



Policy Development Committee Minutes

Date: September 3, 2024
Time: 6:00 p.m.
Location: Council Chambers
7 Broadway Street West
Paris, ON

Present: Mayor Bailey, Councillors Kyle, MacAlpine, Oakley, Howes, Bell, Peirce, Chambers, Miller, Coleman, and Garneau

Staff: Boyd, Crozier, Newton, Stevenson, Dyjach, Bergeron, Gable, Jackson, Gilmore, Kitchen, Steane, and Pluck

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Councillor Coleman in the Chair.

1. Attendance

Attendance was taken.

2. Approval of Agenda

Moved by Councillor Peirce
Seconded by Mayor Bailey

That the Policy Development Committee agenda for September 3, 2024, be approved as amended.

Carried

3. Declaration of Pecuniary Interests

None.

4. Delegations / Petitions / Presentations

5. Adoption of Minutes from Previous Meetings

5.1 Policy Development Committee Minutes of May 7, 2024

Moved by Councillor Oakley
Seconded by Councillor Kyle

That the Policy Development Committee minutes of May 7, 2024, be approved.

Carried

6. Business Arising from the Minutes

None.

7. Consent Items

7.1 Consent Items to be Approved

None.

7.2 Consent Items to be Received

None.

8. Staff Reports

8.1 RPT-0270-24 Chickens in Residential Areas

Jessica Kitchen, Planner, appeared before the Committee and briefly outlined the report.

In response to questions, J. Kitchen presented a mapping of agricultural areas where chickens are currently permitted in urban and non urban residential zones.

In response to questions, Greg Bergeron, Director of Enforcement and Regulatory Services, advised that staff have conducted an analysis on two surrounding municipalities have found that the impact on municipal enforcement is low.

Moved by Councillor Howes
Seconded by Councillor Kyle

WHEREAS County of Brant Council directed County Staff to investigate Option 3 of [RPT-0454-23](#) to permit chickens in all residential areas and zones of the County subject to specific regulations specified by By-Law, licensing, property inspection, and public consultation and engagement;

AND WHEREAS County Staff have determined Option 3 will incur additional operational costs for Enforcement Services and potentially require additional resources based on the program response, to support implementation, investigate complaints, and ensure ongoing mitigation of potential nuisances, public health and safety, and protection of municipal drinking water sources within the Urban areas and zones;

AND WHEREAS Public consultation and engagement has concluded with comments and feedback received considered as part of this report RPT-0270-24;

THAT Committee receive RPT-0270-24 – Chickens in Residential Areas as information;

AND THAT Committee approve Option 2 of [RPT-0454-23](#) to permit chickens in Non-Urban Residential areas and zones of the County subject to specific regulations specified by By-Law, licensing, and property inspection;

AND THAT amendments to the Animal Control By-Law, Comprehensive Zoning By-Law, and a new Backyard Hen By-Law to support Option 2 to be presented at a future meeting for Committee's consideration.

Carried

8.2 RPT-0403-24 Update on Implementation of Automated Speed Enforcement

Adam Crozier, Director of Corporate Strategy, appeared before the committee and briefly outlined the report.

In response to questions, A. Crozier advised a report is forthcoming to the Administration and Operations Committee regarding reducing the speed limit in community safety zones, which are defined by the MTO. He also advised that staff will look into signage on County boundary lines advising of the program and that they will report back on the results of all the data captured.

Moved by Councillor Oakley
Seconded by Councillor Howes

That report RPT-0403-24 – Update on Implementation of Automated Speed Enforcement be received as information;

And that staff be directed to prepare policies to ensure the responsible and sustainable management of potential revenues generated by the ASE Program to fund program expansion, reserve funds to cover potential revenue shortfalls, and support future road safety initiatives.

Carried

8.3 RPT-0416-24 Major Project Dashboard - Introduction

Haile Gilmore, Project Manager, appeared before the Committee and presented the Major Project Dashboard. She provided an overview of the dashboard including using the dashboard and how feedback is provided.

In response to questions, Alison Newton, CAO, advised that the list included in the report is not a complete listing and is for demonstration purposes.

Moved by Mayor Bailey
Seconded by Councillor Oakley

That RPT-0416-24 - Major Project Dashboard - Introduction be received as information;

And that feedback on the first version of the Major Project Dashboard be reviewed and comments regarding enhancements be directed to staff.

Carried

8.4 RPT-0238-24 Enforcement Policy Update

Greg Bergeron, Director of Enforcement and Regulatory Services appeared before Committee and briefly outlined the report.

