



## **Stratford City Council Regular Council Open Session MINUTES**

Meeting #: 4646th  
Date: Monday, February 22, 2021  
Time: 3:00 P.M.  
Location: Electronic Meeting

Council Present in  
Council Chambers: Mayor Mathieson - Chair Presiding

Council Present  
Electronically: Councillor Beatty, Councillor Bunting, Councillor Burbach,  
Councillor Clifford, Councillor Gaffney, Councillor Henderson,  
Councillor Ingram, Councillor Ritsma, Councillor Sebben,  
Councillor Vassilakos

Staff Present in  
Council Chambers: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe -  
City Clerk, Chris Bantock - Deputy Clerk

Staff Present  
Electronically: David St. Louis - Director of Community Services, Ed Dujlovic -  
Director of Infrastructure and Development Services, Kim  
McElroy - Director of Social Services, John Paradis - Fire Chief,  
Jodi Akins - Council Clerk Secretary, Stephanie Potter - Policy  
and Research Associate, Alyssa Bridge – Manager of Planning,  
Jeff Leunissen - Planner

### **1. Call to Order:**

Mayor Mathieson, Chair presiding, called the Council meeting to order.

Moment of Silent Reflection

**2. Declarations of Pecuniary Interest and the General Nature Thereof:**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and to otherwise comply with the Act.

Name, Item and General Nature of Pecuniary Interest

No declarations of pecuniary interest were made by a member at the February 22, 2021 Regular Council meeting.

**3. Adoption of the Minutes:**

R2021-62

**Motion by** Councillor Henderson

**Seconded by** Councillor Burbach

**THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated February 8, 2021 be adopted as printed.**

**Carried**

**4. Adoption of the Addenda to the Agenda:**

R2021-63

**Motion by** Councillor Burbach

**Seconded by** Councillor Ingram

**THAT the Addenda to the Regular Agenda of Council and Standing Committees dated February 22, 2021, to add delegations for Items 7.1 and 7.2, be added to the Agenda as printed.**

**Carried**

**5. Report of the Committee of the Whole In-Camera Session:**

**5.1 At the February 17, 2021 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:**

- Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)).

At the In-camera Session direction was given.

**5.2 At the February 22, 2021 Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:**

- Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board (section 239.(2)(e)), Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)), and A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239.(2)(k));
- Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board (section 239.(2)(e)), Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)), and A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239.(2)(k));
- Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years);
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- ADDED - Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)) and A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239.(2)(k)).

At the In-camera Session direction was given on the first four items.

**6. Hearings of Deputations and Presentations:**

**6.1 Municipal Modernization Service Delivery Review – Final Report (COU21-024)**

The Chief Administrative Officer provided an overview of the project and stated that Blackline Consulting was retained in the Spring of 2020 to undertake a corporate wide review of efficiencies and service delivery

modernization. Staff have since worked to provide data and feedback to Blackline in order to complete their review. This review is an important first step and many recommendations require further investigation and review to determine implementation. Implementation of the recommendations will be over multiple years.

R2021-64

**Motion by** Councillor Clifford

**Seconded by** Councillor Gaffney

**THAT the presentation by Ian Shelley, Blackline Consulting of the Service Delivery Review Report be heard.**

**Carried**

Ian Shelley, Blackline Consulting, provided a presentation to Council regarding the Service Delivery Review. Highlights of the presentation included:

- the approach to the service delivery review including extensive consultations with stakeholders;
- generating opportunities and performing detailed analysis to reduce to highest opportunity items; and,
- a summary of the recommended opportunities including reduce use of paper, enhance HR systems, review fleet, consolidate grass maintenance, increase airport revenues, repair fire vehicles internally, consolidate invoicing, and facility maintenance and utilization.

