



CITY COUNCIL

MINUTES

Tuesday, February 26, 2019

6:00 p.m.

Council Chambers, Brantford City Hall

1. NATIONAL ANTHEM

The National Anthem was played.

2. INVOCATION

Mayor Davis read the Invocation.

3. ROLL CALL

Present:

- Councillor Antoski
- Councillor Martin
- Councillor Sless
- Councillor Utley
- Councillor Carpenter
- Councillor Weaver
- Councillor McCreary
- Councillor Vanderstelt
- Councillor Wall
- Councillor Van Tilborg
- Mayor Davis

4. DECLARATIONS OF CONFLICTS OF INTEREST

- 4.1 Councillor Wall – Item 2 of Committee of the Whole – Community Development Report #2019-02-05 regarding Part Lot Control Relief Application PLC-01-18 (Parts of Lots ‘K’, ‘L’ and ‘N’ North of Spring Street, Plan City of Brantford September 7, 1892) 33 Jarvis Street [Financial Impact – None], 2019-74 and related By-law 22-2019**

Councillor Wall declared a pecuniary interest regarding Item 2 of Committee of the Whole - Community Development Report #2019-02-05 regarding Part Lot Control Relief Application PLC-01-18 and the related By-law 22-2019 as the company he works for is involved in the project. Accordingly, he refrained from all discussion and voting on these Items.

- 4.2 Councillor Utleigh – Item 1 of Social Services Committee Report #2019-02-06 regarding Approval for the disposition of eighteen (18) LHC Single Family Homes [Financial Impact: Revenue to be placed into the Social Housing-Acquisition Reserve Fund], 2019-73**

Councillor Utleigh declared a pecuniary interest on Item 1 of Social Services Committee Report #2019-02-06 regarding the Approval for the Disposition of Eighteen LHC Single Family Homes as he lives in the area. Accordingly, he refrained from all discussion and voting on this Item.

5. STATUTORY PUBLIC MEETINGS

None

6. RECOGNITION OF ACHIEVEMENTS

None

7. PROCLAMATIONS

None

8. PRESENTATIONS/ DELEGATIONS

Presentations

None

Delegations

- 8.1 Patrick Duffy & Carol Wiebe, NA (LPM) Limited Partnership and I.G. Investment Management Ltd. as Trustees for Investors Real Property Fund**

Re: Items 3 and 4– Committee of the Whole – Community Development Report #2019-02-05 regarding City of Brantford Comments on the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2019-85; and Implications of the Proposed Growth Plan Amendment on the City of Brantford Official Plan Review, 2019-88

Patrick Duffy and Carol Wiebe, appeared before City Council representing NA (LPM) Limited Partnership and I.G. Investment Management Ltd. as Trustees for Investors Real Property Fund and on behalf of Lynden Park Mall regarding Items 3 and 4 of Committee of the Whole - Community Development Report #2019-02-05 regarding City of Brantford Comments on the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, 2019-85; and Implications of the Proposed Growth Plan Amendment on the City of Brantford Official Plan Review, 2019-88.

The delegation spoke in support of Staff's recommendation to direct staff to engage the Ministry of Municipal Affairs and Housing to correct the Province's mapping errors in the proposed Provincially Significant Employment Zone (PSEZ) for Brantford, such that the boundaries of the PSEZ reflect the employment and commercial designations in the Official Plan, thereby excluding the Lynden Park Mall from the PSEZ. C. Wiebe added that there are a number of landowners surrounding Lynden Park Mall that are also affected and are seeking the Province to correct these mapping errors.

9. CLERK'S REPORT ON COMMUNICATIONS

9.1 Clerk's Report on Communication – February 2019 [Financial Impact – None], 2019-167

Moved By Councillor Antoski

Seconded By Councillor Martin

THAT Report 2019-167, Clerk's Report on Communications for February 2019, BE RECEIVED.

Recorded vote on Item 9.1:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

10. MINUTES

Moved By Councillor Sless

Seconded By Councillor Martin

THAT the following Minutes BE ADOPTED:

10.1 City Council - January 29, 2019

10.2 Special City Council - February 5, 2019

10.3 Special City Council - February 13, 2019

Recorded vote on all Minutes:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11. COMMITTEE REPORTS

11.1 Committee of the Whole - Community Development Report #2019-02-05

Moved By Councillor Utley

Seconded By Councillor Sless

THAT the Committee of the Whole - Community Development Report #2019-02-05 BE ADOPTED, as follows:

1. Zoning By-law Amendment PZ-14-18 – 36 Fairview Drive & 4 and 8 Willow Drive [Financial Impact – None], 2019-79
2. Part Lot Control Relief Application PLC-01-18 (Parts of Lots 'K', 'L' and 'N' North of Spring Street, Plan City of Brantford September 7, 1892) 33 Jarvis Street [Financial Impact – None], 2019-74
3. City of Brantford Comments on the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe [Financial Impact - none], 2019-85
4. Implications of the Proposed Growth Plan Amendment on the City of Brantford Official Plan Review [Financial Impact – none], 2019-88
5. Implementation of a Municipal Accommodation Revenue Tool

6. Motion Regarding Course of Action for the Municipal Enforcement of Cannabis Legislation

Items 2 and 3 were separated for discussion purposes.

Recorded vote on all Items (Items 1, 4, 5 and 6) in Committee of the Whole - Community Development Report #2019-02-05 not separated for discussion purposes:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

Council then considered the following Items (Items 2 and 3) separated for discussion purposes:

11.1.2 Part Lot Control Relief Application PLC-01-18 (Parts of Lots 'K', 'L' and 'N' North of Spring Street, Plan City of Brantford September 7, 1892) 33 Jarvis Street [Financial Impact – None], 2019-74

Councillor Wall declared a pecuniary interest regarding this Item as the company he works for is involved in the project. Accordingly, he refrained from all discussion and voting on this Item.

Recorded vote on Item 11.1.2:

YES: (10): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Van Tilborg, and Mayor Davis

CARRIED (10 to 0)

11.1.3 City of Brantford Comments on the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe [Financial Impact - none], 2019-85

Amendment

Moved By Councillor Utley

Seconded By Councillor Sless

THAT Item 3 of the Committee of the Whole – Community Development Report #2019-02-05 BE AMENDED to include the following:

- c. THAT the City of Brantford REQUESTS the Province Of Ontario to revise the proposed Provincially Significant Employment Zone as released for consultation on January 15, 2019 to remove existing non-employment properties, including but not limited to the Lynden Park Mall; and
- d. THAT the City BE PERMITTED to adjust the Provincially Significant Employment Zone boundary by adding or removing Employment Areas through its ongoing Official Plan and Municipal Comprehensive Review process.

Recorded vote on Amendment to Item 11.1.3:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

Recorded vote on Item 11.1.3, as amended:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11.2 Social Services Committee Report #2019-02-06

Moved By Councillor Weaver

Seconded By Councillor Wall

THAT Social Services Committee Report #2019-02-06 BE ADOPTED, as follows:

1. Approval for the disposition of eighteen (18) LHC Single Family Homes [Financial Impact: Revenue to be placed into the Social Housing-Acquisition Reserve Fund], 2019-73
2. Social Assistance Discretionary Items – Service Review – Assisted (Indigent) Funerals and Burials [Financial Impact - None], 2019-48
3. Transition Plans for Participants of the Ontario Basic Income Pilot, 2019-45 - Social Services Committee Report #2019-02-06

Item 3 – Transition Plans for Participants of the Ontario Basic Income Pilot, 2019-45 was inadvertently omitted from the Social Services Committee Report #2019-02-06 distributed with the agenda. All Items were separated for discussion purposes. Council then considered the following Items (Items 1, 2 and 3) separated for discussion purposes:

11.2.1 Approval for the disposition of eighteen (18) LHC Single Family Homes [Financial Impact: Revenue to be placed into the Social Housing-Acquisition Reserve Fund], 2019-73

Councillor Utley declared a pecuniary interest on this Item as he lives in the area. Accordingly, he refrained from all discussion and voting on this Item.

