



## Administration and Operations Committee Minutes

**Date:** May 18, 2021  
**Time:** 6:00 p.m.  
**Location:** Electronic Participation only

**Present:** Mayor Bailey, Councillors Wheat, MacAlpine, Laferriere, Howes, Bell, Peirce, Chambers, Miller, Coleman, Gatward

**Staff:** Bradley, Walton, Newton, Hewitt, Duesling, Zuidema, Mifflin, Hayman, Dropko, Staley, Kortleve, Crozier

**Councillor Peirce in the Chair.**

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### 1. Remarks

Councillor Chambers extended condolences to the family of Ted Shelegy regarding his recent passing, highlighting the years he served with him as a member of Burford Township Council. Councillors Miller and Laferriere also expressed condolences to his family and shared their experiences with Mr. Shelegy.

### 2. Approval of Agenda

Moved by Councillor Coleman  
Seconded by Mayor Bailey

That the Administration and Operations Committee agenda and addendum for May 18, 2021, be approved with additions under Consent Items to be Received and Other Business.

**Carried**

### 4. Delegations / Petitions / Presentations

#### 4.1 Philip Kuckyt, Manager of Transportation Services, Student Transportation Services Brant Haldimand Norfolk - Stop Arm Camera Enforcement Technology

Phil Kuckyt, Manager of Transportation Services for Student Transportation Services Brant Haldimand Norfolk, introduced Jean Souliere, CEO of BusPatrol Stop Arm Camera Enforcement Technology. J. Souliere made a presentation outlining the operations of BusPatrol explaining that it is a cloud-based AI solution that captures infractions where vehicles have passed red flashing lights and stop arms on school buses. He explained that BusPatrol handles the installation of all equipment on school bus vehicles and equips the entire bus fleet with cameras.

With respect to the processing of citations, he indicated that Peel Region is establishing a centre where the infractions are reviewed by a Provincial Offences Act (POA) enforcement officer who is provided with video of the incident to determine whether a vehicle has travelled through a red flashing light and stop arm before issuing a ticket, noting they are looking to partner with additional municipalities to pool the required resources. He further indicated that the vast majority of offenders pay the fine as they are provided with the evidence of the incident. In response to questions from Committee, he outlined the current fines associated with these offenses, and the process undertaken by a POA Officer before a ticket is issued.

P. Kuckyt explained the role of the County in this program noting that an agreement must be made between the County, BusPatrol and the school boards to permit BusPatrol to issue tickets within the County of Brant, and to establish the resources required to issue POA offenses. J. Souliere explained that the fine revenue is split with 60% going to BusPatrol to fund the operations of the cameras, required systems including the POA costs, and 40% going to the municipality. He further indicated that fines are only issued in jurisdictions that have an agreement with BusPatrol and that the offense location is determined by GPS.

Moved by Councillor Miller  
Seconded by Councillor Howes

That the presentation from Phil Kuckyt and Jean Souliere regarding BusPatrol and its deployment on Student Transportation Services Brant Haldimand Norfolk buses be referred to staff for a report to determine the next steps required of the County of Brant to enter into an agreement with BusPatrol.

**Carried**

4.2 In Camera - Confidential - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (By-law infractions)

Moved by Councillor Laferriere  
Seconded by Councillor Coleman

That the Administration and Operations Committee convene In Camera to discuss a Potential Litigation Matter with a Delegation present.

**Carried**

Committee convened In Camera at 6:30 p.m. to discuss a potential litigation matter (By-law Infractions.) This portion of the meeting is recorded in the Confidential – In Camera minutes of May 18, 2021. Committee reconvened in Open Session at 6:58 p.m. on a motion of Councillors Coleman and Bell.

**5. Adoption of Minutes from Previous Meetings**

5.1 Administration and Operations Committee Minutes of April 20, 2021

Moved by Mayor Bailey  
Seconded by Councillor Howes

That the Administration and Operations Committee minutes of April 20, 2021, be approved.

**Carried**

## 7. Consent Items

### 7.1 Consent Items to be Approved

#### 7.1.1 RPT-21-124 - Tender Awards - Infrastructure - J. Murphy

In response to a question, Rob Walton, General Manager of Operations, indicated that the discrepancy in the funding for the projects is likely due to the need to use up funds from the Gas Tax Reserve Fund.

