work in collaborative manner with the City of Brampton as guided by the Recreation Division which may include attending meetings with City staff liaisons, engagement at the Brampton Sport Alliance for Youth A and B groups, engagement at City hosted community sport group meetings, responding to City requests in a timely manner, adherence to application timelines and policy requirements, etc.
- 6.10.7 Maintain good financial and legal standing with the City.
- 6.10.8 Operate in a financially responsible manner.
- 6.10.9 Operate in accordance with group constitution, by-laws, or operating guidelines.
- 6.10.10 Ensure any support services and/or privileges provided by the City are not abused.
- 6.10.11 Ensure federal and/or provincial legislation is adhered to as applicable including, but not limited to, the Ontario Human Rights Code.
- 6.10.12 Ensure that all applicable regional and/or City by-laws are followed, including City policies, procedures, and guidelines regarding the booking of facilities and/or use of City assets.



## 7. Roles and Responsibilities

### 7.1 City Staff

- 7.1.1 Monitoring and ensuring overall compliance with this Policy;
- 7.1.2 Identifying supports to Community Sport Groups as outlined in this Policy;
- 7.1.3 Facilitating continued dialogue with all Community Sport Groups as it relates to the administration of this Policy and for the development of sport in Brampton as a whole.

## 8. Monitoring and Compliance

- 8.1 This Policy shall be reviewed in accordance with the Governing Policy for the Corporate Policy Program.
- 8.2 The Director, Recreation or designate shall monitor and enforce compliance with this Policy and any accompanying online resources, manuals, guidelines and/or standard operating procedures as applicable.
- 8.3 Consequences of non-compliance
  - 8.3.1 Failure to follow this Policy may result in revocation of designated status and denial of future support requests. In the event that the Recreation Division is made aware of and has confirmed any contravention of this Policy's provisions, a Community Sport Group acting in contravention of this Policy will be sent a "Notice of Contravention" by registered mail to the address on file and/or email and given notice of 30 days to correct such contravention. If, after 30 days, the contravention has not been rectified or the group has not provided a satisfactory response to the City, the group may forfeit their Community Sport Group status and/or supports provided through this Policy up to and including the requirement to reapply for Community Sport Group status for the next season. Escalation in disciplinary measures will be at the discretion of the Recreation Division.

## 9. Definitions

- 9.1 **Community Sport Group** – A Brampton-based community sport groups that provide recreational opportunities to the community. Designated Community Sport Groups are Community Sport Groups that have successfully completed the application process outlined in this Policy and are entitled to supports and benefits provided by the City in accordance with the type of designation as per Appendix A.
- 9.2 **Good Financial Standing** – An organization or individual belonging to an organization's Executive/Leadership personnel as having no balance overdue

per the scheduled payment plan. This status will be considered either separately or alongside Good Legal Standing.

- 9.3 Good Legal Standing** – An organization or individual belonging to an organization's Executive/Leadership personnel as having no pending or ongoing litigation against the City of Brampton that relates to or could impact the organization's programs and/or the benefits it receives from the City, as determined at the City's sole discretion. This status will be considered either separately or alongside Good Financial Standing.C
- 9.4 Including Low-Income Residents** – Refers to expanding engagement in sport, as that brings with it many benefits including at a minimum self-confidence and leadership capabilities. Some low-income families cannot join sport activities due to their funds having to be spent on primary expenses such as housing and food. This Policy recognizes the importance of sport for everyone and asks Community Sport Groups to put in place ways of including and funding low-income sport participants.
- 9.5 Individual Sports** – Any sport where one athlete competes against another, or a group of singular athletes in a race, game, or other form of competition. Examples of individual sports include (but are not limited to) singles tennis, most track and field events, and swimming events other than relays.
- 9.6 Long-Term Athlete Development** – The Canadian Sport for Life movement focused upon improving the quality of sport and physical activity in Canada. Four stages of sport development are described, and tools and education are offered to sport and recreation leaders in order to offer safe activities geared to an individual's sport ability.
- 9.7 Marginalized Populations** – Specifically identified in this Policy by asking Community Sport Groups to look at ways of reaching out and including residents who may be underrepresented in sport in general. These communities of people include diverse cultural backgrounds, persons with disabilities, girls and women, Lesbian, Gay, Bisexual and Transsexual residents, Indigenous Peoples, and any others that may need encouragement and possibly accommodation
- 9.8 Resident** – Refers to anyone who lives permanently in Brampton or pays property or business taxes in the City of Brampton.

## 10. References and Resources

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

### 10.1 References to related bylaws, Council policies, and administrative directives

- Sports Facility Allocation Policy (DRAFT)

- [Governing Policy for the Corporate Policy Program GOV-100](#)
- [User Fee \(Municipal Act\) By-law 380-2003](#)

## 11. Revision History

Date	Description
2024/05/15	Approved – Replaces Community Group Affiliation Policy (2010) solely for community organizations involved in the delivery of organized sport in Brampton
2027/05/01	Next Scheduled Review

## 12. Appendix A - Community Sport Group Designations and Benefits

Community Sport Group Category & Description	Benefits
<b>Youth A</b> <ul style="list-style-type: none"> <li>- Has Not-For-Profit or Charitable status</li> <li>- Affiliated and in compliance with a National/Provincial Sport Governing Body</li> <li>- Provides a house league or a “learn to” program and a sport continuum from house league to competitive level play, as applicable</li> <li>- Overall club membership is comprised of a minimum of 80% Brampton residents</li> <li>- The house league teams will consist of a minimum of 90% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Participates in the Brampton Sport Alliance discussions and initiatives</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> <li>- Has a mechanism in place to reasonably accommodate low-income residents</li> <li>- Exception #1 – a Community Sport Group may have less than 80% resident membership and/or have less than the participant minimum(s) if the sport group is supporting the regional interests of a group representing persons with disabilities or a marginalized population</li> <li>- Exception #2 – a Community Sport Group representing persons with disabilities may also serve adults</li> </ul>	<ul style="list-style-type: none"> <li>- Participation in Brampton Sport Alliance events and initiatives</li> <li>- First priority booking of sport facilities</li> <li>- Staff liaison services</li> <li>- May apply for liability insurance if required (subject to approval by the City)</li> <li>- Provision of meeting rooms</li> <li>- Promotion and publicity as arranged with City staff</li> </ul>
<b>Youth B – Not-For-Profit</b> <ul style="list-style-type: none"> <li>- Has Not-For-Profit or Charitable status</li> <li>- Provides a house league program or competitive program, as applicable</li> <li>- Suggested alignment with a National/Provincial Sport Governing Body</li> <li>- Membership is comprised of a minimum of 80% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Participates in the Brampton Sport Alliance discussions and initiatives</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> <li>- Has a mechanism in place to reasonably accommodate low-income residents</li> </ul>	<ul style="list-style-type: none"> <li>- Participation in Brampton Sport Alliance events and initiatives</li> <li>- Second priority booking of sport facilities</li> <li>- Staff liaison services</li> <li>- May apply for liability insurance if required (subject to approval by the City)</li> <li>- Provision of meeting rooms</li> <li>- Promotion and publicity as arranged with City staff</li> </ul>
<b>Adult – Not-For-Profit</b> <ul style="list-style-type: none"> <li>- Has Not-For-Profit or Charitable status</li> <li>- Membership is comprised of a minimum of 80% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Meets with staff as required along with other similar groups</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> </ul>	<ul style="list-style-type: none"> <li>- Third priority booking of facilities</li> <li>- Staff liaison services</li> <li>- Provision of meeting rooms</li> <li>- Promotion and publicity as arranged with City staff</li> </ul>

<b>Youth B – For-Profit</b>	
<ul style="list-style-type: none"> <li>- Has For-Profit status or is a Commercial Enterprise</li> <li>- Suggested alignment with a National/Provincial Sport Governing Body</li> <li>- Membership is comprised of a minimum of 80% Brampton residents for house leagues and introductory programs</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Participates in the Brampton Sport Alliance discussions and initiatives as well as other mandated meetings</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> <li>- Has a mechanism in place to reasonably accommodate low-income residents</li> </ul>	<ul style="list-style-type: none"> <li>- Participation in Brampton Sport Alliance discussions and events</li> <li>- Fourth priority booking of sport facilities</li> <li>- Provision of meeting rooms</li> <li>- Staff liaison services</li> <li>- May apply for liability insurance if required (subject to approval by the City)</li> <li>- Promotion and publicity as arranged with City staff</li> </ul>
<b>Adult – For-Profit</b>	
<ul style="list-style-type: none"> <li>- Has For-Profit status or is a Commercial Enterprise</li> <li>- Membership is comprised of a minimum of 80% Brampton residents</li> <li>- Minimum of 150 participants for Team Sports or 25 participants for Individual Sports</li> <li>- Meets with staff as required along with other similar groups</li> <li>- Compliant with the Brampton Community Sport Group Policy</li> </ul>	<ul style="list-style-type: none"> <li>- Fifth priority booking of facilities</li> <li>- Staff liaison services</li> </ul>

#### Additional Details

- **Provision of Meeting Rooms:** Provided there is space available, meeting room facilities will be provided free of charge for Community Sport Group Youth A, Youth B (Not-For-Profit and For-Profit) and Brampton-Based Adult organizations (Not-For-Profit): 1 executive/board meeting per month dealing with the business of the sport group only; 1 annual meeting; and 1 registration date per session. Bookings must be made through the Rentals Unit within the Recreation Division. All meetings will be for a maximum of 2 hours each and are based on availability. These meeting rooms are for administrative use only and are not to be used for social functions.
- **Promotion and Publicity:** The Recreation Division will provide publicity and sport promotion, where possible, to Community Sport Groups through normal Recreation Division channels such as brochures, news releases, and special event calendars. A fee may be charged as applicable.



### 13. Appendix B - Application for Community Sport Group Type Status

Community Sport Groups must contact the Recreation Division to obtain an application package. Applications for Community Sport Group status must be submitted every 3 years while the following information shall be provided to the City 3 months prior to the start of each respective season:

- A statement of the group's purpose, goals, and objectives;
- A description as to whether the group is aligned and associated with a Provincial and/or National Sport Governing Body and provide related staff certifications if the groups are not associated;
- Groups may submit recommendation letters from Provincial and/or National Sport Governing Bodies;
- A description of the group's legal identity such as Not-For-Profit, Charitable, or For-Profit status with proof of registration required for both Not-For-Profit and Charitable groups;
- A copy of the group's constitution and by-laws;
- A membership list that confirms that the group meets residency requirements set out through this Policy and is signed by two authorized officers of the organization;
- The names, addresses and telephone numbers of the group's board of directors and other key contact persons; and
- A complete financial statement of the previous year's operating expenditures and revenues, as well as an operating budget for the next operating year, signed by two operating officers - all groups seeking renewal of their status may be requested to submit an audited statement if their budget expenditures exceed \$100,000. Financial statements are required by Community Sport Groups that are operating as a registered Not-For-Profit, Charity, For-Profit and Commercial enterprise; exceptions to financial statements may be considered at the sole discretion of Recreation Division. Financial statements are intended for review by City staff and will be managed in accordance with applicable privacy and confidentiality policies.

Should the majority of members in an age division of a youth group be 21 years of age or older, then the applicable "community" rate for the facility rental will be applied.

Any changes to the groups By-Laws and Constitution, Executive members, membership, and financial statements will be submitted annually. These revisions will be submitted to the assigned Recreation Division liaison 3 months prior to the season start. The Recreation Division will review all documentation and direct any questions to the Community Sport Group contact.

## Summary Chart of Community Sport Group Policy Changes

Item	Existing Affiliation Policy (2010)	Proposed Community Sport Group Policy (2024)
<b>Scope</b>	Brampton-Based Not-For-Profit groups that provide leisure, social and other special interest opportunities	Brampton-Based Not-For-Profit and For-Profit sport groups
<b>New groups</b>	One Affiliated youth group per sport, unless the affiliate is in agreement or cannot meet demand for its services	New applicants must demonstrate that resident members have an interest in joining a new organization and are not coming from existing Community Sport Groups; staff will conduct a feasibility analysis including a capacity and infrastructure assessment
<b>Priority categories</b>	Two Categories: 1. Affiliated Youth 2. Affiliated Adult	Five Categories: 1. Youth A (Not-For-Profit) 2. Youth B (Not-For-Profit) 3. Adult (Not-For-Profit) <sup>i</sup> 4. Youth B (For-Profit) 5. Adult (For-Profit)
<b>Residency requirements</b>	Affiliated Youths require 100% residents for house league, with overall residency of 99% for team sports and 98% for individual sports; Affiliated Adults require 80% for adult groups	All Community Sport Groups require 80% residents, with Youth A house league requiring 90%.
<b>Non-Resident surcharge</b>	50% of registration up to \$100 for Affiliated Youths	Non-resident surcharge is to be outlined in the User Fee By-Law 380-2003. For the 2025 User Fees, staff will propose to align the youth surcharge to registered programs (30% up to \$100) and align to sport leagues for adults (no surcharge). <sup>ii</sup>
<b>Minimums</b>	No minimums	Minimum 150 participants for team sports, 25 for individual sports.
<b>Exceptions for sport groups promoting diversity and inclusion</b>	Not addressed, however, in practice space was provided	Sport groups that support regional interests of a group representing persons with disabilities or a marginalized population are not required to meet the 80% residency or participant minimums to qualify for Youth A designation
<b>For-Profit groups</b>	Excluded	For-Profit Youth and Adult groups can apply if they meet requirements of Youth B (For-Profit) or Adult (For-Profit)
<b>Minimum age for youths</b>	4 years old for instruction 6 years old for non-instruction	Same minimum age requirements, but allows for deviations for younger children if recommended by the

		National and/or Provincial Sport Governing body. <sup>iii</sup>
<b>Maximum age for youths</b>	19 years old	21 years old
<b>Application process</b>	Application package required every two years new groups.	Application package required for all sports groups every 3 years. Additional requirements for the application package include providing relevant staff certifications if a sports group is not associated with a Provincial and/or National Sport Governing Body, and the option to include recommendation letters from Provincial and/or National Sport Governing Bodies. <sup>iv</sup>
<b>Annual submissions</b>	Any changes to the group's by-laws and constitution, executive members, plus membership and financial statements	No change except financial statements are no longer required to be audited if expenditures are over \$100,000 but may be requested
<b>Deviations</b>	Approvals are granted on a one-year basis for residency exceptions	Approvals are granted for up to three years for residency and participant minimums
<b>Terminations</b>	<p>Reasons include failure to operate in a fiscally responsible manner, acting in contravention of the Policy, violations of any provincial or federal legislation or municipal bylaw with respect to the activities of the group, or failure to abide by a ruling from the Ontario Human Rights Commission regarding the group's actions.</p> <p>Contraventions are required to be resolved within 30 days or the group will lose its designation and related benefits.</p>	<p>Reasons expanded to include not being in good financial or <b>legal</b> standing with the City</p> <p>Contraventions are required to be resolved or the City provided a response outlining a resolution plan the City agrees to within 30 days, or the group will lose its designation and related benefits.<sup>v</sup></p>

<sup>i</sup> Revised to prioritize Adult (Not-For-Profit) above Youth B (For-Profit), based on Community Sport Group Consultations.

<sup>ii</sup> Revised to 50% up to \$100 for all users to align with current City program surcharges, based on Community Sport Group Consultations.

<sup>iii</sup> Deviation allowance added, based on Community Sport Group Consultations.

<sup>iv</sup> Added additional requirements of providing relevant staff certifications and option to include recommendation letters, based on Community Sport Group Consultations.

<sup>v</sup> Contravention language revised to allow 30 days to provide a response acceptable to the City (instead of a full resolution, which may not be feasible), based on Community Sport Group City Consultations.

Category: Community Services

**Appendix C - Sports Facility Allocation Policy - PROPOSED.docx**

Policy Number: [Policy Number (assigned by CAO's Office, after approval)]  
Approved by: Choose an item. [Council Resolution #] – [Date]  
Administered by: Recreation Division, Recreation Planning Unit  
Effective Date: October 1, 2024

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## **1. Background**

The City of Brampton (herein referred to as the “City”) believes in the benefits that a quality sport system brings to the athletes, families, sport teams, residents and the community as a whole. Participation in sport has many personal and community benefits, including healthy lifestyles, increased volunteerism, positive economic impacts, and community pride and cohesion.

The Community Services Department, by way of the Recreation Division, is responsible for implementing the City’s objectives of developing a sports system that enables all residents to be active throughout their lives. This Sports Facility Allocation Policy (“Policy”) replaces the Community Group Fieldhouse Allocation Policy (2007), Community Group Ice Allocation Policy (2007), and Community Group Outdoor Sports Facility Allocation Policy (2010) solely for community organizations involved in the delivery of organized sport in Brampton.

## **2. Purpose**

The purpose of this Policy is to serve as a framework to guide the City in making fair and equitable sport facility allocation decisions, which helps ensure that all facilities are used to their maximum capacity by the Brampton community. It also provides general information relating the management and use of sport and recreation facilities.

## **3. Application and Scope**

This Policy applies to all Sport User Groups renting or booking City sport and recreation facilities.

## **4. Outcomes**

- 4.1 Identify a framework for allocating sport and recreation facility usage time to Sport User Groups
- 4.2 Clarify the roles and responsibilities of Sport User Groups and the City in the facility allocation process
- 4.3 Support the inclusion of all sport participants and ensure equitable benefits to groups that embrace the principles of inclusion, diversity and equity as well as providing quality and safe experiences
- 4.4 Align with the principles of the Canadian Sport for Life model that identifies a sport continuum to ensure that residents can play at a level that they would like to participate in (from an introductory level to a more competitive level of sport participation)



## 5. Principles

- 5.1 **Residency** – the needs of Brampton residents will be considered before residents of other communities to help sustain local recreational and sporting organizations
- 5.2 **Youth** – the City will prioritize facility usage time for youth, reflecting the immediate and long-term benefits of participating in sporting activities from an early age
- 5.3 **Accountability** – Sport User Groups will be held accountable to ensure facilities are used in accordance with City policy
- 5.4 **Equity** – Sport User Groups will be provided proportional access to City facilities, including based on residency, youth, and not-for-profit status
- 5.5 **Consistency** – the City will review and assess all allocation applications in a fair and consistent manner in accordance with this policy
- 5.6 **Integrity** – the City will ensure fair and equitable access to sport and recreation facilities, regardless of gender, race, physical ability, sexual orientation, or economic status
- 5.7 **Transparency** – the City’s facility allocation process will be conducted transparently and in accordance with this policy

## 6. Mandatory Requirements

### 6.1 Instructional Programs

- 1. All participants of Affiliated Youth Groups must be a minimum of 4 years of age as of December 31<sup>st</sup> of the current season.

### 6.2 Regular programs

- 1. All participants of Affiliated Youth Groups must be a minimum of 6 years of age as of December 31<sup>st</sup> of the current season.
- 2. Sport User Groups with recognized representative teams that compete against non-resident groups are entitled to one “home” sports field allocation per week.
- 3. Schools (e.g. Peel District School Board) qualify for the Affiliated Youth/Board of Education Rate when activities are included in the course curriculum, or where school representation is required. Allocation includes fringe non-prime time hours.
- 4. All “game”, “program”, “instructional” and “practice” blocks of time two hours or longer in duration will be allocated in 1-hour blocks with the buffer time included (time to leave the field for the next group). User groups will

determine game structure in consultation with and approval from the Recreation Department "Rental Unit" representative.

### 6.3 Residency Requirements

1. Brampton residents should be afforded an opportunity to register, try out and participate in Brampton-based recreational and competitive programs.
2. Under the Designated Community Sport Group Policy, all youth and adult Designated Community Sport Groups must demonstrate that their overall registration/player base includes a minimum of 80% residents and/or ratepayers of the City. The house league residency requirement is 90%. Deviations from these residency requirements and participant minimums articulated in the Designated Community Sport Group Policy shall be at the discretion of the Recreation Division.
3. Other Sport User Groups allocated more than 3 hours at indoor City facilities and 6 hours (three 2-hour blocks) at outdoor City facilities per week are deemed a league, and must also meet the residency requirements outlined in the Designated Community Sport Group Policy through the provision of providing a detailed player's roster.

### 6.4 Insurance requirements

1. All Sport User Groups, prior to sport and recreation facility use, must provide proof of or purchase appropriate liability insurance coverage with the City named as an additional insured party, in the amounts required by the City. Failure to do so may result in the City adding the appropriate insurance coverage to your rental contract or revoking the allocated time.

### 6.5 Facility management

1. The City may close any facility in the event of an unforeseen need for maintenance/repair or due to adverse weather conditions. Notification of unplanned closures will be communicated as soon as possible to Sport User Groups directly and the facility time rescheduled if required. Sport User Groups should then communicate closures with players and referees in a timely manner.
2. In the event of inclement weather, communications will follow the City's [Rain Out Protocol](#). Sport User Groups are required to check the facility status reports prior to play. Where closures are stated, no facility usage may occur.
3. During periods of changeable, adverse weather conditions, where outdoor sport and recreation facilities remain open, referees and team officials will be responsible for inspections prior to use to determine facility safety and surface damage potential. If facilities are judged to be unfit for play based on the foregoing criteria, the facility should not be used. Failure to comply

with these conditions may result in penalties, as listed in section 22 of this policy.

4. In the event that an outdoor facility is closed due to snow accumulations, only authorized City staff are permitted to remove the accumulated snow. Only authorized City staff can then re-open a previously closed facility.
5. If the City determines that a facility must be removed from the inventory for a season or longer, staff will work with the affected Sport User Groups to find an alternate site(s) for use during the closure if possible. Staff will endeavour to find alternates that are located within a reasonable geographic distance to the closed facility.

#### 6.6 Prime time facility classifications (where applicable)

1. Monday to Friday: 4:00pm – 12:00am (midnight)

Saturdays and Sundays: 6:00am – 11:00pm

Note that the User Fee (Municipal Act) By-law 380-2003 supersedes these classifications and is subject to annual reviews and approval by Council.

#### 6.7 Seasonal allocation approach

1. The City's allocation formula serves as a guide in making fair and equitable facility allocation decisions. This helps ensure that access to all sport and recreation facilities is utilized to the greatest benefit by Brampton residents.
2. The formula considers the national LTAD Sport for Life framework for healthy active living. As part of this, the City recognizes the importance of providing sporting and recreational opportunities for youth as a key pathway to adult health and community participation.
3. Key components of the allocation formula include:
  - a) Age
  - b) Play type, i.e., house, rep, or development leagues
  - c) Seasonal demand, i.e., number of registered players or individuals for each sport
  - d) Sport-specific requirements, i.e., duration and number of practices per week, duration and number of games per week, number of players per team
  - e) Facility capacity, e.g. size required by age and play type, number of teams or individuals able to practice or play at the same time
4. Illustrative allocation formula templates are included in the appendix.

5. The formula is the basis of the allocation process. It provides a starting point that aims to ensure all Sport User Groups receive adequate booking time to satisfy their core programming needs. In addition, Groups requesting a higher level of service may augment their allocation through the use of non-prime time hours.
6. The formula is not intended to prescribe how Sport User Groups manage their time internally. It is intended to serve as a standardized method by which hours can be allocated based upon an objective measure of number of athletes and number of weeks per season. This is designed to support a transparent and equitable allocation process.
7. The City reserves the right to make a final determination on the allocation of all municipally owned and/or operated facilities in consideration of all factors deemed relevant within the formula.

#### 6.8 Seasonal allocation process

1. Sport and recreation facility allocations will be provided to Sport User Groups seasonally, in accordance with the timeframes below:

Season	Facilities	Duration of season	Application deadline
Fall/Winter	Indoor	Day after Labour Day – March 31	March 15 of same year
Spring/Summer	Indoor	April 1 – Labour Day	September 15 of previous year
Spring/Summer	Outdoor	April 1 – November 15	October 15 of previous year

2. The City reserves the right to change Duration of Season and Application Deadlines to accommodate future business need. Initial timelines are below:

Deadline	Activity
March 15 of the same year	Applying for a Fall/Winter seasonal allocation (indoor facilities)
September 15 of the previous year	Applying for a Spring/Summer seasonal allocation (indoor facilities)
October 15 of the previous year	Applying for a Spring/Summer seasonal allocation (outdoor facilities)

Up to 30 days prior to the tournament	Returning a tournament allocation
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3. Duration of Season is facility dependent based on facility and playing surface type.
4. Sport User Groups must apply for allocation rather than individuals or teams. Individuals or teams not belonging to a sport user group will be encouraged to amalgamate with a Sport User Group.
5. All Sport User Groups must submit an application for each season. Any renewal applications received after the deadline dates are treated as new applications and the Sport User Group may lose their historic allocation. New applications are reviewed in the date order in which they are received.
6. To substantiate allocation requests, all Sport User Groups must provide the City with up-to-date, accurate group and registrant information (i.e., non-profit status, total number of players, breakdown of players by level of play/activity, age and residency of players).

#### 6.9 Exclusion dates

1. All seasonal contracts with Sport User Groups will specify a set of exclusionary dates, which may vary from year to year. All exclusions must be identified and confirmed with the City as part of finalizing the Sport User Group's seasonal contract.
2. The City reserves the right to add exclusion dates to any seasonal allocations, making every effort to minimize disruptions to regular programs and league play. Reasonable efforts will be made to accommodate the displaced facility usage time of permit holders, in accordance with the allocation priorities outlined in this policy.

#### 6.10 Tournaments, championships, and special events

1. The City recognizes the significant positive impacts that tournaments, championships and special events can provide to the community.
2. Tournament, championship and special event requests will be allocated first, prior to creating seasonal allocations, in accordance with the timeframes below:

Season	Facilities	Duration of season	Application deadline
Fall/Winter	Indoor	Day after Labour Day – March 31	March 15 of same year



Spring/Summer	Indoor	April 1 – Labour Day	September 15 of previous year
Spring/Summer	Outdoor	April 1 – November 15	October 15 of previous year

3. International, National and Provincial level events may result in additional exclusionary dates for seasonal users. As such, applications for these types of events are required at least 12 months in advance to align City resources with Sport User Groups to support a successful bidding process and line of sight to subsequent scheduling impacts.
4. Tournament, championship and special event facility usage time requests will be evaluated based on historical success; impact on the community and departmental operations; existing schedules and resources; and availability of facilities.

#### 6.11 Cancellations

1. The City reserves the right to reschedule bookings:
  - a) At any time for the purpose of repairs to the facility or structures located nearby
  - b) For Departmental events as required
  - c) For any other reasonable circumstances.
2. In the event of such cancellation, the affected Sport User Groups will be provided as much notice as possible. Refunds will be considered and pro-rated if rescheduling is not possible.

#### 6.12 Seasonal returns

1. In the event that a Sport User Group wishes to return a portion of their seasonally allocated hours for which fees have been levied, a partial refund/credit will be granted, provided it complies with the current City of Brampton turnback schedule, which will be provided to Sport User Groups by City staff.
2. No refund will be provided if the cancellation does not comply with the turnback schedule.