Recorded vote on Item 11.2.1:

YES: (9): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

NO: (1): Councillor Carpenter

CARRIED (9 to 1)

11.2.2 Social Assistance Discretionary Items– Service Review – Assisted (Indigent) Funerals and Burials [Financial Impact: None], 2019-48

Recorded vote on Item 11.2.2:

YES: (10): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

NO: (1): Councillor Carpenter

CARRIED (10 to 1)

11.2.3 Transition Plans for Participants of the Ontario Basic Income Pilot (2019-45)

Recorded vote on Item 11.2.3:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11.3 Estimates Committee Report #2019-02-13

Moved By Councillor Van Tilborg

Seconded By Councillor Martin

THAT Estimates Committee Report #2019-02-13 BE ADOPTED, as follows:

1. 2019 Capital Budget New Clubhouse at Northridge Municipal Golf Course
2. Unmet Need – Brantford Downtown Outreach Team Pilot Program (1 year funded from Casino Legacy)

All Items were separated for discussion purposes. Council then considered the following Items (Items 1 and 2) separated for discussion purposes, starting with Item 2 first:

11.3.2 Unmet Need – Brantford Downtown Outreach Team Pilot Program (1 year funded from Casino Legacy)

Amendment

Moved By Councillor Weaver

Seconded By Councillor Wall

THAT Item 2 of Estimates Committee Report #2019-02-13 BE AMENDED to add the following as Clauses B and C:

- B. THAT Council APPROVE the single source procurements, pursuant to section 4.02(g) of the Purchasing Policy to:
 1. the Grand River Community Healthcare Centre in the amount of \$135,600 for the provision of a Nurse Practitioner; and
 2. St. Leonard's Community Services in the amount of \$84,084 for the provision of a Concurrent Disorders Worker; as part of the Downtown Outreach Team; and
- C. THAT the Clerk BE DIRECTED to place the Funding Agreements for the above on a Signing By-law for execution by the Mayor and Clerk.

Recorded vote on Amendment to Item 11.3.2:

YES: (10): Councillor Antoski, Councillor Sless, Councillor Utey, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

NO: (1): Councillor Martin

CARRIED (10 to 1)

Recorded vote on Item 11.3.2, as amended:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11.3.1 2019 Capital Budget new clubhouse at Northridge Municipal Golf Course

Amendment

Moved By Councillor Carpenter

Seconded By Councillor Utley

THAT Clause B, BE AMENDED to also require the approval of the Northridge Golf Clubhouse Steering Committee.

The amendment was subsequently withdrawn with the leave of the mover and seconder.

Recorded vote on Item 11.3.1:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11.4 Committee of the Whole - Operations and Administration Report #2019-02-19

Moved By Councillor Utley

Seconded By Councillor Weaver

THAT Committee of the Whole – Operations and Administration Report #2019-02-19 BE ADOPTED, as follows:

1. Neighbourhood Hubs 2018 Annual Report [Financial Impact – None], 2019-80
2. Healthy Kids Community Challenge Update [Financial Impact: None], 2019-77

3. Sanderson Centre Business Plan [Financial Impact – None], 2019-49
4. Traffic Report: Shellard Lane at Anderson Road – Traffic Control Signal [Financial Impact – \$6,000 to the Operational Services 2020 Operating Budget], 2019-44
5. Traffic Report: Banbury Road - Parking Control [Financial Impact - None], 2019-42
6. Update to Clean Air By-law – Amendments to Chapter 570 of Brantford's Municipal Code (Smoking - Clean Air) [Financial Impact (\$70,000)] (CPREC2019-003) [DEFERRAL from January 29, 2019 City Council Meeting]
7. Temporary Road Closures – February 2019 [Financial Impact - None], 2019-58
8. Cultural and Built Heritage Funding Program Eligibility
9. Establishment of a Signature Cycling Route
10. National Health and Fitness Day

Recorded vote on all Items (Items 1, 2, 3, 4, 5, 7, 8, 9 and 10) not separated for discussion purposes:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

Council then considered the following Item (Item 6) that was separated for discussion purposes:

11.4.6 Update to Clean Air By-law – Amendments to Chapter 570 of Brantford's Municipal Code (Smoking - Clean Air) [Financial Impact (\$70,000)] (CPREC2019-003) [DEFERRAL from January 29, 2019 City Council Meeting]

Recorded vote on Item 11.4.6:

YES: (9): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, and Mayor Davis

NO: (2): Councillor Wall, and Councillor Van Tilborg

CARRIED (9 to 2)

11.5 Appointments Committee Report #2019-02-19

Moved By Councillor Utley

Seconded By Councillor McCreary

THAT Appointments Committee Report #2019-02-19 BE
ADOPTED, as follows:

1. Appointment of Citizen and Liaison Members to various Boards, Advisory Committees and Task Forces

Amendment

Moved By Councillor McCreary

Seconded By Councillor Utley

THAT Item 1 of Appointments Committee Report #2019-02-19 BE
AMENDED to add the following as Clause C and to renumber existing
Clauses C, D and E as Clauses D, E and F:

- C. i. THAT Councillor Carpenter BE APPOINTED as a City of Brantford representative on the Grand River Conservation Authority for a term to expire November 14, 2019 to replace David Neumann; and
- ii. THAT a letter BE SENT to David Neumann thanking him for serving as a citizen member representative of the City of Brantford on the Grand River Conservation Authority in an interim capacity until the position could be filled; and
- iii. THAT the Clerk BE REQUESTED to send letters to the citizens who applied for membership on the Grand River Conservation Authority advising that City Council has opted to fill the vacancy with a Member of Council at this time, but thanking them for their interest and encouraging them to apply for membership when vacancies are advertised in the future.

Recorded vote on Amendment to Item 11.5.1:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

Recorded vote on Item 11.5.1, as amended:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11.6 Special Committee of the Whole - Operations and Administration Report #2019-02-19

Moved By Councillor Utley

Seconded By Councillor Carpenter

THAT the Special Committee of the Whole – Operations and Administration Report #2019-02-19 BE ADOPTED, as follows:

1. Priority Setting Exercise

Amendment

Moved By Councillor McCreary

Seconded By Councillor Antoski

THAT Item 1 of the Special Committee of the Whole – Operations and Administration Report #2019-02-19 BE AMENDED by striking Theatre/Museums and replacing with the following:

- The development of a consolidated museum and archives facility along with a mid-size performance venue.

A friendly amendment was made to amendment as initially presented to remove the words "on the Mohawk Greenwich lands" following the words "performance venue".

Recorded vote on Amendment to Item 11.6.1, with the friendly amendment:

YES: (10): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Van Tilborg, and Mayor Davis

NO: (1): Councillor Wall

CARRIED (10 to 1)

Recorded vote on Item 11.6.1, as amended:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11.7 Finance Committee Report #2019-02-20

Moved By Councillor Martin

Seconded By Councillor Carpenter

THAT Finance Committee Report #2019-02-20B BE ADOPTED, as follows:

1. Appointment of External Auditors for the City of Brantford and related Boards (2019-105)
2. Review Finance Policy #010 – Use of Casino Funds [Financial Impact – None] (2019-50)
3. Letter of Agreement for 2018-2019 Dedicated Gas Tax Funds for Public Transportation Program from the Ministry of Transportation [Financial Impact - \$1,306,752] (2019-91)
4. Mileage Reimbursement Rate [Financial Impact - None] (2019-104)
5. Quarterly Status Report of Contracts Awarded [Financial Impact – None] (2019-92)
6. 4th Quarter Casino Report [Financial Impact-\$1,627,008] (2019-96)

Recorded vote on all Items (Items 1, 3, 4, 5 and 6) not separated for discussion purposes:

YES: (10): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (10 to 0)

Councillor Vanderstelt was not in the meeting room at the time of the vote.

Council then considered the following Item (Item 2) that was separated for discussion purposes:

11.7.2 Review Finance Policy #010 – Use of Casino Funds [Financial Impact – None] (2019-50)

Recorded vote on Item 11.7.2:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

11.8 Special Committee of the Whole - Operations and Administration Report #2019-02-21

Moved By Councillor McCreary

Seconded By Councillor Carpenter

THAT Special Committee of the Whole – Operations and Administration Report #2019-02-21 BE ADOPTED, as follows:

1. Drinking Water Quality Management Standard (DWQMS), Standard of Care Training

Council then considered the following Item (Item 1) that was separated for discussion purposes:

11.8.1 Drinking Water Quality Management Standard (DWQMS), Standard of Care Training

Recorded vote on Item 11.8.1:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

Staff was asked to arrange for a tour of the new facility on Grand River Avenue for Members of Council interested in attending.