Moved by Mayor Bailey  
Seconded by Councillor Wheat

Whereas the Infrastructure Division has had two (2) tenders close which require Council approval and have not yet been awarded;

That the following tenders be approved:

1. That OPS-RFT-21-09 Ellis Ave. and Bethel Road Resurfacing be awarded to Coco Paving Inc. for the bid price of \$1,264,994.00 (excluding HST);

And that \$439,000.00 for Ellis Ave. (GL#733320) and \$96,000.00 for Bethel Road (GL#733460) for a total of \$535,000.00 be allocated from the Federal Gas Tax Reserve.

2. That OPS-RFT-21-10 Major Urban Resurfacing be awarded to Associated Paving and Materials Ltd. for the bid price of \$1,382,689.25 (excluding HST).

**Carried**

#### 7.1.2 RPT-21-125 - Approval for Expedited Award of Tenders - R. Walton

In response to questions, R. Walton noted that staff have initiated measures to improve the planning for construction work to release tenders earlier in the season commencing with next construction season.

Moved by Councillor Coleman  
Seconded by Councillor Howes

Whereas the COVID-19 Global Pandemic has affected the manner in which business is conducted for all sectors including construction;

And Whereas the County of Brant has a large volume of road work proposed for the 2021 construction season;

And Whereas, due to internal and external capacity challenges, several projects are behind schedule but in the process of tendering;

And Whereas expediting the tender approval process for these projects can help to optimize the available construction window to complete the projects;

That the Chief Administrative Officer be authorized to expedite approval of the following projects by bringing tender awards directly to special meetings of Council, to be held in conjunction with the current standing committee meeting schedule, as required and applicable:

- OPS-RFT-21-11 Low Volume Roads
- OPS-RFT-21-13 Jenkins Road Hard Surfacing

- OPS-RFT-21-14 Burtch Road Urbanization
- OPS-RFT-21-15 Laurel Street Reconstruction
- OPS-RFT-21-16 - Cedar Street Reconstruction

**Carried**

7.1.3 RPT-21-129 – CPS-RFP-21-02 - Purchase of Replacement Pumper Apparatus - Award - G. Hayman

Moved by Councillor Coleman  
Seconded by Councillor Howes

Whereas Council approved the fire department capital budget for apparatus and equipment replacement for firefighting operations in the 2021 Capital budget;

And Whereas in response to CPS-RFP-21-02 - Fire Pumper Truck, Dependable Emergency Vehicles provided a price of \$608,500 (HST excluded) and scored the most allocated points for a compliant bid in which two suppliers submitted proposals;

That CPS-RFP-21-02 - Fire Pumper Truck be awarded to Dependable Emergency Vehicles to replace Pumper 351 for Mt. Pleasant Station No 5 for the submitted price of \$608,500 (HST excluded.)

**Carried**

7.1.4 RPT-21-130 - 2021 Tax Levy - C. Staley

In response to a question, Christine Staley, Manager of Taxation and Revenue, confirmed that the Province has provided Industrial and Commercial Property Class ratepayers with a rebate on the education portion of their property taxes but that the rate for other classes remains unchanged, noting that the County provides the mandated amount of education taxes to the appropriate school boards.

Moved by Councillor Coleman  
Seconded by Councillor Bell

That the following tax rates be approved:

Property Class	Property Subclass	Tax Rate
Residential		0.0084031
Residential	Farmland awaiting Development Phase 1	0.0054620
Multi-Residential		0.0142853
Commercial	Full; New Construction	0.0159659

Commercial	Excess land; vacant land	0.0103778
Commercial	Small Scale on-Farm	0.0039916
Industrial	Full; New Construction	0.0214279
Industrial	Farmland awaiting Development Phase 1	0.0054620
Industrial	Excess land; vacant land	0.0139282
Industrial	Small Scale on-farm	0.0053570
Farmland		0.0020168
Managed Forest		0.0021009
Landfill		0.0092434
Pipeline		0.0149155

And further that the by-law to implement these recommendations be forwarded to Council for consideration.

**Carried**

## 7.2 Consent Items to be Received

Moved by Councillor Howes  
Seconded by Councillor Bell

That the following Consent Items be Received as Information:

- 7.2.1. RPT-21-137 - Brant Transit Launch - A. Newton
- 7.2.3. City of Brantford - Environmental and Sustainability Policy Advisory Committee Report
- 7.2.4. City of Brantford - Canada Mortgage and Housing Corporation Temporary Rental Assistance – Robertson Avenue, Brantford
- 7.2.5. City of Cambridge – Request for Paid Sick Leave
- 7.2.6. City of Brantford - Withdraw prohibitions on golfing and any other outdoor recreational activities
- 7.2.7. Ministry of the Environment, Conservation and Parks - Regulatory Proposals under the Conservation Authorities Act

**Carried**

### 7.2.2 Minister for Seniors and Accessibility - 2021 Senior of the Year Award

Councillor Laferriere provided notice of motion that he intends to introduce a motion to have Council to nominate Jim Harder for the 2021 Senior of the Year Award.