R2021-65

**Motion by** Councillor Ingram

**Seconded by** Councillor Burbach

**THAT Council receive the Service Delivery Review report by Blackline Consulting;**

**THAT the Service Delivery Review report be referred to the Corporate Leadership Team to investigate the opportunities identified by Blackline and report back to Council;**

**AND THAT staff be authorized to apply to the Ministry of Municipal Affairs Municipal Modernization Program Intake 2 for funding to implement the creation of a Citizen Portal and Financial Systems Enhancement, identified in the Paperless Service Delivery Review business case.**

The timeline for implementing these recommendations and if Council can help expedite the process was questioned. The Chief Administrative Officer advised that CLT is committed to looking into the efficiencies identified and all projects will take time over a number of years to implement. Focus will be given to opportunities that can be moved along quickly, especially the recommendation to go paperless. It was stated that moving forward, CLT will be reporting out to the appropriate committee of Council on a regular basis as it relates to Council involvement to ensure we're on track with efficiencies.

Mayor Mathieson called the question on the motion.

**Carried**

## **6.2 Presentation by Rebecca Garlick, Climate Change Coordinator of Stratford's Emission Profile**

R2021-66

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Henderson

**THAT the presentation by Rebecca Garlick of the Stratford Emission Profile be heard.**

**Carried**

Rebecca Garlick, Climate Change Coordinator, provided a presentation to Council regarding Stratford's Emission Profile. Highlights of the presentation included:

- the baseline for emissions data being 2017;
- the overall emissions breakdown in the City per contributing categories;
- the potential future for the City in a business as usual scenario;
- a breakdown of the emissions and future inventory recommendations moving forward for categories including transportation, buildings, and solid waste;
- next steps for development of the plan including setting a reduction target;
- review of the community survey and an overview of priorities for the City based on survey responses; and,

- reviewing the draft plan and receiving feedback before presenting the final plan to Council.

A discussion period ensued with respect to:

- the 2017 baseline being set as a result of data available for electricity and natural gas consumption;
- providing clarity on a 10% emissions reduction target based on 2017 data aligning with reduction targets of 30% if based on 1990 data;
- the building emissions from the Community Action Plan including municipal owned buildings;
- more ambitious emissions reduction targets being dependent on available capital and funding opportunities; and,
- the provincial and federal emissions reduction targets being below global standards by comparison.

R2021-67

**Motion by** Councillor Gaffney

**Seconded by** Councillor Sebben

**THAT the Stratford Emission Profile presented by Rebecca Garlick at the February 22, 2021 Regular Council meeting be received for information.**

Discussion continued with respect to:

- being able to review approximate annual costs to the City based on varying percentages of emissions reduction; and,
- local emissions reporting taking into account an increasing population.

Mayor Mathieson called the question on the motion.

**Carried**

## **7. Orders of the Day:**

### **7.1 Resolution - Stratford Greenhouse Gas Emissions Planning (COU21-023)**

R2021-68

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

**THAT the presentations by Mike Sullivan and Anne Carbert be heard.**

**Carried**

Mike Sullivan advised he is a member of the Energy and Environment Committee and first heard of the proposed 10% target at their last meeting. He reviewed the 'Hill Report' from 2008, which set targets for the City at 6% below 2003 levels for the community and 20% below 2003 levels for corporate. The report further notes that by 2005, the community emissions had dropped 20% and corporate by 11% and that once targets were reached a number of departments were able to raise their emissions. The province had also eliminated the use of coal so the coefficient attached to electricity was significantly reduced at this time.

He advised that given this information, 2005 should become the baseline with a target of 30% reduction by 2030 and 80% reduction by 2050. Recommendations in the 2008 report were educational for the community but no documented strategy. The City met its target through the methane gas collection system but he advised he was not sure what happened to other recommendations. The target needs to be higher to take into consideration the Province of Alberta being permitted to increase emissions and the continued growth rate. Setting a target should be deferred until the Energy and Environment Advisory Committee can review and provide more guidance.

Anne Carbert advised that she was pleased to see so much detail being provided in the reports being presented. She further stated that she spoke at Council a year ago when the climate declaration was being considered and has the same sense today about the climate crisis. Concerns have been raised about the 10% reduction target and that a decision should be deferred until the climate action plan is ready. The Climate Change Coordinator's plan is for the County with recommendations for each municipality. It is understood that the difference in baseline data is creating a difference in percentage reduction targets across municipalities.

