



**COMMITTEE OF THE WHOLE
PLANNING AND ADMINISTRATION
MINUTES**

December 10, 2024

6:00 p.m.

Council Chambers, Brantford City Hall

58 Dalhousie Street, Brantford

Present:

- Mayor Davis
- Councillor Sicoli
- Councillor Sullivan
- Councillor Caputo
- Councillor Sless
- Councillor Martin
- Councillor McCreary
- Councillor Carpenter
- Councillor Hunt
- Councillor Samwell
- Councillor Van Tilborg

1. Invocation

Mayor Davis called the meeting to order and read the invocation.

2. Roll Call

Roll Call was confirmed.

3. Declaration of Conflicts of Interest

No declaration of pecuniary interest was made regarding items appearing on the agenda.

4. **Separation of Items for Consideration and Consent Items for Discussion Purposes**

Moved by Councillor Caputo

Seconded by Councillor Sless

THAT all Items for Consideration/Consent (7.1 and 7.2) **not separated for discussion purposes**, BE APPROVED.

Yes (11): Mayor Davis, Councillor Sicoli, Councillor Sullivan, Councillor Caputo, Councillor Sless, Councillor Martin, Councillor McCreary, Councillor Carpenter, Councillor Hunt, Councillor Samwell, and Councillor Van Tilborg

Carried (11 to 0)

The following items were subject to the vote and carried accordingly:

7. **Items for Consideration/Consent**

7.1 **Items for Consideration**

7.1.1 **Brant Land Trust Pond Property on Savannah Oaks Drive [Financial Impact: \$16,428.27], 2024-697**

- A. THAT Report 2024-697 BE RECEIVED; and
- B. THAT Council DIRECT STAFF to refund the municipal property taxes for the Savannah Oaks Drive Pond Property (PLAN 2M1854 PT LOT 1 RP 2R8891 PART 3; Roll number 2906-010-012-14505) owned by Brant Land Trust for the years 2023, 2024, and 2025 in the amount of \$16,428.27.

7.1.2 **Second Phase of Neighbourhood Consultation Results for Three Potential Heritage Conservation Districts [Financial Impact - None], 2024-678**

- A. THAT Report 2024-678, titled "Second Phase of Neighbourhood Consultation Results for Three Potential Heritage Conservation Districts", BE RECEIVED for information; and
- B. THAT, due to a lack of widespread resident interest, heritage conservation district designation NOT BE PURSUED at this time for any of the consulted neighbourhoods; and

- C. THAT Staff REPORT BACK with options for heritage commemoration with the various neighbourhoods consulted by Q4 2025.

7.1.5 Brantford Truth and Reconciliation Action Plan – Recommended Next Steps [Financial Impact: None], 2024-649

- A. THAT Report 2024-649 Brantford Truth and Reconciliation Action Plan – Recommended Next Steps BE RECEIVED; and
- B. THAT staff BE DIRECTED to undertake the development of a Brantford Truth and Reconciliation Action Plan; and
- C. THAT Council ENDORSE ‘Truth and Reconciliation’ as a Priority Area within the 2025-2028 Community Safety and Well-being Plan.

7.2 Consent Items

7.2.1 Annual Update on Street Naming – 2024 [Financial Impact – None], 2024-639

THAT Report 2024-639, “Annual Update on Street Naming – 2024”, BE RECEIVED.

7.2.2 OMERS By-law Update [Financial Impact: None], 2024-675

- A. THAT Report 2024-675 regarding the OMERS By-law Update BE RECEIVED; and
- B. THAT the updated City of Brantford OMERS Participation By-law and a By-law to repeal By-laws 84-64, 164-79, 183-94, 170-2002, 138-2006 BE PRESENTED to City Council for adoption.

7.2.3 People Master Plan Status Update #2 [Financial Impact: None], 2024-613

THAT Report 2024-613 regarding the People Master Plan Status Update #2 BE RECEIVED.

7.2.4 Minutes

7.2.4.1 Committee of the Whole - Planning and Administration - November 12, 2024

7.2.4.2 Economic Development, Tourism and Cultural Initiatives Advisory Committee - June 19, 2024

7.2.4.3 Citizen's Remuneration Review Committee Minutes - September 19, 2024

5. Statutory Public Meetings

There were no statutory public meetings.

6. Delegations/Presentations

6.1 Delegations

6.1.1 David Prang

David Prang, Chair of the Citizen's Remuneration Review Committee, appeared before the Committee, spoke to item 7.1.6— Citizen's Remuneration Review Committee Report 2024-11-07, and answered questions from the Committee.

6.2 Presentations

There were no presentations.

Moved by Councillor Sicoli

Seconded by Councillor Sullivan

THAT all Items for Consideration/Consent (7.1 and 7.2) **separated for discussion purposes**, BE APPROVED.