12. RESOLUTIONS

12.1 Code of Conduct for Members of the Council of The Corporation of the City of Brantford and of its Local Boards

Moved By Councillor Vanderstelt

Seconded By Councillor Sless

- A. THAT Report 2019-133 entitled “Code of Conduct for Members of the Council of The Corporation of the City of Brantford and of its Local Boards” BE RECEIVED; and
- B. THAT, in accordance with the provisions of subsection 223.2(1) of the *Municipal Act, 2001*, as amended, and Ontario Regulation 55/18, the new Code of Conduct for Members of the Council and of its Local Boards attached as Appendix “A” BE APPROVED effective March 1, 2019; and
- C. THAT the necessary by-law to repeal Article 14 – Code of Conduct for Members of Council of Chapter 15 of the City of Brantford Municipal Code and to create a new Chapter 16 (Code of Conduct for Members of Council and of its Local Boards) of the City of Brantford Municipal Code BE PRESENTED to City Council on February 26, 2019 for adoption; and
- D. THAT, following Council approval, a copy of Chapter 16 of the City of Brantford Municipal Code BE FORWARDED to the Downtown Brantford Business Improvement Area Committee of Management in order that they can update their Operating Policies and Procedures to reflect same; and
- E. THAT the Code of Conduct Task Force, in consultation with the City’s Integrity Commissioner, Local Boards and appropriate municipal staff, BE REQUESTED to undertake a review of the new Chapter 16 of the City of Brantford Municipal Code within one year of its adoption by City Council (by March 2020) and report its findings with any recommended amendments thereto to Council for its consideration.

Amendment

Moved By Councillor Antoski

Seconded By Councillor Weaver

THAT the second paragraph listed under Section 16.2.7 – Gifts, benefits and hospitality in Appendix “A” as referenced in Clause B of Item 12.1 BE AMENDED to read as follows:

Members of Council and Local Boards shall refrain from using their positions to pressure or coerce Municipal Staff or Local Board Staff into participating in or contributing towards charitable or other events or causes unrelated to the business of the City. Notwithstanding the foregoing, in no event shall a general invitation to Municipal Staff or Local Board Staff to participate in or contribute towards any charitable or other event or cause unrelated to the business of the City, be construed to be a violation of this Chapter.

Recorded vote on Amendment to Item 12.1:

YES: (10): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

NO: (1): Councillor Carpenter

CARRIED (10 to 1)

Amendment

Moved By Councillor McCreary

Seconded By Councillor Utley

THAT Section 16.2.7 – Gifts, benefits, and hospitality in Appendix “A”, as referenced in Clause B of Item 12.1, BE AMENDED by adding the following sentence to the end of Section 16.2.7:

For the purposes of this Article, “nominal” shall mean having a value of \$100.00 (Canadian) or less.

Recorded vote on Amendment to Item 12.1:

YES: (10): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

NO: (1): Councillor Carpenter

CARRIED (10 to 1)

Moved By Councillor McCreary

Seconded By Councillor Weaver

THAT Section 16.2.9 – Use of Social Media as identified in Appendix “A” of the February 26, 2019 report of the Code of Conduct Task Force to City Council BE REFERRED BACK to the Code of Conduct Task Force for a report back in two meeting cycles.

Recorded vote on Referral of Section 16.2.9 – Use of Social Media:

YES: (10): Councillor Antoski, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

NO: (1): Councillor Martin

CARRIED (10 to 1)

Recorded vote on Item 12.1, as amended:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

12.2 Resolution from Special In-Camera City Council Meeting held February 26, 2019 regarding Minutes of Settlement for Assessment Appeals (CS2019-008)

Moved By Councillor McCreary

Seconded By Councillor Utley

THAT the Clerk BE DIRECTED to place the Confidential Information regarding Minutes of Settlement for Assessment Appeals as outlined in report number CS2019-008 on a Signing By-law for execution by the Mayor and Clerk.

Recorded vote on Item 12.2:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

13. NOTICES OF MOTION

The following Notice of Motion was presented:

13.1 Potential Regulation of Single-use Plastic Straws – Councillor Sless

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:

1. THAT City Staff BE DIRECTED to:
 - a. 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;
 - b. 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;
2. 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.

14. BY-LAWS

A revised By-law Listing was distributed at the meeting.

First and Second Reading

Moved By Councillor Carpenter

Seconded By Councillor Van Tilborg

THAT LEAVE BE GIVEN to the Mover and Seconder to introduce the following By-Laws for the First and Second Reading:

BY-LAW PREAMBLE

- | | |
|---------|---|
| 21-2019 | <p>By-law to authorize the execution of AGREEMENTS individually dated and listed on Schedule 'A' attached hereto:</p> <ul style="list-style-type: none"> 1. Letter of Agreement for 2018-2019 Dedicated Gas Tax Funds for Public Transportation Program from the Ministry of Transportation (2019-91) (Finance Committee Report #2019-02-20) 2. Minutes of Settlement for Assessment Appeals (CS2019-008) (Special City Council – February 26, 2019) 3. Funding Agreement between The Corporation of the City of Brantford and the Grand River Community Health Centre for the Provision of a Nurse Practitioner for the Brantford Downtown Outreach Team (Estimates Committee Report #2019-02-13) |
|---------|---|

4. Funding Agreement between The Corporation of the City of Brantford and St. Leonard's Community Services for the Provision of a Concurrent Disorders Worker for the Brantford Downtown Outreach Team (Estimates Committee Report #2019-02-13)
- 22-2019 By-law to relieve certain parts of lots or blocks from the provisions of Section 50(5) of the Planning Act, R.S.O. 1990 c. P13, as amended (PLC-01-18) (2019-74) (Committee of the Whole – Community Development Report #2019-02-05)
- 23-2019 By-law to amend By-law 37-83 Traffic Control Signals Shellard Lane (2019-44 Shellard Lane and Anderson Road – Traffic Control Signals – Schedule 3) (Committee of the Whole – Operations and Administration Report #2019-02-12)
- 24-2019 By-law to repeal and replace Chapter 570 of the City of Brantford Municipal Code regarding Clean Air (CPREC2019-003) (Committee of the Whole – Operations and Administration Report #2019-02-12)
- 25-2019 By-law to Appoint Citizen Members, Liaison Members and Members of Council to various Committees, Boards and Task Forces (Appointments Committee Report #2019-02-19)
- 26-2019 By-law to Amend Chapter 15 of the City of Brantford Municipal Code regarding Procedure to repeal Article 14 – Code of Conduct for Members of Council and to create a new Chapter 16 – Code of Conduct for Members of the Council of The Corporation of the City of Brantford and of its Local Boards (City Council – February 26, 2019)
- 27-2019 By-law to Amend Schedule '8' – The Brownfields Community Advisory Committee of Chapter 26 of the City of Brantford Municipal Code regarding Boards – Advisory Committees – Duties – Functions of the City of Brantford Municipal Code (Appointments Committee Report #2019-02-19)
- 28-2019 By-law to Confirm the Proceedings of the Council of The Corporation of the City of Brantford with respect to the Meeting held on February 26, 2019

1st and 2nd Reading of By-law 22-2019 was separated given Councillor Wall's pecuniary interest on this Item.

Recorded vote on 1st and 2nd Reading of all By-laws (By-law 21-2019 and By-laws 23-2019 through to and including 28-2019) not separated for discussion purposes:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

Councillor Wall declared a pecuniary interest regarding By-law 22-2019 as the company he works for is involved in the project. Accordingly, he refrained from all discussion and voting on this By-law.

Recorded vote on 1st and 2nd Reading of By-law 22-2019:

YES: (9): Councillor Antoski, Councillor Martin, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Van Tilborg, and Mayor Davis

CARRIED (9 to 0)

Councillor Sless was not in the meeting room at the time of the vote.

3rd Reading

Moved By Councillor Martin

Seconded By Councillor Vanderstelt

THAT By-laws 21-2019 through to and including 28-2019 BE TAKEN as read a third time, be finally passed and signed by the Mayor and Clerk.

3rd Reading of By-law 22-2019 was separated given Councillor Wall's pecuniary interest on this Item.

Recorded vote on 3rd Reading of all By-laws (By-law 21-2019 and By-laws 23-2019 through to and including By-law 28-2019) not separated for discussion purposes:

YES: (11): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Wall, Councillor Van Tilborg, and Mayor Davis

CARRIED (11 to 0)

Councillor Wall declared a pecuniary interest regarding By-law 22-2019 as the company he works for is involved in the project. Accordingly, he refrained from all discussion and voting on this By-law.

Recorded vote on 3rd Reading of By-law 22-2019:

YES: (10): Councillor Antoski, Councillor Martin, Councillor Sless, Councillor Utley, Councillor Carpenter, Councillor Weaver, Councillor McCreary, Councillor Vanderstelt, Councillor Van Tilborg, and Mayor Davis

CARRIED (10 to 0)

15. ADJOURNMENT

The meeting adjourned at 8:25 p.m.

