

March 26, 2019

Committee of the Whole – Operations and Administration  
Report #2019-03-19

REPORT TO: Mayor and Members  
City Council

Your Committee of the Whole – Operations and Administration submits the following recommendations from its meeting held on March 19, 2019:

- 1. Design and Construction Manual for Vertical Infrastructure [Financial Impact - None], 2019-157**
  - A. THAT Report No. 2019-157 titled “Design and Construction Manual for Vertical Municipal Infrastructure”, BE RECEIVED; and
  - B. THAT the “Design and Construction Manual for Vertical Municipal Infrastructure” BE APPROVED effective March 26, 2019; and
  - C. THAT the General Manager of Public Works BE DELEGATED AUTHORITY to approve revisions to the “Design and Construction Manual for Vertical Municipal Infrastructure” upon recommendation by the Technical Review Committees as set out in the Manual and THAT the Execution of Routine Documents By-law BE AMENDED to reflect that authority.
- 2. 2019 Community Charity Airshow [Financial Impact – None], 2019-177**
  - A. THAT Staff Report CPREC2019-177 regarding the Community Charity Airshow BE RECEIVED; and
  - B. THAT Staff BE DIRECTED to renew the 2019 agreement with The Canadian Warplane Heritage Museum for the donation of in-kind services up to an inclusive limit of \$21,500 by the City for the Community Charity Airshow as well as the rental of the Brantford Airport; and
  - C. THAT, subject to approval of the annual operating budget, the General Manager Community Programs, Parks & Recreation BE AUTHORIZED to execute the Agreement annually, with The Canadian Warplane Heritage Museum, subject to approval of the City Solicitor, or designate, as to form and content of the Agreement; and
  - D. THAT, the Community Charity Airshow committee and the Canadian War Plane Heritage Museum representatives WORK CLOSELY with the City’s Special Events Advisory Team (S.E.A.T.) to coordinate the services required for the 2019 Airshow.

**3. Brantford Food Forest Report [Financial Impact – None], 2019-82**

- A. THAT Staff report CPREC 2019-082, Brantford Food Forest BE RECEIVED; and
- B. THAT the Brantford Food Forest Project BE APPROVED at Parson's Park; and
- C. THAT staff BE DIRECTED to continue to work with the Brantford Food Forest Committee to finalize and approve the project design and maintenance plan; and
- D. THAT staff BE DIRECTED to ensure that project costs to develop the food forest do not exceed funds that have been raised by the Brantford Food Forest Committee; and
- E. THAT staff BE DIRECTED to enter into a license agreement for the Brantford Food Forest Project in a form approved by the City Solicitor or her designate.

**4. Jaycee Park Parking Lot Expansion [Financial Impact - Unknown], 2019-84**

- A. THAT staff report CPREC 2019-84, Jaycee Park Parking Lot Expansion, BE RECEIVED; and
- B. THAT staff BE DIRECTED to implement Option 1 as outlined in this report; and
- C. THAT staff BE DIRECTED to include the project costs of Option #1 in the City's 10 year capital program; and
- D. THAT staff CONTINUE TO MONITOR the parking situation at Jaycee Park and report back to Council if further action is required; and
- E. THAT the costs to implement Option 1, estimated at \$60,000, BE FUNDED from the Council Priorities Reserve (RF0558).

**5. Funding Reallocation for the Lorne Bridge Rehabilitation Environmental Assessment and the Downtown Parking Strategy Study [Financial Impact - \$250,000 from Reserve RF0537], 2019-149**

THAT the following (Clauses A and C) BE APPROVED:

- A. THAT Report No. 2019-149 regarding Funding Reallocation for the Lorne Bridge Rehabilitation Environmental Assessment and the Downtown Parking Strategy Study BE RECEIVED; and

- C. THAT staff BE DIRECTED to initiate the Lorne Bridge Rehabilitation Environmental Assessment with funding from existing capital account BR1801 and the additional \$250,000 required for the project BE FUNDED from the Roads and Related Reserve (RF0537) to capital account BR1801.