In a climate emergency, consideration needs to be given to what is possible to achieve beyond 10%. Ms. Carbert provided an overview of the simulator prepared by the Climate Change Coordinator. The simulator provided participants the opportunity to create their own plan and she ended up selecting a 30% reduction plan for the community that did not

appear difficult to achieve. Concern was expressed that the proposed 10% reduction is not ambitious.

Ms. Carbert requested that consideration be given to doing everything the municipality can be instead of being stuck on setting targets. She suggested asking what we can do to mitigate as much as we can by 2030 and reaching carbon neutrality by 2050. She advised community members are ready to take significant climate action and support the City. The target to be set for 2030 will make a big difference for the future. Discussion ensued with respect to setting a minimum target and being able to do more but potentially not being inspiring for the community.

The Deputy Clerk stated this report had been prepared in response to motions passed by Council in 2020. Those motions referred a number of items to staff for review and to develop a report on reducing the City's greenhouse gas emissions. Staff understand the reduction target of 10% appears as a lower percentage compared to other municipalities and levels of government due to the difference in baseline data years. This target has received support from the Climate Change Coordinator and other partner municipalities across the County as a feasible target to reach in the next 10 years. The Deputy Clerk advised the best practice is for the target to be set before a plan is adopted and that more ambitious targets can be revisited as the City approaches 2030.

Those involved in preparation of the report were thanked. It was also noted that new options exist under the current grant, pending approval from the Government of Canada, that would see the expiration date for the contract of the shared Climate Change Coordinator extended until February 28, 2022. At a minimum, if not approved, FCM will work with partner municipalities to adjust the funding schedule to permit extension by a couple of months. Overall, this should end up reducing the City's costs that had been previously allocated towards this contract through the 2021 budget.

A question and answer period ensued between members and staff with respect to:

- reviewing the corporate and community initiatives and being able to set separate targets for each;
- forecasting options for higher reduction targets and what is required to reach different targets; and,



- deferring the approval of a reduction target until the shared Climate Change Coordinator can present the Community Action Plan to Council.

R2021-69

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

**THAT staff be directed to investigate and report back within 3 months on the following initiatives which could commence in 2021:**

- **Review of Idling By-law.**
- **Electric Vehicle Charging Stations.**
- **Corporate Adoption of One Planet Living Principles;**

**AND THAT staff be directed to enter into a new Local Partnership Agreement with the Municipality of North Perth, Municipality of West Perth, Township of Perth East, Township of Perth South, County of Perth, and Town of St. Marys for the shared services of the Climate Change Coordinator for the period of March 1, 2021 to December 31, 2021, with the potential for extension in 2022.**

Discussion continued with respect to:

- highlighting past successes implemented by the City as it relates to climate change and the environment;
- the impact of current projects such as the green bin program and the renewable natural gas project as it relates to setting a target;
- the report from staff being compiled with assistance from the Climate Change Coordinator but being separate from the current Community Action Plan currently being drafted;
- waiting to adopt corporate and community initiatives in principle until more quantitative analysis can be completed through the delivery of the Community Action Plan; and,
- receiving input from investStratford as it relates to industrial and commercial growth, and the environment.

Mayor Mathieson called the question on the motion.

**Carried**

R2021-70

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

**THAT the following motions be deferred for consideration:**

**THAT the Corporate and Community Initiatives identified in report (COU21-023) be adopted in principle, subject to a more fulsome review by staff, at the direction of Council, to outline individual implementation plans with specific budget and resource impacts identified;**

**AND THAT the City of Stratford set a 10% emissions reduction target, based on 2017 levels, by the year 2030.**

Discussion ensued with respect to further investigating the adoption of corporate and community initiatives in principle and the impact on setting a target.

Mayor Mathieson called the question on the deferral motion.