#### 6.13 Tournament returns

1. In the event that a Sport User Group wishes to return their tournament allocation for which fees have been levied, a partial refund/credit will be granted, provided notice is given to the City no later than 30 days before the tournament date. The Group's 20 percent deposit and any administrative / processing fees are non-refundable.

2. No refund will be provided if the cancellation is made fewer than 30 days before the tournament date.

#### 6.14 Transferring facility bookings

1. Sport User Groups are not permitted to sub-lease, re-allocate, share, or otherwise transfer the facility rental without the City's prior notification and permission. See the following section for penalties.

#### 6.15 Penalties

1. Penalties and discipline may be used for any infraction of this Policy or for violating the terms and conditions of a Sport User Group's contract with the City.
2. Penalties and discipline may include any of the following: verbal warnings, written warnings, fines, financial bonding, cost of repair of the facility, and revocation of allocated hours. A number of discipline measures may be used in combination with each other, and discipline action will generally be progressive in nature.
3. After a Sport User Group is found to have: played at a closed facility; sub-leased, re-allocated, shared or transferred a facility rental without City permission; or played at a facility not permitted to their organization, the Sport User Group may be subject to, but not limited to, the forfeit the right to play on a City facility for the remainder of their season – tournaments and play-offs included. In addition, any repair costs to the facility associated with the infraction will be levied against the offending group(s).
4. Penalties and discipline will consider:
  - a) The circumstances and severity of the infraction, the damage to the facility and the effect on the other users of the facility
  - b) The general previous conduct and cooperation of the Sport User Group at City facilities as documented in City files
  - c) Previous infractions by the Sport User Group as documented in City files
  - d) The level of cooperation and understanding by the Sport User Group in resolving the issues around the infraction
5. Any Sport User Group assessed a penalty under this Section must remit all fines/damage repair costs within 60 days. Failure to meet this obligation may result in further penalties.
6. If a Sport User Group leaves a facility in an untidy condition, an additional fee may be charged to cover all costs of the clean-up of the facility.

7. The City has the authority to cancel a rental contract for a breach of any of the following:
  - a) The terms and conditions of the rental contract
  - b) This Policy and any other applicable City policies and procedures
  - c) All applicable Provincial and Federal regulations
8. The City has the authority to investigate any complaint, concern or information received or obtained regarding, but not limited to, any breach of this or other applicable policy or law, conduct of members, activities, use and/or misuse of any City facility or space.
9. In applying these penalties, City discretion may be used, relying on other approved policies or demonstration of a substantiated special circumstance.

#### 6.16 Rates and fees

1. Sport User Groups will be provided a facility rental fee based on their Sport User Group status based on the approved fees and charges outlined in the User Fee (Municipal Act) By-law 380-2003.
2. The City reserves the right to collect a security deposit prior to issuing a facility use permit that can be drawn upon to cover additional cost incurred for facility damage.

#### 6.17 Sport User Group Behavior

1. Appropriate behaviour is expected from all facility users, at all times when using the facilities. Sport User Groups are ultimately responsible for the conduct of their teams, players, officials and spectators.
2. It is the responsibility of all Sport User Groups to show respect to all other users, City staff, property, facilities and equipment and follow City policies including the [Respectful Workplace Policy](#).

## 7. Roles and Responsibilities

### 7.1 City Staff

1. The City will allocate facility usage time to Sport User Groups as outlined in this policy. Recreation Division staff will facilitate continued dialogue with all Sport User Groups as it relates to the administration of The Policy and for the development of sport in Brampton as a whole.
2. The Recreation Division's relationship with Sport User Groups is to allocate facility time, provide support, engage with Groups on an ongoing basis, and monitor all groups' compliance with the Policy to ensure that any issues are addressed in a timely manner.

## 8. Monitoring and Compliance

- 8.1 This Policy is administered by the Community Services Department, Recreation Division.
- 8.2 Consequences of non-compliance
  - 1. Failure to follow this Policy may result in Penalties (see 6.15 for additional details).

## 9. Definitions

- 9.1 **Adult** – over 19 years of age as of December 31<sup>st</sup> of the current year. See the Designated Community Sport Group Policy for further details.
- 9.2 **City** – the Corporation of the City of Brampton.
- 9.3 **Designated Community Sport Group** – means youth and adult sport groups approved by the City under the Designated Community Sport Group Policy.
- 9.4 **For-Profit** – having a for-profit status under the Designated Community Sport Group Policy or being a commercial enterprise.
- 9.5 **Long-Term Athlete Development / LTAD** – means the national multi-stage training, competition and recovery pathway, aimed at helping guide an individual's experience in sport and physical activity.
- 9.6 **Not-For-Profit** – means having a not-for-profit status under the Designated Community Sport Group Policy or being a registered charity.
- 9.7 **Resident** – means anyone who lives permanently in Brampton, or pays property or business taxes in the City of Brampton. A student who is currently registered in an accredited educational institution in Brampton AND who lives and attends school in Brampton for at least 8 months during the calendar year is also considered a resident.
- 9.8 **Sport User Group** – means all youth and adult sport groups that have been allocated facility usage time (including, but not limited to, Designated Community Sport Groups).
- 9.9 **Youth** – between 4 years of age and 21 years of age, as of December 31<sup>st</sup> of the current year. Exceptions may be made based on National and/or Provincial Sport Governing Body recommendations. See the Designated Community Sport Group Policy for further details.

## 10. References and Resources

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

### 10.1 References to related bylaws, Council policies, and administrative directives

- Designated Community Sport Group Policy (DRAFT)
- [User Fee \(Municipal Act\) By-law 380-2003](#)
- [Respectful Workplace Policy](#)

### 10.2 References to related corporate-wide procedures, forms, and resources

- [Rain Out Protocol](#)

## 11. Revision History

Date	Description
2024/05/15	Approved – Replaces Community Group Fieldhouse Allocation Policy (2007), Community Group Ice Allocation Policy (2007), and Community Group Outdoor Sports Facility Allocation Policy (2010) solely for community organizations involved in the delivery of organized sport in Brampton.
2027/05/01	Next Scheduled Review



## Summary Chart of Sports Facility Allocation Policy Changes

Item	Existing Sports Facility Allocation Policies	Proposed Sports Facility Allocation Policy
<b>Number of policies</b>	The City of Brampton currently has three policies for ice, outdoor sports, and indoor turf/dome fieldhouse facilities.	<p>A single consolidated policy will provide for ice, outdoor sports, and indoor turf/dome fieldhouse facilities as well as additional types of facilities – such as gymnasiums, swimming pools, and arena floor facilities.</p> <p>A consolidated policy will be more user-friendly and accessible for residents, who can access all relevant information in one place.</p>
<b>Allocation formula</b>	Outside of indoor ice facilities, the City does not currently use a formula, and time is generally allocated to community sport groups based on their stated need.	<p>The proposed policy includes a new formula for allocating time to community sport groups more equitably, efficiently, and consistently.</p> <p>Some sport user groups will receive a reduction in their total allocation. However, for most groups, the reduction will more accurately reflect their usage requirements and reduce the need for turnbacks.</p> <p>In addition, in order to receive an allocation that meets their requirements, groups will need to submit accurate participation rates in a timely manner every season.</p>
<b>Turnback schedule</b>	<ol style="list-style-type: none"> <li>1. Seasonal returns: no deadline</li> <li>2. Tournament returns: must be confirmed no later than 14 days before the tournament date</li> <li>3. The City will deal with playoffs and end-of-season deadlines flexibly</li> </ol>	<ol style="list-style-type: none"> <li>1. Seasonal returns: must be confirmed no later than the turnback deadline</li> <li>2. Tournament returns: must be confirmed no later than 30 days before the tournament date</li> <li>3. The City will deal with playoffs and end-of-season deadlines flexibly</li> </ol> <p>The updated turnback schedule also means that community sport groups would not be provided with a refund if they fail to comply with the turn-back schedule.</p>

# Sports Facility Allocation Formula Templates

## Team Sports

		SPORT: SEASON: PRIMARY FACILITY TYPE USED: OTHER FACILITY TYPES USED:																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
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## Individual Sports

SPORT:													
SEASON:													
PRIMARY FACILITY TYPE USED:													
OTHER FACILITY TYPES USED:													
		SEASONAL DEMAND			SPORT-DRIVEN DEMAND		ALLOCATION						
Age	Play type	# of individuals registered in total	Base level # of individuals per "team"	Actual # of "teams"	Duration of practice (hrs)	# of practices per individual per week	Total hours required per week	Total allocation					
2-5 years	House		0.0		1	1	1	0					
	Rep / dev			0.0	1.25	1	1.25	0					
6-8 years	House		0.0		1	1	1	0					
	Rep / dev			0.0	1.25	2	2.5	0					
9-11 years	House		0.0		1.25	2	2.5	0					
	Rep / dev			0.0	1.5	3	4.5	0					
12-13 years	House		0.0		1.25	2	2.5	0					
	Rep / dev			0.0	1.5	3	4.5	0					
14-15 years	House		0.0		1.5	2	3	0					
	Rep / dev			0.0	1.75	4	7	0					
16-18 years	House		0.0		1.5	2	3	0					
	Rep / dev			0.0	2	4	8	0					
Adult	House		0.0		1	1	1	0					
	TOTAL	0	0	0.0	17.75	28	41.75	0					
	KEY												
		City to input seasonally											
		Constant formula inputs (do not change)											
		Allocated hours (output varies based on seasonal inputs and constant formula inputs)											
		City to input based on sport and facility type											

## Sports Facility Allocation Policy Benchmarking

Sports facility allocation policies were reviewed for the Cities of Mississauga, Toronto, Vaughan, Hamilton, Surrey, and Ottawa, as well as the Town of Oakville.

Where allocation formulas are used, municipalities take different approaches:

- The **City of Vaughan** appears to allocate time based purely on historical allocations.
- The **City of Mississauga** allocates time based on a prioritization of sport user groups, which is then adjusted based on three-year registration trends.
- The **City of Hamilton** allocates time based on LTAD information and demand-driven data.
- The **City of Toronto** allocates time based on prioritization of sport user groups, as well as supply and demand data.
- The **Town of Oakville** allocates time based on a prioritization of sport user groups, specific sporting standards, and supply and demand data.

In addition to the above, it was found that:

- Allocation policies are often consolidated.
- All policies reviewed provide prime time allocation information only.
- The amount of time allocated tends to increase incrementally through age ranges from the 2–5-year category to the 16–18-year category – though it decreases significantly for adults, who typically receive the lowest allocation.
- Some municipalities allocate time evenly across every age category for certain sports (though the rationale is unclear)
- Competitive sport user groups tend to be allocated more time than recreational groups, although the difference is relatively minor, e.g., one hour or less per week.

**Date:** 2024-05-08

**Subject:** Parks and Recreation Master Plan – 5-Year Review and Update

**Contact:** Anand Patel, Director, Recreation  
Edward Fagan, Director, Parks, Maintenance and Forestry

**Report Number:** Community Services-2024-399

**Recommendations:**

1. That the report from Anand Patel, Director, Recreation and Ed Fagan, Director, Parks Maintenance and Forestry to the Committee of Council Meeting of May 8, 2024, re: **Parks and Recreation Master Plan – 5-Year Review and Update**, be received; and
2. That Council endorse the Parks and Recreation Master Plan 5-Year Review and Update.

**Overview:**

- In 2017, Brampton's City Council endorsed its first Parks and Recreation Master Plan (PRMP). The PRMP is a guiding document for the delivery of parks, open space, recreation and sport facilities over a 15-year period, with the underlying objective of promoting an active and engaged community where attention to personal and public health is paramount.
- The 2017 PRMP identified recommendations that outlined the City's current and future parks and recreation needs and prioritized facility and program investment for the next 15 years.
- Since 2017, the City has made a tremendous amount of progress on the PRMP's original recommendations, including revitalizing the City's older community centres, investing in outdoor parks and sports amenities, updating the City's Parkland Dedication By-Law and prepared a New Brampton Park Plan Strategy 2041.
- In 2023, as per recommendation #109 of the original plan (to update the PRMP on a five-year basis), staff initiated a 5-year review and update of the Council-endorsed 2017 Parks and Recreation Master Plan (PRMP).

- **The PRMP 5-Year Review and Update is intended to rethink and critically examine the 2017 recommendations against today's changing City landscape, review progress thus far, and make further recommendations to reflect the current needs and demands of the City of Brampton and its residents.**
- **The draft updated PRMP is the result of extensive engagement with stakeholders, staff, officials and residents.**
- **Unless otherwise explicitly stated, the recommendations of the 2017 PRMP are still applicable, and the updated PRMP builds upon these recommendations by suggesting further initiatives to meet Brampton's rapidly growing population and changing needs.**
- **The updated PRMP also recognizes and presents recommendations to relieve ongoing financial challenges where the City faces land acquisitions for parks, its redevelopment, and in maintaining the City's Cash in Lieu Reserves.**
- **Approval of the PRMP in principle does not bind Council and staff to all the initiatives. Staff will continue to bring forward initiatives to be discussed and approved, as required.**
- **Staff are estimating the total cost of all Capital recommendations to be \$574,209,000 and the related Operating impacts to be \$5,917,600 annually. Staff understand that the City does not have the existing financial capacity to implement all the recommendations in the PRMP. As such, once endorsed by Council, staff will begin the work of reviewing the recommendations and creating an Implementation Plan, supported by a financial plan, to recommend the priority order of implementing the recommendations.**
- **There are no immediate financial impacts as a result of this report and endorsing the updated PRMP, however projects requiring funding will be presented during the annual budget submissions for the Mayor's consideration.**

### **Background:**

The 2017 Council-endorsed Parks and Recreation Master Plan (PRMP) was created from a series of discussion papers, council workshops, public and stakeholder meetings and staff internal dialogue beginning in January 2016. A dedicated project website ([www.brampton.ca/prmp](http://www.brampton.ca/prmp)) has been in place since inception and is used to keep residents of Brampton informed on the ongoing status and progress of the plan. A



Recreation Revitalized web page ([www.brampton.ca/rec-revitalized](http://www.brampton.ca/rec-revitalized)) highlights the details of projects underway or previously completed, all of which were guided by PRMP needs assessments and recommendations.

The PRMP assess needs across the City by organizing the City into nine alphabetized Recreation Planning Areas (RPAs). Each RPA has at least one major park and/or recreation centre, have relatively similar populations projected to their respective buildouts, have comparable travel times to reach parks and rec services, respect historical neighbourhood boundaries and consider municipal operational districts that maintain infrastructure.

Since 2017, the City has made a tremendous amount of progress on the PRMP's original recommendations, including, but not limited to:

**Parkland Dedication:** The City has updated its Parkland Dedication By-law and prepared a new Brampton Park Plan Strategy (2041), to support the changing and growing need for parkland both in the Greenfields and Intensification/Growth areas.

**New Parkland:** Acquired over 100 hectares (250 acres) of recreational parkland with more lands reserved for future parks in designated greenfields, intensification/MTSA and urban growth centres.

**Enhanced Park Acquisition Policies:** Updated the Brampton Plan, adopted a park plan, and parkland acquisition strategies continue to be updated to support population growth and deliver new urban parks to intensification and urban growth areas

**New Community Centres:** Expanded Gore Meadows Community Centre & Park, acquired and renovated the Riverstone Community Centre and currently planning the Embleton Community Centre & Park.

**Save Max Sports Centre:** Converted two outdoor fields to artificial turf (one was domed) and an indoor field to a triple gym.

**Facility Revitalizations:** Renovated Paul Palleschi Recreation Centre, currently rejuvenating the Balmoral Recreation Centre and Chris Gibson Recreation Centre and are rebuilding the Victoria Park Arena and Howden Recreation Centre.

**Cricket Grounds:** Invested in new and existing grounds including dedicated and lit fields.

**Youth Hubs & Outdoor Activity Hubs:** Developed at Susan Fennell Sportsplex, Gore Meadows Community Park, Sesquicentennial Park and a new Youth Hub is planned for Century Gardens Recreation Centre.

**Winterization of Outdoor Amenities:** Implemented additional outdoor rinks and support for planned tennis and cricket domes.

To complete the 5-year review and update to the PRMP, the City engaged the consulting team of Montieth Brown Planning Consultants/Tucker- Reid and Associates through a competitive procurement process.

To support the updated PRMP, a Community Stakeholder Engagement Strategy was undertaken in two phases. Phase 1 took place between March and June of 2023, and was focused on gathering input to inform the creation of the draft PRMP, and phase 2 took place between March and April of 2024 and focused on obtaining feedback on the draft PRMP.

The engagement plan tactics were delivered as follows:

### Phase 1: Spring 2023

<b>March 2023</b>	<b>Mayor and Members of Council Interviews</b>
<b>March 2023</b>	<b>Staff Workshops</b> <i>Held with both supervisory and front-line staff</i>
<b>April – May 2023</b>	<b>Community Pop-Up Events (10)</b>  <u>Community Centres (7)</u> <ul style="list-style-type: none"> <li>• April 26, 2023: Save Max Sports Centre</li> <li>• April 26, 2023: Cassie Campbell Community Centre</li> <li>• April 29, 2023: Bob Callahan Flower City Senior's Centre</li> <li>• April 30, 2023: Chinguacousy Wellness Centre</li> <li>• May 4, 2023: Gore Meadows Community Centre</li> <li>• May 6, 2023: Century Gardens Community Centre</li> <li>• May 13, 2023: Susan Fennell Sportsplex</li> </ul> <u>Transit Terminals (2)</u> <ul style="list-style-type: none"> <li>• May 15, 2023: Gateway Terminal</li> <li>• May 17, 2023: Bramalea Terminal</li> </ul> <u>Parks (1)</u> <ul style="list-style-type: none"> <li>• May 12, 2023: Chinguacousy Park</li> </ul>
<b>April 2023</b>	<b>Stakeholder Focus Groups &amp; Questionnaire</b> An extensive list of City stakeholders across Park and Recreation were invited to participate in four focus groups representing: <ol style="list-style-type: none"> <li>1. Sports and Recreation (May 11, 2023)</li> <li>2. Parks (May 9, 2023)</li> <li>3. Community Organizations (May 11, 2023)</li> <li>4. Diversity, Equity and Inclusion Organizations (May 9, 2023)</li> </ol>

	Following the focus groups, a questionnaire was sent out to all organizations originally invited.
<b>May 29, 2023</b>	<b>Presentation at Community Sports Group Meeting</b>
<b>April – June 2023</b>	<b>Community Survey</b> ( <i>Online and Hard Copy Available</i> )
<b>June 2023</b>	<b>Community Hubs Workshop</b> In June 2023, members of City Council participated in a workshop focused on community hubs during which potential applications to the PRMP were discussed.

## Phase 2: Spring 2024

<b>March 2024</b>	<b>Mayor and Members of Council Meetings</b>
<b>April 3-17, 2024</b>	<b>Online Feedback Form</b> <i>Available at <a href="http://www.brampton.ca/prmp">www.brampton.ca/prmp</a></i>
<b>April 3-12, 2024</b>	<b>Parks &amp; Recreation Revitalized Roadshow</b> Wednesday, April 3   2 pm - 4 pm Susan Fennell Sportsplex  Friday, April 5   6 pm – 8 pm Gore Meadows Community Centre  Sunday, April 7   3 pm – 5 pm Cassie Campbell Community Centre  Tuesday, April 9   7 pm – 9 pm Riverstone Community Centre  Friday, April 12   5 pm – 7 pm Century Gardens Recreation Centre
<b>April 11, 2024</b>	<b>Community and Sport Groups Dedicated Roadshow Session</b> 7pm to 9pm Save Max Sports Centre
<b>April 25, 2024</b>	<b>Presentation at Corporate Leadership Team</b>
<b>May 8, 2024</b>	<b>Presentation to Committee of Council</b>

## Current Situation:

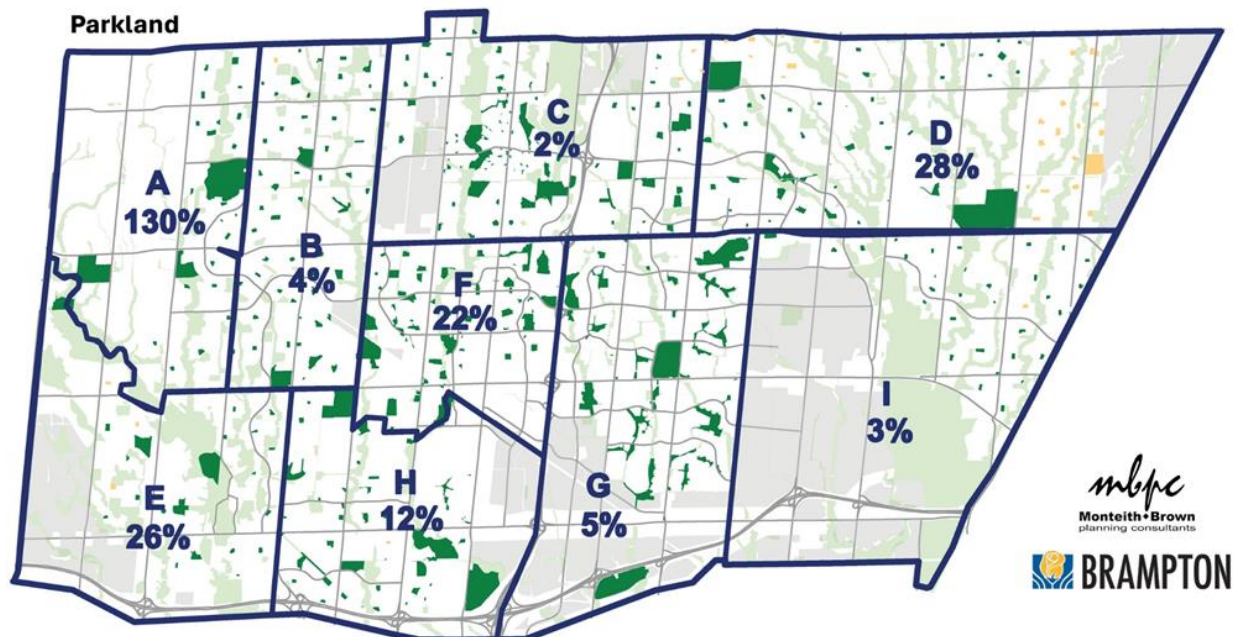
Over the past year, City staff have worked in collaboration with a consulting team lead by Monteith Brown and Associates, to prepare a 5-year review and update of the PRMP.

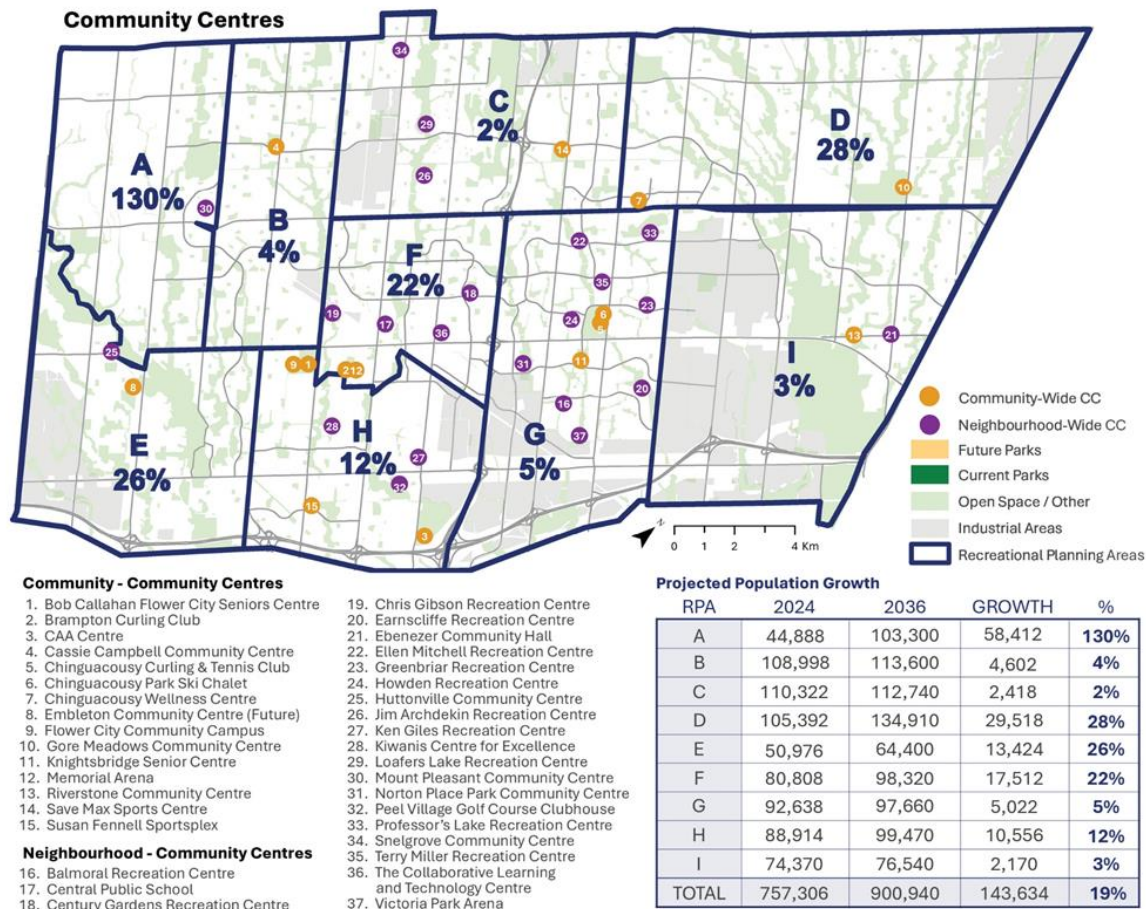
The PRMP Five-Year Review and Update organizes its recommendations into seven key themes or goals:

1. *Unite a Healthy Community Using Parks & Recreation*
2. *Support Complete Communities & Neighborhood Revitalization*
3. *Proactively Plan Greenfield Growth Areas*
4. *Connect Bramptonians to the Outdoors*
5. *Provide Pathways for Sport*
6. *Position Parks & Recreation for Success*
7. *Realize the Potential of the PRMP*

A full list of the new recommendations can be found in the Parks and Recreation Master Plan Five-year Review and Update (Appendix A).

With Brampton's population anticipated to grow to over 900,000 residents by the year 2036, the 5-Year Update to the PRMP highlights key areas of growth across the City, namely in the northwest (Heritage Heights) and northeast, as seen in the below maps.





Source: Region of Peel Staff Recommended 2051 Growth Allocation - (reflects approved Region of Peel Official Plan - February 17, 2023 Adjusted). Notes: Figures include net Census under coverage rates. As of June 2023, these forecasts continue to be updated by the Region and are therefore conservative estimates based on past information and studies.

The 5-Year Review and Update to the PRMP makes recommendations to keep up with the City's rapid pace of growth, while also responding to the emerging and changing needs of residents and user groups. The PRMP includes recommendations to be implemented over a ten-year period that are based on what the consultants' research and analysis concludes Brampton currently needs. Not all of the recommendations proposed in the PRMP will require Council-approval or additional funding, however those that do require further approvals will be brought before Council as required.