K. Davis, Mayor

C. Touzel, City Clerk

SUMMARY OF DECISIONS – COMMITTEE REPORTS

Committee of the Whole – Community Development Report #2019-02-05

1. **Zoning By-law Amendment PZ-14-18 – 36 Fairview Drive & 4 and 8 Willow Drive [Financial Impact – None], 2019-79**
 - A. THAT Zoning By-law Amendment application PZ-14-18, submitted by The Trustees of the Evangel Pentecostal Church affecting the lands at 36 Fairview Drive and 4 and 8 Willow Drive, to change the zoning from “Residential Type 1A Zone (R1A)” to “Institutional School – Exception 11 Zone (I2-13)”, Residential Type 1A – Exception 19 Zone (R1A-19)” and “Residential Type 1A (18 metre) – Exception 20 Zone (R1A-20)” BE APPROVED, in accordance with the applicable provisions as noted in Section 8.2 of Report CD2019-003; and
 - B. THAT the implementing By-law BE PRESENTED to Council for adoption following receipt of the Committee of Adjustment’s final decision on the future consent applications; and
 - C. THAT Pursuant to Section 34(18) of the Planning Act, R.S.O. 1990, c.P.13. the following statement SHALL BE INCLUDED in the Notice of Decision:

“Regard has been had for all written and oral submissions received from the public before the decision was made in relation to this planning matter, as discussed in Sections 7.2 and 8.3 of Report 2019-79.”
2. **Part Lot Control Relief Application PLC-01-18 (Parts of Lots ‘K’, ‘L’ and ‘N’ North of Spring Street, Plan City of Brantford September 7, 1892) 33 Jarvis Street [Financial Impact – None], 2019-74**
 - A. THAT Part Lot Control Relief Application PLC-01-18 submitted by IBI Group, on behalf of Recchia Developments Inc., applying to Part of Lots ‘K’, ‘L’, and ‘N’ (North of Spring Street), on Plan City of Brantford, September 7, 1892 (33 Jarvis Street), BE APPROVED; and
 - B. THAT the implementing Part Lot Control By-law expire after a period of three years, at which time Part Lot Control will be reinstated on the subject lands for reasons outlined in Report CD2019-74.

3. City of Brantford Comments on the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe [Financial Impact - none], 2019-85

- A. THAT Report 2019-85, City of Brantford Comments on the Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe, BE RECEIVED; and
- B. THAT a copy of Report 2019-85 BE APPENDED to the City's official comments submitted to the Ontario Growth Secretariat at the Ministry of Municipal Affairs and Housing; and
- C. THAT a copy of the City's official comments submitted to the Ontario Growth Secretariat at the Ministry of Municipal Affairs and Housing, including a copy of Report 2019-85, BE FORWARDED to Will Bouma, MPP, Brantford-Brant; and
- D. THAT the City of Brantford REQUESTS the Province of Ontario to revise the proposed Provincially Significant Employment Zone as released for consultation on January 15, 2019 to remove existing non-employment properties, including but not limited to the Lynden Park Mall; and
- E. THAT the City BE PERMITTED to adjust the Provincially Significant Employment Zone boundary by adding or removing Employment Areas through its ongoing Official Plan and Municipal Comprehensive Review process.

4. Implications of the Proposed Growth Plan Amendment on the City of Brantford Official Plan Review [Financial Impact – none], 2019-88

- A. THAT Report 2019-88, Implications of the Proposed Growth Plan Amendment on the City of Brantford Official Plan Review, BE RECEIVED; and
- B. THAT Staff BE DIRECTED to update the Ministry of Municipal Affairs and Housing that Council wishes to proceed with the Alternative Targets for Intensification and Density as requested in July and October of 2018.

5. Implementation of a Municipal Accommodation Revenue Tool

WHEREAS the City of Brantford is the Tournament Capital of Ontario and plays host to many sports tourism events; and

WHEREAS our rich cultural heritage also draws visitors from around the globe; and

WHEREAS the Brantford hospitality industry and the community receives significant benefit from the presence of visitors from far and wide; and

WHEREAS the budget for our highly successful tourism activities currently is derived largely from property tax payers; and

WHEREAS many other Ontario communities have chosen to fund their tourism operations by levying a municipal accommodation tax on hotel room guests;

NOW THEREFORE BE IT RESOLVED:

- A. THAT the City of Brantford strike a task force composed of Mayor Davis, Councillor McCreary, Councillor Vanderstelt, Councillor Sless, Councillor Antoski and Councillor Wall; and
- B. THAT the task force give consideration to and make recommendations regarding the implementation of a Municipal accommodation tax to fund tourism activities; and
- C. THAT the task force present its final report to City Council by June 30, 2019.

6. Motion Regarding Course of Action for the Municipal Enforcement of Cannabis Legislation

WHEREAS, on October 17, 2018, the Government of Ontario passed Bill 36, the *Cannabis Statute Law Amendment Act, 2018* which enacted the *Cannabis Licence Act, 2018* and amended the *Cannabis Act, 2017* to establish the *Cannabis Control Act, 2017*; and

WHEREAS the *Cannabis Licence Act, 2018* establishes a scheme for the retail sale of cannabis by licensed retail operators; and

WHEREAS enforcement of the *Cannabis Licence Act, 2018* is the responsibility of the Alcohol and Gaming Commission of Ontario; and

WHEREAS, pursuant to subsection 27(1) of the *Cannabis Licence Act, 2018*, the Registrar under the *Alcohol, Cannabis and Gaming Regulation and Public Protection Act, 1996* may designate persons employed by the Commission or other persons as inspectors for the purposes of carrying out inspections to ensure compliance with the *Cannabis Licence Act, 2018* and the regulations thereunder; and

WHEREAS the purpose of the *Cannabis Control Act, 2017* includes establishing prohibitions relating to the sale, distribution, purchase, possession, cultivation, propagation and harvesting of cannabis, as well as deterring illicit activities in relation to cannabis through appropriate enforcement and sanctions; and

WHEREAS the Brantford Police Service is responsible for the enforcement of the *Cannabis Control Act, 2017* within the geographic boundaries of the City of Brantford; and

WHEREAS subsection 21(1) of the *Cannabis Control Act, 2017* provides that the powers exercised by a police officer (other than a power set out in section 19) may be exercised by any other person or class of persons designated in writing by the Minister; and

WHEREAS it is prudent for Council to ensure that a robust enforcement plan is in place for the enforcement of offences pursuant to the *Cannabis Licence Act, 2018* and the *Cannabis Control Act, 2017*, which plan may include the designation of Municipal By-law Enforcement Officers as enforcement authorities and inspectors for the purposes of assisting the Police in enforcing these Acts;

NOW THEREFORE BE IT RESOLVED THAT Staff BE DIRECTED to report back to Council in four Committee Cycles, with a recommended course of action whereby City staff may assist the Brantford Police Service in the enforcement of the *Cannabis Licence Act, 2018* and the *Cannabis Control Act, 2017*, including, without limitation, the designation of Municipal By-law Enforcement Officers for that purpose.

Social Services Committee Report #2019-02-06

1. **Approval for the disposition of eighteen (18) LHC Single Family Homes [Financial Impact: Revenue to be placed into the Social Housing – Acquisition Reserve Fund], 2019-73**
 - A. THAT The Corporation of the City of Brantford DIRECT the Brant and Brantford Local Housing Corporation to sell eighteen (18) single family homes from the Woodlawn Meadows portfolio in accordance with report 2019-073; and
 - B. THAT staff BE DIRECTED to facilitate the sale of eighteen (18) Local Housing Corporation (LHC) single family homes from the Woodlawn Meadows portfolio; and
 - C. THAT the Brant and Brantford Local Housing Corporation BE DIRECTED to transfer or otherwise ensure that the City receives the proceeds of sale of the eighteen (18) properties; and

- D. THAT the proceeds from the sale BE DEPOSITED into the Social Housing – Acquisition Reserve (RF0565); and
 - E. THAT the rules of procedure contained within Section Acquisition & Disposition of Interests in Lands – Corporate Policy -042 of the City of Brantford Corporate Policy Manual regarding the process for the disposition of municipal lands BE WAIVED given the sale of these assets is subject to the Housing Services Act and will be through attrition or to current occupants; and
 - F. THAT the Director of Housing BE AUTHORIZED to sign all necessary or appropriate documents, satisfactory in form to the City solicitor, or designate; and
 - G. THAT the City Solicitor, or designate, BE AUTHORIZED to sign all electronic registration documents, where available, and all documents standard or necessarily incidental to the proposed transactions.
- 2. Social Assistance Discretionary Items – Service Review – Assisted (Indigent) Funerals and Burials [Financial Impact – None], 2019-48**
- A. THAT staff BE DIRECTED to undertake a review of options to reduce the cost of assisted funerals; and
 - B. THAT staff BE DIRECTED to return to Social Services Committee with a report on the findings of the review and recommendations for the Committee’s consideration.
- 3. Transition Plans for Participants of the Ontario Basic Income Pilot [Financial Impact – None], 2019-45**

That Report 2019-045 regarding the transition plans for participants of the Ontario Basic Income Pilot (OBIP) to Ontario Works (OW) BE RECEIVED.