**Carried**

**7.2 Resolution - Planning Report on Draft Plan of Subdivision 31T19-001 and Zone Change application Z09-19 at 236 Britannia Street (COU21-019)**

R2021-71

**Motion by** Councillor Gaffney

**Seconded by** Councillor Bunting

**THAT the presentation by Kristen Barisdale of GSP Group be heard.**

**Carried**

The Planner provided a presentation to Council regarding the staff recommendation. Highlights of the presentation included:

- reporting back to Council following deferral at the December 21, 2020 Regular Council meeting and recommending further at the January 25, 2021 Regular Council meeting to complete consultation with area residents before moving forward;
- a telephone conference call having been completed with area residents to present options for review;

- area residents having expressed concerns with all three options presented;
- the applicant having formally requested their application be changed to option two, resulting in approximately 148 dwelling units in various forms;
- staff identifying the site as suitable for the revised request as it conforms with all policies, regulations, and appropriate zoning;
- recommending a redline revision to the draft plan to adjust an error that notes block 47 but should be identified as block 74; and,
- that no further notice be required.

Kristen Barisdale, GSP Group, advised that they have been in discussions with residents and the City as it relates to the development and concerns raised by members of the public. Concepts were investigated that would move townhouses central to the site but are restricted as a result of the street pattern. Other issues also arose including grading, terracing, overages, and frontages that were not consistent with the rest of the neighborhood. Concepts prepared for the City provide for an overall reduction in townhouse block lengths and therefore reduces the overall area of length of all townhouse blocks. Semi-detached and single detached have been intermixed. GSP Group has no concerns or objections with the staff recommendation.

A question and answer period ensued with respect to:

- moving the townhouse blocks to back onto the stormwater pond being difficult to accommodate due to grading and drainage challenges;
- keeping the townhouse blocks together being best from a design and construction perspective;
- existing fences near property lines being reviewed in more detail during the approval process to assess replacement in each block;
- trees being removed to accommodate grading on site and reviewing opportunities for tree planting during the design and approval process;
- water and drainage concerns with tree planting along perimeter line of existing resident backyards to increase privacy; and,

- townhouses being placed where they are to best mimic preliminary designs but adjusted due to street patterns and sale of portion of the property.

A member moved the staff recommendation with the following additional condition:

- that an additional condition requiring a development agreement to be registered on title requiring all purchase and sale agreements and/or disclosure statements to include a warning clause that all townhouse units and semi-detached units with a 3m front yard setback will be provided with 1 parking space in the garage, and 1 parking space in the driveway, with no overnight on-street parking, and limited provisions for visitor on-street parking.

R2021-72

**Motion by** Councillor Ingram

**Seconded by** Councillor Clifford

**THAT the staff recommendation contained in the Planning report regarding Draft Plan of Subdivision application 31T19-001 and Zone Change application Z09-19, dated December 14, 2020, be rescinded;**

**THAT Council pass a resolution that no further notice is required under Section 34(17) of the Planning Act;**

**THAT Zoning By-law No. 201-2000 be amended for lands on the north side of Britannia Street between Glastonbury Drive and Briarhill Drive, municipally known as 236 Britannia Street (file Z09-19) from an Institutional/Future Residential-Special (IN/FR-1) Zone to Residential First Density with site specific regulations R1(5)-45 Zone, a Residential First Density with site specific regulations R1(5)-46 Zone, a Residential Second Density with site specific regulation R2(2)-49 Zone, a Residential Second Density with site specific regulations R2(2)-50 Zone, a Residential Fourth Density with site specific regulations R4(2)-27 Zone, a Residential Fourth Density with site specific regulations R4(2)-28 Zone and, Park (P) Zone following reasons:**

- **public interest was considered;**
- **the zone change is consistent with the Provincial Policy Statement;**
- **the zone change is conforms to the City of Stratford Official Plan, including Special Policy Area 16;**

- **the recommended zone change will facilitate development that is appropriate for the lands and is considered to be sound land use planning;**
- **it will provide a wide range of housing types to meet the needs of the existing and future residents; and**
- **the recommended zone change will encourage efficient use of land and infrastructure.**