## Corporate Implications:

## Financial Implications:

The PRMP makes infrastructure and program recommendations over a ten-year period. Staff are estimating the total cost of all Capital recommendations to be \$574,209,000



and the related Operating impacts to be \$5,917,600 annually. The table below summarizes the Capital and Operating estimates, split by each PRMP goal:

PRMP Goals	Capital	Potential Funding Sources	Operating (Annual Costs)	Potential Funding Sources
1. Unite a Healthy Community through Parks & Recreation	\$ 10,000,000	Cash in Lieu of Parkland, Recreation DCs, Reserve #91 - CCBF, and Reserve #4.	\$ 590,000	Property Tax Base
2. Support Complete Communities & Neighbourhood Revitalization	\$ 123,775,000		\$ 1,180,000	
3. Proactively Plan Greenfield Areas	\$ 317,750,000		\$ 3,490,000	
4. Connect Bramptonians to the Outdoors	\$ 29,000,000		\$ 65,000	
5. Provide Pathways for Sport	\$ 86,385,000		\$ 460,000	
6. Position Parks & Recreation for Success	\$ 7,099,000		\$ 132,600	
7. Realize the Potential of the PRMP	\$ 200,000		\$ -	
<b>Total</b>	<b>\$ 574,209,000</b>		<b>\$ 5,917,600</b>	

Funding sources for Capital initiatives include a variety of Reserves including Cash in Lieu of Parkland, Recreation DCs, Reserve #91 – Canada Community Building Fund (formerly Federal Gas Tax), and Reserve #4 as the funding source is based on the specific sub-initiative within each overall PRMP Goal. Funding sources for Operating initiatives will come from the Property Tax base.

Although there will be future inflows for each Reserve as the City continues to grow, staff understand that the City does not have the existing financial capacity to implement all the recommendations in the PRMP. Staff will review the recommendations against existing planned/approved initiatives, resources, and available funding, and prepare a plan that identifies their logical and priority order for implementation.

Additionally, the 2024 Budget included approval of a 3-year capital program and funding plan, which maximized the allocation of anticipated funding availability across planned projects. The inclusion of any projects from the endorsed PRMP will require re-prioritization of capital projects forecasted to be funded against Cash in Lieu of Parkland, Recreation DCs, Reserve #91 - CCBF, and Reserve #4.

Although there are no immediate financial implications as a result of this report and endorsing the updated PRMP, projects requiring funding will be presented during the annual budget submissions for the Mayor's consideration.

#### Other Implications:

N/A

#### **Strategic Focus Area:**

The PRMP 5-Year Review and Update is aligned with and supports the following Strategic Focus Areas:

**Health & Well-being:** Focusing on citizens' belonging, health, wellness, and safety.

- Advance Recreational Spaces and Programs
- Improve Well-Being and Belonging

**Environmental Resilience & Sustainability:** Focusing on nurturing and protecting our environment for a sustainable future.

- Increase Parkland, Trees and Naturalized Areas

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

- Drive Public Engagement and Participation
- Elevate Performance and Service Standards

## Conclusion:

The Parks and Recreation Master Plan (PRMP) is the blueprint for how the City of Brampton provides parks, recreation facilities, programs, and services to the year 2036. This PRMP is the 5-year review and update of the last plan, allowing the City to build on its progress, re-engage the community, and reflect changes in Brampton. Endorsement of the PRMP 5-Year Review and Update will enable the Parks and Recreation divisions to work towards meeting current and future needs of Brampton residents. As required, staff intend to bring forward individual recommended initiatives outlined in the PRMP to Council for further approval, identifying financial resources and implementation strategies and timelines.

Authored by:

Reviewed by:

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Jessica Pirraglia  
Acting Manager, Recreation Strategic  
Community Development & Program  
Partnerships

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Anand Patel	Ed Fagan,
Director,	Director,
Recreation	Parks

Approved by:

Submitted by:

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Bill Boyes  
Commissioner  
Community Services

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Marlon Kallideen  
Chief Administrative Officer

## Attachments:

- Attachment 1 – Parks and Recreation Master Plan 5-Year Review & Update





# PARKS AND RECREATION MASTER PLAN

5-Year Review & Update

May 2024



PLAN. GROW. PLAY. **TOGETHER.**



City of Brampton

## Parks and Recreation Master Plan

*5-Year Review & Update*

May 1, 2024



Prepared by:





# ACKNOWLEDGEMENTS

## City of Brampton Council

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# A VISION FOR PARKS & RECREATION IN BRAMPTON





The Parks and Recreation Master Plan (PRMP) is the blueprint for how the City of Brampton provides parks, recreation facilities, programs, and services to the year 2036. This PRMP is the 5-year review and update of the last plan, allowing the City to build on its progress, re-engage the community, and reflect changes in Brampton. Selected recommendations contained in the original 2017 PRMP continue to be considered by the City where appropriate.

Brampton residents helped shape the PRMP and overwhelmingly told us how important parks and recreation is to them. They stated that Brampton's parks, community centres, sports fields, and other public spaces were places that brought them together with friends and family, introduced them to other people, and allowed them to be physically active. Residents value the fact that the parks and recreation system is used by people with different incomes, from diverse cultural backgrounds, persons with disabilities, and those that were new to Brampton and new to Canada.

Built with community feedback, the PRMP's Vision is for Brampton to be a place where we:

**Plan. Grow. Play. Together.**

Involving people in the planning of parks and recreation services and responding to Brampton's growing population – projected to reach over 900,000 people by 2036 – can reinforce Brampton as a great place to live while supporting the physical, emotional and social needs of our residents. The City and its community partners can grow and evolve their services so that residents have opportunities to come together through parks, recreation and sport.



## Brampton Is Investing In Quality Parks & Recreation Experiences!

Brampton has made significant progress to advance parks and recreation using the last 2017 PRMP as a guide. Notable accomplishments include:

**New Parks:** Added over 100 hectares (250 acres) of recreational parkland.

**Gore Meadows Community Centre & Park:** Built the indoor aquatics centre and outdoor Activity Hub. Three new cricket grounds, a domed tennis court complex, pickleball courts, outdoor fitness equipment and naturalization initiatives are planned.

**Future Community Centre & Park in Embleton:** Completed detailed architectural designs with construction to begin in 2024 that will result in a new aquatics centre, triple gym, fitness centre, tennis and pickleball courts, outdoor skating rink, splash pad and more.

**Save Max Sports Centre:** Converted two outdoor fields to synthetic turf, one of which was also domed, as well as converting an indoor field to a triple gym.

**Riverstone Community Centre:** Acquired and converted a former golf clubhouse to community space that has increased access to recreation services for residents living in east Brampton, including area seniors.

**Victoria Park Arena:** Construction is set to begin in 2024 to rebuild the arena with a fully accessible facility for box lacrosse, field hockey and other dry-floor sports with seating for 500 spectators as well as the Brampton Sports Hall of Fame.

**Paul Palleschi Recreation Centre (formerly Loafers Lake Recreation Centre):** Renovated the indoor aquatics centre, program rooms, squash courts and lobby.

**Howden Recreation Centre:** Plans are in place to reconstruct the facility with gymnasiums, multi-purpose rooms, space for partners, and outdoor play areas.

**Balmoral Recreation Centre:** An expansion is underway to add a gym, program rooms and a splash pad. The boxing club has been relocated to Terry Miller Recreation Centre.

**Winterization of Outdoor Amenities:** Investment in additional outdoor rinks and planned cricket dome to support increased recreation opportunities during the winter.



Tree Planting Event in Brampton



Memorial Arena

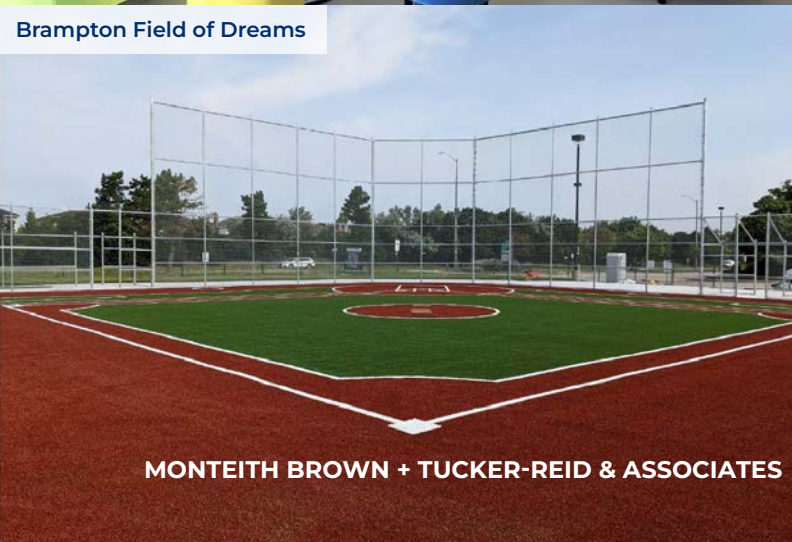




Chinguacousy Park



Susan Fennell Youth Hub



Brampton Field of Dreams

**Chris Gibson Recreation Centre:** Construction is underway to add a second ice pad and gymnasium which will improve operating efficiencies, increase program capacity, and offer greater convenience to residents and user groups.

**Youth Hubs & Activity Hubs:** Opened at Susan Fennell Sportsplex and another planned to open at Century Gardens Recreation Centre in the short term. Outdoor Activity Hubs have been built at Gore Meadows Community Park, Creditview Sandalwood Park and Sesquicentennial Park.

**Inclusion in Sport and Recreation:** Built a barrier-free 'Challenger' ball diamond with synthetic turf at Terry Miller Recreation Centre, implemented a multi-sensory room at Paul Palleschi Recreation Centre, added "Try-It" programs, and expansion of the ActiveAssist program.

**Park Redevelopment Projects:** Multiple renewals ranging from complete reconstruction to focused amenity improvements such as adding shade shelters, upgrading park furniture and site furnishings, pathway surfacing, and enhanced urban design features such as entryways.

**Investments in Cricket:** Constructed multiple dedicated cricket grounds that support different forms of the sport along with investing in turf, lighting and other amenities at existing grounds. The City is one of the first in Canada to develop its own indoor and outdoor cricket programs in partnership with local cricket associations, and the first to provide lit cricket grounds.

**Playground Replacements:** Replaced and modernized dozens of playgrounds with new features, surfacing and barrier-free components. A new 'adventure playground' is currently being built at the Sandalwood Heights Adventure Park.

**School Partnerships:** Developed many joint-use facilities including the Central Peel Secondary School artificial turf field and basketball courts, Turner Fenton Secondary School cricket grounds, Sandalwood Heights Secondary School running track and Collaborative Learning and Technology Centre.

**Naturalization Efforts:** Focus on tree planting, 'no mow' zones, low impact developments (LIDs), stream channel enhancements in parks and along trails, and other climate change resiliency measures within parks and trailways.

**High Five Accreditation:** The City has invested in program quality assurance and is on track to receive accreditation in 2024.

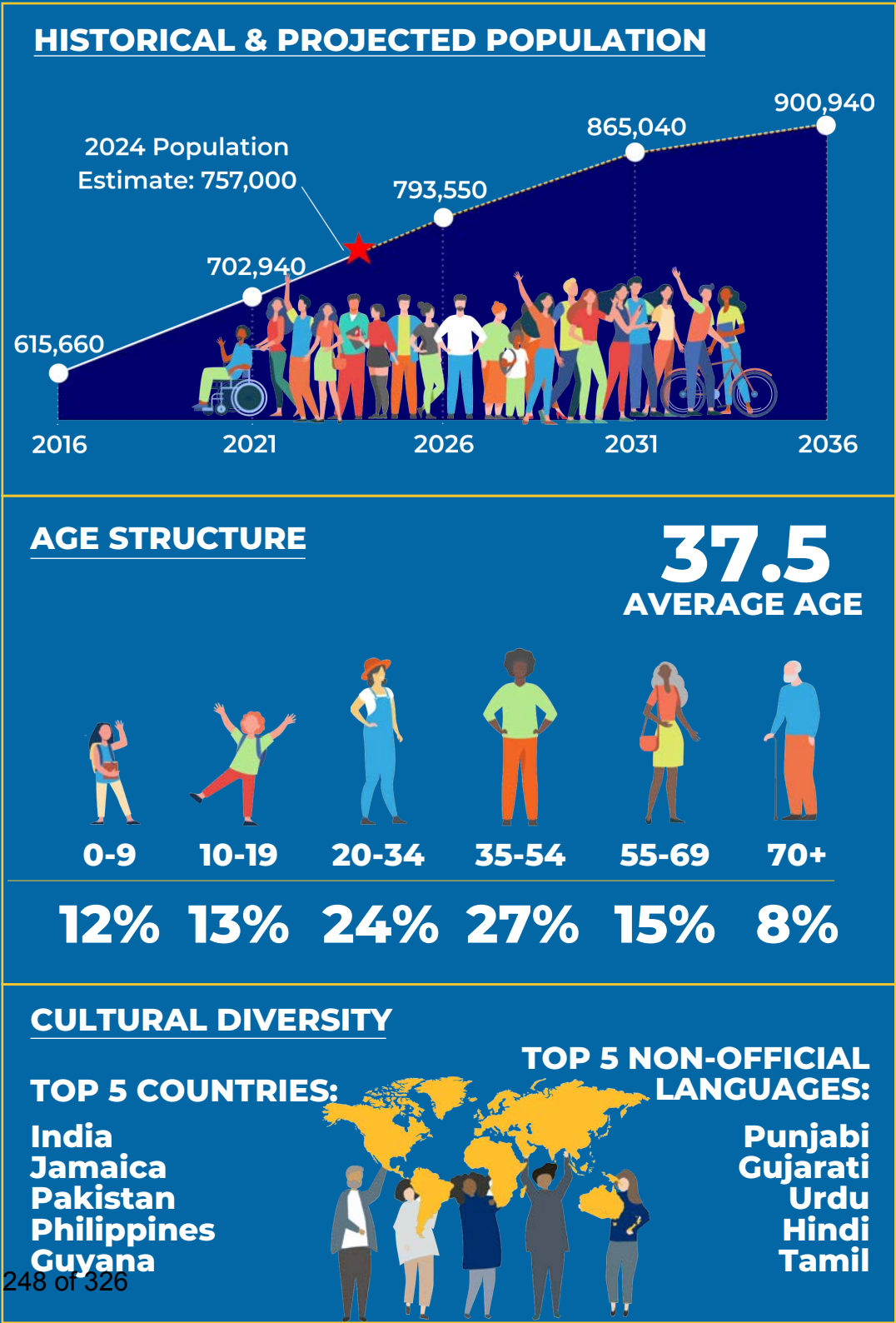
## REFLECTING BRAMPTON'S POPULATION IN PARKS AND RECREATION SERVICES

Designing and programming parks and recreation spaces for Brampton's diverse and growing population requires multiple factors to be considered so that as many people as possible can be engaged. The built structure of the City is evolving with the Brampton 2040 Vision and a new Official Plan (the Brampton Plan) setting the stage for land developments in Urban Centres and Intensification/Strategic Growth Areas where more people will rely on public space for daily use and enjoyment. This will require a different approach to finding land and developing parks and recreation spaces compared to the traditional suburban developments of the past.

Parks and recreation services are influenced by the people who live in Brampton. Brampton is one of the largest and most diverse cities in Canada so its parks and recreation system needs to keep pace.

Parks and recreation benefit mental and physical wellbeing, enhance social connections and inclusion, help build strong families and communities, connect people with nature, assist people to develop critical and creative thinking skills, and encourages economic spending and tourism. The City recognizes and advances these benefits by investing in the PRMP and its implementation.

The PRMP – and the parks and recreation system as a whole – is aligned to the greatest degree possible with other City services such as arts and culture, libraries, land use planning, economic development, and more.





## PARKS & RECREATION FACILITIES IN BRAMPTON

As of March 2024, Brampton's parks and recreation system consists of:

- **1,200** hectares that are distributed across 425 parks.
- **37** community centres, recreation centres, seniors centres, arenas, halls and other buildings.
- **13** indoor aquatic centres with another approved, along with 19 splash pads and 2 outdoor pools.
- **20** gymnasiums with plans approved to add another 7 gyms, along with 41 outdoor basketball/multi-sport courts.
- **20** ice pads, 10 outdoor rinks with another approved, along with 12 curling sheets.
- **8** fitness centres with another approved, plus 12 parks that contain fitness equipment.
- **136** outdoor rectangular sports fields, including 9 fields with artificial turf, along with 3 indoor turf fields.
- **90** ball diamonds, 19 cricket grounds and 1 kabaddi field.
- **62** tennis courts - including 6 indoor courts plus plans to add 9 more - along with 16 outdoor pickleball courts.
- **346** playgrounds, 1 Youth Hub with another approved, and 9 skateboard parks.
- **Hundreds** of recreation, leisure and sport programs offered at community centres and parks oriented to many ages and abilities.

The PRMP assesses needs across Brampton by organizing the City into nine alphabetized Recreational Planning Areas (RPAs) as shown on the page that follows. RPAs have at least one major park and/or recreation centre, have relatively similar populations projected to their respective build-outs (with the exception of RPA I due to land constraints), have comparable travel times to reach parks and recreation services, respect historical neighbourhood boundaries, and consider municipal operational districts that maintain parks and recreation infrastructure.



Chinguacousy Park Ski Chalet



Professors Lake



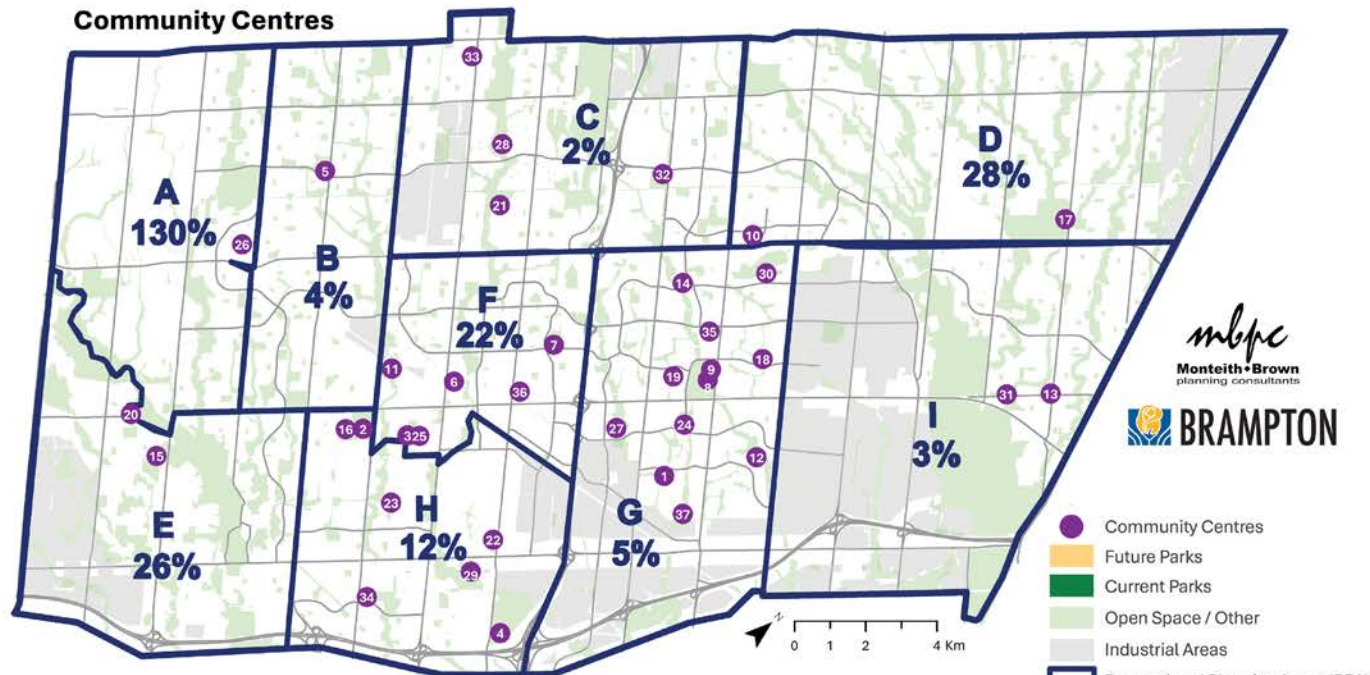
Gore Meadows Community Centre



Bramalea Community Park

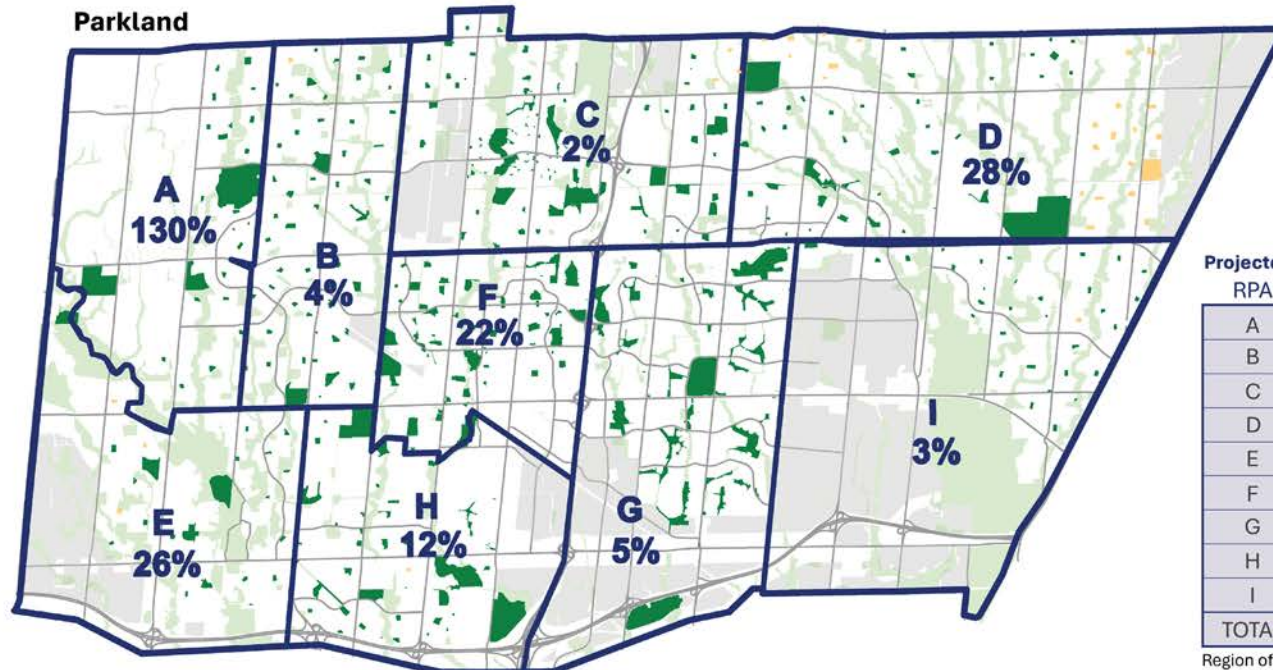


## Community Centres



1. Balmoral Recreation Centre
2. Bob Callahan Flower City Seniors Centre
3. Brampton Curling Club
4. CAA Centre
5. Cassie Campbell Community Centre
6. Central Public School
7. Century Gardens Recreation Centre
8. Chinguacousy Curling & Tennis Club
9. Chinguacousy Park Ski Chalet
10. Chinguacousy Wellness Centre
11. Chris Gibson Recreation Centre
12. Earncliffe Recreation Centre
13. Ebenezer Community Hall
14. Ellen Mitchell Recreation Centre
15. Embleton Community Centre (Future)
16. Flower City Community Campus
17. Gore Meadows Community Centre
18. Greenbriar Recreation Centre
19. Howden Recreation Centre
20. Huttonville Community Centre
21. Jim Archdekin Recreation Centre
22. Ken Giles Recreation Centre
23. Kiwanis Centre for Excellence
24. Knightsbridge Senior Centre
25. Memorial Arena
26. Mount Pleasant Community Centre
27. Norton Place Park Community Centre
28. Paul Palleschi Recreation Centre
29. Peel Village Golf Course Clubhouse
30. Professor's Lake Recreation Centre
31. Riverstone Community Centre
32. Save Max Sports Centre
33. Snelgrove Community Centre
34. Susan Fennell Sportsplex
35. Terry Miller Recreation Centre
36. The Collaborative Learning and Technology Centre
37. Victoria Park Arena

## Parkland



### Projected Population Growth

RPA	2024	2036	GROWTH	%
A	44,888	103,300	58,412	130%
B	108,998	113,600	4,602	4%
C	110,322	112,740	2,418	2%
D	105,392	134,910	29,518	28%
E	50,976	64,400	13,424	26%
F	80,808	98,320	17,512	22%
G	92,638	97,660	5,022	5%
H	88,914	99,470	10,556	12%
I	74,370	76,540	2,170	3%
TOTAL	757,306	900,940	143,634	19%

Region of Peel Staff Recommended 2051 Growth Allocation, February 2023

# TRENDS INFLUENCING PARKS AND RECREATION IN BRAMPTON

**New forms of parks and recreation in areas of intensification**



**Land availability and affordability**



**Partnerships between municipalities & community organizations**



**Refocusing on and revitalizing neighbourhoods**



**Contributions to local tourism & economic development**



**Sport for Life**  
“Everyone has the opportunity to participate in quality sport and physical literacy experiences.”



**Aging infrastructure requires reinvestment**



**COVID-19 Pandemic**

**People reconnected with the outdoors and indoor participation rates are beginning to recover**

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**Requests for multi-use parks and facilities**



**Advancing inclusion, social justice, & equity through recreation and parks**



**1 in 5 Canadians over 15 years have one or more disabilities relating to physical, sensory, cognitive, or mental health**



**Exploring the CREATION of community hubs**







## COMMUNITY LAUNCH EVENTS & POP-UPS (9)



## PUBLIC INFORMATION SESSIONS (5)



## USER GROUP & VOLUNTEER WORKSHOPS



## COMMUNITY SURVEY



## RECREATION & SPORT GROUPS PRESENTATION



## STAFF WORKSHOPS



## COUNCIL INTERVIEWS

## HOW WE ENGAGED THE COMMUNITY

The PRMP asked for input from Brampton residents, parks and recreation facility user groups, volunteer organizations, agency partners, newcomer representatives, and many others. City of Brampton Council and dozens of City Staff from different Departments also offered feedback recognizing the inter-related nature of parks and recreation services.

Standing out as common themes from the thoughts, ideas and opinions shared through the PRMP engagement process were the following:

**High Importance:** Residents strongly value having parks and recreation services available to them.

**Volunteers:** User groups are proud of their contributions to parks, recreation and sport in Brampton. They recognize that access to facilities have helped to develop local leaders, athletes, and improved the quality of life for residents.

**Keeping Pace:** Population growth is placing pressures on existing parks and recreation facilities and programs, creating a need for new services so that people can continue to access parks, recreation and sport.

