



## Administration and Operations Committee Minutes

**Date:** March 18, 2025  
**Time:** 9:00 a.m.  
**Location:** Council Chambers  
7 Broadway Street West  
Paris, ON

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

**Staff:** Newton, Boyd, Mete, Stevenson, Walton, Bazzard, Eby, Djach, Bernstein, Murphy, Pluck, and Allison

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Councillor Peirce in the Chair.

**1. Attendance**

Attendance was taken.

**2. Approval of Agenda**

Moved by Councillor Oakley  
Seconded by Councillor Bell

That the Administration and Operations Committee agenda and addendum for March 18, 2025 be approved, as amended.

Yes (10): Mayor Bailey, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

Absent (1): Councillor Kyle

**Carried (10 to 0)**

**3. Declaration of Pecuniary Interests**

None.

#### **4. Delegations / Petitions / Presentations**

##### **4.1 David Clement - re: RPT-0029-25 - Appointment of an Engineer for a new Drain**

David Clement appeared before Committee and expressed concern regarding miss use of water discharge and the petitions relation to the Drainage Act. He requested Committee not to proceed with the proposed drainage works.

Moved by Councillor Garneau  
Seconded by Councillor Coleman

That the delegation David Clement - re: RPT-0029-25 - Appointment of an Engineer for a new Drain, be received as information.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

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

##### **5.1 Administration and Operations Committee Minutes of February 18, 2025**

Moved by Councillor Kyle  
Seconded by Councillor Miller

That the Administration and Operations Committee minutes of February 18, 2025 be approved.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

#### **6. Business Arising from the Minutes**

##### **Patterson Road Culvert - Councillor Coleman**

In response to questions, Joe Murphy, Capital Project Manager, presented a mapping of the Patterson Culvert Detour and advised staff will look into reducing the speed limit during construction and temporary painted lines on Big Creek Road.

##### **Clever Road Bridge Public Engagement - Councillor Miller**

In response to questions, Rob Walton, General Manager of Operations, advised public consultation will begin in Q2 of 2025.

##### **Burford Tribute to Veterans - Councillor Miller**

Alison Newton, CAO, advised a Friday File will come forward with possible options from staff.

## 7. Consent Items

### 7.1 Consent Items to be Approved

Moved by Councillor Kyle  
Seconded by Councillor Miller

That the following items be approved:

- 7.1.1 RPT-0075-25 Award of OPS-RFT-25-02 Muir Culvert Rehabilitation - J. Murphy
- 7.1.2 RPT-0097-25 Grass Cutting and Trimming Municipal Properties - D. Hussey
- 7.1.3 RPT-0109-25 - CIP-25-03 - 105 Grand River Street North - B. Webb
- 7.1.4 RPT-0110-25 - CIP-25-02 - 69-71 Grand River Street North - B. Webb
- 7.1.5 RPT-0126-25 - CIP-25-04 - 54 Grand River Street North - B. Webb
- 7.1.6 RPT-0083-25 - Cemetery Fees and Charges Update - D. Hussey
- 7.1.7 RPT-0118-25 - Update to the Appointment of Risk Management Official and Risk Management Inspector - A. Dubeckyj

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

### 7.2 Consent Items to be Received

Moved by Councillor Howes  
Seconded by Councillor Garneau

That the following items, be received as information:

- 7.2.1 Canada's Volunteer Awards - Call for Nominations 2025
- 7.2.2 Fire Prevention Activity Report - February 2025 - C. Murray
- 7.2.3 RPT-0043-2025 - Recreation Master Plan Status Update 5 - K. Ballantyne
- 7.2.4 RPT-0122-25 - 2024 Council / Committee Attendance, Remuneration, and Expenses - S. Pluck

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

## 8. Staff Reports

### 8.1 RPT-0034-25 - 2024 Annual Drinking Water System Summary Reports for County of Brant Municipal Drinking Water Systems

Andrea Bazzard, Director of Environmental Services, appeared before Committee and outlined the report.

Moved by Councillor Oakley  
Seconded by Councillor Bell

Whereas Ontario Regulation 170/03, Schedule 11 requires the Owners of the Drinking Water Systems to prepare an Annual Report summarizing the system process, major infrastructure expenses and the results of chemical and bacteriological tests completed from January 1 through December 31, and;

Whereas Ontario Regulation 170/03, Schedule 22 requires the Owners of the Drinking Water Systems to provide members of Municipal Council a Drinking Water System Summary Report outlining water takings and system capacity for the previous year January 1 through December 31;

That RPT-0034-25 2024 Annual Drinking Water System Summary Reports for the County of Brant Municipal Drinking Water Systems be received, and;

That the 2024 Annual Drinking Water System Summary Reports be made available to the public no later than March 31, 2025.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

8.2 RPT - 0137 - 25 Next Steps for the New Central Library in Paris

In response to questions, Kelly Bernstein, CEO, County of Brant Library, advised construction will begin shortly after funding is approved.