In response to questions, G. Bergeron advised that staff are looking to encourage direct communication with complainants, rather than residents contacting their Councillor. He also advised that the service level matrix is flexible and will be re-assessed based on call patterns, and that the update is not intended to increase service level at this time.

Moved by Councillor Miller
Seconded by Councillor Peirce

THAT RPT 0238-24 be received as information; and

THAT the Committee approve and adopt via By-law the proposed By-law Enforcement Policy and Service Level Matrix attached as Appendix #1; and

THAT By-law #50-08 and Enforcement Policy #CPS 2008-01 and Council approved Zoning Enforcement Policy from May 2017 be repealed; and

THAT the policy and service level matrix come into force and effect on October 1, 2024.

Carried

8.5 RPT-0239-24 Fireworks By-law Amendment

G. Bergeron appeared before Committee and briefly outlined the report.

Moved by Councillor Howes
Seconded by Councillor Oakley

WHEREAS, County of Brant By-law #19-23 being a By-law “To regulate the supply, sale and use of fireworks in the County of Brant” came into force and effect on April 1st, 2023; and

WHEREAS, as part of good practice, municipal by-laws are reviewed periodically to update policies and to ensure effective administration and implementation; and

WHEREAS, the inclusion of other holidays to the list of Permitted Days has been considered based on the requests from the public and in keeping with the County’s commitment to equity diversity and inclusion;

THAT Report RPT-174-24 “Fireworks By-law Amendment” be received; and

THAT the By-law be amended to include and define “Diwali” as “the day during the Indian festival of lights where fireworks will be permitted, the day of which will be confirmed by the Chief Fire Official and posted on the County of Brant website.” and;

THAT Lunar New Year be included and defined as “the first day of the lunar calendar and for greater certainty shall include the Chinese New Year, the day of which will be confirmed by the Chief Fire Official and posted on the County of Brant website.” and;

THAT the By-law be amended to include the day of Diwali and the day of the Lunar New Year to the revised definition of “Permitted Days” to discharge Family Fireworks; and

THAT the term “Permitted Days” be used in section 6.5 to replace Victoria Day and Canada Day, which will allow the sale of Fireworks on the updated permitted days and the six (6) calendar days preceding these holidays.

THAT the amending By-law (Attachment #2) be adopted at the September Council meeting.

Carried

8.6 RPT-0408-24 Proclamation, Flag-Raising and Lighting of Penman's Dam Policy

Lesley Jackson, Director of Community Partnerships, appeared before Committee and briefly outlined the report.

In response to questions, Alysha Dyjach, General Manager of Development Services advised the Clerks Department has an internal process for flag lowering that mirrors the province's rules and requirements.

Moved by Councillor Peirce
Seconded by Councillor Oakley

That RPT-0408-24 Proclamation, Flag-Raising and Lighting of Penman’s Dam Policy be received;

And that the Proclamation, Flag-Raising and Lighting of Penman’s Dam Policy be approved.

Carried

8.7 RPT-0406-24 Review of Advisory and Special Committees

Dana Steane, Public Consultation Specialist, appeared before Committee and briefly outlined the report.

Moved by Councillor Kyle
Seconded by Councillor MacAlpine

Whereas the County of Brant has a total of 20 Committees including Standing, Advisory, Special, Independent and Joint;

AND Whereas the County of Brant Council members represent the County of Brant on seven (7) Boards;

AND Whereas the County of Brant acknowledges that the number of Committees served an important function when staff resources were limited; and a multitude of ways exist to effectively engage the public;

AND Whereas the Chief Administrative Officer requested a review of nine (9) advisory and special committees including:

- Accessibility Advisory Committee
- Agricultural Advisory Committee
- Biggar's Lane Landfill Advisory Committee
- Brant Connects Special Committee
- Brant Heritage Advisory Committee
- Cemetery Advisory Committee
- Community Improvement Plan Advisory Committee
- Sports Hall of Fame Special Committee and
- Tourism Advisory Committee

AND That as a result of the review, Council direct staff to dissolve the following Committees based on the availability of staff expertise, the availability to engage the public in a number of new formats and to improve overall operational efficiency:

- Brant Connects Special Committee in 2025 at the completion of the provincial ICON program and in consultation with the County of Brant Chamber of Commerce
- Cemetery Advisory Committee by December 31, 2024
- Community Improvement Plan Advisory Committee by December 31, 2024
- Tourism Advisory Committee by December 31, 2024

AND That Council direct staff to make improvements to the following committees, considering the recommendations in Appendix A - Advisory and Special Committee Review and Recommendations Report, for implementation of the new term starting January 2027, allowing staff two (2) years to fully develop customized improvement plans including:

- Accessibility Advisory Committee
- Agricultural Advisory Committee
- Biggars Lane Landfill Advisory Committee
- Sports Hall of Fame Special Committee

AND That Council direct staff to make improvements as noted in Appendix A - Advisory and Special Committee Review and Recommendations Report for the Brant Heritage Advisory Committee in 2025, pending budgetary decisions.