Estimates Committee Report #2019-02-13

1. 2019 Capital Budget New Clubhouse at Northridge Municipal Golf Course

- A. THAT the 2019 Capital Budget for the construction of the new clubhouse at Northridge Municipal Golf Course (Capital Project Reference #577) BE APPROVED in the amount of \$3,848,700; and

- B. THAT the General Manager of Community Programs Parks and Recreation, and the Purchasing Officer BE AUTHORIZED to award the construction of the new clubhouse at Northridge as a “Pre-approved Solicitation”, in accordance with the City of Brantford’s Purchasing Policy.

2. Unmet Need – Brantford Downtown Outreach Team Pilot Program (1 year funded from Casino Legacy)

- A. THAT the following Unmet Need BE APPROVED:

	DESCRIPTION OF UNMET NEED	DEPT.	CATEGORY	2019 NET BUDGET IMPACT	INCREMENTAL NET 2020 BUDGET IMPACT
23B.10	Downtown Outreach Team Pilot Program (1Yr) (Gross Cost \$280,684)	Social Assistance & Homeless	Response to Direction from Council	\$0	\$0

- B. THAT Council APPROVE the single source procurements, pursuant to section 4.02(g) of the Purchasing Policy to:
- 1) the Grand River Community Healthcare Centre in the amount of \$135,600 for the provision of a Nurse Practitioner; and
 - 2) St. Leonard’s Community Services in the amount of \$84,084 for the provision of a Concurrent Disorders Worker; as part of the Downtown Outreach Team; and
- C. THAT the Clerk BE DIRECTED to place the Funding Agreements for the above on a Signing By-law for execution by the Mayor and Clerk.

Committee of the Whole – Operations and Administration Report #2019-02-19

1. Neighbourhood Hubs 2018 Annual Report [Financial Impact – None], 2019-80

THAT Report 2019-80 updating Council on the Neighbourhood Hubs program BE RECEIVED.

2. Healthy Kids Community Challenge Update [Financial Impact – None], 2019-77

THAT Report 2019-077 Healthy Kids Community Challenge Update BE RECEIVED.

3. Sanderson Centre Business Plan [Financial Impact – None], 2019-49

- A. THAT Report 2019-49 Sanderson Centre Business Plan BE RECEIVED; and
- B. THAT the Sanderson Centre Business Plan attached as Appendix “A” to report 2019-49 BE APPROVED.

4. Traffic Report: Shellard Lane at Anderson Road – Traffic Control Signal [Financial Impact – \$6,000 to the Operational Services 2020 Operating Budget], 2019-44

- A. THAT a Traffic Control Signal BE BY-LAWED at the intersection of Shellard Lane and Anderson Road; and
- B. THAT Schedule “3” of Traffic By-Law 37-83 which pertains to “Traffic Control Signals” BE AMENDED as outlined in Appendix “A” of Traffic Report No. 2019-44 dated February 12, 2019; and
- C. THAT Operational Services be DIRECTED to add \$6,000 to their 2020 operating budget for operating costs of the additional traffic signal.

5. Traffic Report: Banbury Road - Parking Control [Financial Impact - None], 2019-42

THAT the following BE DEFERRED pending the holding of a Ward Meeting:

- A. THAT Report 2019-42 pertaining to Banbury Road parking control BE RECEIVED; and
- B. THAT Option ____ as follows, as contained in Section 8.0 of Report 2019-42 BE APPROVED:

(wording to be inserted based on Option identified)

6. Update to Clean Air By-law – Amendments to Chapter 570 of Brantford’s Municipal Code (Smoking - Clean Air) [Financial Impact (\$70,000)], CPREC2019-003 [DEFERRAL from January 29, 2019 City Council Meeting]

- A. THAT Report CPREC2019-003 Clean Air By-law – Amendments to Chapter 570 of Brantford’s Municipal Code (Smoking – Clean Air) (the “Clean Air By-law”) BE RECEIVED; and

- B. THAT the revised Clean Air By-law attached as Appendix “A” to the February 7, 2019 Memorandum entitled “Proposed Amendments to Chapter 570 of Brantford’s Municipal Code (Smoking - Clean Air)” BE APPROVED; and
- C. THAT the Clerk BE DIRECTED to place a By-law to repeal Chapter 570 of the City of Brantford Municipal Code and replace said Chapter with the revised Clean Air By-law before Council for approval; and
- D. THAT the costs of implementing the revised Clean Air By-law, [\$70,000] BE FUNDED from the Ontario Cannabis Legalization Implementation Fund; and
- E. THAT staff PREPARE a report examining the option of allowing individual private property owners to opt in to the Clean Air By-law enabling enforcement provisions within the By-law.

7. Temporary Road Closures – February 2019 [Financial Impact - None], 2019-58

- A. THAT Report 2019-58 titled “Temporary Road Closures – February 2019”, which outlines the following events, BE RECEIVED for information:
 - a. Frosty Fest (Saturday, February 16 – Monday, February 18, 2019)
 - b. Coldest Night of the Year Walk-a-thon (Saturday, February 23, 2019)
 - c. Chili Cook Off (Sunday, February 24, 2019)

8. Cultural and Built Heritage Funding Program Eligibility

WHEREAS the City of Brantford established the Cultural and Built Heritage Funding Program in 2016 to provide financial support for cultural institutions to undertake facility and infrastructure improvements, in order to ensure Brantford citizens have access to a range of high quality arts, culture and heritage assets; and

WHEREAS the purpose of the grant program is to support substantial capital facility and infrastructure projects for cultural institutions, including new construction, equipment, renovations, repair costs, and design or planning fees associated with planned capital improvements; and

WHEREAS the current criteria require that organizations may only apply to the program for projects with a budget of \$20,000 or more; and

WHEREAS this limit creates a barrier for organizations to apply to the program and restricts the funding options available to cultural organizations seeking support for minor capital projects;

NOW THEREFORE BE IT RESOLVED THAT the Section 3.0 of the Terms of Eligibility for the Cultural and Built Heritage Funding Program BE UPDATED prior to the 2019-2020 grant cycle to reflect that “proposed projects should have a minimum budget of \$20,000, and funding is limited to one application per year.

9. Establishment of a Signature Cycling Route

WHEREAS healthy active communities support the goals of the Province of Ontario Cycling Strategy to promote community wellness, strengthen ties in communities, contributes to the tourism industry and promote the value of shared road transportation networks; and

WHEREAS the Brantford Rotary Bike Park is a source of pride in the community, contributing to social and cultural well-being by providing safe, inclusive and vibrant community spaces where everyone is welcome to connect, play and have fun; and

WHEREAS the Hamilton Halton Brant Regional Tourism Association (RTO3) drives development of tourism related products and experiences to increase attraction and destination capacities to support increased tourist visitation through partner and community supported collaborations;

NOW THEREFORE BE IT RESOLVED THAT the City of Brantford, in collaboration with Signature Cycling Route project lead, Hamilton Halton Brant Regional Tourism Association (RTO3) and the Municipality of Brant County, provide support for the establishment of a signature cycling route using existing infrastructure, in conjunction with City of Brantford and Tourism Brantford resources, and other resources to develop wayfinding (mapping and signage), to create cycling tourism visitor experiences that can be marketed to residents and tourists that will encourage incremental business opportunities that will engage local business and increase the capacity for bike friendly certified businesses.

10. National Health and Fitness Day

WHEREAS the Parliament of Canada wishes to increase awareness among Canadians of the significant benefits of physical activity and to encourage Canadians to increase their level of physical activity and their participation in recreational sports and fitness activities; and

WHEREAS it is in Canada's interest to improve the health of all Canadians and to reduce the burden of illness on Canadian families and on the Canadian health care system; and

WHEREAS many local governments in Canada have public facilities to promote the health and fitness of their citizens; and

WHEREAS the Government of Canada wishes to encourage local governments to Facilitate Canadian's participation in healthy physical activities; and

WHEREAS the Government of Canada wishes to encourage the country's local governments, non-government organizations, the private sector and all Canadians to recognize the first Saturday in June as National Health and Fitness Day and to mark the day with local events and initiatives celebrating and promoting the importance and use of local health, recreational, sports and fitness facilities; and

WHEREAS Canada's mountains, oceans, lakes, forest, parks and wilderness also offer recreational and fitness opportunities; and

WHEREAS Canadian Environment Week is observed throughout the country in early June, and walking and cycling are great ways to reduce vehicle pollution and improve physical fitness; and

WHEREAS declaring the first Saturday in June to be National Health and Fitness Day will further encourage Canadians to participate in physical activities and contribute to their own health and well-being; and

THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the City of Brantford proclaims National Health & Fitness Day as Saturday June 1, 2019.