**Something for Everyone:** Brampton's diverse community creates needs for programs and spaces that are inclusive, affordable, and accessible which requires non-traditional approaches to complement historically available services.

**Quality & Convenience:** Residents and user groups are looking for quality and convenient programs and facilities. Multi-use facilities and parks can create destinations but residents also continue to look for services close to home.

The PRMP is organized into 7 Goals that support the Vision to “Plan. Grow. Play. Together.” The Goals contain Initiatives intended to move the City of Brampton toward the Vision while responding to the needs of the community and user groups as determined from consultations, analysis of local demographics, and trends and best practices.

The PRMP Goals are listed below and presented in the pages that follow, articulating the directions for the parks and recreation system along with the Initiatives that serve as actions for the City to consider.

**Goal 1: Unite the Community Through Parks & Recreation**

**Goal 2: Support Complete Communities & Neighbourhood Revitalization**

**Goal 3: Proactively Plan Greenfield Areas**

**Goal 4: Connect Bramptonians to the Outdoors**

**Goal 5: Provide Pathways for Sport**

**Goal 6: Position Parks & Recreation for Success**

**Goal 7: Realize the Potential of the PRMP**



Bob Callahan Flower City Seniors Centre



Komagata Maru Park



Chinguacousy Park





## **GOAL #1: UNITE A HEALTHY COMMUNITY THROUGH PARKS & RECREATION**





## UNITING BRAMPTON THROUGH PARKS & RECREATION

Brampton's parks and recreation system is a mosaic of facilities, programs and services that reflects the fact that we are one of Canada's most diverse cities. Brampton designs its parks and recreation offerings to provide services to people of all ages and levels of income, persons with disabilities, as well as residents that speak different languages and represent Indigenous, ethno-cultural, 2SLGBTQIA+ and other communities. Brampton celebrates its diversity and strives to provide something for everyone.

Parks and recreation have the potential to positively impact every Brampton resident, as well as visitors. The City aims to provide people with opportunities to benefit from parks, recreation and sport whether they are looking to be healthier or more physically active, seeking relaxation and comfort in public spaces, or finding a greater connection to their communities.

The PRMP is centred around a principle that everyone is welcome to share ideas about parks and recreation services while feeling safe and comfortable to participate together in parks and recreation activities. The City of Brampton's parks, recreation and sport facilities and programs provide the first step in a pathway that allows any resident to envision a future where they can aspire to reach their potential.

## INDIGENOUS PEOPLES IN PARKS & RECREATION

Indigenous communities are represented by 3,300 Brampton residents recorded in the 2021 Census along with Indigenous Peoples that live outside of the City or on Indigenous territories who use parks and recreation services. As learning and gathering places, settler community centres, parks and other recreational spaces can foster exploration of Canada's pre-colonial past and enrich our outlook with a deep knowledge that comes from seeking a wide representation of views and alternative understandings.

Progressive municipalities are beginning to emphasize the history and contributions of Indigenous Peoples through sport, park amenities, arts, education, and interpretation. Meaningful supports can only be determined through open discussions with local Indigenous Peoples and organizations, consistent with recommendations of Brampton's Culture Master Plan to strengthen the City's relationship with Indigenous Peoples and working together to enhance inclusion and access to cultural activities and services. Guidance for the delivery of municipal parks, recreation and sport can be referenced through the following Calls to Action of the Truth and Reconciliation Commission of Canada:

**Call to Action #57** We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.

**Call to Action #87** We call upon all levels of government, in collaboration with Aboriginal peoples, sports halls of fame, and other relevant organizations, to provide public education that tells the national story of Aboriginal athletes in history.

**Call to Action #88** We call upon all levels of government to take action to ensure long-term Aboriginal athlete development and growth, and continued support for the North American Indigenous Games, including funding to host the games and for provincial and territorial team preparation and travel.







## AFFORDABLE & INCLUSIVE SERVICES

The City welcomes persons experiencing low income to participate in recreation programming through its ActiveAssist Program and is continually working to remove barriers to persons with disabilities through modifications to community centres along with supportive programs and services to differently-abled people. The City's prevailing philosophy in engaging all residents has been to ensure that residents have a choice. Community groups also recognize the role they play in helping to shape active lifestyles in the community and are striving to be inclusive of all residents by promoting the use of subsidy programs and other initiatives to minimize barriers.

There were nearly 42,000 residents of Brampton experiencing low income in 2021 defined by Statistics Canada's Low Income Measure, After-Tax including 12,000 children under the age of 18. The City's ActiveAssist subsidy reached 5,500 clients in 2023 which is an increase of over 20% from the year before. Given the current economic climate, this level of subsidization could increase particularly once full participation levels are achieved following COVID-19.

The City has supports in place so that residents with disabilities can enjoy participating in programs and services. City staff have developed programs that are specifically designed for residents with disabilities and offer lower ratios of participants to instructor, as well as having the choice to integrate into existing programs and services with supports provided as needed. A multi-sensory room was created at Paul Palleschi Recreation Centre while an ice pad at Susan Fenell Sportsplex was retrofitted to be fully accessible for sledge hockey (and is also being done at the new Chris Gibson Recreation Centre ice pad). The Field of Dreams is another excellent endeavour completed in partnership with Peel District School Board, the Jays Cares Foundation, and Brampton Minor Baseball.

The Positive Spaces Initiative denotes public spaces that are safe for and welcoming to the LGBTQ2SIA+ community. Brampton has made progress in developing safe spaces and continued commitment to doing so can encourage more participation.

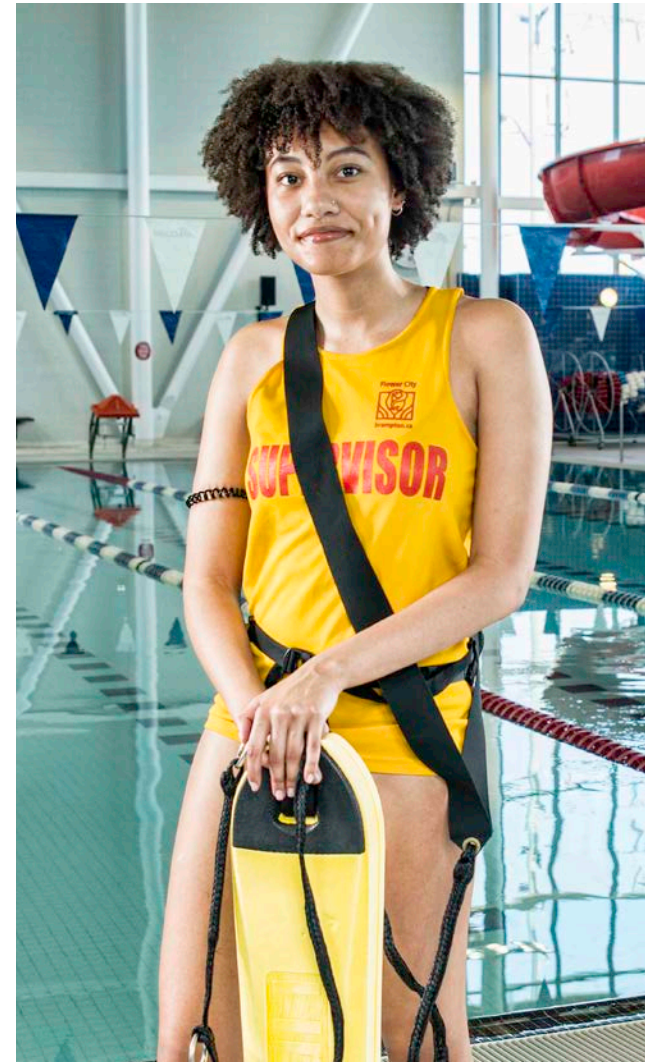


## AGE-FRIENDLY & YOUTH-FRIENDLY COMMUNITIES

One out of every four Brampton residents (25%) is 55 years of age and above while the older adult and seniors population grew by 55,000 people over the past decade. There is a clear relationship between the physical/social activity levels of older adults and their rate of biological aging. The Bob Callahan Flower City Seniors Centre (BCFCSC) and Knightsbridge Seniors Centre deliver traditional programs such as arts and crafts, cards, dance, music, education, culture, fitness, special events and more. Brampton's multi-use community centres are also important destinations for older adults who use them for a broad range of programs but also rely on lobbies, meeting rooms and other areas for casual conversation and connection.

Brampton's 2019 Age-Friendly Strategy and Action Plan directs investments to age-friendly structures and programs. The Age-Friendly Strategy and Action Plan supports community hubs, provision of free or affordable activities and events, and enhance seniors programming at community centres. Access to seating is a point of emphasis in the Strategy and Action Plan's objectives relating to public buildings and outdoor spaces, as is the availability of washrooms. The BCFCSC, Knightsbridge Seniors Centre and the Recreation Division's programming combined with the Parks Planning Division's considerations of multi-generational park designs help attain these objectives. The City is already increasing access and promoting health for seniors through approved and in-progress actions including plans to implement free recreation for residents ages 70+ in 2024 and 65+ in 2025.

An Age-Friendly city is inherently a youth-friendly city as well. With more than 85,000 people (or 13% of residents) between 10 and 19 years of age recorded in Brampton in 2021, a need exists for youth and teens to have meaningful recreation and sport opportunities available particularly with increasing reports of anxiety, depression, and self-harm.<sup>1</sup> The City was awarded a Platinum 'Youth-Friendly Community' designation in 2020, demonstrating it is providing services and making efforts to engage youth. Brampton continues to provide positive spaces and services including through the new Gore Meadows Activity Hub and developments of innovative Youth Hubs that offer safe spaces for people between the ages of 14 and 29 support their physical, mental and emotional wellbeing. The City also has many partnerships with schools to provide greater access to their facilities.



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<sup>1</sup> Centre for Addiction and Mental Health. 2023. Ontario Student Drug Use and Health Survey.



## INITIATIVES & ACTIONS – UNITE A HEALTHY COMMUNITY THROUGH PARKS & RECREATION

- 1-1.** Ensure that City staff are familiar with the Truth and Reconciliation Commission Calls to Action and the United Nations Declaration on the rights of Indigenous Peoples, and apply these recommendations to parks and recreation planning and programming. In addition, staff and volunteers should be provided with Indigenous Cultural Competency Training and work with Indigenous communities to strengthen service delivery practices.
- 1-2.** Work in partnership with the Aboriginal Sport Council to determine ways of meeting the Truth and Reconciliation goals in Brampton.
- 1-3.** Engage Indigenous communities and Indigenous designers/consultants in the design of new and significantly renovated parks and recreation projects to inform the types of spaces, amenities and design considerations that reflect Indigenous cultures and knowledge. Consult with Indigenous Peoples and ensure that new and existing parks and recreation facilities are respectful of Indigenous rights and Indigenous culture, with a view to “Indigenize” and “Decolonize” public policies and spaces.
- 1-4.** Expand the Save Max Sports Centre to provide new multi-purpose program and meeting rooms.  
  
Additional multi-purpose rooms should be considered as part of future community centres, community hubs in Major Transit Station Areas (MTSAs), and future Recreation Revitalized projects. Rooms should be designed to accommodate a range of uses for community programs and rentals, and consider supporting amenities such as, but not be limited to, storage areas, counter space and sinks, kitchen or kitchenette, audio and visual equipment, and comfortable seating.
- 1-5.** Reflect Age-Friendly design principles and amenities through the construction, redevelopment and major renovation of recreation facilities and parks.
- 1-6.** Develop an Older Adult Strategy focused on delivering continued parks and recreation services to the 55+ population and augment Brampton's Age-Friendly Strategy and Action Plan.





- 1-7.** Develop a Youth Engagement Strategy specific to parks and recreation that is aligned with the Corporate Youth Engagement Strategy.
- 1-8.** Using an Equity Lens and working in conjunction with the Region of Peel and other service providers, identify and prioritize parkland acquisition and renewal projects in neighbourhoods that experience greater levels of marginalization or material deprivation. All municipal parks should be examined for ways to reduce, and where possible, remove barriers to use by equity-deserving populations.
- 1-9.** Advance participation in recreation and sport by equity-deserving groups through the following actions at a minimum:
  - Identify the equity-deserving populations in Brampton who are not participating in recreation at a rate similar to the general population;
  - Summarize what is being done currently to include equity-deserving groups;
  - Meet with early adopters and leaders within diverse and equity-deserving groups to form a representative Reference Group;
  - Create greater awareness about recreation and sport opportunities and seek to understand current barriers to participation;
  - Work as a collective to increase participation by determining and eliminating barriers; and
  - Measure the effectiveness of the work through increased participation of equity-deserving residents.
- 1-10.** Continue to train staff and volunteers in the Positive Spaces Initiative developed by the Ontario Council of Agencies Serving Immigrants.
- 1-11.** Investigate an expansion of the Active Assist Program, including potentially adjusting the LICO threshold, to continue to increase access to recreation programs and services for residents.





## **GOAL #2: SUPPORT COMPLETE COMMUNITIES & NEIGHBOURHOOD REVITALIZATION**



## THE BRAMPTON PLAN & 2040 VISION

The City of Brampton's new Official Plan (2023), known as the "Brampton Plan", establishes policies that direct how the City develops and grows. A separate and aspirational document referred to as the "Brampton 2040 Vision" defines a new city structure centred around principles such as environmental sustainability, transportation mobility, residential and employment opportunities, and complete neighbourhoods.

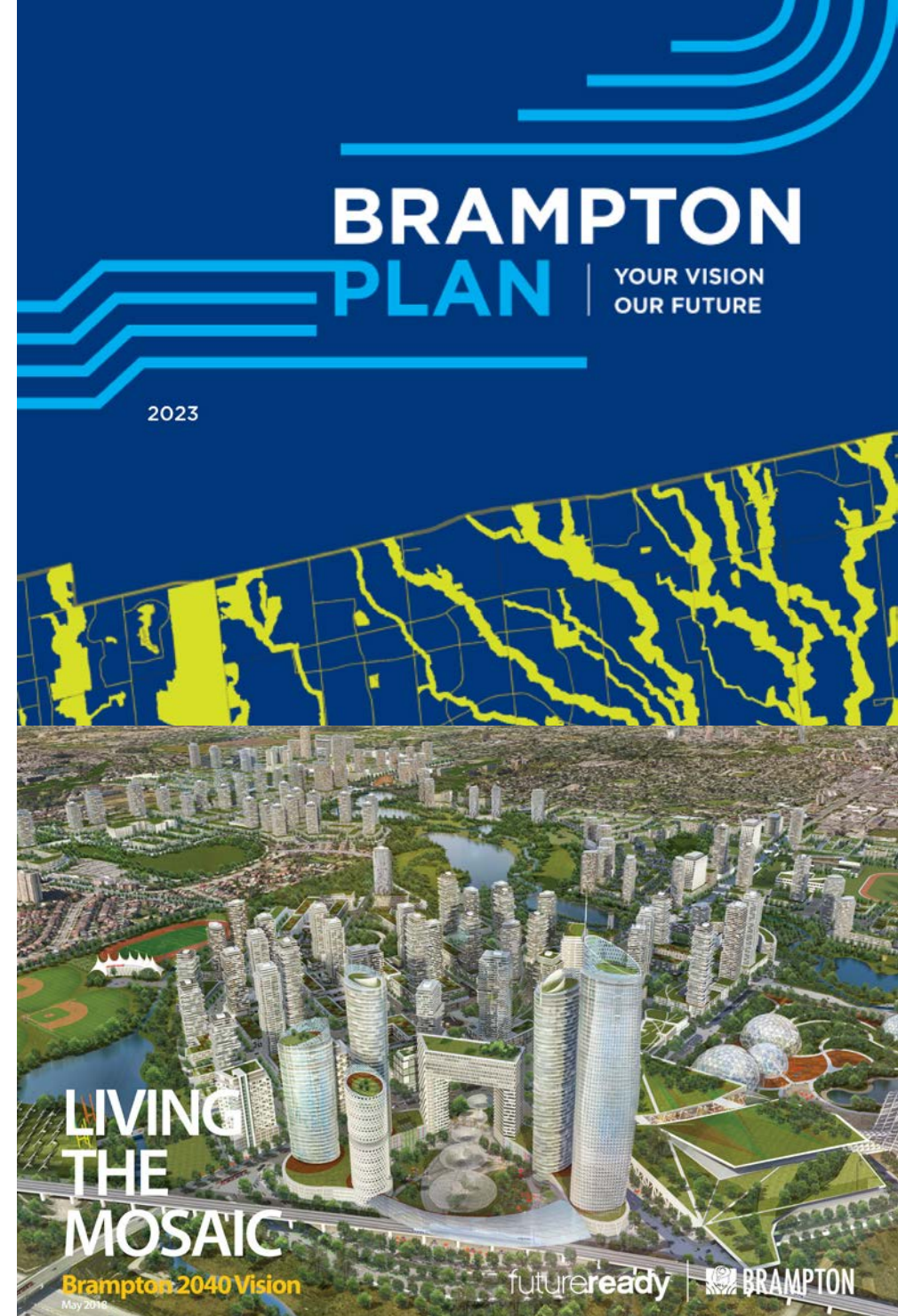
The Brampton Plan and 2040 Vision recognize the transformation of the City's Downtown, Uptown and neighbourhoods. Infill and intensification of residential and employment areas – which means redeveloping of already built-up lands with new and sometimes higher density developments – is taking place across the city. The Brampton Plan directs 60% of all new residential development to the Built-Up Area, primarily through intensification. This is creating needs for new and rejuvenated parks and recreational spaces that will increase community vibrancy while providing places for people to live, work and play.

The Brampton Plan designates 'Urban Centres' and 'Major Transit Station Areas (MTSAs)' which, along with the Downtown, are areas where major intensification and mixed-use development activities will be directed. Urban Centres *"are vibrant, urban areas that provide people with opportunity to live, work, shop, access services, recreate and socialize"* while MTSAs are *"planned to transition over time into vibrant high density walkable places that include open spaces, services and amenities, employment uses, an attractive public realm, and are located within walking distance or easy access to transit facilities. These areas will become home to new residents and jobs that will be able to enjoy the features of a 15-minute neighbourhood."*<sup>2</sup>

With each new Term of Council, corporate priorities are reviewed and the PRMP Initiatives should also be reviewed and adjusted as defined by Council.

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<sup>2</sup> Brampton Official Plan, 2023. pp.2-6, 2-13. Adopted by Brampton City Council on November 1, 2023.



## PARKS & RECREATION IN BUILT-UP AREAS

The PRMP supports the objectives of the Brampton Plan and 2040 Vision, and recognizes that the City's parks and recreation services need to evolve with the changing city structure. Residents living in medium and higher-density areas do not always have the same amount of public space compared to homes built in the past, which increases their reliance on parks and community centres for enjoyment and respite. Parks and recreation projects in built-up areas can also stimulate economic development and urban regeneration in addition to providing spaces for leisure activities and social gatherings.

The Brampton Plan and 2040 Vision support complete communities with multi-faceted community hubs that contain a mix of land uses and can concentrate multiple services to enable opportunities for residents to “live, work and play.” Complete communities and community hubs often require creative approaches to make efficient use of land for parks and recreation services, often in partnership with others such as libraries and school boards.

There are recent examples of partnerships between cities, libraries, schools and sometimes private land developers to build mixed-use projects. Parks and recreation spaces are integrated directly within residential buildings, providing public services on the ground floors. Parks can be provided at ground-level, on terraced levels, atop parking structures and in other areas. Using Privately Owned Public Spaces (POPS) and strata agreements, parks and recreation spaces within private lands require careful coordination during the planning, design and construction stages while having well thought-out agreements that define responsibilities for ongoing repairs and maintenance. Such approaches should be considered as part of major land developments, particularly in Brampton's designated Urban Centres and MTSAs.

### Complete Communities

“The creation of complete communities is the primary objective of Brampton Plan, creating places where people of all ages, stages and incomes can live, work and play. Healthy, walkable, 15-minute neighbourhoods are compact, well-built, and well-connected places with a clustering of a diverse mix of land uses. This includes a range of housing options...as well as shops, services, access to food, schools and local childcare, employment, greenspaces, parks, and pathways.”

### Community Hubs

“Community Hubs are versatile, future-proof public centres that embody a “walk-to-one-stop-shop” policy that bring together health, social, cultural, recreational, and other resources in one location to meet the diverse needs of the community...Each community hub will be defined by local needs, services, and resources.”

### Urban Parks

“Specialized parks that are located within Brampton's Centres, Boulevards, and Corridors...Urban Parks are pedestrian-friendly spaces that accommodate socializing in dense urban areas. They are an important element of our urban fabric as significant population growth occurs through intensification of the built-up area, supplementing the recreation needs of our high-density neighbourhoods. Urban Parks include both hard and soft landscape elements and are equipped with ample amenities that respond to the needs of the adjacent mixed-use community.”

### Privately Owned Publicly Accessible Spaces

“POPS will be considered as an important form of Urban Park that will be provided by development partners as part of site design. POPS are spaces that contribute to the public realm but remain privately owned and maintained. POPS do not replace the need for new public parks and open spaces.”

### Strata Parks

“A public park developed above private infrastructure...The park space is deeded to the municipality by the property developer, and is thus publicly owned...whereas the underlying infrastructure is maintained within private ownership. Strata parcels of land are created through the same Planning Act mechanisms that implement any other subdivision of land, usually with the assistance of a strata reference plan.”

- Brampton Plan, Section 3.1.2 and Section 3.5.1
- Brampton Parks Plan 2041, Section 6.3



## Community Hubs

Brampton creates parks and recreation hubs by designing these spaces to allow for multiple activities that serve many age groups and interests during the entire year. The City works with Brampton Library, School Boards and others to make efficient use of land and share operating responsibilities.

The Brampton Plan identifies four 'Potential Community Hubs' locations – all co-located with proposed park blocks – within the Queen-Rutherford, Bramalea Terminal, Gateway Terminal and Steeles-Mississauga MTSA. Recreation facilities and parks (including the new Urban Park typology) will establish MTSA as readily accessible destinations that can enhance public space and offer relevant programming. Brampton Library identifies the Queen-Rutherford MTSA for a potential future library branch and should be engaged, along with any other prospective partners, to discuss a community hub development there.

## Urban Parks, POPS & Strata Parks

As established neighbourhoods transition to higher-density areas, parks will be subject to greater levels of use from having more people moving into the areas that surround them. It can be difficult or cost-prohibitive to find sufficiently sized lands for parks in built-up areas which in turn can impact the ability of the City's parks system to keep pace with growth or maintain appropriate amounts of green space for respite and ecological functions in intensifying neighbourhoods.

A multi-faceted strategy for providing parks is needed due to land scarcity, property costs, and the current legislative environment. The Brampton Plan introduces a specialized form of 'Urban Parks' to serve built-up areas while also establishing policies supportive of Privately-Owned Publicly Accessible Spaces (POPS) that enables public access to open spaces using legal agreements with property owners. The City of Brampton Parkland Dedication By-law 242-2022 permits POPS within intensification and growth areas, and gives the City discretion to accept the types being proposed. Strata (or stratified) parkland is also permitted in these areas, which are public parks developed above private infrastructure.

## Urban Parks & Recreation Design Considerations

Parks and recreation facilities in Urban Centres / MTSA require a unique design and programming approach recognizing their intensity of use, sometimes smaller sizing, and expected contributions to urban design, transit-oriented development and placemaking. The Brampton Parks Plan 2041 provides guidance on designing Urban Parks with flexible and intentional outcomes, and provides a basis for the City to review its design standards for park-based facilities and amenities (including park furniture and waste receptacles).

Due to the unique nature of Community Hubs and Urban Parks, and their ability to complement site-specific objectives, there is no singular template to define what they may include. Parks and building designs need to consider principles of urban design, access, climate change resilience. Considerations may include use of hardscaped elements such as paver or interlocking stones on walkways, providing synthetic surfaces around play structures, shade shelters and seating areas, strategic plantings to 'green' the urban environment, and explore permeable surface materials to minimize stormwater run-off.

New types of facilities should also be explored as the City has recently done with its entry into 'boxed soccer' which is a smaller design template that could potentially be integrated into Urban Parks. Fountains that are aesthetically pleasing but also able to be used for waterplay – and potentially skating during the winter – are another opportunity as are skateboard parks that can be designed to replicate urban environments using stairs, rails, curbs, planter boxes and other features. Pop-up or micro parks are also an emerging concept that could be led by the City's Planning team and explored in City-owned lands on a temporary basis to revitalize and activate the downtown or urban centres.



## PARKS & RECREATION REVITALIZED

Revitalized parks and community centres are a source of pride to people living nearby, may entice new residents to move into the area and in turn may encourage other property owners to reinvest in their residential and commercial properties. Over the past 5 years, the City of Brampton has made significant commitments to revitalizing existing community centres through its 'Recreation Revitalized' initiative. These investments have modernized facilities, added capacity to serve more Brampton residents, increased operational efficiencies, and in some instances re-oriented facilities in order to serve a wider range of interests. Revitalization has made recreation centres more welcoming and inclusive by incorporating universal and accessible design principles to welcome residents of all genders, cultures, ages and abilities.

Continued implementation of Recreation Revitalized projects should consider how to enhance community hub potential. Some older facilities that have not yet been renewed include the Jim Archdekin, Greenbriar, Terry Miller, and Ellen Mitchell Recreation Centres and should be explored as future Recreation Revitalized projects. Some of these facilities have partner tenants which provides a strong basis for in support of a community hub model while Brampton Library is another potential partner to engage through Recreation Revitalized projects.

The City is reinvesting in parks often based on the age and condition of park components. There is an opportunity to brand park reinvestments similar to what has been done for recreation facilities through a coordinated awareness effort akin to a 'Parks Revitalized' effort. In addition to asset age and condition factors, triggers for park renewal should consider:

- changing socio-demographic characteristics of surrounding populations;
- introducing the Urban Park classification into areas of intensification;
- reflecting history and contributions of Indigenous Peoples and other diverse population groups;
- growth-related needs for programmed and non-programmed open spaces;
- reorienting underused spaces in parks to serve a wider range of interests, potentially by informed strategically observing park usage;
- improving safety, signage and wayfinding; and
- resident input to inform park renewal and re-visioning processes.