THAT the following (Clause B) NOT BE APPROVED:

- B. THAT staff BE DIRECTED to initiate a Parking Strategy Study with funding from existing capital account RD1702 in the amount of \$200,000; and

**6. Update to City of Brantford's Source Water Protection Plan [Financial Implications – None], 2019-163**

- A. THAT Report No. 2019-163 titled "Update to City of Brantford's Source Protection Plan" BE RECEIVED; and
- B. THAT the proposed amendments to specific policies in the Brantford Source Protection Plan as set out in Appendix A of Report 2019-163 BE APPROVED; and
- C. THAT the minor proposed changes to Brantford's Assessment Report BE APPROVED; and
- D. THAT a copy of this resolution BE PROVIDED to the Grand River Source Protection Authority by April 3rd, 2019.

**7. City of Brantford Water System 2018 Annual Summary Report, 2019-139**

THAT Report No. 2019-139 titled "City of Brantford Water System 2018 Annual Summary Report" BE RECEIVED.

**8. Baxter Street – 10 Minute Pick-up Zone [Financial Implication – None], 2019-141**

- A. THAT a 10 minute Pick-up Zone BE BY-LAWED in front of Braemar House School, 36 Baxter Street; and
- B. THAT Schedule "16" of Parking By-law 144-88 which pertains to "Pick Up Zones" BE AMENDED as outlined in Appendix "B" of Report No. 2019-141 dated March 19, 2019; and
- C. THAT Schedule "7" of Parking By-law 144-88 which pertains to "Parking Prohibited at Anytime" BE AMENDED as outlined in Appendix "B" of Report No. 2019-141 dated March 19, 2019; and
- D. THAT Schedule "14" of Parking By-law 144-88 which pertains to "Alternate Side of Street Parking" BE AMENDED as outlined in Appendix "B" of Report No. 2019-141 dated March 19, 2019.

**9. Park Avenue – Request for an Accessible Parking Space [Financial Impact – None], 2019-126**

- A. THAT an accessible parking space BE BY-LAWED on Park Avenue in front of 111 Park Avenue; and
- B. THAT Schedule “26” of Parking By-law 144-88 which pertains to “Accessible Zone” BE AMENDED as outlined in Appendix “A” of Report No. 2019-126 dated March 19, 2019.

**10. Elgin Street Road Dedication By-law (Financial Impact—None), 2019-153**

THAT the By-law attached as Appendix A to Report No. 2019-153, being a by-law to dedicate part of Lot 37, Concession 4, (Geographic Township of Brantford), City of Brantford, designated as Part 1, deposited plan 2R-8274, as part of the Public Highway to be known as Elgin Street, BE PRESENTED to City Council for adoption.

**11. Mount Pleasant Street at Bell Lane – Traffic Control [Financial Impact – None], 2019-143**

THAT the following BE DEFERRED for one meeting cycle:

- A. THAT Mount Pleasant Street at Bell Lane – Traffic Control, Report No. 2019-143 BE RECEIVED; and
- B. THAT further review BE UNDERTAKEN through the Vision Zero Road Safety Committee to determine appropriateness of pedestrian crossovers (PXO) at the intersection of Mount Pleasant Street and Bell Lane.

**12. First Avenue – Parking Control [Financial Impact – None], 2019-140**

- A. THAT Report 2019-140 Traffic Report – First Avenue Parking Control BE RECEIVED; and
- B. THAT Option 2 being “Alternate Side of Street Parking” throughout the year BE BY-LAWED on First Avenue from Colborne Street to Wellington Street BE APPROVED; and
- C. THAT Schedule “12” regarding “Alternate Side of Street Parking” and Schedule “14” regarding “Alternate Side of Street Parking” of Parking By-law 144-88 BE AMENDED as outlined in Appendix “C” of Report No. 2019-140 dated March 19, 2019; and
- D. THAT any corresponding by-law amendments BE PREPARED for Council’s approval.

**13. Blueridge Crescent – Parking Control [Financial Impact – None], 2019-134**

- A. THAT “No Parking” BE BY-LAWED on the north side of Blueridge Crescent (in the vicinity of 22 Blueridge Crescent) commencing from a point 122 metres west of the centre line of Bingham Crescent for a distance of 27 metres westerly; and
- B. THAT Schedule “7” of Parking Bylaw 144-88 which pertains to “Parking Prohibited at Anytime” BE AMENDED as outlined in Appendix “A” of Report No. 2019-134 dated March 19, 2019.