Appointments Committee Report #2019-02-19**1. Appointment of Citizen, Liaison Members and Members of Council to various Committees, Boards, Advisory Committees and Task Forces**

A. THAT the following Citizen Member appointments BE APPROVED for terms to expire on November 14, 2022:

- i. Brant, Brantford & Six Nations Impaired & Distracted Driving Advisory Committee:

Norm BARRIEAU
Mike GOMON
Gaynor JONES
Lawrie PALK

- ii. Brantford Airport Board:

Larry BYRNE
David MEDEIROS

- iii. Brantford Accessibility Advisory Committee:

Jennifer AUCOIN
Terry STORTZ

- iv. Brantford Cultural Advisory Committee:

Tara BRYK
Arlene LASKY

- v. Brantford Heritage Committee:

Jamie BROWN
Sarah CLARKE
Susan KAPLAN
Leisah Marie JANSEN
Tim PHILP

- vi. Brownfields Community Advisory Committee:

Gordon ADAMS
Janice BELLEVILLE
Jason SMALE

vii. Control of Vicious Dogs Committee:

Wendy TYMCHUK

viii. Downtown Incentive Programs Advisory Committee:

Kathryn KISSINGER
Jason SMALE

ix. Economic Development Advisory Committee:

Kirby BROWN
Ken KARAKAS
Paul VICANO

x. Environmental Policy Advisory Committee:

Karleigh CSORDAS
Johnathan JORNA
Sujata SINGH
C-Mark STEINACHER

xi. Tourism Advisory Committee:

Kirby BROWN
Pat FERGUS
David MCKEE
Beverly SCOTT

xii. Shellard Lane Task Force:

Jay ALLEN
Dean HOUGH

B. THAT the following Liaison Member appointments BE APPROVED for terms to expire on November 14, 2022:

i. Brant, Brantford & Six Nations Impaired & Distracted Driving Advisory Committee:

Penny MCVICAR (Victim Services of Brant);

Andrea RILEY (Brant County Health Unit), and LAURA JENKINS (Brant County Health Unit) as an alternate representative

Constable Scott COLE (Brantford Police Services)

Kim BELLIVEAU (LCBO)

- ii. Brantford Accessibility Advisory Committee:

Brian GALL (W. Ross MacDonald School)

- iii. Shellard Lane Task Force:

Jen CICCII (Shellard Neighbourhood Association)

- iv. Vision Zero Road Safety Committee:

Sergeant Keith TOLLAR (Brantford Police Services) as a non-voting liaison

- C.
 - i. THAT Councillor Carpenter BE APPOINTED as a City of Brantford representative on the Grand River Conservation Authority for a term to expire November 14, 2019 to replace David Neumann; and
 - ii. THAT a letter BE SENT to David Neumann thanking him for serving as a citizen member representative of the City of Brantford on the Grand River Conservation Authority in an interim capacity until the position could be filled; and
 - iii. THAT the Clerk BE REQUESTED to send letters to the citizens who applied for membership on the Grand River Conservation Authority advising that City Council has opted to fill the vacancy with a Member of Council at this time, but thanking them for their interest and encouraging them to apply for membership when vacancies are advertised in the future.
- D. THAT the City Clerk BE DIRECTED to readvertise for the following Committees:
 - Control of Vicious Dogs Committee
 - Cultural and Built Heritage Grant Programme Advisory Committee
 - Economic Development Advisory Committee
- E. THAT the composition of the Brownfields Community Advisory Committee BE REDUCED by one member appointed from the public (from nine to eight); and

- F. THAT the necessary By-laws to confirm these appointments and to amend Schedule '8' – The Brownfields Community Advisory Committee of Chapter 26 of the City of Brantford Municipal Code BE PRESENTED to City Council for adoption.

Special Committee of the Whole – Operations and Administration Report #2019-02-19

1. Priority Setting Exercise

THAT the following priorities identified as part of the February 2019 Priority Setting Exercise BE REFERRED to Staff for a report back addressing requirements for implementation, timelines, funding and other resources required:

- Road Development – Access to West Brant and Hwy. 403
- Finalize Boundary Implementation Plan
- External Organizational Review
- Housing Continuum
- Green Bin Program and Anaerobic Food and Organic Waste Digester
- Affordability - Tax Increase not to exceed Inflation
- Relationships with Six Nations and County of Brant
- The development of a consolidated museum and archives facility along with a mid-size performance venue
- Cost/Benefit of Services – Service Delivery Review
- Police/Crime/Drugs
- Value for Money Audit
- Traffic Technology

Finance Committee Report #2019-02-20B

1. Appointment of External Auditors for the City of Brantford and related Boards, 2019-105

- A. THAT report 2019-105 regarding the appointment of Auditors for the City of Brantford and related Boards BE RECEIVED; and
- B. THAT Option # 2 as follows, as outlined in the Analysis Section of Report 2019-105 with respect to the sourcing of external auditor services for this term of Council BE APPROVED:
- i. THAT staff BE DIRECTED to issue a request for proposal for the provision of external audit services for the full term of Council; and

- ii. THAT Council AWARD the contract for external auditing services to the successful proponent following the RFP evaluations; and
- iii. THAT the Clerk BE DIRECTED to place the contract with the successful proponent on a Signing By-law for approval by City Council.

2. Review Finance Policy #010 – Use of Casino Funds [Financial Impact – None], 2019-50

THAT Report Number 2019-50 regarding a review of the City's Use of Casino Funds Policy BE RECEIVED.

3. Letter of Agreement for 2018-2019 Dedicated Gas Tax Funds for Public Transportation Program from the Ministry of Transportation [Financial Impact - \$1,306,752], 2019-91

- A. THAT Report 2019-91 entitled Letter of Agreement for 2018- 2019 Dedicated Gas Tax Funds for Public Transportation Program from the Ministry of Transportation BE RECEIVED; and
- B. THAT the Mayor and Clerk BE AUTHORIZED to sign a Letter of Agreement between the City of Brantford and Her Majesty the Queen in right of the Province of Ontario, as represented by the Minister of Transportation for the Province of Ontario relating to the 2018-2019 Dedicated Gas Tax Funds for Public Transportation Program and that the Agreement BE PLACED on the Signing By-law.

4. Mileage Reimbursement Rate [Financial Impact - None], 2019-104

That Report No. 2019-104 regarding the mileage reimbursement rate BE RECEIVED.

5. Quarterly Status Report of Contracts Awarded [Financial Impact – None], 2019-92

THAT Report 2019-92 titled "Quarterly Status Report of Contracts Awarded" for the periods of July 1, 2018 – September 30, 2018 and October 1, 2018 – December 31, 2018 BE RECEIVED.

6. 4th Quarter Casino Report [Financial Impact-\$1,627,008], 2019-96

THAT the 2018 4th Quarter Casino Report No. 2019-96 BE RECEIVED.