Century Gardens Recreation Centre



Balmoral Recreation Centre



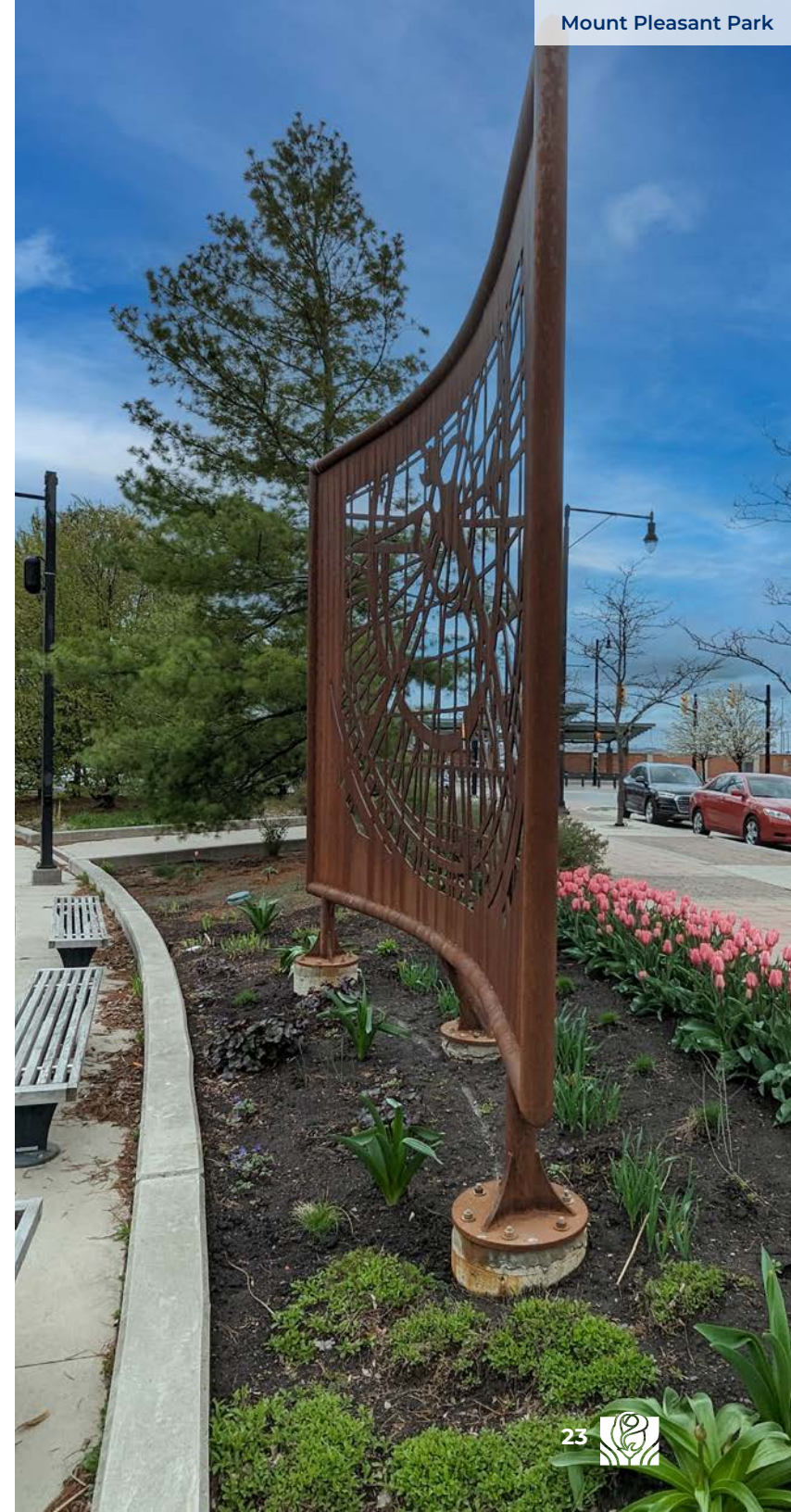
## ALIGNMENT WITH ARTS & CULTURE OBJECTIVES

Brampton is home to a thriving arts and cultural community of creative individuals, organizations and businesses. The City's arts and culture services complement those offered by the community as well as the City's own parks and recreation offerings. Parks and recreation together with arts and culture collectively make the City a complete and vibrant place to live and work. The PRMP applauds the strong efforts of Brampton's arts and culture community, and supports continued planning, design and coordination with the City to integrate arts and culture into parks and recreation facilities and programming.

Brampton's 2018 Culture Master Plan was shaped with the arts and culture community, and identified a need for spaces to create, exhibit, collaborate, innovate and participate in creative activities. Brampton's Public Art Strategy (anticipated in 2024) will guide the City's approach to its public art collection and future initiatives. Multiple Departments and Divisions in the City already collaborate with the Culture Division through public art, program delivery and more.

The PRMP encourages this practice to continue and does not duplicate or replace cultural documents and practices; instead, it supports them by through parks and recreation spaces and programs which can:

- support, integrate and maintain public art in line with the City's revised Public Art Strategy, while reflecting Brampton's heritage where possible through parks and recreation spaces;
- provide meeting/program rooms and other community spaces for use by arts and cultural organizations;
- continue to include arts and cultural programs for all age groups as part of the City's offerings at community centres and parks, recognizing that arts and cultural activities can be considered 'recreational' in nature; and
- explore ways to co-locate shared and dedicated arts and cultural spaces – such as studio, performance and exhibition space – as part of new and redeveloped community centres, hubs and even certain parks.





## INITIATIVES – SUPPORT COMPLETE COMMUNITIES & NEIGHBOURHOOD REVITALIZATION

- 2-1.** Continually explore opportunities to integrate parks and recreation services as part of Recreation Revitalized and mixed-use land development projects with institutional and private sector partners.

Such opportunities require a multi-departmental approach including staff from parks, recreation, planning, finance, libraries, etc. to effectively understand where community services can be co-located to generate financial, operational and program-related efficiencies. Potential projects include, but are not limited to, joint endeavours with Brampton Library, local school boards, health and social service providers, and the land development industry.

- 2-2.** The next Recreation Revitalized project should be directed to the Jim Archdekin Recreation Centre. Subject to onsite land availability and subsequent staff reviews, the project should explore enlarging the indoor aquatics centre, developing a fitness centre and adding multi-purpose program space. The potential to twin the arena should be explored in favour of consolidating and relocating other single pad arenas per PRMP Initiative #6-16.

- Longer-term Recreation Revitalized projects should consider the Greenbriar, Terry Miller and Ellen Mitchell Recreation Centres.

- 2-3.** Conduct site and building-specific investigations at the Kiwanis Youth Centre for Excellence with a supporting financial analysis to explore opportunities to allow for a greater degree of community and youth programs, while also maintaining and increasing access to its pool. Consideration should be given to the feasibility and financial implications of carrying out an expansion of the building's footprint.

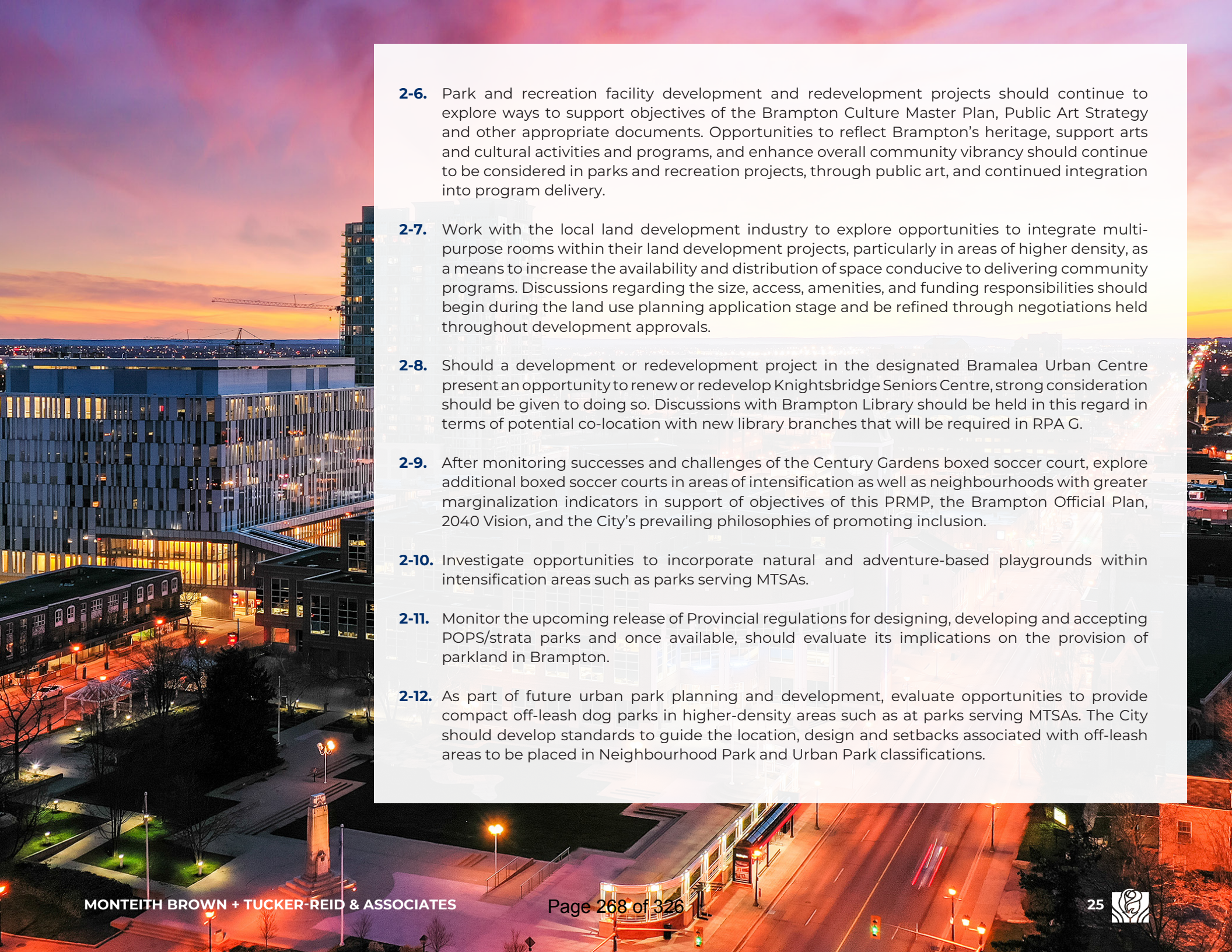
- 2-4.** Undertake a comprehensive review of parks and recreation amenities at the Flower City Community Campus through a master planning exercise, including potential to acquire adjacent lands, determine the best configuration of onsite amenities, and explore opportunities to add new or different multi-purpose amenities to reach more residents.

- 2-5.** Formalize a capital renewal initiative branded as 'Parks Revitalized' to improve existing parks that are aging, priority neighbourhoods or serving intensification areas and MTSA's. Park renewal projects should consider asset management plans, population growth and socio-demographic characteristics within a park's service area, accessibility and inclusion, alignment with land use planning objectives, and other factors. Potential park candidates include, but are not limited to:

- Eldorado Park, including developing a major splash pad and reviewing either the decommission or total revitalization of the outdoor pool upon the end of its lifecycle, supported through the requisite business case.





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- 2-6.** Park and recreation facility development and redevelopment projects should continue to explore ways to support objectives of the Brampton Culture Master Plan, Public Art Strategy and other appropriate documents. Opportunities to reflect Brampton's heritage, support arts and cultural activities and programs, and enhance overall community vibrancy should continue to be considered in parks and recreation projects, through public art, and continued integration into program delivery.
- 2-7.** Work with the local land development industry to explore opportunities to integrate multi-purpose rooms within their land development projects, particularly in areas of higher density, as a means to increase the availability and distribution of space conducive to delivering community programs. Discussions regarding the size, access, amenities, and funding responsibilities should begin during the land use planning application stage and be refined through negotiations held throughout development approvals.
- 2-8.** Should a development or redevelopment project in the designated Bramalea Urban Centre present an opportunity to renew or redevelop Knightsbridge Seniors Centre, strong consideration should be given to doing so. Discussions with Brampton Library should be held in this regard in terms of potential co-location with new library branches that will be required in RPA G.
- 2-9.** After monitoring successes and challenges of the Century Gardens boxed soccer court, explore additional boxed soccer courts in areas of intensification as well as neighbourhoods with greater marginalization indicators in support of objectives of this PRMP, the Brampton Official Plan, 2040 Vision, and the City's prevailing philosophies of promoting inclusion.
- 2-10.** Investigate opportunities to incorporate natural and adventure-based playgrounds within intensification areas such as parks serving MTSAs.
- 2-11.** Monitor the upcoming release of Provincial regulations for designing, developing and accepting POPS/strata parks and once available, should evaluate its implications on the provision of parkland in Brampton.
- 2-12.** As part of future urban park planning and development, evaluate opportunities to provide compact off-leash dog parks in higher-density areas such as at parks serving MTSAs. The City should develop standards to guide the location, design and setbacks associated with off-leash areas to be placed in Neighbourhood Park and Urban Park classifications.





## GOAL #3: PROACTIVELY PLAN GREENFIELD AREAS





Creditview Sandalwood Park



MONTEITH BROWN + TUCKER-REID & ASSOCIATES

## PARKS & RECREATION IN BRAMPTON'S GREENFIELD AREAS

The Brampton Plan establishes Designated Greenfield Areas (DGAs) characterized by traditional suburban-style developments outside of the Built-Up Area. DGAs are found along the City's western, northern and eastern municipal boundaries including areas such as Heritage Heights, Bram West (Embleton), Countryside Villages, Gore Meadows and Gore Castlemore. These generally correspond to RPA A, RPA D and RPA E.

Substantial future growth is forecasted to the DGAs with RPA A, RPA D and RPA E collectively projected to add 100,000 new residents over the PRMP planning period and ultimately upwards of 135,000 new residents by the year 2051. There is a need to be prepared to meet the parks and recreational needs of over 330,000 people living in these peripheral RPAs. In addition, the City envisions opportunities within the DGAs for 15-minute, mixed-use and transit supportive neighbourhoods where quality of life is dictated by the quality of the built and natural environment.

### A New Community Centre & Community Parks in the Northwest

Growth in RPA A will drive the need for a new multi-use community centre and parkland to serve the 103,000 residents projected by the year 2036 (and ultimately 137,000 persons by 2051). Most of the RPA's growth is directed to Heritage Heights – situated west of Mississauga Road and north of the Credit River valley – where the 2017 PRMP identified the need for a new community centre and recommended that the City pursue opportunities to acquire land suitable for a future facility.

A new community centre in Heritage Heights should be constructed prior to the end of the PRMP planning period in 2036, containing the following at a minimum:

- An indoor aquatics centre containing a 25 metre pool with 8 to 10 lanes, and separate leisure and/or teaching tanks;
- A gymnasium designed to a double or triple court specification.
- A fitness centre, potentially emphasizing functional training, with group fitness studios and an indoor walking track.

- A Youth Hub including a lounge, meeting and study space, games room (including eSports), creative space, and other elements identified in consultation with local youth/teens.
- Multi-purpose rooms.
- A library branch consistent with the Brampton Library Facilities Master Plan.
- A design that considers Age-Friendly, Sport-Friendly, and sustainable principles.

The Heritage Heights Secondary Plan establishes a centrally located 'Wellness Character Area' that *"may be anchored by a future hospital/health and wellness facility [which] will be the main hub of activity for the Secondary Plan Area...and will support healthy, active living."*<sup>3</sup> The City should explore locating the future community centre in this Wellness Character Area to reinforce the health and active living objectives of the Secondary Plan. There are synergies between healthcare, parks and recreation services ranging from health promotion, chronic disease prevention, and post-rehabilitation. Partnerships between the City and healthcare providers may allow for valuable cross-programming to occur while sharing costs. The City should identify and secure land for a future community centre in Heritage Heights before the area is substantially developed.

There are two Community Parks identified in the Secondary Plan. It would be preferable to secure a community centre site adjacent to park blocks instead of building on parkland given the extent of growth-related needs for outdoor recreation. The following outdoor recreation facilities are recommended for Community Parks in Heritage Heights:

- **Sports Fields:** 3 lit rectangular fields, at least one of which contains a synthetic surface, 1 lit cricket grounds, and potentially ball diamonds that are relocated from other parts of the city.
- **Tennis & Pickleball:** 8 club-quality tennis courts, with space reserved to enable expansion and/or install an air-supported structure if required in the future, plus 6 pickleball courts.
- **Outdoor Aquatics:** 1 major splash pad and a reflection pool.
- **Activity hub:** an adventure playground, multi-use sport court(s) and skateboard park at a minimum.
- **Fitness:** Outdoor fitness equipment / fitness trail, internal paths.

<sup>3</sup> City of Brampton Official Plan, Part II, Chapter 52. March 2022.  
Heritage Heights Secondary Plan. Section 2.4.1(o). p.7







## Develop the Gore Castlemore Community Park & Secure Additional Land in the Northeast

RPA D in Brampton's northeast has experienced considerable growth over the past decade and is creating needs for parks and recreation services, some of which are placing strong pressures on Gore Meadows Community Centre and Community Park. The ongoing development of Gore Meadows Community Park – with its recently completed Activity Hub and soon to be developed sports fields and hard surface courts – will temporarily alleviate some pressures for outdoor facilities in the northeast.

The City has lands reserved on Clarkway Drive for the 16 hectare Gore Castlemore (Block 47) Community Park which will allow the City to address growth-related needs in the northeast. Outdoor recreation facilities recommended for the Gore Castlemore Community Park include:

- **Sports Fields:** A minimum of 1 lit rectangular field with a synthetic surface and potentially a kabaddi field, the latter subject to further study with input from kabaddi users and scope of supporting infrastructure required.
- **Tennis & Pickleball:** a minimum of 2 tennis courts (space-permitting) plus 4 pickleball courts.
- **Outdoor Aquatics:** 1 major splash pad and a reflection pool.
- **Activity hub:** A mix of youth-focused amenities, which could include an adventure playground, skateboard park and multi-use sport court(s).
- **Fitness:** Outdoor fitness equipment / fitness trail, internal paths.

As RPA D approaches its projected build-out population of 137,000 persons, Gore Meadows Community Centre and Chinguacousy Wellness Centre – the latter of which is closer to Bramalea – may not have the capacity to meet future growth-related needs. On this basis, it is plausible to conceive that a third multi-use community centre may be required in RPA D towards the end or after the current PRMP planning period. To provide flexibility to address future growth-related needs for parks and recreation, the City should undertake a land banking exercise focused on the northeast to determine potential to secure and reserve lands for a future community centre.



## INITIATIVES – PROACTIVELY PLAN GREENFIELD AREAS

- 3-1.** Construct a community centre in Heritage Heights and, consistent with the findings from the 2017 PRMP, assemble land for the new community centre as a short-term priority. The new community centre should contain an indoor aquatics centre, a fitness centre, double or triple gymnasium, Youth Hub, multi-purpose rooms and explores co-location with a Brampton Library branch. The community centre should reflect Age-Friendly, Sport-Friendly and sustainable design principles.
- 3-2.** Initiate a land banking strategy to identify and acquire properties in northwest (RPA A) and northeast (RPA D) Brampton for future community centres.
- Land for the proposed Heritage Heights community centre (see PRMP Initiative #3-1) would optimally be located in the designated Wellness Character Area established in the Heritage Heights Secondary Plan, particularly if it presents an opportunity to create a multi-service community hub in conjunction with recreation, parks, library, cultural and/or health and social service partners.
  - Land acquisition in northeast Brampton would provide the City with flexibility in the event an update to the PRMP recommends a community centre to meet growth-related needs beyond the year 2036. The potential to use a portion of, or assemble lands adjacent to the Block 47 Community Park should be explored to co-locate a future-term community centre with outdoor amenities.
- 3-3.** Future Community Parks in Heritage Heights should include a minimum of three lit rectangular fields (at least one with a synthetic surface and designed to be enclosed), a lit cricket grounds, a minimum of one major splash pad, a mix of dedicated tennis and pickleball courts designed to be enclosed, an Activity Hub with multi-use sport courts and a skateboard park, play structures, reflection pool, outdoor skating surface, and outdoor fitness equipment.
- 3-4.** The future Gore Castlemore Community Park should include a minimum of one lit rectangular field with a synthetic surface (and designed with future potential to be enclosed), a major splash pad, dedicated tennis and pickleball courts, skateboard park, multi-use sport court, an adventure playground, reflection pool, outdoor skating surface, and outdoor fitness equipment.
- 3-5.** Working with other corporate departments such as Animal Services, evaluate sites that are appropriate for off-leash dog parks in RPA A, RPA D and RPA E. Consideration should be given to compatibility with other on-site components in a park and adjacent land uses and opportunities to partner with community organizations, private sector or others to assist with operations, fundraising/sponsorships and/or partnerships.

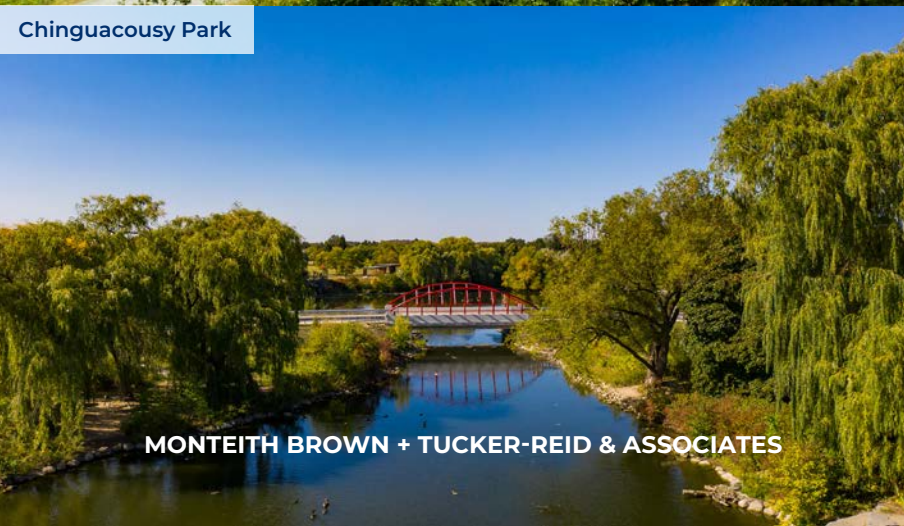






## **GOAL #4: CONNECT BRAMPTONIANS TO THE OUTDOORS**





## PARKS IN BRAMPTON

The City of Brampton maintains 1,200 hectares of parkland that are specifically intended for human use, enjoyment and connections to nature. Brampton's parks are dynamic places where people gather, are physically active and simply places to get a breath of fresh air. Brampton has a well-designed and geographically distributed parks system that offers social, environmental, health, and economic benefits to residents.

These parks - referred to as recreational or active parkland – form part of a park hierarchy established in Section 3.5.1 and Schedule 7 of the Brampton Plan as City Parks, Community Parks, Neighbourhood Parks and Urban Parks. The City of Brampton has an approved Parks Plan prepared in accordance with Section 42 (4.1) of the *Ontario Planning Act*. The PRMP has regard for the directions, considerations and recommendations contained within the Brampton Parks Plan.

Brampton has been able to add to its park supply over the past 10 years primarily through acquisitions in subdivision developments within designated greenfield areas. The City's recent park acquisitions have tended to yield smaller and fewer parcels compared to historical park acquisitions due to amended parkland dedication policies of the *Ontario Planning Act*, new land use planning and urban structure philosophies, changing land development and urban design practices, and other factors. Changes to provincial legislation has substantially reduced how much cash-in-lieu of parkland can be collected by the City as lands are developed for growth.

As the City's remaining greenfield areas are developed, needs for parkland in established communities and areas of intensification will come back into focus. Use of Urban Parks, POPS and other creative approaches to acquiring, designing and funding parks in built-up areas can help address growth-related needs.



## KEEPING PACE WITH GROWTH

The Brampton Parks Plan recommends that the City should “generate enough parkland/cash-in-lieu of parkland to ensure that the parkland system standard of 1.6 hectares/1000 people is achieved in 2041.”<sup>4</sup> Brampton’s 1,200 hectares of recreational parkland currently achieves this target but the forecasted addition of over 143,000 new residents by 2036 will create needs for new parks to maintain the recommended target.

Achieving the Brampton Parks Plan target requires a total supply of 1,442 hectares of recreational parkland by the year 2036, which would require the City to secure another 242 hectares. In 2036, parkland service levels are projected to be close to or above the targeted rate in RPA D, RPA G and RPA H. Deficiencies are forecasted to be most pronounced in RPA A, RPA B, RPA E and RPA I.

A new legislative environment governing parkland dedication as a condition of land development must be recognized. The City will have to find new ways to secure and fund how future parks are acquired compared to past practices as explained further in Goal #7 of the PRMP.

RPA	Existing Parkland	2024 Service Level	Future Parkland*	2036 Service Level
A	100.0 hectares	2.2 ha per 1,000	100.1 hectares	1.0 ha per 1,000
B	81.5 hectares	0.7 ha per 1,000	82.2 hectares	0.7 ha per 1,000
C	161.3 hectares	1.5 ha per 1,000	163.2 hectares	1.4 ha per 1,000
D	185.3 hectares	1.8 ha per 1,000	225.4 hectares	1.7 ha per 1,000
E	65.1 hectares	1.3 ha per 1,000	67.7 hectares	1.1 ha per 1,000
F	148.1 hectares	1.8 ha per 1,000	148.1 hectares	1.5 ha per 1,000
G	259.5 hectares	2.8 ha per 1,000	259.5 hectares	2.7 ha per 1,000
H	175.4 hectares	2.0 ha per 1,000	175.9 hectares	1.8 ha per 1,000
I	23.6 hectares	0.3 ha per 1,000	24.5 hectares	0.3 ha per 1,000
<b>Total</b>	<b>1,199.7 hectares</b>	<b>1.6 ha per 1,000</b>	<b>1,246.8 hectares</b>	<b>1.4 ha per 1,000</b>

\* Includes approved and/or conveyed parkland from land development applications as of December 2023

<sup>4</sup> City of Brampton. 2022. Brampton Parks Plan 2041. p.58



## AMENITIES IN BRAMPTON'S PARKS

The following listing is an example of a park amenities are considered appropriate for each type of park based on what exists in Brampton along with best practices from other GTA municipalities.

	City Park	Community Parks	Neighbourhood Parks	Urban Parks
Size Range		10 to 12 hectares	0.8 to 1.2 hectares	>0.8 hectares
Rectangular Field	Senior Lit (Grass or Artificial) Senior Unlit Junior Mini/Boxed	• • • •	• •	•
Ball Diamond	Lit / Unlit Baseball Lit Softball Unlit Softball	• • •	•	
Cricket Grounds	Hardball Tapeball / Batting Cages	• •	•	
Hard Surface Courts (e.g. Tennis, Pickleball, Basketball)	•	•	•	
Skateboard Park		•	•	
Playground Structure	•	•	•	•
Splash Pad / Water Feature		•	•	•
Off-Leash Dog Area		•	•	•
Outdoor Fitness Equipment	•	•	•	•
Community Allotment Garden		•		
Unprogrammed Open Space	•	•	•	•
Community Focal Point (e.g., event space)	•	•		•
Shade Structure	1 min.	1 min.	1 max.	1 max.
Walking Pathway	•	•	•	•
Landscaping	•	•	•	•
Parking Lot	•	•		
Specialized Facility or Amenity	To be evaluated on a case-by-case basis			



## COMFORT FEATURES IN PARKS

Many of the City's parks offer attractive and enriching experiences that entice people to use them for a range of activities. PRMP consultations reveal that residents are seeking many amenities in the parks that they use ranging from treed areas and shade structures, water bottle filling stations, charging stations for electric wheelchairs and scooters, picnic tables and shade pavilions, benches and larger seating areas, as well as washrooms. Input offered by residents supports what has been heard through the development of other City documents such as the Brampton Plan, 2040 Vision, Culture Master Plan, and the Age-Friendly Strategy and Action Plan.