**14. Gaydon Way – Parking Control [Financial Implication – None], 2019-142**

- A. THAT “No Parking” BE BY-LAWED on the east side of Gaydon Way (in the vicinity of 65 Gaydon Way) commencing from a point 125 metres north of the centre line of Edith Montour Avenue for a distance of 26 metres northerly; and
- B. THAT Schedule “7” of Parking Bylaw 144-88 which pertains to “Parking Prohibited at Anytime” BE AMENDED as outlined in Appendix “A” of Report No. 2019-142 dated March 19, 2019.

**15. Oak Street – Parking Control [Financial Impact – None], 2019-136**

- A. THAT “No Parking” BE BY-LAWED on the south side of Oak Street from Sherwood Drive to Winniett Street; and
- B. THAT Schedule “7” of Parking Bylaw 144-88 which pertains to “Parking Prohibited at Anytime” BE AMENDED as outlined in Appendix “A” of Report No. 2019-136 dated March 19, 2019.

**16. St. Paul Avenue – Parking Control [Financial Implication – None], 2019-137**

- A. THAT “No Parking, Anytime” BE BY-LAWED on the east side of St. Paul Avenue from Grand River Avenue to a point 42 metres north of the centre line of Grand River Avenue; and
- B. THAT “No Parking, Anytime” BE BY-LAWED on the east side of St. Paul Avenue from Bowes Avenue to a point 48.5 metres north of the centre line of Bowes Avenue; and
- C. THAT “No Parking, Anytime” BE BY-LAWED on the east side of St. Paul Avenue from a point 58 metres south of the centre line of Spring Street to a point 70 metres south of the centre line of Dufferin Avenue; and
- D. THAT “No Parking, Anytime” BE BY-LAWED on the east side of St. Paul Avenue from Palmerston Avenue to a point 21 metres south of the centre line of Palmerston Avenue; and

- E. THAT “No Parking, Anytime” BE BY-LAWED on the east side of St. Paul Avenue from a point 22 metres south of the centre line of Ada Avenue to Lawrence Street; and
- F. THAT Schedule “7” of Parking By-law 144-88 which pertains to “Parking Prohibited at Anytime” BE AMENDED as outlined in Appendix “A” of Traffic Report No. 2019-137 dated March 19, 2019.

**17. Avedisian Street – Parking Control [Financial Impact – None], 2019-144**

- A. THAT Report 2019-144 Avedisian Street - Parking Control BE RECEIVED; and
- B. THAT Option 2 (Status Quo – On-Street Parking on both sides of Avedisian Street) as outlined in the Analysis Section of Report 2019-144 BE APPROVED.

**18. Barry Drive and Dale Street – Parking Control [Financial Impact – None], 2019-138**

- A. THAT “No Parking, Anytime” BE BY-LAWED on the west side of Barry Drive from Bell Lane to the northerly end of Barry Drive; and
- B. THAT “No Parking, Anytime” BE BY-LAWED on the north side of Dale Street from Barry Drive to Mount Pleasant Street; and
- C. THAT Schedule “7” of Parking By-law 144-88 which pertains to “Parking Prohibited at Anytime” BE AMENDED as outlined in Appendix “A” of Report No. 2019-138 dated March 19, 2019.

**19. Brantford Accessibility Advisory Committee Report**

- A. THAT all vote results at broadcasted meetings BE READ aloud, including the names of the Councillors and in the manner they voted, to accommodate persons who cannot read the results on the screen; and
- B. THAT the necessary By-law to Amend Chapter 15 (Procedure) of The City of Brantford Municipal Code BE PRESENTED to City Council for adoption.

**20. Human Resources Committee Report #2019-03-05B – City of Brantford Full-Time Hires and Transfers – Q4-2018 [Financial Impact – None]**

THAT the list of City of Brantford Full-Time Hires and Transfers for Q4 – 2018 BE RECEIVED.