Special Committee of the Whole – Operations and Administration Report #2019-02-21

1. Drinking Water Quality Management Standard (DWQMS), Standard of Care Training

THAT the following documents distributed to Members of City Council as part of Drinking Water Quality Management Standard (DWQMS), Standard of Care Training on February 21, 2019 BE RECEIVED:

- i. PowerPoint presentation entitled “City of Brantford Drinking Water System”
- ii. PowerPoint presentation entitled “Standard of Care – Drinking Water Operations”
- iii. PowerPoint presentation entitled “Taking Care of Your Drinking Water – Brantford Water System”
- iv. City of Brantford Water Systems Process Flow Diagram – Storage & Distributions – Revised December 15, 2017
- v. City of Brantford Water System Process Flow Diagram – Treatment – Revised December 15, 2017
- vi. Taking Care of Your Drinking Water: 20 Questions

Resolutions

1. Code of Conduct for Members of the Council of The Corporation of the City of Brantford and its Local Boards

- A. THAT Report 2019-133 entitled “Code of Conduct for Members of the Council of The Corporation of the City of Brantford and of its Local Boards” BE RECEIVED; and
- B. THAT, in accordance with the provisions of subsection 223.2(1) of the *Municipal Act, 2001*, as amended, and Ontario Regulation 55/18, the new Code of Conduct for Members of the Council and of its Local Boards attached as Appendix “A”, as amended by City Council at its meeting held February 26, 2019, BE APPROVED effective March 1, 2019; and
- C. THAT the necessary by-law to repeal Article 14 – Code of Conduct for Members of Council of Chapter 15 of the City of Brantford Municipal Code and to create a new Chapter 16 (Code of Conduct for Members of Council and of its Local Boards) of the City of Brantford Municipal Code BE PRESENTED to City Council on February 26, 2019 for adoption; and

- D. THAT, following Council approval, a copy of Chapter 16 of the City of Brantford Municipal Code BE FORWARDED to the Downtown Brantford Business Improvement Area Committee of Management in order that they can update their Operating Policies and Procedures to reflect same; and
- E. THAT the Code of Conduct Task Force, in consultation with the City's Integrity Commissioner, Local Boards and appropriate municipal staff, BE REQUESTED to undertake a review of the new Chapter 16 of the City of Brantford Municipal Code within one year of its adoption by City Council (by March 2020) and report its findings with any recommended amendments thereto to Council for its consideration; and
- F. THAT Section 16.2.9 – Use of Social Media as identified in Appendix "A" of the February 26, 2019 report of the Code of Conduct Task Force to City Council BE REFERRED BACK to the Code of Conduct Task Force for a report back in two meeting cycles.

2. Resolution from Special In-Camera City Council Meeting held February 26, 2019 regarding Minutes of Settlement for Assessment Appeals (CS2019-008)

THAT the Clerk BE DIRECTED to place the Confidential Information regarding Minutes of Settlement for Assessment Appeals as outlined in report number CS2019-008 on a signing by-law for execution by the Mayor and Clerk.

APPENDIX “A”**CHAPTER 16****CODE OF CONDUCT FOR MEMBERS OF THE COUNCIL OF THE CORPORATION
OF THE CITY OF BRANTFORD AND OF ITS LOCAL BOARDS****Article 1****INTERPRETATION****16.1.1 Code of Conduct – defined**

“Code of Conduct” means a Code of Conduct described in section 223.2 of the *Municipal Act, 2001*, as amended.

16.1.2 Council - defined

“Council” means the municipal Council of The Corporation of the City of Brantford.

16.1.3 Discriminating - defined

“Discriminating” means practicing a form of discrimination prohibited under the *Human Rights Code*, as amended.

16.1.4 Harassing - defined

“Harassing” means practicing a form of harassment as defined in and prohibited under the *Human Rights Code*, as amended.

16.1.5 Integrity Commissioner – defined

“Integrity Commissioner” means the Integrity Commissioner appointed by the municipality in accordance with the provisions of section 223.3 of the *Municipal Act, 2001*, as amended.

16.1.6 Leering– defined

“Leering” means to look with a sideways or oblique glance, especially suggestive of lustfulness or sly, lewd and malicious intention.

16.1.7 Local Board – defined

“Local Board” means a Local Board as defined by Section 223.1 of the *Municipal Act, 2001*, as amended.

16.1.8 Local Board Staff – defined

“Local Board Staff” means employees of a Local Board.

16.1.9 Municipal Staff – defined

“Municipal Staff” means direct employees of The Corporation of the City of Brantford whether full-time, part-time, contract (including employees of staffing agencies) or casual (including students) but does not include volunteers, employees of Local Boards, employees of subsidiaries of the City, bodies that have independent corporate existence or independent contractors and their employees.

16.1.10 Officer – defined

“Officer” means an Officer of The Corporation of the City of Brantford.

16.1.11 Worker - defined

“Worker” means Municipal Staff or Local Board Staff as the case may be.

16.1.12 Workplace Harassment – defined

“Workplace Harassment” means engaging in a course of vexatious comment or conduct against a Worker in a workplace that is known or ought reasonably to be known to be unwelcome and contrary to the *Occupational Health and Safety Act*.

16.1.13 Workplace Violence – defined

“Workplace Violence” means the exercise or attempted exercise of physical force by a person against a Worker, in a workplace, that causes or could cause physical injury to the Worker, or a statement or behaviour that it is reasonable for a Worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the Worker.

Article 2**CODE OF CONDUCT FOR MEMBERS OF COUNCIL AND OF ITS LOCAL BOARDS****16.2.1 Application**

This Chapter shall apply to members of Council and of its Local Boards.

16.2.2 Respectful Conduct

In all of their interactions with one another, Municipal Staff, Local Board Staff, Officers, and members of the public, in connection with their duties as a member of Council or of a Local Board, as the case may be, members of Council and Local Boards shall interact with and treat every person with dignity, respect and equality. Without limiting the generality of the foregoing, members of Council and Local Boards shall not:

- (a) engage in a course of conduct consisting of patronizing or condescending comments or behaviour;
- (b) make written or verbal abuse or threats;
- (c) make or publish statements about other members of Council or of a Local Board, Municipal Staff, Local Board Staff or members of the public which would, whether or not they might have a defence of absolute or qualified privilege, constitute libel or slander; or
- (d) engage in Workplace Harassment or Workplace Violence.

16.2.3 Respect for Human Rights

In all of their interactions with one another, Municipal Staff, Local Board Staff, Officers and members of the public, in connection with their duties as a member of Council or a Local Board, as the case may be, all members of Council and Local Boards shall refrain from Harassing or Discriminating against any person or otherwise contravening the requirements of the *Ontario Human Rights Code*. Without limiting the generality of the foregoing, a member of Council or a Local Board shall not:

- (a) make racial, homophobic, sexist or ethnic slurs;
- (b) display pornographic, homophobic, sexist or racist material; or
- (c) make Leering or offensive gestures that would constitute an infringement of the *Ontario Human Rights Code*.

16.2.4 Respectful Workplace Policy

Members of Council and of Local Boards shall adhere to the provisions of the City's Respectful Workplace Policy (Corporate-030), as may be amended from time to time and which shall be read with necessary changes to apply to members Council and Local Boards.

16.2.5 Confidentiality

Members of Council and Local Boards will respect and refrain from disclosing or distributing confidential information that comes into their possession whether such confidential information is received at *in camera* Meetings, through confidential reports, or through other means. Without limiting the generality of the foregoing, members of Council or of a Local Board shall not:

- (a) disclose or distribute confidential information where such disclosure or distribution would contravene the *Municipal Freedom of Information and Protection of Privacy Act*;
- (b) disclose or distribute legal opinions or other confidential solicitor-client communications over which the municipality has or may claim solicitor-client privilege;
- (c) disclose or distribute confidential reports or other confidential information belonging to the municipality or Local Board; or
- (d) misuse confidential information (information that they have knowledge of by virtue of their position as a member of Council or Local Board which is not in the public domain, including but not limited to e-mail messages and correspondence from other members of Council, members of the Local Board or third parties) such that it may cause detriment to the municipality, the Council or the Local Boards.

16.2.6 Interpretation

For the purposes of this Article, any activity by a member of Council or Local Board shall be deemed to be in connection with his/her duties as a member of Council or Local Board if the same arose out of and in the course of performing any municipal or Local Board business, or is performed within any municipal or Local Board workplace. Purely private interactions between members of Council or Local Boards or between members of Council or Local Boards and other persons that are wholly unconnected with municipal or Local Board business are not governed by the requirements of this Article.

16.2.7 Gifts, benefits and hospitality

The stipend paid to each member of Council and Local Board is intended to fully remunerate members for service to the City. Members of Council and Local Boards shall not solicit, accept, offer or agree to accept a commission, fee, advance, reward, gift, donation, advantage, hospitality or benefit of any kind ("Gifts and Benefits"), personally or through a family member or friend, which is connected directly or indirectly with the performance or duties of their office. For clarity, Gifts and Benefits provided with the member's knowledge to a member's spouse, child (including step-child), parent, brother, sister, father-in-law, mother-in-law, sister-in-law or brother-in-law that is connected directly or indirectly to the performance of the member's duties is deemed to be a gift to that member.

Members of Council and Local Boards shall refrain from using their positions to pressure or coerce Municipal Staff or Local Board Staff into participating in or contributing towards charitable or other events or causes unrelated to the business of the City. Notwithstanding the foregoing, in no event shall a general invitation to Municipal Staff or Local Board Staff to participate in or contribute towards any charitable or other event or cause unrelated to the business of the City, be construed to be a violation if this Chapter.