Requests for shade structures and washrooms particularly stood out during PRMP consultations. These amenities promote inclusivity, accessibility and sun safety. Many Brampton residents gather at parks every day for casual conversations but also for other social activities such as family gatherings, picnics and cultural events. There is an inherent cost in creating and maintaining comfortable parks, therefore, the City's investment needs to be strategically scaled to those parks that function as destinations for gatherings and events.

## SAFE PARKS

Brampton designs its parks with patrons' safety in mind and consideration of Crime Prevention Through Environmental Design (CPTED) principles. The City considers lighting in high traffic areas and limiting low visibility areas, while a number of neighbourhood parks are designed so that there are "eyes on the park" from the street and nearby homes to discourage undesirable activities. Maintenance of parks and open spaces is accepted in the industry as a key component of perceived "safety" in parks and in deterring inappropriate behaviours. Parks, Maintenance & Forestry staff have engaged Peel Police and Brampton Fire to assist in the design of certain parks.



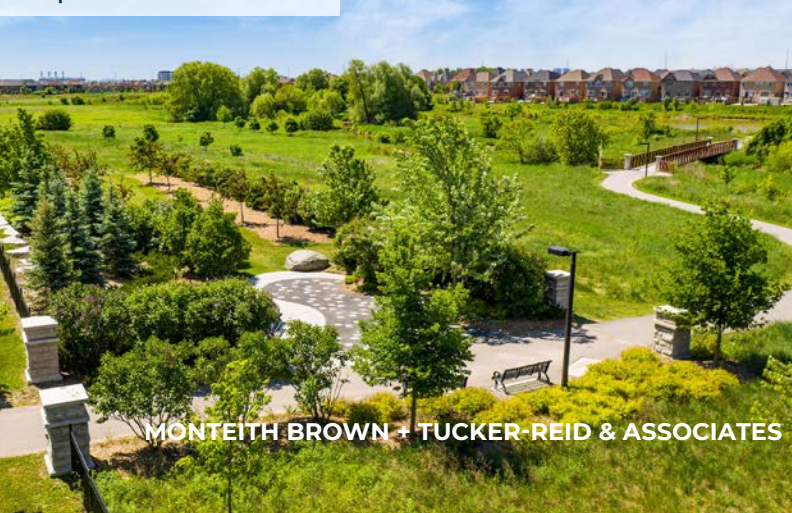




Heart Lake Conservation Park



Purple Lilac Memorial Park



## SUSTAINABILITY, RESILIENCY & STEWARDSHIP

Brampton's recreational parks system is primarily intended for human use but also supports environmental sustainability, ecological resilience, climate change adaptation, and natural disaster mitigation efforts. Local parks are part of a green infrastructure system that help absorb stormwater, contribute to the tree canopy, allow for carbon sequestration, provide trails and linkages for active transportation, and buffer flood-prone areas. The City is undertaking proactive design and operational practices to incorporate environmental components into parks and reduce emissions from maintenance activities. The City continues to develop 'passive' spaces (e.g., prairie grasslands, flower gardens, civic gathering spaces, etc.), often times ensuring that a portion of new active recreation areas remain in a more natural state.

Careful management and planning that considers synergistic solutions between recreation and conservation goals can mitigate impacts to the greenspace system. An understanding of the carrying capacity, or the ability of the natural area to accommodate use, needs to be in place in order to understand where passive and more intensive uses should/should not take place. Brampton's residents already benefit from a number of high quality natural areas, some of which are located in lands held by the City, the Toronto Region Conservation Authority (TRCA), Credit Valley Conservation (CVC), and other properties where strategic partnerships advance natural heritage interests.

The Brampton Plan recognizes the role of parks in mitigating climate change impacts while the City also has a Grow Green Environmental Master Plan (2020) and is in the midst of preparing a Climate Change Adaptation Plan. Planning, design, and operations of parks and recreation facilities should have regard for Brampton's climate and sustainability-related frameworks. Continued work with TRCA, CVC and other environmental partners will be beneficial through parkland renewals and retrofits (e.g. SNAP projects), public education and other stewardship initiatives.

Planning and design of parks and recreation facilities considers alignment with Brampton's public transportation and active transportation systems. Where possible, parks and recreation facilities are situated along or near trails, sidewalks and transit stops. Parks also have internal pathways that can increase connectivity within neighbourhoods as well as provide aesthetically pleasing environments to walk. The PRMP supports continued alignment of parks and recreation services to support initiatives advanced in Brampton's Active Transportation Master Plan.



## INITIATIVES – CONNECT BRAMPTONIANS TO THE OUTDOORS

- 4-1.** Building upon the descriptions contained in the Brampton Official Plan, formalize a parkland classification system to guide the planning and design of new parks and the revitalization of existing parks according to park type, size, function and appropriate facilities and amenities.
- 4-2.** Target parkland and cash-in-lieu of parkland at a rate of 1.6 hectares per 1,000 population in accordance with the Brampton Parks Plan. In doing so, strive to attain a total park supply of 1,442 hectares of parkland by the year 2036 as guided by a Parkland Acquisition Strategy that determines the location of the quantum of parkland being planned for the City.
- 4-3.** Use the Brampton Parks Plan 2041 as a guiding document to update municipal design standards for park facilities, park furniture and waste receptacles in urban areas. In doing so, explore integration of appropriate amenities within Urban Parks as well as how standards can increase public use potential, encourage greater diversity of outdoor recreation programs, and complement urban design objectives. Whenever possible, while processing development applications in new developments with recognized parkland deficits, consider land conveyance over cash-in-lieu to fulfil parkland dedication requirements.
- 4-4.** Monitor Provincial updates to Bill 23 to understand regulations/criteria guiding parkland conveyance as it relates to encumbered parkland, strata parks, and POPS. Evaluate Bill 23's implications on the City's new Official Plan and Parkland Dedication By-law.
- 4-5.** Prepare an updated Parks Development Design Guideline to provide detailed design standards that guide capital development and redevelopment of parks facilities as recommended in the PRMP.
- 4-6.** Prepare a Park Renewal Project List to prioritize parks that would benefit from enhancements and promote use by people of all ages and abilities (also see PRMP Initiative 2-3). Candidate sites for renewal should have regard for the age and condition of the park and components within the park, service duplication, proximity to intensification areas serving MTSAs, evolving community demographics, demand for other outdoor recreation facilities, and other factors. Consideration should be given to the park design guidance contained in this PRMP and community consultation.



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- 4-7.** At the time of designing or redesigning parks, apply a sustainability lens to explore ways to increase resiliency to climate change, minimize the City's footprint on the environment, and advance objectives set out in the City's climate change and sustainability frameworks including the Brampton Plan, Grow Green Environmental Master Plan, and Climate Change Adaptation Plan
  - 4-8.** Work with other City Departments, Conservation Authorities and other ecologically-focused organizations to identify strategic areas and programs that support naturalization, biodiversity and climate change resiliency efforts using the municipal parks and open space system.
  - 4-9.** Park development and renewal initiatives should consider the principles of CPTED, opportunities for park naturalization, and on a case-by-case basis, incorporate comfort amenities such as pathways, shade structures, seating, washrooms, and other features to create welcoming and inviting public spaces.
  - 4-10.** Prepare a City-wide Parks Washroom Strategy to deliver washroom facilities based on but not limited to park sizes, needs, design standards, required capital and maintenance
  - 4-11.** Ensure all park assets are replaced to the City's current service / design standards and meet all applicable legislative requirements. For example, all playground replacements are to be upgraded from sand safety surfacing to a fully firm and accessible safety surfacing such as rubber, hard surface courts should be refurbished, and other asset management activities should be carried out in accordance with lifecycle, safety and modern standards in mind.
  - 4-12.** Develop outdoor fitness equipment in high traffic locations such as in parks and outdoor public spaces serving intensification areas (e.g., MTSAs), along major trails or at City, Community, Neighbourhood and Urban Parks. Opportunities should be considered in RPA F along the Etobicoke Trail, Fletcher's Creek Trail or a park along these routes, as well as at existing or future major parks or trails in Heritage Heights (RPA A) and Gore Castlemore (RPA D), as well as in RPA B, H and I.
  - 4-13.** Continue to provide playgrounds within 800 metres of major residential areas, unobstructed by major pedestrian barriers such as major roads, railways and natural hazard lands.
  - 4-14.** Increase the number of community-level outdoor ice rinks to reinforce wintertime recreational experiences, with implementation and timing of future rinks being informed by use of existing rinks.





## GOAL #5: PROVIDE PATHWAYS FOR SPORT

## BUILDING COMMUNITY-LEVEL FACILITIES & PROGRAMS

The City of Brampton is set to break ground on the construction of a community centre and community park located in the Embleton area RPA E. The concept for the new community centre and its adjacent park feature an indoor aquatic centre, triple gymnasium, fitness centre, tennis and pickleball courts, and more. This facility is an integral part of long-term strategies to serve residents and users from across Brampton and especially in the south-west. In addition to previously identified recreation facilities for a Heritage Heights community centre as well as Community Parks planned in RPA A and RPA D, the PRMP identifies a number of other recreational amenities intended for drop-in play and community programs. These include hard surface courts, skateboard parks, playgrounds and more.

In recent years, the City has reviewed its approach to the types of benefits and priorities afforded to Brampton-based recreation and sport providers through updates to the Community Sport Group Policy and Facility Allocation Policy. The City has developed new sport programs (including adult sports leagues), some of which are in partnership with local organizations, to increase exposure and access among residents. A notable example of Brampton's willingness to innovate is an indoor cricket program that offers drop-in programs, skills and drills, and recreational leagues at the Save Max Sports Centre which is among the first such municipal programs in Canada (there are also plans to expand municipal cricket programs to the outdoors). Programs such as these have the potential to engage more residents in physical activity, including those that may have never played a sport, and may lead to more supports and successes for home-grown athletes.

## COLLABORATING WITH PARTNERS IN SPORT

Brampton's success in sport and athlete development is a result of a commitment made by a collective of individuals and organizations. City Council and Brampton's staff team are represented by individuals that are passionate about recreation and sport. Equally passionate is a base of sports leagues, associations and user groups along with their employees, volunteers and participants. Brampton's community sport groups advocate for local sports and provide valuable information to the City to help inform facility design and allocation. There are also other sports groups that are engaged through formal and informal discussions pertaining to similar matters.







## LONG-TERM DEVELOPMENT OF SPORT

Brampton has produced national and international calibre athletes over the years, due in part to the local sport and recreation infrastructure of facilities, programs and services. The City's role is focused on the grassroots and introducing people to sport though Brampton continues to invest in higher calibre sports fields, arenas, gymnasiums, tennis courts and more.

The financial reality is that investments in high performance facilities must be balanced with community-oriented facilities so that as many people as possible have the chance to benefit from recreation and sport. The City of Brampton – like the majority of municipalities in Canada – is focused on the first steps of the athlete development pathway and its programming reflects sector best practices such as physical literacy and Canadian Sport For Life's Long Term Development Framework.

Municipal investment in high performance sport facilities tends to be supported when:

- hosting a legacy event (such as the Ontario or Canada Games, PanAm Games, Olympics, World Cups, etc.);
- there is a desire to bolster a municipality's reputation in sport;
- rationalized through sport tourism and economic development business cases; and/or
- receiving philanthropic contributions and other donations.

The City may investigate the need for these or other high performance sport if it participates in a bid for a legacy event and/or through specific sport tourism/economic development studies. High performance amenities should be incremental and should not come at the expense of existing or future recreational facilities (i.e. those serving the broad community).



## Building the Cricket Capital of Canada Brand

Brampton has much to be proud of when it comes to cricket. The City is regarded as the 'Cricket Capital of Canada', and significant attention has been directed to enhancing the quality of play and programming. Since the 2017 PRMP when there were just three dedicated grounds, Brampton has nearly tripled its supply of dedicated facilities. Millions of dollars have also been invested into existing cricket grounds to add amenities such as field lighting systems, batting cages, scoreboards, and shade shelters along with turf improvements and re-orienting pitches to consider sun angles. Investments at the Brampton Sports Park that expanded it to international standards with natural turf wickets, improved grading, and spectator facilities allowed Brampton to host the GT20 Canada tournament, drawing players from across the country and professional cricketers from around the world.

As another example of the City's willingness to innovate, indoor cricket has been integrated into the Recreation Division's program portfolio through drop-in programs, skills and drills, and recreational leagues. These programs have the potential to engage more residents in physical activity including those that may have never played the sport. This is an exciting endeavour that is unique in Canada. By building its brand, the City has bolstered sport tourism and is diversifying supports for long-term athlete development; as with success achieved by local athletes playing soccer, baseball, hockey, basketball and more at the amateur and professional levels, the City's investments in cricket can help produce the next generation of Canadian cricketers.

Brampton can build upon its brand and pathways to athlete development by exploring a high-performance cricket facility. With cricket returning to the Olympic Summer Games in 2028, Brampton should explore whether there is a role for the City, as the Cricket Capital of Canada, to provide a stadium capable of hosting amateur and professional events. Given the multi-faceted approach, the analysis should be a multi-departmental endeavour supported by the City staff working in recreation and parks, sports tourism, finance, realty services and others as appropriate.







## High Performance and Competitive Facilities

During the PRMP consultations, requests were received from certain sport organizations for the City to invest in a:

- long-course pool;
- speed skating oval;
- indoor track and field training and event facility;
- centre for baseball excellence; and
- cricket and kabaddi stadiums.

The COBRA aquatic club provided comments for consideration in the PRMP, highlighting their synergies with City aquatics programming and their contributions to sport development in Brampton. COBRA indicated that an inability to access long-course (50 metre) pools is a challenge in terms of training and limits their potential to host certain aquatic events. COBRA also emphasized the importance of designing the new community centres to include sport friendly features and amenities. The City will also need to weigh increased operational costs of a potential 50 metre pool relative to the amount of community use that would occur.

The City constructed Ontario's first kabaddi stadium at the Brampton Sports Park in response to growing interest in the sport that was largely driven by Brampton's South Asian community. In recent months, the City has engaged the Kabaddi Federation of Ontario and the Federation contributed feedback to the PRMP as well, requesting a purpose-built kabaddi venue containing specific amenities to fulfill a long-term vision to have a space that grows the sport through programs and events.

Whether it be a 50-metre pool, cricket stadium, high-performance facility for kabaddi or another sport, investments in high performance sport facilities need to be rationalized from a sport impact and/or economic development lens. Such decisions may also be supported as part of legacy events (e.g. Canada Games, Pan Am Games). Whereas the PRMP is focused on serving introductory and grassroots level programming, it will be important for the City to consider if or how any investments in high performance sport impact availability or funding for community-level facilities as part of the decision-making process.



## INITIATIVES – PROVIDE PATHWAYS FOR SPORT

- 5-1.** At the time of designing new indoor aquatic centres and renewing aging indoor aquatic facilities, investigate opportunities to enhance and update spaces that are reflective of modern expectations with consideration given to user and spectator amenities, and sport-friendly design and tournament-hosting capabilities.
- Consider selected improvements to the McMurphy Pool that support training and programming for aquatic sports in conjunction with PRMP Initiative 2-3.
- 5-2.** Investigate the potential for a 50-metre pool at a future community centre through the requisite business and financial planning exercises.
- 5-3.** Centralize Brampton's supply of curling sheets at a single location, allowing the City to reconstruct or substantially renovate one of its existing curling clubs. The number of curling pads and project scope, including the range of amenities that should be included, should be confirmed through a detailed utilization and feasibility analysis, in consultation with the Brampton and Chinguacousy Curling Clubs. The decommissioned location should be repurposed to meet emerging recreational program needs/demands.
- 5-4.** Continue to reference arena, sports field and other facility utilization data to support capital planning and repurposing of amenities to meet needs. Facility and sports field utilization audits should be conducted when appropriate to compare true usage of facilities in relation to scheduled bookings.
- 5-5.** To continue establishing Brampton as the Cricket Capital of Canada, add a lit cricket grounds in RPA A (per PRMP Initiative 3-3) and RPA E, investigate which existing cricket grounds are appropriate candidates to add field lighting, as well as continue to explore partnerships with local School Boards to bring additional cricket grounds online.
- 5-6.** Explore the feasibility of establishing a permanent kabaddi venue as part of a broader site selection exercise that examines locations that are capable of providing the supporting infrastructure and amenities to enable community-level play, with consideration given to attracting national and international events.
- An assessment of the sport's economic impact, tourism opportunities, financial sustainability and facility design requirements should inform the degree to which the selected site may support high-performance needs such as sport training, league play and event/tournament hosting capabilities.
- 5-7.** In the event that land redevelopments in the designated Uptown Hub result in removal of the Brampton Sports Park ball diamond complex or cricket grounds, the City should find an alternative venue to replace these facilities.
- 5-8.** Engage local ball diamond organizations to identify improvements that would result in greater usage of existing diamonds, with initial priorities placed on enhancing usage of Brampton's lit major ball diamonds.
- 5-9.** Construct 5 tennis courts at existing or future parks in RPA B and RPA E, along with 8 pickleball courts at locations to be determined with a focus on RPA B, RPA C, RPA F and/or RPA G.
- 5-10.** Construct a minimum of one new multi-use court in each of RPA F, RPA G and RPA H.
- 5-11.** Identify a location for a minor skateboard park in the vicinity of Bramalea Road and Bovaird Drive while pursuing basic skate elements as part of existing and new neighbourhood parks in each RPA, potentially co-locating with multi-use sport courts.





## **GOAL #6: POSITION PARKS & RECREATION FOR SUCCESS**





## STRIVING FOR SUCCESS

Successful implementation of the PRMP involves many people ranging from City Council and Staff who have demonstrated strong commitments in the past to investing in and innovating the parks and recreation system, along with local volunteers and user groups that supplement municipal programming with high quality programs of their own. Even the general public has a role to play by using parks and recreation facilities, and supporting their community services.

Success involves building the capacity within the City to deliver parks and recreation services effectively but also to assist community partners and volunteers to build their own internal capacities as well. In order to continue to be a high functioning, progressive provider of parks and recreation services, the various operating divisions within the Community Services Department – and the City as a whole – must be aligned in their vision to deliver services effectively, intentionally, and efficiently. To do so, emphasis should continue to be placed on addressing gaps in service through community development efforts and staffing supports, quality assurance, performance measurement, and monitoring and compliance evaluations.

## MAXIMIZE THE REACH OF PARKS & RECREATION THROUGH FACILITY & SERVICE OPTIMIZATIONS

Brampton is a geographically large municipality with a portfolio of parks, recreation facilities and programs that is worth hundreds of millions of dollars. A fiscally-responsible approach is required to provide, maintain and operate this extensive network so that they are viable and remain available over the long-term for Brampton residents who benefit in ways that money alone cannot measure.

The PRMP assessed how existing recreation facilities are being used along with opportunities to refocus, redevelop and relocate certain types of facilities to deliver greater value to more people living in Brampton. Examples include consolidating the curling sheets and ice pads into larger and higher quality facilities along with redistributing sports fields to achieve greater geographic equity and redesigning space left by relocated fields/diamonds to serve more park users.



## QUALITY ASSURANCE & PERFORMANCE MEASUREMENT

Quality assurance is a method of ensuring programs, facilities and services are delivered in a manner that meets the needs and expectations of residents, reflect industry best practices and are compliant with applicable legislation. The City of Brampton participates in a number of quality assurance programs and has established program standards to measure itself which is the mark of a high performing parks and recreation service delivery organization.

There will always be areas of focus that require continual or further attention and with such a large service delivery system, changes with positive outcomes will take time to develop and implement. Recommending a few system-level initiatives will result in these needed changes to serve the residents more effectively.

Whereas quality assurance allows the City to meet public expectations with the confidence of adherence to standards, performance measurement focuses on tracking the City's own effectiveness in delivering parks and recreation which in turn allows it to make any necessary adjustments. By setting performance targets to benchmark at regular intervals – such as month-by-month or year-by-year – the City can demonstrate how well it is meeting its objectives in a transparent, evidence-based manner. Parks and Recreation staff collect participation, utilization, and other data to analyze current service delivery levels and to measure performance against previous year results.

The PRMP recognizes that service recovery during and after the COVID-19 pandemic is of paramount importance and will hold priority over the next few years. It will take time to rebuild staffing levels and to be able to reach former service and participation level.





## INITIATIVES – POSITION PARKS & RECREATION FOR SUCCESS

- 6-1.** Identify key Targets and Initiatives in the PRMP that hold public interest, review progress annually, and develop methods to communicate the progress that is being made.
- 6-2.** Survey satisfaction levels systematically in parks and recreation services once service recovery is closer to 2019 service levels.
- 6-3.** Work with local user groups and other community-based service providers to address methods to attract and retain more volunteers to support their organizations.
- 6-4.** Continue to remove barriers to part-time employment, including exploring further subsidization of leadership courses where applicable.
- 6-5.** Continue to work with School Boards to test the viability of providing leadership courses for a credit toward secondary school education.
- 6-6.** Continue to explore opportunities with external partners for joint-use parks and recreation amenities, including continued engagement of the Peel District School Board and the Dufferin-Peel Catholic District School Board at regular intervals to discuss opportunities to increase the number of gymnasiums, sports fields and other facilities operating under joint-use agreements. Conversations with school boards and other relevant partners should occur during statutory meetings associated with the preparation/update of the Brampton Parks Plan, at the time of secondary plan and block planning exercises, as well as when redevelopment/renewal of existing schools or recreation centres are being contemplated.
- 6-7.** Continually review partnership arrangements and identify further partnership opportunities that can be achieved by applying the Partnership Framework for Recreation in anticipation of expanded service delivery needs due to population growth and ongoing diversification.
- 6-8.** Implement an Aquatic Safety Management Program, including a Comprehensive Aquatics Safety Audit, to complete a safety assessment of aquatic locations in Brampton.
- 6-9.** Expand Brampton's Swim to Survive Program to include families and seniors in order to support newcomer and diverse populations.
- 6-10.** Refine Good Behaviour Guidelines for Recreation and promote these with respective communications, staff supports and marketing a simpler message.
- 6-11.** Test satisfaction levels by age group annually followed by focus groups to best understand the success of previous



- 6-12.** Continue to work toward increasing participation in recreation and sport within the following populations at a minimum: Indigenous Peoples; children, youth and older adults; females and those that identify as female; persons with disabilities; persons experiencing low income; and racialized populations.
- 6-13.** Identify and seek approval for the current levels of service (e.g. grass cutting, litter reduction, tree maintenance, facility maintenance standards, etc.) in parks, forestry and recreation in order to identify the resources needed to keep pace with population growth and plan for the operation of new and expanded facilities and park spaces.
- 6-14.** Undertake a pricing review to ensure that true costs are determined for programs and services, and that cost recovery levels reflect the value of the program or the service to the community.
- 6-15.** Rebalance the geographic distribution of softball, slo-pitch and fastball diamonds by redistributing selected diamonds in RPA C, RPA F, and RPA H to other areas of Brampton. Redistributed diamonds should focus on those that are underutilized including minor diamonds, those that duplicate geographic catchments, and/or are in areas of high demand for other park uses based on the characteristics of their surrounding populations.
- 6-16.** Reduce the number of single pad arenas. The City should monitor the ability of existing arenas to accommodate greater use and accordingly determine whether the three remaining single-pad arenas should be repurposed, consolidated into an existing or future multi-pad arena, or if a return to 20 ice pads is warranted.
- 6-17.** In response to increased demand for Peel Village Golf Course, continue to monitor onsite amenities to maintain the quality of experience and investigate opportunities for enhancement.
- 6-18.** Undertake a review of the City's concession services and food and beverage offerings within community centres to determine ways to increase service efficiency and explore potential for third party delivery.
- 6-19.** Identify where Brampton's 'Mystery Shopper Program' may need to be expanded based on current conditions and/or upcoming capital facility expansion or the construction of new facilities.
- 6-20.** At the time of building or redeveloping community centres, consider dedicated space for childcare providers to continue support for co-located services for residents and reinforce the community hub model.
- 6-21.** Continue to monitor the operations and programming of the Chinguacousy Park ski hill to determine its future role along with evaluating potential operating efficiencies that could be realized through a third-party operator, altering municipal program offerings, or repurposing the asset to another recreational use.

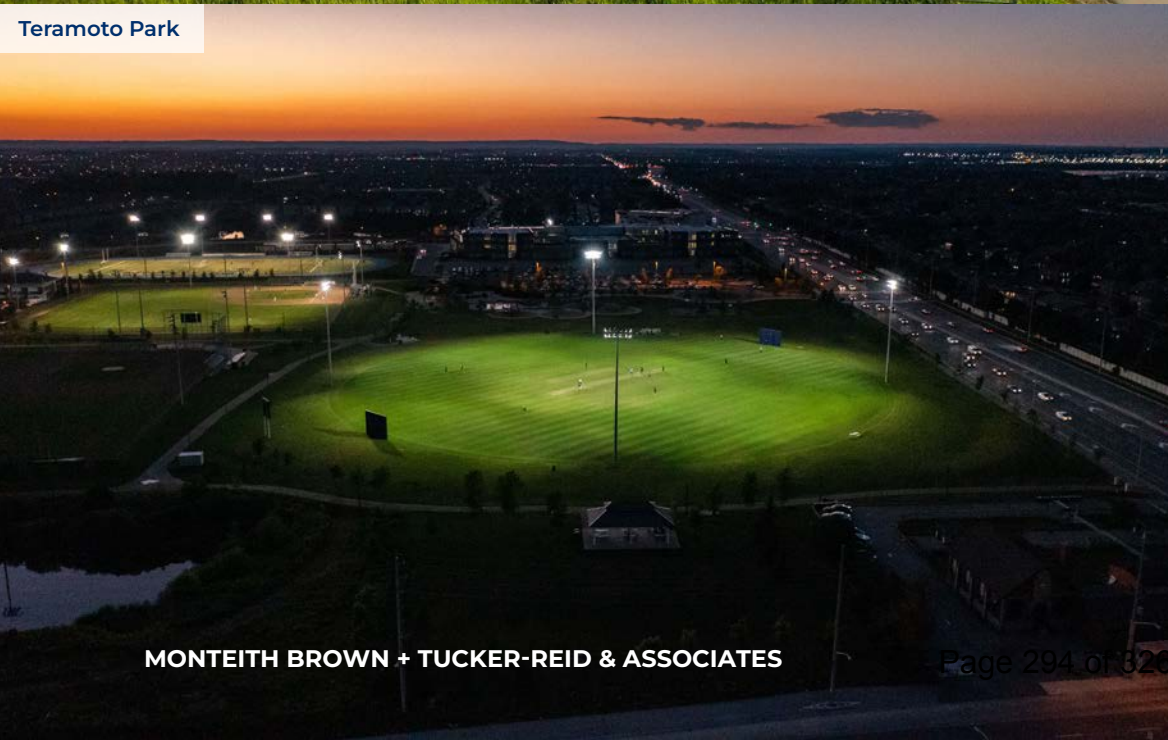






## GOAL #7: REALIZE THE POTENTIAL OF THE PRMP





## THE PATH AHEAD – NEXT STEPS

The Vision, Goals and Initiatives contained in the PRMP were shaped by community feedback, influenced by Brampton's socio-demographic characteristics, and informed by trends and best practices in parks, recreation and sport. The PRMP provides a sound foundation to guide planning and decision-making for the years ahead.