## 21. Single-Use Plastic Straws

WHEREAS section 8(1) of the Municipal Act, 2001 requires that the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

WHEREAS section 8(3) of the Municipal Act, 2001 permits the municipality to pass by-laws under section 10 and 11 which: regulates or prohibits the matter; and to require persons to do things respecting the matter; and

WHEREAS section 10(2) of the Municipal Act, 2001 permits single-tier municipalities to pass by-laws respecting the following matters: economic, social and environmental well-being of the municipality, including respecting climate change; and

WHEREAS the Council of The Corporation of the City of Brantford wishes to consider regulating or prohibiting the sale and distribution of single-use plastic straws in the municipality in order to reduce: (a) littering; (b) the impact on landfills; (c) the impact on sewers; and (d) the contribution to climate change;

NOW THEREFORE BE IT RESOLVED THAT City Staff BE DIRECTED to:

1. Analyze the impacts of single-use plastic straws in the municipality; and how to reduce those impacts through the regulation and prohibition of single-use plastic straws;
2. Consult with the public and impacted industries, including but not limited to:
  - i. Retail Stores;
  - ii. Restaurants;
  - iii. Manufacturers and Distributors, as applicable;
  - iv. Chamber of Commerce;
  - v. Brantford Accessibility Advisory Committee; and
  - vi. Brantford Environmental Policy Advisory Committee;
3. THAT City Staff REPORT BACK to Council on the results of their analysis and consultation; along with a process, including timelines, to:
  - a. In the first phase, regulate the sale and distribution of single-use plastic straws, taking into account existing inventories and the sourcing of alternate suppliers; and
  - b. In the final phase, prohibit the sale and distribution of single-use plastics straws.
4. THAT a copy of this resolution BE FORWARDED to the MP and MPP Brantford-Brant, the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM) and other municipalities in the Province of Ontario.

## **22. Street Parking During City Wide Snow or Ice Events**

WHEREAS winter storms cause traffic and pedestrian problems throughout the City; and

WHEREAS parked vehicles make snow clearing difficult for plow operators and frustrating for drivers; and

WHEREAS plow operators often have to return to many streets adding labour and operating costs to snow clearing and salting operations;

NOW THEREFORE BE IT RESOLVED that staff are requested to provide a report to Council outlining:

1. The feasibility of a 24-hour City-wide no parking ban during winter storm events;
2. How to exempt some streets where there are no driveways;
3. The mechanism, timing and protocol for a no parking order;
4. How a winter storm parking ban is working in area municipalities for comparison;
5. How would a street parking ban impact snow clearing operations? Estimated cost savings? Faster snow clearing?;
6. The feasibility of utilizing vacant lands for parking during winter storm events; and
7. How this matter is addressed in other municipalities.

## **23. Assistance to Customers with High Water and Wastewater Bills Due to Unintended Water Wastage**

WHEREAS customers occasionally experience high water and wastewater bills resulting from plumbing failures such as toilet leaks; and

WHEREAS due to such plumbing failures customer water usage can be 3 times or more than the normal usage; and

WHEREAS City's Customer Service Department attempts to alert customers when an anomaly in water usage is noticed; and

WHEREAS high water and wastewater bills resulting from plumbing failures can present financial hardship to customers;

NOW THEREFORE BE IT RESOLVED THAT staff BE DIRECTED to investigate and report back on options to provide relief to customers with high water and wastewater bills resulting from unintended water wastage.

## **24. Traffic Control at Mt Pleasant Road and Conklin Road**

WHEREAS at the Committee of the Whole Operations meeting of July 10, 2018, and subsequent Council meeting of July 24 2018 staff was directed to report back on interim actions to be taken to improve traffic safety at the intersection of



Conklin Road and Mount Pleasant Road and recommendations that can improve travel times between West Brant and highway 403 interchanges; and

WHEREAS the report to address these items is expected to be at Council in April 2019; and

WHEREAS there are potential illumination and speeding concerns in the vicinity of the intersection; and

WHEREAS provision of traffic signal control at the intersection of Conklin Road and Mount Pleasant Road would facilitate access to Highway 403 and provide an alternate route whenever existing bridges across the Grand River are disrupted; and