**AND THAT pursuant to Section 51(31) of the Planning Act, plan of subdivision application 31T19-001, submitted by Werner Bromberg Limited, for lands on the north side of Britannia Street between Glastonbury Drive and Briarhill Drive, municipally known as 236 Britannia Street, as red-line amended and attached to Report COU21-019 dated February 22, 2021, that contains 54 single detached residential lots, 8 semi-detached residential lots, 10 multi-residential blocks, 2 walkway blocks, 1 stormwater management block and 1 0.3m reserve block all served by 2 new local streets be granted draft approval pursuant to Section 51(31) of the Planning Act subject to the conditions listed below for the following reasons:**

- **public interest was considered;**
- **the application was circulated to the public and their comments were considered in the evaluation of the recommended plan and conditions of approval;**
- **the plan of subdivision is consistent with the Provincial Policy Statement;**
- **the plan of subdivision conforms to the City of Stratford Official Plan, including Special Policy Area 16;**
- **the recommended plan of subdivision will facilitate development that is appropriate for the lands and is considered to be sound land use planning;**
- **it will provide a wide range of housing to meet the needs of the existing and future residents; and**
- **it will encourage efficient use of land and infrastructure.**

**Plan of Subdivision 31T19-001 conditions of draft approval:**

- 1. This draft approval applies to Plan of Subdivision 31T-19001, submitted by GSP Group, prepared for Werner Bromberg Limited certified by Erich Rueb O.L.S., dated February 2021, File No. 31T-19001, Project No. 17202, as red-line amended, which shows a total of 54 single detached residential lots, 8 semi-detached residential lots, 10 multi-residential blocks, 2**

**walkway blocks, 1 stormwater management block and 1 0.3m reserve block all served by 2 new local streets.**

- 2. This approval of the draft plan applies for 7 years, and if final approval is not given by that date, the draft approval shall lapse, except in the case where an extension has been granted by the Approval Authority.**
- 3. The road allowances included in this draft plan shall be shown on the face of the plan and dedicated as public highways.**
- 4. The street(s) shall be named to the satisfaction of the Manager of Planning.**
- 5. The municipal address shall be assigned to the satisfaction of the Manager of Planning.**
- 6. Prior to final approval, the Owner shall submit to the Approval Authority a digital file of the plan to be registered in a format compiled to the satisfaction of the City of Stratford and referenced to NAD83UTM Zone 17 horizon control network for the City of Stratford mapping program.**
- 7. Prior to final approval, appropriate zoning shall be in effect for this proposed subdivision.**
- 8. The Owner shall satisfy all the requirements, financial and otherwise, of the City of Stratford in order to implement the conditions of this draft approval.**
- 9. That prior to final approval the Owner shall pay in full all financial obligations/ encumbrances owing to the City on the said lands, including property taxes and local improvement charges.**
- 10. The subdivision agreement between the Owner and the City of Stratford shall be registered against the lands to which it applies.**
- 11. The Owner shall grant to the appropriate authorities such easements and/or land dedications as may be required for utility, road, drainage or other municipal purposes.**
- 12. Phasing of this subdivision (if any) shall be to the satisfaction of the Manager of Planning and the Director of Infrastructure and Development Services.**
- 13. Prior to submitting a request to the City to prepare the subdivision agreement, an updated draft plan showing the redline amendments (if applicable) is to be provided to the City to the satisfaction of the Manager of Planning.**
- 14. Prior to the receiving a clearance for building permits from the Manager of Engineering for each construction stage of this subdivision, all servicing works for the stage must be**

**completed and operational, all to the specification and satisfaction of the City.**

**15. The entire plan shall be registered in one plan of subdivision.**

**16. Prior to any grading on the site, the Owner shall decommission and permanently cap any abandoned water wells located on the property, in accordance with the Ontario Water Resources Act and the Ministry of Environment Conservation and Parks requirements and file the necessary reports with the Ministry of Environment Conservation and Parks and the City of Stratford.**

**17. The Owners professional engineer shall provide inspection services for all work during construction by its professional engineer for all works to be assumed by the City or dedicated to the City, and have its professional engineer supply the City with a certificate of compliance upon completion in accordance with the plans approved by the Manger of Engineering.**