The PRMP is the first step in which needs have been defined. City staff will use the findings of the PRMP to build annual implementation plans in consideration of asset management plans, financial analysis, and other supplementary research as part of their due diligence. This will allow municipal administrators and decision-makers to prioritize actions through upcoming capital and operating budget processes. City Council will also have further opportunities to discuss and deliberate the PRMP's Initiatives individually through future budgets.

As Brampton continues to change, it will be important to revisit the PRMP in 5 years to track progress along with areas where continued focus is needed. It will also be important to adjust and/or add Initiatives based on future market conditions and resident preferences for parks and recreation services.



## FUNDING PARKS & RECREATION IN BRAMPTON

Successfully implementing the PRMP will require funding for the parks and recreation system. The City's commendable investments in its parks and recreation system will need to continue if it is to keep pace with growth and maintain existing public spaces to the standard required to be inclusive, safe, fun, flexible and useable. The City has a number of tools to fund parks and recreation services including Development Charges, Community Benefit Charges, infrastructure stimulus programs when provided for by senior levels of government, building up and drawing from municipal reserves, debt financing, sponsorships and naming rights, fundraising and donations, cost-sharing partnerships, municipal user fees such as rental and program charges, and property tax levies.

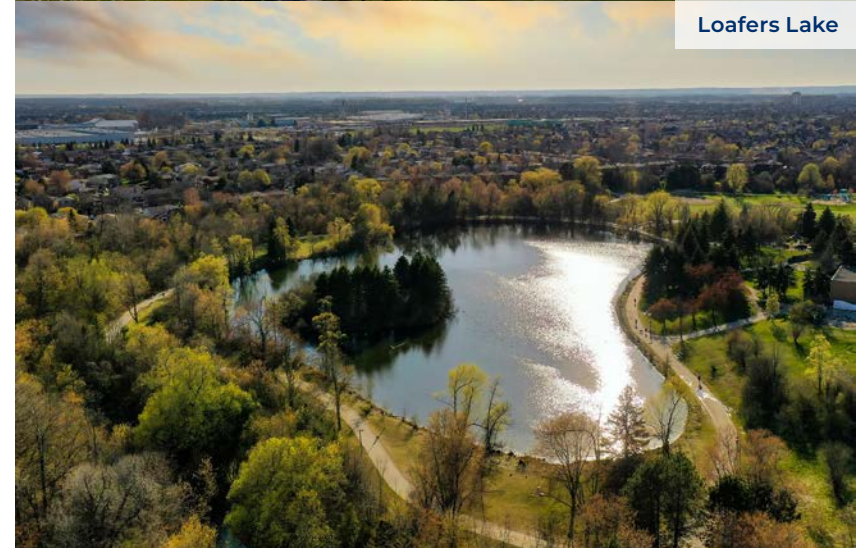
The *Planning Act, R.S.O. 1990* and *Development Charges Act, R.S.O. 1997* have historically been used to fund services directly attributable to new land developments but both Acts have been amended in the last few years, most recently through Bill 23 and Bill 134. Generally speaking, these amendments reduced the amount of parkland and funds that the City can collect through growth-eligible projects. In addition to capital costs, consideration of maintenance and operating costs of existing parks and facilities needs to be considered. The PRMP has identified Initiatives focused on renewing aging infrastructure, some of which may not be eligible for growth-related funding. It will be good practice to consider operating cost implications of new projects alongside capital budgets.

As stated earlier in this Goal section, the PRMP has identified Initiatives based on what is needed in the City of Brampton. As part of the aforementioned staff-led annual implementation plans and Council deliberations, these Initiatives will be tested against what the City can afford. With finite resources available to the City along with many competing priorities for services beyond parks and recreation, it is important to identify and establish consistent funding streams to build parks and facilities, operate and maintain them, and deliver needed services or programs.

Realistically speaking, the current municipal fiscal climate is such that structural changes will be required to how the City funds the construction, maintenance and operations of its parks and recreation facilities. Dedicated the appropriate resources to parks and recreation infrastructure and services will be critical for current and future generations of Brampton residents to have access to these services and derive the many benefits from them. Adequately resourcing the sector, whether through financial or other means, also allows community partners in parks, recreation and sport to thrive and reduces reliance placed on the City to deliver the same.



Loafers Lake



Peel Village Golf Course

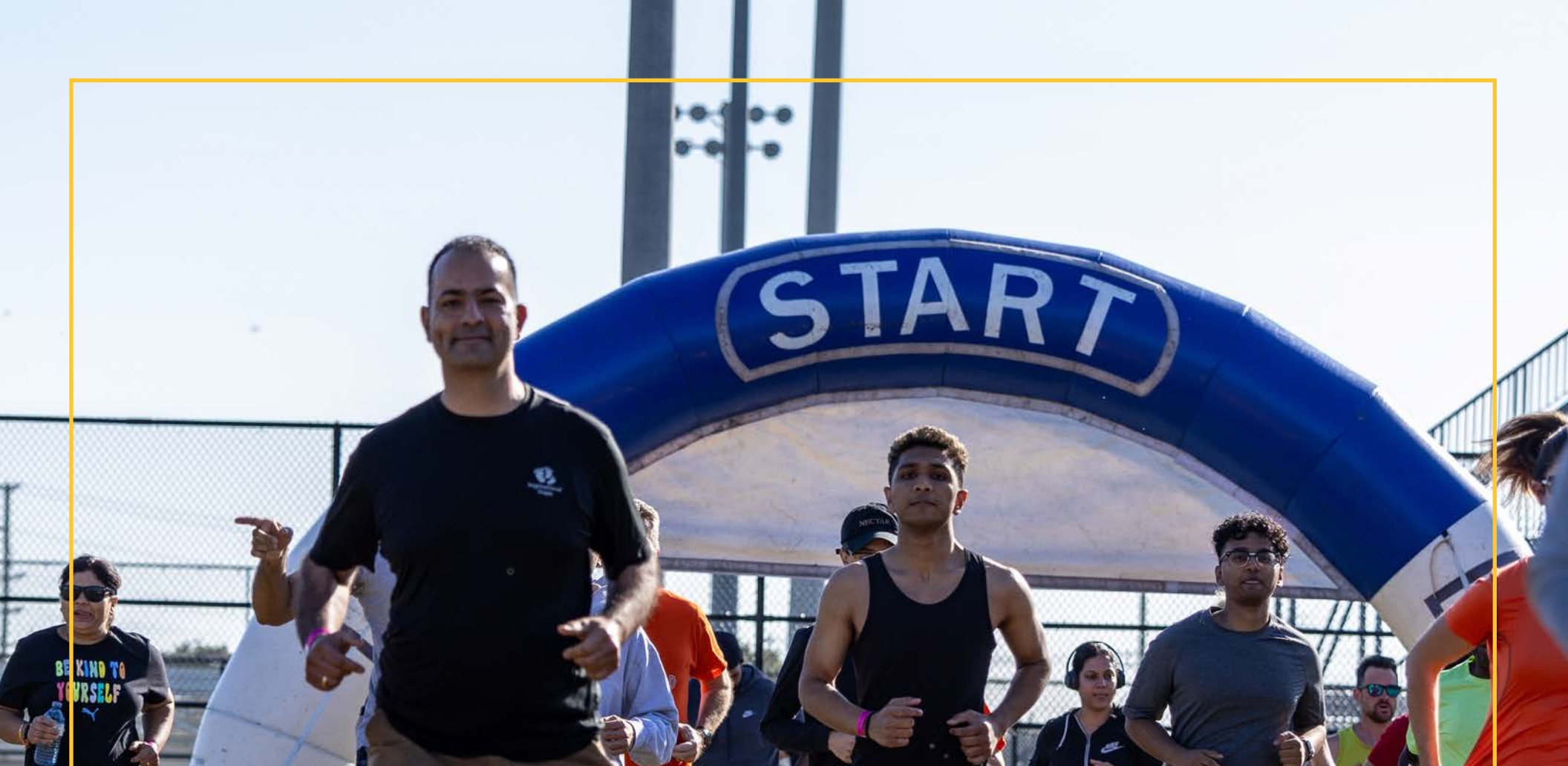




## INITIATIVES – REALIZE THE POTENTIAL OF THE PRMP

- 7-1.** Prepare a Parks and Recreation Facility Implementation Strategy based on the Initiatives of the PRMP that identifies the logical order of implementation for the facilities proposed. The order of implementation should take into consideration the City's capital facility renewal needs in addition to proposed new facilities.
- 7-2.** Prepare a Funding Plan that identifies capital and operating implications associated with the PRMP Initiatives along with an identification of funding capabilities and potential funding sources. Use this Funding Plan to inform the Parks & Recreation Facility Implementation Strategy (per PRMP Initiative #7-1) and municipal budgeting exercises.
- 7-3.** Ensure the PRMP Implementation Strategy aligns with the recommendations specified in the City of Brampton Service Area Asset Management Plan, to aid in identifying ongoing gaps between service areas, demand, and asset maturity.
- 7-4.** Augment parkland dedication practices to maximize land conveyance through the Planning Act using alternative strategies and mechanisms such as purchase/lease, land exchanges, partnerships, land banking, reallocation of surplus lands, etc.
- 7-5.** Undertake a comprehensive 5-year update of the PRMP to reflect future market conditions, re-engage community groups and the public, and inform subsequent updates to the capital budgets, Development Charges and Community Benefits Charges Studies.





## SUMMARY OF PRMP INITIATIVES





## PRMP IMPLEMENTATION SCHEDULE

The PRMP's Initiatives are summarized into an Implementation Schedule using the format below. Accompanying each Initiative is a suggested timing for implementation, the areas of Brampton that they apply to, as well as Lead Divisions within the City that are anticipated to have meaningful involvement in their implementation.

Initiative	Suggested Timing	RPAs	Wards	Lead
Recommendation Number and Text	Short, Medium or Long-Term	Applicable PRMP Recreation Area	Applicable City Ward	City Department or Division

The subsequent pages describe the intent of each component of the Implementation Schedule in greater detail.

### Timing

Timing is often synonymous with priority – the sooner the Initiative should be implemented, the higher the priority. The timing of Initiatives is organized into the following categories:

- Short-Term - 2024 to 2026
- Medium-Term - 2027 to 2030
- Longer-Term - 2031 to 2036
- Ongoing (regularly throughout the PRMP planning period)

### RPAs / Wards

Identifies the geographic area of Brampton that the Initiative will directly influence.





## Lead Divisions

Identifies the City's Lead Division(s) responsible for initiating and overseeing implementation of the Initiative, noting that certain Initiatives will require inter-departmental coordination to ensure effective outcomes. Identified Project Leads for PMRP Initiatives are subject to change as the City sees fit depending on municipal resources, workloads, changes in departmental or divisional mandates, etc.

## Sequencing & Other Implementation Triggers

Attention to medium and long-term Initiatives is generally required when short term actions have been initiated/completed or when suitable partners have been identified for funding. Timing, however, is also contingent upon a number of other factors and should be revisited annually prior to the City's capital and operating budget development exercises. In addition to funding availability, factors that might change timing or priority from year to year may include:

- capital lifecycle and considerations of safety;
- legislation and mandated requirements;
- changes to service standards;
- public input and community interests;
- emerging trends and changes in usage;
- participation of partners; and
- socio-demographic changes and growth forecasts, including attaining the population thresholds as assumed in this document.

Where applicable, Initiatives will be brought forward individually for consideration by Brampton City Council in the years ahead through regular budgeting and other decision-making processes. Timelines presented in this PRMP should be treated as suggestions and are subject to refinement by City Council and Staff based on factors such as future market conditions (e.g. population growth, participation and program fill rates), financial considerations (e.g. grant programs), staffing capacities and more.





PRMP Initiatives – Unite a Healthy Community through Parks & Recreation	Timing	RPAs	Wards	Lead Divisions
<b>1-1.</b> Ensure that City staff are familiar with the <b>Truth and Reconciliation Commission</b> Calls to Action and the United Nations Declaration on the rights of Indigenous Peoples, and apply these recommendations to parks and recreation planning and programming. In addition, staff and volunteers should be provided with Indigenous Cultural Competency Training and work with Indigenous communities to strengthen service delivery practices.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>- Recreation</li> <li>- Parks, Maintenance &amp; Forestry</li> <li>- Equity Office</li> <li>- Human Resources</li> </ul>
<b>1-2.</b> Work in partnership with the <b>Aboriginal Sport Council</b> to determine ways of meeting the Truth and Reconciliation goals in Brampton.	Ongoing	All	All	<ul style="list-style-type: none"> <li>- Recreation</li> <li>- Equity Office</li> <li>- Sports Tourism</li> <li>- Parks, Maintenance &amp; Forestry</li> </ul>
<b>1-3.</b> Engage <b>Indigenous communities and Indigenous designers/consultants</b> in the design of new and significantly renovated parks and recreation projects to inform the types of spaces, amenities and design considerations that reflect Indigenous cultures and knowledge. Consult with Indigenous Peoples and ensure that new and existing parks and recreation facilities are respectful of Indigenous rights and Indigenous culture, with a view to “Indigenize” and “Decolonize” public policies and spaces.	Ongoing	All	All	<ul style="list-style-type: none"> <li>- Recreation</li> <li>- Parks, Maintenance &amp; Forestry</li> <li>- Equity Office</li> <li>- Building Design &amp; Construction</li> </ul>
<b>1-4. Expand the Save Max Sports Centre</b> to provide new multi-purpose program and meeting rooms.  Additional multi-purpose rooms should be considered as part of future community centres, community hubs in Major Transit Station Areas (MTSAs), and future Recreation Revitalized projects. Rooms should be designed to accommodate a range of uses for community programs and rentals, and consider supporting amenities such as, but not be limited to, storage areas, counter space and sinks, kitchen or kitchenette, audio and visual equipment, and comfortable seating.	Short-Term  Ongoing	RPA C  All	Ward 9  All	<ul style="list-style-type: none"> <li>- Recreation</li> <li>- Building Design &amp; Construction</li> </ul>



PRMP Initiatives – Unite a Healthy Community through Parks & Recreation	Timing	RPAs	Wards	Lead Divisions
<b>1-5.</b> Reflect <b>Age-Friendly design principles and amenities</b> through the construction, redevelopment and major renovation of recreation facilities and parks	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Building Design &amp; Construction</li> </ul>
<b>1-6.</b> Develop an <b>Older Adult Strategy</b> focused on delivering continued parks and recreation services to the 55+ population and augment Brampton's Age-Friendly Strategy and Action Plan.	Medium-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>1-7.</b> Develop a <b>Youth Engagement Strategy</b> specific to parks and recreation that is aligned with the Corporate Youth Engagement Strategy.	Short-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> </ul>
<b>1-8.</b> Using an Equity Lens and working in conjunction with the Region of Peel and other service providers, identify and <b>prioritize parkland acquisition and renewal projects in neighbourhoods that experience greater levels of marginalization or material deprivation</b> . All municipal parks should be examined for ways to reduce, and where possible, remove barriers to use by equity-deserving populations.	Short to Medium-Term	To be determined	To be determined	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>



PRMP Initiatives – Unite a Healthy Community through Parks & Recreation	Timing	RPAs	Wards	Lead Divisions
<p><b>1-9.</b> Advance participation in recreation and sport by <b>equity-deserving groups</b> through the following actions at a minimum:</p> <ul style="list-style-type: none"> <li>– Identify the equity-deserving populations in Brampton who are not participating in recreation at a rate similar to the general population;</li> <li>– Summarize what is being done currently to include equity-deserving groups;</li> <li>– Meet with early adopters and leaders within diverse and equity-deserving groups to form a representative Reference Group</li> <li>– Create greater awareness about recreation and sport opportunities and seek to understand current barriers to participation;</li> <li>– Work as a collective to increase participation by determining and eliminating barriers; and</li> <li>– Measure the effectiveness of the work through increased participation of equity-deserving residents.</li> </ul>	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Equity Office</li> </ul>
<p><b>1-10.</b> Continue to train staff and volunteers in the <b>Positive Spaces Initiative</b> developed by the Ontario Council of Agencies Serving Immigrants</p>	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Equity Office</li> <li>– Human Resources</li> </ul>
<p><b>1-11.</b> Investigate an expansion of the <b>ActiveAssist Program</b>, including potentially adjusting the LICO threshold, to continue to increase access to recreation programs and services for residents.</p>	Short-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> </ul>





PRMP Initiatives – Support Complete Communities & Neighbourhood Revitalization	Timing	RPAs	Wards	Lead Divisions
<p><b>2-1.</b> Continually explore opportunities to integrate parks and recreation services as part of <b>Recreation Revitalized and mixed-use land development projects</b> with institutional and private sector partners.</p> <p>Such opportunities require a multi-departmental approach including staff from parks, recreation, planning, finance, libraries, etc. to effectively understand where community services can be co-located to generate financial, operational and program-related efficiencies. Potential projects include, but are not limited to, joint endeavours with Brampton Library, local school boards, childcare providers, health and social service providers, and the land development industry.</p>	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Planning &amp; Development</li> </ul>
<p><b>2-2.</b> The next Recreation Revitalized project should be directed to the <b>Jim Archdekin Recreation Centre</b>. Subject to onsite land availability and subsequent staff reviews, the project should explore enlarging the indoor aquatics centre, developing a fitness centre and adding multi-purpose program space. The potential to twin the arena should be explored in favour of consolidating and relocating other single pad arenas per PRMP Initiative #6-16.</p> <ul style="list-style-type: none"> <li>– Longer-term Recreation Revitalized projects should consider the Greenbriar, Terry Miller and Ellen Mitchell Recreation Centres.</li> </ul>	<p>Medium-Term</p> <p>Longer-Term</p>	<p>RPA C</p> <p>RPA G</p>	Ward 2	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Building Design &amp; Construction</li> </ul>
<p><b>2-3.</b> Conduct site and building-specific investigations at the <b>Kiwanis Youth Centre for Excellence</b> with a supporting financial analysis to explore opportunities to allow for a greater degree of community and youth programs, while also maintaining and increasing access to its pool. Consideration should be given to the feasibility and financial implications of carrying out an expansion of the building's footprint.</p>	Medium-Term	RPA H	Ward 3	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Building Design &amp; Construction</li> </ul>



PRMP Initiatives – Support Complete Communities & Neighbourhood Revitalization	Timing	RPAs	Wards	Lead Divisions
<p><b>2-4.</b> Undertake a comprehensive review of parks and recreation amenities at the <b>Flower City Community Campus</b> through a master planning exercise, including potential to acquire adjacent lands, determine the best configuration of onsite amenities, and explore opportunities to add new or different multi-purpose amenities to reach more residents.</p>	Medium-Term	RPA H	Ward 4	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Cultural Services</li> </ul>
<p><b>2-5.</b> Formalize a capital renewal initiative branded as <b>'Parks Revitalized'</b> to improve existing parks that are aging, priority neighbourhoods or serving intensification areas and MTSAs. Park renewal projects should consider asset management plans, population growth and socio-demographic characteristics within a park's service area, accessibility and inclusion, alignment with land use planning objectives, and other factors. Potential park candidates include, but are not limited to:</p> <ul style="list-style-type: none"> <li>– <b>Eldorado Park</b>, including developing a major splash pad and reviewing either the decommission or total revitalization of the outdoor pool upon the end of its lifecycle, supported through the requisite business case.</li> </ul>	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Recreation (Outdoor Pool)</li> </ul>
	Medium-Term	RPA E	Ward 4	
<p><b>2-6.</b> Park and recreation facility development and redevelopment projects should continue to explore ways to <b>support objectives of the Brampton Culture Master Plan, Public Art Strategy</b> and other appropriate documents. Opportunities to reflect Brampton's heritage, support arts and cultural activities and programs, and enhance overall community vibrancy should continue to be considered in parks and recreation projects, through public art, and continued integration into program delivery.</p>	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Cultural Services</li> </ul>
<p><b>2-7.</b> Work with the local land development industry to explore opportunities to <b>integrate multi-purpose rooms within their land development projects</b>, particularly in areas of higher density, as a means to increase the availability and distribution of space conducive to delivering community programs. Discussions regarding the size, access, amenities, and funding responsibilities should begin during the land use planning application stage and be refined through negotiations held throughout development approvals.</p>	Ongoing	To be determined	To be determined	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Planning &amp; Development</li> </ul>





PRMP Initiatives – Support Complete Communities & Neighbourhood Revitalization	Timing	RPAs	Wards	Lead Divisions
<b>2-8.</b> Should a development or redevelopment project in the designated Bramalea Urban Centre present an opportunity to renew or redevelop <b>Knightsbridge Seniors Centre</b> , strong consideration should be given to doing so. Discussions with Brampton Library should be held in this regard in terms of potential co-location with new library branches that will be required in RPA G.	To be determined	RPA G	Ward 7	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Planning &amp; Development</li> </ul>
<b>2-9.</b> After monitoring successes and challenges of the Century Gardens <b>boxed soccer court</b> , explore additional boxed soccer courts in areas of intensification as well as neighbourhoods with greater marginalization indicators in support of objectives of this PRMP, the Brampton Official Plan, 2040 Vision, and the City's prevailing philosophies of promoting inclusion.	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Recreation</li> </ul>
<b>2-10.</b> Investigate opportunities to incorporate <b>natural and adventure-based playgrounds</b> within intensification areas such as parks serving MTSAs.	To be determined	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>2-11.</b> Monitor the upcoming release of Provincial regulations for designing, developing and accepting <b>POPS/strata parks</b> and once available, should evaluate its implications on the provision of parkland in Brampton.	To be determined	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>2-12.</b> As part of future urban park planning and development, evaluate opportunities to provide <b>compact off-leash dog parks</b> in higher-density areas such as at parks serving MTSAs. The City should develop standards to guide the location, design and setbacks associated with off-leash areas to be placed in Neighbourhood Park and Urban Park classifications.	To be determined	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>





PRMP Initiatives – Proactively Plan Greenfield Areas	Timing	RPAs	Wards	Lead Divisions
<p><b>3-1. Construct a community centre in Heritage Heights</b> and, consistent with the findings from the 2017 PRMP, assemble land for the new community centre as a short-term priority. The new community centre should contain an indoor aquatics centre, a fitness centre, double or triple gymnasium, Youth Hub, multi-purpose rooms and explores co-location with a Brampton Library branch. The community centre should reflect Age-Friendly, Sport-Friendly and sustainable design principles.</p>	Medium-Term	RPA A	Ward 6	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Building Design &amp; Construction</li> </ul>
<p><b>3-2. Initiate a land banking strategy</b> to identify and acquire properties in northwest (RPA A) and northeast (RPA D) Brampton for future community centres.</p> <ul style="list-style-type: none"> <li>– Land for the proposed Heritage Heights community centre (see PRMP Initiative #3-1) would optimally be located in the designated <b>Wellness Character Area</b> established in the Heritage Heights Secondary Plan, particularly if it presents an opportunity to create a multi-service community hub in conjunction with recreation, parks, library, cultural and/or health and social service partners.</li> <li>– Land acquisition in <b>northeast Brampton</b> would provide the City with flexibility in the event an update to the PRMP recommends a community centre to meet growth-related needs beyond the year 2036. The potential to use a portion of, or assemble lands adjacent to the Block 47 Community Park should be explored to co-locate a future-term community centre with outdoor amenities.</li> </ul>	Short-Term	RPA A RPA D	Ward 6 Ward 10	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Realty Services</li> </ul>
<p><b>3-3. Future Community Parks in Heritage Heights</b> should include a minimum of three lit rectangular fields (at least one with a synthetic surface and designed to be enclosed), a lit cricket grounds, a minimum of one major splash pad, a mix of dedicated tennis and pickleball courts designed to be enclosed, an Activity Hub with multi-use sport courts and a skateboard park, play structures, reflection pool, outdoor skating surface, and outdoor fitness equipment.</p>	Ongoing	RPA A	Ward 6	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>





PRMP Initiatives – Proactively Plan Greenfield Areas	Timing	RPAs	Wards	Lead Divisions
<b>3-4.</b> The future <b>Gore Castlemore Community Park</b> should include a minimum of one lit rectangular field with a synthetic surface (and designed with future potential to be enclosed), a major splash pad, dedicated tennis and pickleball courts, skateboard park, multi-use sport court, an adventure playground, reflection pool, outdoor skating surface, and outdoor fitness equipment.	Medium-Term	RPA D	Ward 10	– Parks, Maintenance & Forestry
<b>3-5.</b> Working with other corporate departments such as Animal Services, evaluate sites that are appropriate for <b>off-leash dog parks in RPA A, RPA D and RPA E</b> . Consideration should be given to compatibility with other on-site components in a park and adjacent land uses and opportunities to partner with community organizations, private sector or others to assist with operations, fundraising/sponsorships and/or partnerships.	Longer-Term	RPA A RPA D RPA E	Ward 4 Ward 6 Ward 9 Ward 10	– Parks, Maintenance & Forestry



PRMP Initiatives – Connect Bramptonians to the Outdoors	Timing	RPAs	Wards	Lead Divisions
<b>4-1.</b> Building upon the descriptions contained in the Brampton Official Plan, <b>formalize a parkland classification system</b> to guide the planning and design of new parks and the revitalization of existing parks according to park type, size, function and appropriate facilities and amenities.	Short-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Open Space Development</li> </ul>
<b>4-2. Target parkland and cash-in-lieu of parkland at a rate of 1.6 hectares per 1,000 population</b> in accordance with the Brampton Parks Plan. In doing so, strive to attain a total park supply of 1,442 hectares of parkland by the year 2036 as guided by a Parkland Acquisition Strategy that determines the location of the quantum of parkland being planned for the City.	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>4-3.</b> Use the Brampton Parks Plan 2041 as a guiding document to <b>update municipal design standards for park facilities, park furniture and waste receptacles in urban areas.</b> In doing so, explore integration of appropriate amenities within Urban Parks as well as how standards can increase public use potential, encourage greater diversity of outdoor recreation programs, and complement urban design objectives. Whenever possible, while processing development applications in new developments with recognized parkland deficits, consider land conveyance over cash-in-lieu to fulfil parkland dedication requirements.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Open Space Development</li> </ul>
<b>4-4. Monitor Provincial updates to Bill 23</b> to understand regulations/criteria guiding parkland conveyance as it relates to encumbered parkland, strata parks, and POPs. Evaluate Bill 23's implications on the City's new Official Plan and Parkland Dedication By-law.	To be determined	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>4-5.</b> Prepare an updated <b>Parks Development Design Guideline</b> to provide detailed design standards that guide capital development and redevelopment of parks facilities as recommended in the PRMP.	Short-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Open Space Development</li> </ul>