No Vote. Motion to Amend Follows

Moved by Councillor Miller
Seconded by Mayor Bailey

That the clause "Brant Connects Special Committee in 2025 at the completion of the provincial ICON program and in consultation with the County of Brant Chamber of Commerce" be struck out and replaced with " Brant Connects Special Committee at the end of the current term of council or upon successful completion of the Provincial ICON Program".

Carried

Moved by Councillor Miller
Seconded by Mayor Bailey

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- Agricultural Advisory Committee
- Biggars Lane Landfill Advisory Committee
- Sports Hall of Fame Special Committee

AND That Council direct staff to make improvements as noted in Appendix A - Advisory and Special Committee Review and Recommendations Report for the Brant Heritage Advisory Committee in 2025, pending budgetary decisions, as amended.

Carried

8.8 RPT-0409-24 County of Brant Film Policy

Zach Gable, Director of Economic Development and Tourism, appeared before the Committee and briefly outlined the report.

In response to questions, Z. Gable advised that if there issues with those abiding with the policy, staff have the ability to pull the permit. A. Newton, CAO, also advised that the policy will aide in not hosting a filming destination.

Moved by Councillor Oakley
Seconded by Councillor Bell

That Council approve the County of Brant Film Policy
And that Council approve the attached Film Location Agreement Template.

And that staff be directed to update By-Law Number 225-04 known as the "Park Use By-Law"

And that staff be directed to update By-Law Number 33-12 known as the "Road Use By-Law"

And that staff be directed to update By-Law Number 108-22 known as the "Noise By-Law"

And that staff be directed to update By-Law Number 222-02 known as the "Fireworks By-Law"

And that staff be directed to update By-Law Number 121-08 known as the “Sign By-Law”

And that staff be directed to update By-Law Number 004-19 known as the “Parking By-Law”

And that staff be directed to update By-Law Number 50-10 known as the “Business Licensing By-Law”

And that staff be directed to update By-Law Number 72-22 known as the “Delegated Authority By-Law”

And that staff be directed to update By-Law Number 125-23 known as the “Fees and Charges By-Law” to include a fee of \$10 per day for use of a County parking stall and \$300 for a Road Closure approval.

And that staff be directed to update By-Law Number 174-10 known as the “Animal Control and Dog Licensing By-Law”

Carried

9. Communications

None.

10. Chief Administrative Officer's Update

A. Newton appeared and updated Committee on the following departments:

- Development Services - Welcome Jeremy Vink, Director of Planning, the Manager of Policy Planning and Manager of Development Planning will be posted in the fall, and a new Provincial Policy statement is being reviewed.
- BME - Sale of the Cowan Community Healthhub to BME closed on July 25th, congratulations Darryl Lee, CEO.
- Strategic Initiatives - Public consultation and engagement framework for the downtown dig is expected to commence in late September, an RFP for public transportation is out, and Salute to Brant will take place on September 26th at the Cainsville Community Centre.
- Emergency and Protective Services - 19 new volunteer firefighters have been recruited and the concept design for the North Paris Fire Hall is forthcoming to Council.
- Community Services - North of the Nith Masterplan community partner engagement with public consultation is taking place this month, Parks Masterplan is estimated to be completed for October, and congratulations staff on the inaugural Communities in Bloom event.
- Corporate Services - a second stakeholder meeting for development charges was held on August 21 and a report on the 2025 budget is forthcoming to Council.
- Operations - Powerline Rd slope is being repaired early September and bridge construction is going well with further public meetings forthcoming.

- Corporate Strategy - Climate Strategy community engagement is coming to a close, staff are refining the corporate dashboard, and a report will be forthcoming the the November Policy Development Committee regarding Russell Heights Co-op Housing.

11. Other Business

Councillor Peirce noted the Sports Hall of Fame Ceremony on Thursday, September 17 at 7:00 pm at the Brant Sports Complex.

12. In Camera

None.

13. Next Meeting and Adjournment

Committee adjourned at 8:03 pm to meet again on November 5, 2024 at the County of Brant Council Chambers.

Secretary