**18. The Owner shall comply with all City of Stratford standards, guidelines and requirements in the design of this draft plan including required engineering drawings. Any deviation to the City's standards, guidelines, or requirements shall be completed to the satisfaction of the Director of Infrastructure and Development Services.**

#### **PARKLAND**

**19. Prior to the City executing the Subdivision Agreement or final approval, the Owner shall make a cash-in-lieu payment of the 5% parkland dedication to the City pursuant to the provisions of Section 51.1 of the Planning Act. In order to determine the value of the land, the Owner shall submit an appraisal completed by a qualified individual to the satisfaction of the City. All costs associated shall be borne by the Owner.**

**20. The subdivision agreement shall contain a provision outlining that the cash-in-lieu payment parkland dedication must be paid to the City prior to the initial registration to the satisfaction of the Manager of Planning.**

#### **Fencing**

**21. Within one year of final approval of the plan, the Owner shall fence all lots adjacent to Block 73 (Lots 38-50), with a 1.8 metre chain link fence with no gates. Any other fencing arrangements shall be to the satisfaction of the Manager of Planning.**

- 22. The Subdivision Agreement shall contain a provision requiring the Owner to construct an board on board fence of similar design, and height that is a minimum height of 1.8m along the rear of Blocks 65-71 and 72 within this subdivision, through the site plan approval process when these blocks are developed, to the satisfaction of the Manager of Planning.**

**Tree Preservation**

- 23. The Owner shall take measures to protect trees on abutting properties during construction. To satisfy this requirement, the Owner shall submit a Tree Preservation Report, prepared by a qualified individual, to the satisfaction of the Manager of Engineering and Manager of Planning. Measures recommended by the accepted Tree Preservation Report, if any, shall be shown on the engineering drawing and form part of Subdivision Agreement.**

**WALKWAYS**

- 24. Concurrent with final approval, the Owner shall convey Block 74 (3m wide) and Block 75 (6m wide) to the City of Stratford as a pedestrian walkway. The Owner shall construct the walkway and fencing in accordance with the City of Stratford walkway design requirements within one year of registration to the satisfaction of the Manager of Engineering.**

**PARKING PLAN**

- 25. As part of the engineering drawings submission, the Owner shall submit an on-street parking plan for Block 63- Block 71 to the satisfaction of the Manager of Engineering. The accepted parking plan required for each registered phase of development and will form part of the subdivision agreement for the registered plan.**

**STREET TOWNHOUSES**

- 26. For residential blocks proposed for street townhouse dwellings, the Owner shall as part of the final approval of the plan make the necessary legal arrangements to establish a minimum of a one (1.0) metre maintenance easement where the units to be built do not provide direct access to the rear yard from the garage for "internal unit" (not "end unit") Owners.**

**ACCESS**



- 27. The subdivision agreement shall include a clause requiring the Owner to design Street 'A' between Britannia Street and the north boundary Street 'B' abutting Lot 30 to accommodate emergency vehicles. The design is to be submitted in conjunction with the submission of engineering drawings to the satisfaction of the Director of Infrastructure and Development Services.**

#### **SANITARY**

- 28. In conjunction with the engineering drawings submission, the Owner shall have its professional engineer provide a sanitary servicing report that at the minimum shall include a sanitary drainage area plan confirming drainage area limits, to the satisfaction of the Director of Infrastructure and Development Services.**
- 29. Prior to final approval, the Owner shall engage the City's consultant to prepare a sanitary servicing report and modelling that is to be added to the City's model at the cost of the Owner to the satisfaction of the Director of Infrastructure and Development Services. Any modelling revisions or alterations to the report will be at the cost of the Owner.**

#### **STORMWATER SERVICING**

- 30. Concurrent with final approval of the plan, the Owner shall provide all required land dedications related to the stormwater works, including Block 73, at the cost of the Owner to the satisfaction of the Director of Infrastructure and Development Services.**
- 31. In conjunction with the engineering drawings submission, the Owner shall have their consulting engineer submit a pedestrian sidewalk design to connect the pedestrian walkway on Block 74 to the pedestrian walkway on Briarhill Drive to the satisfaction of the Manager of Engineering. All costs associated with the construction of the pedestrian sidewalk will be at the cost of the Owner.**
- 32. In conjunction with the submission of the engineering drawings, the Owner shall have their consulting engineer submit a stormwater servicing report/plan (functional report where facilities are proposed) satisfactory to the Director of Infrastructure and Development Services and Upper Thames River Conservation Authority. This report shall include identification of the major stormwater overland flow route through the development to the satisfaction of the Director**