PRMP Initiatives – Connect Bramptonians to the Outdoors	Timing	RPAs	Wards	Lead Divisions
<b>4-6.</b> Prepare a <b>Park Renewal Project List</b> to prioritize parks that would benefit from enhancements and promote use by people of all ages and abilities (also see PRMP Initiative 2-3). Candidate sites for renewal should have regard for the age and condition of the park and components within the park, service duplication, proximity to intensification areas serving MTSAs, evolving community demographics, demand for other outdoor recreation facilities, and other factors. Consideration should be given to the park design guidance contained in this PRMP and community consultation.	Short to Medium-Term	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Recreation</li> <li>– Cultural Services</li> </ul>
<b>4-7.</b> At the time of designing or redesigning parks, apply a <b>sustainability lens</b> to explore ways to increase resiliency to climate change, minimize the City's footprint on the environment, and advance objectives set out in the City's climate change and sustainability frameworks including the Brampton Plan, Grow Green Environmental Master Plan, and Climate Change Adaptation Plan.	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>4-8.</b> Work with other City Departments, Conservation Authorities and other ecologically-focused organizations to identify strategic areas and programs that <b>support naturalization, biodiversity and climate change resiliency</b> efforts using the municipal parks and open space system.	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>4-9.</b> Park development and renewal initiatives should consider the principles of CPTED, opportunities for park naturalization, and on a case-by-case basis, incorporate comfort amenities such as pathways, shade structures, seating, washrooms, and other features to <b>create welcoming and inviting public spaces</b> .	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>4-10.</b> Prepare a <b>City-wide Parks Washroom Strategy</b> to deliver washroom facilities based on but not limited to park sizes, needs, design standards, required capital and maintenance.	Medium to Long-Term	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>



PRMP Initiatives – Connect Bramptonians to the Outdoors	Timing	RPAs	Wards	Lead Divisions
<b>4-11.</b> Ensure all park assets are replaced to the City's current <b>service / design standards</b> and meet all applicable legislative requirements. For example, all playground replacements are to be upgraded from sand safety surfacing to a fully firm and accessible safety surfacing such as rubber, hard surface courts should be refurbished, and other asset management activities should be carried out in accordance with lifecycle, safety and modern standards in mind.	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Planning &amp; Development</li> </ul>
<b>4-12.</b> Develop <b>outdoor fitness equipment</b> in high traffic locations such as in parks and outdoor public spaces serving intensification areas (e.g., MTSAs), along major trails or at City, Community, Neighbourhood and Urban Parks. Opportunities should be considered in RPA F along the Etobicoke Trail, Fletcher's Creek Trail or a park along these routes, as well as at existing or future major parks or trails in Heritage Heights (RPA A) and Gore Castlemore (RPA D), as well as in RPA B, H and I.	To be determined	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>4-13.</b> Continue to provide <b>playgrounds</b> within 800 metres of major residential areas, unobstructed by major pedestrian barriers such as major roads, railways and natural hazard lands.	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>4-14.</b> Increase the number of community-level <b>outdoor ice rinks</b> to reinforce wintertime recreational experiences, with implementation and timing of future rinks being informed by use of existing rinks	To be determined	To be determined	To be determined	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> </ul>

PRMP Initiatives – Provide Pathways for Sport	Timing	RPAs	Wards	Lead Divisions
<p><b>5-1.</b> At the time of designing new indoor aquatic centres and renewing aging indoor aquatic facilities, investigate opportunities to <b>enhance and update spaces</b> that are reflective of modern expectations with consideration given to user and spectator amenities, and sport-friendly design and tournament-hosting capabilities.</p> <ul style="list-style-type: none"> <li>– Consider selected improvements to the <b>McMurphy Pool</b> that support training and programming for aquatic sports in conjunction with PRMP Initiative 2-3.</li> </ul>	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Building Design &amp; Construction</li> </ul>
<p><b>5-2.</b> Investigate the potential for a <b>50-metre pool</b> at a future community centre through the requisite business and financial planning exercises.</p>	To be determined	To be determined	To be determined	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Strategic Communications, Tourism &amp; Events</li> </ul>
<p><b>5-3.</b> Centralize Brampton's supply of <b>curling sheets</b> at a single location, allowing the City to reconstruct or substantially renovate one of its existing curling clubs. The number of curling pads and project scope, including the range of amenities that should be included, should be confirmed through a detailed utilization and feasibility analysis, in consultation with the Brampton and Chinguacousy Curling Clubs. The decommissioned location should be repurposed to meet emerging recreational program needs/demands.</p>	Longer-Term	RPA F RPA G	Ward 7 Ward 3	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Building Design &amp; Construction</li> </ul>
<p><b>5-4.</b> Continue to reference arena, sports field and other facility utilization data to support capital planning and repurposing of amenities to meet needs. <b>Facility and sports field utilization audits</b> should be conducted when appropriate to compare true usage of facilities in relation to scheduled bookings.</p>	Ongoing	All	All	<ul style="list-style-type: none"> <li>– Recreation</li> </ul>
<p><b>5-5.</b> To continue establishing Brampton as the <b>Cricket Capital of Canada</b>, add a lit cricket grounds in RPA A (per PRMP Initiative 3-3) and RPA E, investigate which existing cricket grounds are appropriate candidates to add field lighting, as well as continue to explore partnerships with local School Boards to bring additional cricket grounds online.</p>	Ongoing	To be determined	To be determined	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> </ul>



PRMP Initiatives – Provide Pathways for Sport	Timing	RPAs	Wards	Lead Divisions
<p><b>5-6.</b> Explore the feasibility of establishing a permanent <b>kabaddi venue</b> as part of a broader site selection exercise that examines locations that are capable of providing the supporting infrastructure and amenities to enable community-level play, with consideration given to attracting national and international events.</p> <p>An assessment of the sport's economic impact, tourism opportunities, financial sustainability and facility design requirements should inform the degree to which the selected site may support high-performance needs such as sport training, league play and event/tournament hosting capabilities.</p>	Short to Medium-Term	RPA D	Ward 10	<ul style="list-style-type: none"> <li>- Recreation</li> <li>- Parks, Maintenance &amp; Forestry</li> <li>- Strategic Communications, Tourism &amp; Events</li> </ul>
<p><b>5-7.</b> In the event that land redevelopments in the designated Uptown Hub result in removal of the <b>Brampton Sports Park</b> ball diamond complex or cricket grounds, the City should find an alternative venue to replace these facilities.</p>	To be determined	RPA H	Ward 3	<ul style="list-style-type: none"> <li>- Recreation</li> </ul>
<p><b>5-8. Engage local ball diamond organizations</b> to identify improvements that would result in greater usage of existing diamonds, with initial priorities placed on enhancing usage of Brampton's lit major ball diamonds.</p>	Short-Term	To be determined	To be determined	<ul style="list-style-type: none"> <li>- Recreation</li> <li>- Parks, Maintenance &amp; Forestry</li> </ul>
<p><b>5-9.</b> Construct <b>5 tennis courts</b> at existing or future parks in RPA B and RPA E, along with <b>8 pickleball courts</b> at locations to be determined with a focus on RPA B, RPA C, RPA F and/or RPA G.</p>	Longer-Term	RPA B RPA C RPA E RPA F RPA G	Ward 5 & 6 Ward 2 & 9 Ward 4 Ward 1 & 7 Ward 8	<ul style="list-style-type: none"> <li>- Parks, Maintenance &amp; Forestry</li> </ul>
<p><b>5-10.</b> Construct a minimum of one new <b>multi-use court</b> in each of RPA F, RPA G and RPA H.</p>	Longer-Term	RPA F RPA G RPA H	Ward 7 Ward 8 Ward 3	<ul style="list-style-type: none"> <li>- Parks, Maintenance &amp; Forestry</li> </ul>
<p><b>5-11.</b> Identify a location for a <b>minor skateboard park</b> in the vicinity of Bramalea Road and Bovaird Drive.</p> <p>Also pursue basic skate elements as part of existing and new neighbourhood parks in each RPA, potentially co-locating with multi-use sport courts.</p>	Medium-Term	RPA G  All	Ward 7 / 8  To be determined	<ul style="list-style-type: none"> <li>- Parks, Maintenance &amp; Forestry</li> </ul>



PRMP Initiatives – Position Parks & Recreation for Success	Timing	RPA's	Wards	Lead Divisions
<b>6-1.</b> Identify <b>key Targets and Initiatives</b> in the PRMP that hold public interest, review progress annually, and develop methods to communicate the progress that is being made.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>6-2.</b> <b>Survey satisfaction levels</b> systematically in parks and recreation services once service recovery is closer to 2019 service levels.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>6-3.</b> Work with local user groups and other community-based service providers to address methods to <b>attract and retain more volunteers</b> to support their organizations.	Ongoing	To be determined	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> </ul>
<b>6-4.</b> Continue to <b>remove barriers to part-time employment</b> , including exploring further subsidization of leadership courses where applicable.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> </ul>
<b>6-5.</b> Continue to work with <b>School Boards</b> to test the viability of providing leadership courses for a credit toward secondary school education.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> </ul>
<b>6-6.</b> Continue to explore opportunities with external partners for joint-use parks and recreation amenities, including continued engagement of the Peel District School Board and the Dufferin-Peel Catholic District School Board at regular intervals to discuss opportunities to increase the number of gymnasiums, sports fields and other facilities operating under <b>joint-use agreements</b> . Conversations with school boards and other relevant partners should occur during statutory meetings associated with the preparation/update of the Brampton Parks Plan, at the time of secondary plan and block planning exercises, as well as when redevelopment/renewal of existing schools or recreation centres are being contemplated.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Planning &amp; Development</li> </ul>
<b>6-7.</b> Continually review <b>partnership arrangements</b> and identify further partnership opportunities that can be achieved by applying the Partnership Framework for Recreation in anticipation of expanded service delivery needs due to population growth and ongoing diversification.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> </ul>
<b>6-8.</b> Implement an <b>Aquatic Safety Management Program</b> , including a Comprehensive Aquatics Safety Audit, to complete a safety assessment of aquatic locations in Brampton.	Short-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> </ul>



PRMP Initiatives – Position Parks & Recreation for Success	Timing	RPAs	Wards	Lead Divisions
<b>6-9.</b> Expand Brampton's <b>Swim to Survive Program</b> to include families and seniors in order to support newcomer and diverse populations.	Short-Term	All	All	– Recreation
<b>6-10.</b> Refine <b>Good Behaviour Guidelines</b> for Recreation and promote these with respective communications, staff supports and marketing a simpler message.	Short-Term	Not applicable	Not applicable	– Recreation – Strategic Communications
<b>6-11.</b> <b>Test satisfaction levels by age group</b> annually followed by focus groups to best understand the success of previous interventions and the identification of current gaps in facilities, programs, services as well as customer service.	Ongoing	Not applicable	Not applicable	– Recreation
<b>6-12.</b> Continue to work toward <b>increasing participation in recreation and sport</b> within the following populations at a minimum: Indigenous Peoples; children, youth and older adults; females and those that identify as female; persons with disabilities; persons experiencing low income; and racialized populations.	Ongoing	Not applicable	Not applicable	– Recreation
<b>6-13.</b> Identify and seek approval for the current <b>levels of service</b> (e.g. grass cutting, litter reduction, tree maintenance, facility maintenance standards, etc.) in parks, forestry and recreation in order to identify the resources needed to keep pace with population growth and plan for the operation of new and expanded facilities and park spaces.	Ongoing	Not applicable	Not applicable	– Recreation – Parks, Maintenance & Forestry
<b>6-14.</b> Undertake a <b>pricing review</b> to ensure that true costs are determined for programs and services, and that cost recovery levels reflect the value of the program or the service to the community.	Medium-Term	Not applicable	Not applicable	– Recreation – Finance
<b>6-15.</b> <b>Rebalance the geographic distribution of softball, slo-pitch and fastball diamonds</b> by redistributing selected diamonds in RPA C, RPA F, and RPA H to other areas of Brampton. Redistributed diamonds should focus on those that are underutilized including minor diamonds, those that duplicate geographic catchments, and/or are in areas of high demand for other park uses based on the characteristics of their surrounding populations.	Short to Medium-Term	To be determined	To be determined	– Recreation – Parks, Maintenance & Forestry



PRMP Initiatives – Position Parks & Recreation for Success	Timing	RPAs	Wards	Lead Divisions
<b>6-16. Reduce the number of single pad arenas.</b> The City should monitor the ability of existing arenas to accommodate greater use and accordingly determine whether the three remaining single-pad arenas should be repurposed, consolidated into an existing or future multi-pad arena, or if a return to 20 ice pads is warranted.	Short to Medium-Term	To be determined	To be determined	– Recreation – Building, Design & Construction
<b>6-17.</b> In response to increased demand for <b>Peel Village Golf Course</b> , continue to monitor onsite amenities to maintain the quality of experience and investigate opportunities for enhancement	Ongoing	RPA H	Ward 3	– Recreation
<b>6-18.</b> Undertake a review of the City's <b>concession services</b> and food and beverage offerings within community centres to determine ways to increase service efficiency and explore potential for third party delivery.	Medium-Term	Not applicable	Not applicable	– Recreation
<b>6-19.</b> Identify where Brampton's <b>'Mystery Shopper Program'</b> may need to be expanded based on current conditions and/or upcoming capital facility expansion or the construction of new facilities.	Ongoing	Not applicable	Not applicable	– Recreation
<b>6-20.</b> At the time of building or redeveloping community centres, consider dedicated space for <b>childcare providers</b> to continue support for co-located services for residents and reinforce the community hub model.	To be determined	To be determined	To be determined	– Recreation
<b>6-21.</b> Continue to monitor the operations and programming of the <b>Chinguacousy Park Ski Hill</b> to determine its future role along with evaluating potential operating efficiencies that could be realized through a third-party operator, altering municipal program offerings, or repurposing the asset to another recreational use.	Ongoing	RPA G	Ward 7	– Recreation

PRMP Initiatives – Realize the Potential of the PRMP	Timing	RPAs	Wards	Lead Divisions
<b>7-1.</b> Prepare a <b>Parks and Recreation Facility Implementation Strategy</b> based on the recommendations of the PRMP that identifies the logical order of implementation for the facilities proposed. The order of implementation should take into consideration the City's capital facility renewal needs in addition to proposed new facilities	Short-Term	All	All	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Building, Design &amp; Construction</li> <li>– Finance</li> </ul>
<b>7-2.</b> Prepare a <b>Funding Plan</b> that identifies capital and operating implications associated with the PRMP Initiatives along with an identification of funding capabilities and potential funding sources. Use this Funding Plan to inform the Parks & Recreation Facility Implementation Strategy (per PRMP Initiative #7-1) and municipal budgeting exercises.	Short-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Finance</li> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Building, Design &amp; Construction</li> </ul>
<b>7-3.</b> Ensure the PRMP Implementation Strategy aligns with the recommendations specified in the City of Brampton <b>Service Area Asset Management Plan</b> , to aid in identifying ongoing gaps between service areas, demand, and asset maturity.	Ongoing	To be determined	To be determined	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Facilities Operations &amp; Maintenance</li> <li>– Building, Design &amp; Construction</li> </ul>
<b>7-4.</b> <b>Augment parkland dedication practices</b> to maximize land conveyance through the Planning Act using alternative strategies and mechanisms such as purchase/lease, land exchanges, partnerships, land banking, reallocation of surplus lands, etc.	Ongoing	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Parks, Maintenance &amp; Forestry</li> <li>– Planning &amp; Development</li> </ul>
<b>7-5.</b> Undertake a comprehensive <b>5-year update of the PRMP</b> to reflect future market conditions, re-engage community groups and the public, and inform subsequent updates to the capital budgets, Development Charges and Community Benefits Charges Studies.	Medium-Term	Not applicable	Not applicable	<ul style="list-style-type: none"> <li>– Recreation</li> <li>– Parks, Maintenance &amp; Forestry</li> </ul>



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## Minutes

### Brampton Community Safety Advisory Committee

### The Corporation of the City of Brampton

**Thursday, April 18, 2024**

- Members Present: Regional Councillor M. Palleschi (Chair)  
Regional Councillor R. Santos  
Dominique Darmanin-Sturgeon  
Ivan Marco Macri  
Jennifer Miles  
Roopinder Sandhu  
Daniel Sirivar, Region of Peel, Community Safety and Well-Being Office (left 7:49 p.m.)  
Sgt. Navdeep Chhinzer, Peel Regional Police (Alternate)
- Members Absent: Regional Councillor D. Keenan (Vice-Chair) (Other Municipal Business)  
City Councillor R. Power (personal)  
Regional Councillor G. Toor (personal)  
Randhir Singh  
John Versluis, Peel Regional Police
- Staff Present: Razmin Said, Manager, Community Safety and Well-Being Office  
Brian Macklin, Parks Maintenance Supervisor, Community Services  
Kevin Minaker, Manager, Traffic Operations & Parking, Public Works and Engineering  
Tammi Jackson, Legislative Coordinator

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1. **Call to Order**

The meeting was called to order at 7:00 p.m. and adjourned at 8:48 p.m.

2. **Approval of Agenda**

**BCS006-2024**

That the agenda for the Brampton Community Safety Advisory Committee Meeting of April 18, 2024, be amended,

**To Add:**

6.3 Verbal Update from Kevin Minaker, Manager, Traffic Operations and Parking, Public Works and Engineering, re: **Automated Speed Enforcement Study Update**

Carried

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

Nil

4. **Previous Minutes**

4.1 Minutes - Brampton Community Safety Advisory Committee - February 1, 2024

The minutes were considered by Committee of Council on March 20, 2024, and were approved by Council on March 27, 2024. The minutes were provided for Committee's information.

5. **Presentations\Delegations**

5.1 Presentation by Daniel Sirivar, Manager, Strategic Initiatives, Strategic Policy and Performance Division, Health Services, Region of Peel Community Safety and Well-being Office, re: Peel's Community Safety and Well-being Plan 2020-2024

Daniel Sirivar, Manager, Strategic Initiatives, Strategic Policy and Performance Division, Health Services, Region of Peel Community Safety and Well-being

Office, provided an overview of Peel's Community Safety and Well-being Plan 2020-2024, and responded to questions of clarification from Committee.

The following motion was considered.

**BCS007-2024**

That the presentation from Daniel Sirivar, Manager, Strategic Initiatives, Strategic Policy and Performance Division, Health Services, Region of Peel Community Safety and Well-being Office, re: **Peel's Community Safety and Well-being Plan 2020-2024**, to the Brampton Community Safety Advisory Committee Meeting of April 18, 2024, be received.

Carried

5.2 Delegations re: Safety concerns at the intersection of Dixie Road and Howden Boulevard

1. Cindy Evans, Brampton Resident
2. Stephen Laidlaw, Brampton Resident
3. Bruce and Christina Marshall, Bike Brampton

Item 6.2 was brought forward and dealt with at this time.

Cindy Evans, Citizen Member, provided an overview of Howden Road Bicycle Lane at the Intersection of Dixie Road and Howden Road, and responded to questions of clarification from the Committee.

Committee discussion included the following:

- Suggestion to add paint markings to the intersection to assist with traffic flow.
- Concerns raised that there is no physical protection when approaching the intersection.
- Suggestion to use thick metal bollards that bolt to the ground, similar to what is used in Toronto.
- Question regarding the cost to place temporary barriers at the intersection.

Stephen Laidlaw, Citizen Member, provided an overview of Howden Road Bicycle Lane at the Intersection of Dixie Road and Howden Road, and responded to questions of clarification from the Committee.



Committee discussion included the following:

- Questions regarding the possibility of reducing the size of the bike lanes to make it more difficult for vehicles to use the bike lanes.
- Clarification that the buffer lane is to separate cyclists from vehicle lanes.
- Question regarding fines associated with drivers illegally turning right.
- Clarification that staff are already looking at implementing bollards.

Bruce Marshall, Brampton Resident, provided an overview of Howden Road Bicycle Lane at the Intersection of Dixie Road and Howden Road, and expressed his concerns regarding public safety.

Committee discussion included the following:

- Question regarding the number of intersections throughout Brampton that have the same concerns.
- Outlined that installing bollards allows cyclists to use the equity and inclusion lens when sharing the road with vehicles.
- Clarification that staff, transit and the Region of Peel are working together. The interim solution is with the Region of Peel, and will be implemented by the end of June 2024 before Bike Month.
- When the road is resurfaced the permanent solution will be implemented.

A/Sgt. Claudia D'Amico, Road Watch Coordinator, Road Safety Services, Peel Regional Police and Detective Gregory O'Conner, Peel Regional Police provided a verbal update on Auto Theft and Road Safety Measures.

Councillor Santos placed the following motion on the floor for Committee's consideration:

*That the Community Safety Advisory Committee receives the delegation and supports the collaborative work of Transportation Planning, Transit, Traffic Operations and Region of Peel to prioritize Vision Zero and safety of vulnerable users by installing flexible posts in the right of way as a pilot interim measure for the spring/summer/fall period which will improve road safety of the Howden Boulevard and Dixie Road intersection.*

The following motion was considered.

**BCS008-2024**

1. That the following delegations re: **Safety concerns at the intersection of Dixie Road and Howden Boulevard**, to the Brampton Community Safety Advisory Committee Meeting of April 18, 2024, be received:
  1. Cindy Evans, Brampton Resident
  2. Stephen Laidlaw, Brampton Resident
  3. Bruce Marshall, Brampton Resident; and,
2. That the verbal updates from A/Sgt. Claudia D'Amico, Road Watch Coordinator, Road Safety Services, Peel Regional Police and Detective Gregory O'Conner, Peel Regional Police re: **Auto Theft and Road Safety Measures**, to the Brampton Community Safety Advisory Committee Meeting of April 18, 2024, be received; and,
3. That the collaborative work of Transportation Planning, Transit, Traffic Operations and Region of Peel to prioritize Vision Zero and safety of vulnerable users, be supported by the installing of flexible posts in the right of way as a pilot interim measure for the spring/summer/fall period which will improve road safety of the Howden Boulevard and Dixie Road intersection.

Carried

## 6. **Reports/Updates**

- 6.1 Verbal Update from Brian Macklin, Parks Maintenance Supervisor, Community Services, re: Spring Litter Picking Campaign

Brian Macklin, Parks Maintenance Supervisor, Community Services, provided an overview of the Spring Litter Picking Campaign, and responded to questions of clarification from Committee.

The following motion was considered.

### **BCS009-2024**

That the verbal update from Brian Macklin, Parks Maintenance Supervisor, Community Services, re: **Spring Litter Picking Campaign**, to the Brampton Community Safety Advisory Committee Meeting of April 18, 2024, be received.

Carried

- 6.2 Verbal Update from John Versluis, Manager, Community Safety and Well-Being Services, Peel Regional Police, re: Auto Theft and Road Safety Measures

**Dealt with under Item 5.2 - Recommendation BCS008-2024**

- 6.3 Verbal Update from Kevin Minaker, Manager, Traffic Operations and Parking, Public Works and Engineering, re: Automated Speed Enforcement Study Update

Kevin Minaker, Manager, Traffic Operations and Parking, Public Works and Engineering, provided an overview of the Automated Speed Enforcement Study Update, and responded to questions of clarification from Committee.

Committee discussion included the following:

- Question regarding the different traffic calming measures implemented.
- Question regarding the finalization of data from the Royal Palm Drive Piolet project.

The following motion was considered.

**BCS010-2024**

That the verbal update from Kevin Minaker, Manager, Traffic Operations and Parking, Public Works and Engineering, re: **Automated Speed Enforcement Study Update**, to the Brampton Community Safety Advisory Committee Meeting of April 18, 2024, be received.

Carried

7. **Other/New Business/Information Items**

Nil

8. **Correspondence**

Nil

9. **Question Period**

Nil



**10. Public Question Period**

The public was given the opportunity to submit questions in person or via e-mail to the City Clerk's Office regarding any decisions made at this meeting. T. Jackson, Legislative Coordinator, confirmed there were no questions from the public.

**11. Adjournment**

The following motion was considered.

**BCS011-2024**

That the Brampton Community Safety Advisory Committee do now adjourn to meet again on Thursday, August 15, 2024, at 7:00 p.m. or at the call of the Chair.

Carried

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Councillor M. Palleschi, Chair

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Councillor D. Keenan, Vice-Chair

**From:** Santos, Rowena - Councillor <[Rowena.Santos@brampton.ca](mailto:Rowena.Santos@brampton.ca)>  
**Sent:** Sunday, April 28, 2024 12:55 PM  
**To:** Gravlev, Charlotte <[Charlotte.Gravlev@brampton.ca](mailto:Charlotte.Gravlev@brampton.ca)>; City Clerks Office <[City.ClerksOffice@brampton.ca](mailto:City.ClerksOffice@brampton.ca)>; Hans, Shawnica <[Shawnica.Hans@brampton.ca](mailto:Shawnica.Hans@brampton.ca)>  
**Cc:** Pallares, Vanessa <[Vanessa.Pallares@brampton.ca](mailto:Vanessa.Pallares@brampton.ca)>; D'Amico, Claudia [REDACTED]  
**Subject:** Correspondence for Committee of Council May 8th re: Community Safety Advisory Committee Minutes

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Hi Shawnica, Charlotte and team,

Please find below. I would like to file this as correspondence for the Committee of Council Agenda on May 8<sup>th</sup> under the Community Safety Advisory Committee minutes please. A/Sgt D'Amico provided a follow-up to her comments during the meeting.

Please note that Claudia D'Amico's official title is:

A/Sgt. Claudia D'Amico  
Road Watch Coordinator  
Road Safety Services  
MADD Canada Community Leader  
Peel Regional Police

Also, please note that the word "pillows" was meant to say "pylons". I have cc'd A/Sgt D'Amico above for awareness.

Thank you!  
Rowena

Kind regards,  
Rowena Santos  
Regional Councillor, Wards 1 & 5  
Chair of Community Services, Fire and Emergency Services, and Legislative Services  
Vice-Chair of Economic Development

Office: 905-874-2605  
For more info visit: <http://CouncillorSantos.ca>  
Office Manager: Vanessa Pallares ([vanessa.pallares@brampton.ca](mailto:vanessa.pallares@brampton.ca))



*As of January 1<sup>st</sup>, 2016, the City of Brampton has adopted a Lobbyist and Gift Registry. If this applies to you, please click on the following link to register:*  
<http://www.brampton.ca/EN/City-Hall/Lobbyist-Gift-Registries/Pages/Welcome.aspx>

**From:** D'Amico, Claudia [REDACTED]  
**Sent:** Friday, April 19, 2024 3:07 PM  
**To:** Santos, Rowena - Councillor <[Rowena.Santos@brampton.ca](mailto:Rowena.Santos@brampton.ca)>  
**Subject:** [EXTERNAL]Howden and Dixie

Good afternoon Councillor Santos,

I had officers attend the intersection today to enforce the bike lane rule.

They admitted to me that this is a grave concern for the safety of the cyclist.

Could I strongly suggest that until such time that the City makes any decisions on Ballard a that you could have construction pillows placed in the buffer lanes as a mean to obstruct the vehicle entering the bike lane. Maybe have 20 pillows placed from the top of the intersection toward the west.

Claudia  
Sent from my iPhone