Members shall not accept any Gifts and Benefits in their public capacity other than in the following circumstances:

- (a) compensation authorized by law;
- (b) such Gifts and Benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
- (c) a political contribution otherwise reported by law, in the case of members running for office;
- (d) services provided without compensation by persons volunteering their time;
- (e) a suitable memento of a function honouring the Member;
- (f) food, lodging, transportation and entertainment provided by provincial, regional and local governments or political subdivisions of them, by the federal government or by a foreign government within a foreign country, or by a conference, seminar or event organizer where the member is either speaking or attending in an official capacity;
- (g) food and beverages consumed at banquets, receptions, meetings or similar events, if:
 - i. attendance serves a legitimate business or charitable purpose,
 - ii. the person extending the invitation or a representative of the organization is in attendance,
 - iii. the value is nominal, and
 - iv. the invitations from a single source are rare;
- (h) communication to the offices of a member, including subscriptions to newspapers and periodicals;
- (i) gifts of nominal value (for example, a keychain, baseball cap, t-shirt, flash drive, etc.); and
- (j) any Gifts and Benefits, if the Integrity Commissioner is of the opinion, before the Gifts and Benefits have been accepted, that it is unlikely that receipt of the Gifts and Benefits gives rise to a reasonable presumption that the Gifts and Benefits were given in order to influence the member in the performance of his or her duties.

To enhance transparency and accountability with respect to the receipt of all Gifts and Benefits, members of Council and Local Boards will file a quarterly disclosure statement that will be added to a public registry of all Gifts and Benefits (the "Gifts Registry"), which shall be maintained by the City Clerk's Department. Members of Council and Local Boards are required to disclose all Gifts and Benefits and sponsored travel received which individually exceed \$100.00 from one source in a calendar year.

The disclosure statement must indicate:

- (a) The nature of the gift, benefit or hospitality;
- (b) Its source and date of receipt;
- (c) The circumstances under which it was given or received;
- (d) Its estimated value;
- (e) What the recipient intends to do with the gift; and
- (f) Whether the gift will at any point will be left with the City.

In the case of requirement (f) of the disclosure statement, those gifts received by members of Council or Local Boards which have significance or historical value for the City shall be left with the Record's Division of the City Clerk's Department when the member ceases to hold office. The Gifts Registry will be updated on a quarterly basis and posted on the City's website for public viewing.

For the purposes of this Article, "nominal" shall mean having a value of \$100.00 (Canadian) or less.

16.2.8 Use of property of the municipality or of a Local Board

No member of Council or of a Local Board shall use, or permit the use of City property or Local Board property, as the case may be, including land, facilities, equipment, supplies, services, staff or other resources (for example, without limitation, City-owned materials, computers, networks, websites, vehicles) for activities other than the business of the City.

No member of Council or of a Local Board shall obtain personal benefit or financial gain from the use or sale of City or Local Board property, as the case may be, whether licensed or owned by the City or Local Board, including, City or Local Board-developed intellectual property (for example, inventions, creative writings, graphic designs, computer programs and technical drawings), technical innovations, City owned images, logos, coat of arms, since all such property remains exclusively that of the City. For greater clarity, "personal benefit" shall include any benefit provided with the member's knowledge to a member's spouse, child (including step-child), parent, brother, sister, father-in-law, mother-in-law, sister-in-law or brother-in-law.

Nothing in Section 16.2.8 shall in any way be construed so as to restrict the ability of a Member of Council or of a Local Board to lease, license, rent or otherwise use City or Local Board property in the same manner afforded to the public.

16.2.9 Informal complaint procedure – optional

Individuals (for example, Municipal Employees, Local Board Employees, members of the public, Members of Council, Members of a Local Board) who have identified or witnessed

behaviour or an activity by a Member that they believe is in contravention of the Code of Conduct may address the prohibited behaviour or activity themselves as follows:

- a. Advise the Member that the behavior or activity contravenes the Code of Conduct.
- b. Encourage the Member to stop the prohibited behavior or activity.
- c. Keep a written record of the incident(s) including dates, times, locations, other persons present and any other relevant information.
- d. If applicable, advise the Member of your satisfaction with their response or, if applicable, advise the Member of your dissatisfaction with their response.
- e. Consider the need to pursue the matter in accordance with the formal complaint procedure or in accordance with another applicable judicial or quasi-judicial process or complaint procedure.

16.2.10 Formal complaint process

Individuals (for example, Municipal Employees, Local Board Employees, members of the public, Members of Council, Members of a Local Board) who have identified or witnessed behaviour or an activity by a Member that they believe is in contravention of the Code of Conduct may file a formal complaint and request an investigation by executing the following steps:

- a. The complainant shall submit the complaint in writing by completing the Code of Conduct – Formal Complaint Form, attached hereto and marked as Appendix “A” and submitted to the Clerk, or designate. The Form must be signed by an identifiable individual.
- b. The Form shall set out reasonable and probable grounds for the allegation that the Member has contravened the Code of Conduct and set out the evidence in support of the complaint.
- c. The complaint will be forwarded by the Clerk, or designate, to the Integrity Commissioner within 48 business hours of receipt, who will address it in accordance with Part V.1 of the *Municipal Act, 2001*, as amended.

Every request for an investigation shall be initiated through the submission of the Code of Conduct – Formal Complaint Form.

When a Complaint is Filed

Once a complaint has been filed, the Integrity Commissioner shall take all steps necessary to promptly investigate the complaint within his or her jurisdiction, including entering the Municipal office for such purpose and consultation with Municipal or Local Board staff with access to all information and records described in subsections 3 and 4 of Section 223.4 of the *Municipal Act, 2001*, as amended.

- 1) The Integrity Commissioner shall make every effort to complete an investigation within 60 days.
- 2) If the Integrity Commissioner requires more than 60 days to complete an investigation, the following shall be notified accordingly:
 - a. The complainant;
 - b. The individual to whom the complaint relates;
 - c. The Mayor in the case of a complaint concerning another Member; or the Member of Council appointed to act from time to time in the place and stead of the Head of Council for the month when the complaint is received, in the case of a complaint concerning the Mayor.
- 3) The Integrity Commissioner shall be responsible for ensuring the above procedures are followed with respect to requests for enquiries and for conducting investigations.

Reporting the results of an Investigation

- 1) The Integrity Commissioner shall notify the Clerk, or designate, when the final report is ready and shall request that the report be placed on a Council meeting agenda where the Integrity Commissioner can report his or her findings to an open meeting of Council. Where the enquiry relates to a Local Board the report will be submitted to both Council and the Local Board. The Clerk, or designate, will provide the date of such meeting to the Integrity Commissioner and such date shall be no less than 15 days prior to the Council meeting at which it will be considered. All reports to Council by the Integrity Commissioner on the investigation of complaints are public documents.
- 2) If the Integrity Commissioner determines that there has been no contravention of the Code of Conduct or that a contravention occurred although the Member took all reasonable measures to prevent it, or that a contravention occurred that was trivial or committed through inadvertence or an error of judgement made in good faith, the Integrity Commissioner shall so state in the report and may recommend that no penalty be imposed.
- 3) The Integrity Commissioner shall give a copy of the final report to the complainant and the Member whose conduct is concerned 15 days prior to the Council meeting at which it will be considered.

16.2.11 No reprisal

There shall be no reprisals taken against any person who initiates a complaint or otherwise participates in or conducts a formal investigation pursuant to this Chapter. Acts of reprisal shall be construed as breaches of the requirements of this Chapter with all of the same remedies as if such act of reprisal was a breach of this Chapter.

APPENDIX "A"

**Code of Conduct – Formal Complaint Form**

Personal information contained on this form is collected under the authority of Section 10(1) of the *Municipal Act, 2001*, as amended, and will be used by the Integrity Commissioner to carry out an investigation under the Act. Questions regarding the collection of personal information on this Form can be directed to the Clerk, City of Brantford at (519) 759-4150, 100 Wellington Square, Brantford, ON, N3T 5R7.

1. Complainant Contact Information (How can the Integrity Commissioner contact you?)

Name: _____

Address: _____

Telephone Number(s): _____

E-Mail: _____

2. Nature of Complaint

I have reasonable and probable grounds to believe that the following member of the Council or of a Local Board _____ (specify name of member), has contravened section(s) _____ of the Code of Conduct.

The particulars of which are as follows:

(Set out the statements of fact in consecutively numbered paragraphs in the space below, with each paragraph being confined as far as possible to a particular statement of fact. If you require more space, please attach the materials as Exhibits A, B, etc. and attach them to this Form and mark each additional page as 2 of 2, 2 of 3, etc. at the top right corner.)

Signature

Date