The following items were carried accordingly:

7. Items for Consideration/Consent

7.1 Items for Consideration

7.1.6 Citizen's Remuneration Review Committee Report 2024-11-07

A. THAT Report 2024-645 regarding Final Remuneration Recommendations BE RECEIVED; and

B. THAT effective for the new 2026 term of Council, the remuneration for City Councillors be set at Step 3.0 of Level D (\$32.71/hour plus economic adjustments for 2025, 2026 and 2027 as negotiated for the exempt group) in the exempt wage grid and be based on 25 hours per week starting on January 1, 2027; and

- C. THAT effective for the new term of Council, the remuneration for the Mayor remain under the current provisions; and
- D. THAT Staff BE DIRECTED to include the following other compensation suggestions for consideration for the next term of Council:
- i. Hire dedicated staff support person(s) to help members of City Council manage their schedules, answer emails, return phone calls, handle social media, assist with newsletter preparation, etc.; and
 - ii. Implement Customer Relationship Management (CRM) software to track constituent inquiries; and
 - iii. Increase orientation to greater than one day for new Councillors to grasp the full scope of City departments and activities; and
 - iv. Create ongoing professional development opportunities for members of City Council, especially in the first year; and
- E. THAT Staff BE DIRECTED to amend the Honorarium Bylaw to implement any wage rate changes to coincide with the effective date of the exempt wage grid, which is usually on January 1st annually.
- F. THAT Council REVIEW the Planning Committee Stipend amount of \$250.00 per meeting.

Amendment

Moved by Councillor Martin

Seconded by Councillor Carpenter

THAT Clause F BE AMENDED to remove the \$250.00 Planning Committee Stipend per meeting, effective for the new 2026 term of Council.

Recorded vote on the amendment:

Yes (8): Councillor Sullivan, Councillor Caputo, Councillor Martin, Councillor McCreary, Councillor Carpenter, Councillor Hunt, Councillor Samwell, and Councillor Van Tilborg

No (3): Mayor Davis, Councillor Sicoli, and Councillor Sless

Carried (8 to 3)

Amendment

Moved by Councillor Hunt

Seconded by Councillor Carpenter

THAT Clause B BE AMEDNED as follows:

THAT effective for the new 2026 term of Council, the remuneration for City Councillors BE BASED on 25 hours per week starting on January 1, 2027.

The mover and seconder agreed to withdraw the motion.

Referral

Moved by Councillor Sicoli

Seconded by Councillor Sless

THAT the following item BE REFERRED to the Citizen's Remuneration Review Committee for further research and comparison of Council compensation in comparator municipalities:

Citizen's Remuneration Review Committee Report
2024-11-07

Recorded vote on the referral:

Yes (4): Mayor Davis, Councillor Sicoli, Councillor Sless, and Councillor Hunt

No (7): Councillor Sullivan, Councillor Caputo, Councillor Martin, Councillor McCreary, Councillor Carpenter, Councillor Samwell, and Councillor Van Tilborg

Lost (4 to 7)

Recorded vote on item 7.1.6, as amended:

Yes (9): Mayor Davis, Councillor Sicoli, Councillor Caputo, Councillor Sless, Councillor Martin, Councillor McCreary, Councillor Carpenter, Councillor Samwell, and Councillor Van Tilborg

No (2): Councillor Sullivan, and Councillor Hunt

Carried (9 to 2)

7.1.3 Downtown Entertainment District – Options Report [Financial Impact: None], 2024-703

- A. THAT Report 2023-703, titled “Downtown Entertainment District – Options Report”, BE RECEIVED; and
- B. THAT Staff BE DIRECTED to proceed with Option 1 as outlined in Report 2023-703; and
- C. THAT Staff BE DIRECTED to report back to Council in Q3-2025 regarding Option 1 in Report 2023-703 with the potential costs and implementation strategy.

Amendment

Moved by Councillor Sicoli

Seconded by Councillor Caputo

THAT Option 1 BE AMENDED to include the retention of a external consultant to support aspects such as community engagement

Recorded vote on the amendment:

Yes (2): Councillor Sicoli, and Councillor Caputo

No (9): Mayor Davis, Councillor Sullivan, Councillor Sless, Councillor Martin, Councillor McCreary, Councillor Carpenter, Councillor Hunt, Councillor Samwell, and Councillor Van Tilborg

Lost (2 to 9)

Recorded vote on item 7.1.3:

Yes (10): Mayor Davis, Councillor Sicoli, Councillor Sullivan, Councillor Caputo, Councillor Sless, Councillor Martin, Councillor McCreary, Councillor Hunt, Councillor Samwell, and Councillor Van Tilborg

No (1): Councillor Carpenter

Carried (10 to 1)

7.1.4 Economic Development Strategy (2024-2031), 2024-73

Councillor Sullivan assumed the role of the Chair.

- A. THAT Report 2024-73 titled “Economic Development Strategy (2024-2031)” BE RECEIVED; and
- B. THAT the City of Brantford Economic Development Strategy (2024-2031) (Appendix A) BE APPROVED and IMPLEMENTED in order to further economic growth and development in the City of Brantford; and
- C. THAT the supporting information contained in the Brantford Community Profile (Appendix B), Situational Analysis (Appendix C), Retail Analysis (Appendix D) and Economic Development Strategy (2016) – Final Report Card (Appendix E) BE RECEIVED; and
- D. THAT staff BE DIRECTED to report back to Council, annually, on the progress of implementation of the Economic Development Strategy (2024-2031).

Recorded vote on item 7.1.4:

Yes (10): Mayor Davis, Councillor Sicoli, Councillor Sullivan, Councillor Caputo, Councillor Sless, Councillor Martin, Councillor McCreary, Councillor Hunt, Councillor Samwell, and Councillor Van Tilborg

Carried (10 to 0)

8. Resolutions

There were no resolutions.

9. Notices of Motion

There were no Notices of Motion.

10. Adjournment

The meeting adjourned at 7:51 p.m.

Mayor Davis, Chair

Juan da Silva, Supervisor of
Legislative Services