Discussion took place surrounding the library's operations and capital project planning responsibility and discretion.

Moved by Councillor Howes  
Seconded by Councillor Kyle

Whereas the Library Board has full responsibility for Library operations and planning;

And whereas the Library Board wishes to make the most informed decisions possible;

And whereas the Library Board has decided to conduct updated needs analysis and site selection studies for its future Paris location, be it resolved

That \$40,000 be reallocated from the Library Capital Reserve contribution to the New Library Project to fund these studies.

Yes (9): Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

No (2): Mayor Bailey, and Councillor Bell

**Carried (9 to 2)**

## **9. Committee Reports & Minutes**

### **9.1 Accessibility Advisory Committee Minutes of February 24, 2025**

Moved by Councillor Miller  
Seconded by Councillor Oakley

That the Accessibility Advisory Committee Minutes of February 24, 2025 be approved.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

### **9.2 Brant Connects Committee Report and Minutes of March 5, 2025**

Moved by Councillor Miller  
Seconded by Councillor Coleman

That the Brant Connects Committee Report of March 5, 2025 be approved, noting the following recommendation:

1. That staff be directed to incorporate the received instructions from the Ministry of Infrastructure regarding internet servicing availability into the response to internet-based inquiries.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

### **9.3 Brant Heritage Committee Report and Minutes of March 6, 2025**

Discussion took place surrounding the Burford King Street Parkette design public consultation process.

Moved by Councillor Howes  
Seconded by Councillor Kyle

That the Brant Heritage Committee Report of March 6, 2025 be approved, noting the following recommendations:

1. That nominations for the position of Vice Chair be closed;

And that Councillor Howes be elected as Vice Chair of the Brant Heritage Committee.

2. That the Brant Heritage Committee receives Report RPT-0106-25 for information;

And, hereby endorses and submits this report to Council to satisfy the applicable condition(s) of the decision for consent application B23-24-LK, including a scoped site plan control agreement, to protect the existing heritage home during construction, and further discussions about heritage protection options.

3. That staff be requested to arrange for two guest speakers to participate in the Joint Heritage Committee meeting of April 24, 2025; and

That the guest speakers be Dan Brown and a representative from the insurance industry.

5. That a Special Meeting of the Brant Heritage Committee be scheduled for March 19, 2025 to review the forthcoming staff report on the Bawcutt Centre Conservation; and

That the Brant Heritage Committee provide its recommendation prior to Council's consideration.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

Moved by Councillor Miller  
Seconded by Councillor Kyle

4. That staff be requested to incorporate historical elements into the Burford King Street Parkette design, be referred back to the Brant Heritage Committee for further discussion.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

## 10. Communications

### 10.1 Street Lights in Highland Area

Moved by Councillor Oakley  
Seconded by Councillor Garneau

That the communication, Street Lights in Highland Area, be received as information and referred to staff for further options for street lighting.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

### 10.2 EasyRide Taxi

Moved by Councillor Miller  
Seconded by Councillor Oakley

That the communication, EasyRide Taxi, be referred to staff for a report to County of Brant Council.

Yes (11): Mayor Bailey, Councillor Kyle, Councillor MacAlpine, Councillor Howes, Councillor Oakley, Councillor Bell, Councillor Peirce, Councillor Chambers, Councillor Miller, Councillor Coleman, and Councillor Garneau

**Carried (11 to 0)**

## 11. Other Business

Discussion took place regarding the eScribe pro app's process and improvements.

## 12. In Camera

Committee convened In Camera at 9:57 a.m., to discuss RPT-0123-25 - S.239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board. (43 Simcoe Street) and RPT-0125-25 - S.239(2)(c) A proposed or pending acquisition or disposition of land; (f) Advice that is subject to solicitor-client privilege; (k) A position, plan, procedure, criteria or instruction to be applied to any negotiations - C. Glassford . This portion of the meeting is recorded in the Confidential – In Camera minutes of March 18, 2025. Committee reconvened in Open Session at 10:04 a.m., on a motion of Councillors Bell and Coleman.

Moved by Councillor Kyle  
Seconded by Councillor Miller

That the Administration and Operations Committee convene In Camera to discuss:

- 12.1 RPT-0123-25 - S.239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board. (43 Simcoe Street) - Z. Gable
- 12.2 RPT-0125-25 - S.239(2)(c) A proposed or pending acquisition or disposition of land; (f) Advice that is subject to solicitor-client privilege; (k) A position, plan, procedure, criteria or instruction to be applied to any negotiations - C. Glassford

**Carried**

### **13. Next Meeting and Adjournment**

Committee adjourned at 10:05 am to meet again on April 15, 2025 at the County of Brant Council Chambers.

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Secretary