WHEREAS it would require six months for the design and construction of a temporary traffic Signal at the Intersection of Mount Pleasant Road and Conklin Road, costing \$250,000 in capital funds and \$6,000 in operating costs; and

WHEREAS an All Way Stop at this location could be implemented prior to April and reduce the potential delays to Conklin Road users during the scheduled Veterans Memorial Parkway bridge maintenance work that will take place over approximately a three week period in the spring of 2019;

THEREFORE BE IT RESOLVED:

- A. THAT staff UNDERTAKE the installation of an All Way Stop at the intersection of Mt Pleasant Road and Conklin Road; and
- B. THAT staff be DIRECTED to implement additional measures at a cost not exceeding \$10,000; and
- C. THAT staff PREPARE the necessary bylaws to implement an All Way Stop Control and other feasible measures that can be applied prior to April 2019 at the intersection of Mount Pleasant Road and Conklin Road; and
- D. THAT staff UNDERTAKE the design, construction and operation of temporary traffic signals and necessary roadway modifications required at the intersection of Mt Pleasant Road and Conklin Road at a cost not to exceed \$260,000 funded from the Council Priorities Reserve (RF0558); and
- E. THAT staff PREPARE the necessary bylaws to implement the temporary traffic signals within approximately six months;
- F. THAT \$6,000 for the annual operating costs for the traffic measures to be installed at this intersection BE ADDED to the 2019 Operating Budget for Operational Services.

**25. Amendment to Chapter 326 of the City of Brantford Municipal Code (General Provisions - Issue of Licences) to allow for the Special Event Time Period re-instatement**

WHEREAS City Council at its meeting held April 24, 2018 amended the Special License Requirements contained in Schedule A-5 of Chapter 326 of the City of Brantford Municipal Code for a limited period of up to September 30, 2018, to include an event that is held on a weekly basis, provided that participation of Food Service Vehicles at said weekly event is rotated (Food Service Vehicles not participating at said weekly event for consecutive weeks); and

WHEREAS it would be beneficial to the community to continue to have the ability to organize weekly or bi-weekly special events that have food service vehicle's participating; and

WHEREAS staff are providing a report to Committee of the Whole – Operations and Administration in April that will include an update on the number of Food Service Vehicles issued in 2018, feedback received from the community and any potential revisions to the Licensing By-law based on the feedback received; and

WHEREAS community groups are beginning their event organization plans for the 2019 outdoor special events;

NOW THEREFORE BE IT RESOLVED THAT the Clerk BE DIRECTED to prepare the necessary by-law for presentation to City Council to amend Chapter 326 of the City of Brantford Municipal Code (General Provisions Issue of Licences) to re-instate the special provision for the Special Event Time Period inclusion permanently (no end date).

**26. Policy on Roundabouts**

WHEREAS the following resolution was approved by City Council:

WHEREAS the 2014 Transportation Master Plan, approved by Council in August 2014 stated: *'Modern roundabouts have become a standard alternative to signalized intersections where appropriate design guidelines can be met and the operational, safety and financial benefits are superior to alternative forms of intersection control'*; and

WHEREAS the 2014 Transportation Master Plan provides guidelines for determining when a modern roundabout maybe a viable alternative to a signalized intersection; and

WHEREAS the City of Brantford does not have a policy or standards for implementation of modern roundabouts;

NOW THEREFORE BE IT RESOLVED:

- A. THAT Council directs staff to INVESTIGATE and report back to Council with a process to develop a policy, standards and appropriate traffic control/parking by-law amendments to support the implementation of modern roundabouts in the City of Brantford, considering the policies in adjacent communities, such as the Region of Waterloo; and
- B. THAT following Council's approval, staff DEVELOP these policies and report back to Council with candidate locations for roundabouts in the community where a feasibility study can be implemented in conjunction with approved road construction projects in the City's ten year capital forecast; and

NOW THEREFORE BE IT RESOLVED:

- A. THAT Staff BE DIRECTED to complete the work outlined in both Clauses A and B; and
- B. THAT the work product be provided to Council before April 30, 2019.

Respectfully submitted

Councillor McCreary, Chair