Moved by Councillor Chambers  
Seconded by Councillor Wheat

That Section 20 of the County of Brant Procedural By-law be invoked to waive the requirements of notice to introduce a motion to for Council to nominate Jim Harder for the 2021 Ontario Senior of the Year Award.

**Carried**

Moved by Councillor Laferriere  
Seconded by Mayor Bailey

That the Council of the County of Brant nominate Jim Harder for the 2021 Ontario Senior of the Year Award.

**Carried**

## **8. Staff Reports**

### **8.1 RPT-21-132 - OPP Detachment Board Proposal - R. Hewitt**

Robin Hewitt, Strategic Projects Manager, outlined her report noting that with the forthcoming enactment of the Community Safety and Policing Act, 2019, the Province has requested comments from Council regarding the composition of the to be formed OPP Detachment Board for the Brant County OPP Detachment. She indicated that the County of Brant Police Services Board has been consulted on the matter and has recommended to Council that 1 Board be formed, and that the composition be set at 6 members with the addition of a citizen member to be appointed by Council.

Committee discussed the residency requirements for members of the Board and equal representation across specific areas of the County.

Moved by Councillor Wheat  
Seconded by Councillor Coleman

Whereas the Province of Ontario passed the Comprehensive Ontario Police Services Act, 2019 (Bill 68) and established a Community Safety and Policing Act, 2019 (CSP), and once in force, will repeal the Police Services Act, 1990 (PSA);

And Whereas section 67 of the CSPA requires there be an Ontario Provincial Police (OPP) detachment board, for each detachment of the OPP that provides policing in a municipality or in a First Nations community;

And Whereas the Ministry is required to develop a regulation related to the composition of each OPP detachment board and hence has developed an "OPP Detachment Board Framework";

And Whereas the Ministry has developed a flexible approach that allows municipalities and First Nations to determine the preferred composition of their detachment board(s) and submit a proposal;

And Whereas the County of Brant current Police Services Board has provided input on the proposal before being presented to Council;

That the County move forward with one OPP Detachment Board, with 6 members comprising the Mayor or designate, one council member, 2 community appointments and 2 provincial appointments.

**Carried**

**8.2     RPT-21-138 - Demolition of 12 Broadway Street West - P. Duesling and B. Kortleve**

Moved by Councillor Howes  
Seconded by Councillor Coleman

Whereas at its session on April 27, 2021, County of Brant Council directed that further discussion regarding the structure at 12 Broadway Street West be undertaken, including with the property owner and the Brant Heritage Committee, and to report back within one meeting cycle;

And Whereas the Brant Heritage Committee has undertaken a heritage evaluation of the structure at 12 Broadway Street West in accordance with the Ontario Heritage Act;

And Whereas the heritage evaluation does not recommend that the structure be designated under the Ontario Heritage Act;

And Whereas the Brant Heritage Committee has indicated support for the staff report and recommendation regarding the structure;

That staff be directed to work with the property owner to determine appropriate heritage recognition for this site and the area.

**Carried**

**9.     Communications**

**9.1     Jennifer Haley, Chair, County of Brant Police Services Board - OPP Detachment Board Proposal**

Moved by Councillor Howes  
Seconded by Councillor Gatward

That the Memo from Jennifer Haley, Chair, County of Brant Police Services Board regarding the OPP Detachment Board Proposal be received as information.

**Carried**

**10. Other Business****10.1 Frequent Power Outages**

Councillor Miller highlighted power outages in both the Burford area, and throughout the County over the weekend. It was agreed that staff would look into the reason for the outages and if the outages were planned.

**11. In Camera**

Moved by Councillor Coleman

Seconded by Councillor MacAlpine

That the Administration and Operations Committee convene In Camera to discuss advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Nuisance and Odour), and Labour relations or employee negotiations (Employee Compensation).

**Carried**

Committee convened In Camera at 7:35 p.m. to discuss advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Nuisance and Odour) and Labour relations or employee negotiations (Employee Compensation). This portion of the meeting is recorded in the Confidential – In Camera minutes of May 18, 2021. Committee reconvened in Open Session at 8:56 p.m. on a motion of Councillors Coleman and Bell.

**12. Next Meeting and Adjournment**

Committee adjourned at 8:57 p.m. to meet again on Tuesday, June 15, 2021, 6:00 p.m. via Electronic Participation Only.

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Secretary