**of Infrastructure and Development Services. The Owner shall be responsible for any costs associated with the design and construction of the overland flow route to an appropriate outlet.**

- 33. In conjunction with the submission of Engineering drawings, the Owner shall submit an erosion/sediment control plan that will identify all erosion and sediment control measures for the subject lands in accordance with City of Stratford and Ministry of Environment Conservation and Parks standards and requirements, all to the satisfaction of the City and Upper Thames River Conservation Authority. This plan is to include measures to be used during all phases on construction. Prior to any work on the site, the Owner shall implement these measures satisfactory to the Director of Infrastructure and Development Services. The City may install or rectify failing erosion and sediment control if the Owner fails to do so within 10 working days upon written request to do from the City.**
- 34. The Owner shall have their professional engineer submit semi-annual monitoring reports to the Manager of Engineering demonstrating that the stormwater facility performs in accordance with the approved design criteria. The reports are to provide test results on the volume and nature of the sediment accumulating in the works. The timing and content of the monitoring reports is to be in accordance with the City's Infrastructure Standards and Specifications manual. The Owner shall ensure that the monitoring program commences when building permits have been issued on fifty percent (50%) of the lots in the plan and shall continue until assumption.**
- 35. The Owner shall address forthwith any deficiencies of the stormwater works and/or monitoring program.**
- 36. The subdivision agreement shall include a clause requiring the Owner prior to the issuance of a building permit to construct and have operational stormwater servicing works and major overland flow routes satisfactory to the Director of Infrastructure and Development Services.**
- 37. Prior to assumption, the Owner shall operate, monitor and maintain the works. The Owner shall ensure that any removal and disposal of sediment is to an approved site satisfactory to the Director of Infrastructure and Development Services.**
- 38. The stormwater management facility shall be constructed in one phase to the satisfaction of the Manager of Engineering**

**and shall include the storm sewer outlet from the Rotary Complex lands to the satisfaction of the City at the sole cost of the Owner.**

- 39. Prior to final approval, the Owner's consulting engineer shall certify that increased and accelerated stormwater runoff from this subdivision will not cause damage to downstream lands, properties or structures beyond the limits of this subdivision. Notwithstanding any requirements of the City, or any approval given by the Manager of Engineering, the Owner shall indemnify the City against any damage or claim for damages arising out of or alleged to have arisen out of such increased or accelerated stormwater runoff from this subdivision.**

#### **TEMPORARY STORMWATER WORKS**

- 40. In the event that the Owner constructs temporary stormwater works, all works shall be to the satisfaction of the Manager of Engineering, and at no cost to the City. The Owner is responsible for all costs related to the construction and removal of all temporary works including decommissioning and any redirection of sewers and overland flow routes.**

#### **OUTLET SEWERS**

- 41. The Owner shall construct all municipal services for the subject lands at the sole expense of the Owner to the satisfaction of the Director of Infrastructure and Development Services.**

#### **WATER**

- 42. In conjunction with the engineering drawings submission, the Owner shall have its professional engineer provide a water servicing report to the satisfaction of the Manager of Environmental Services.**
- 43. The Owner shall have its professional engineer deliver confirmation that the water main system has been looped to the satisfaction of the Director of Infrastructure and Development Services.**
- 44. As part of the water servicing report, the Owner shall have its professional engineer determine if there is sufficient water turnover to ensure water quality and determine how many homes need to be built and occupied to maintain water quality in the water system. If the water quality cannot be maintained in the short term, the Owner shall install**

**automatic blow offs, where necessary, to the satisfaction of the Manager of Environmental Services, or make suitable arrangements with Water Operations for the maintenance of the system in the interim.**

- 45. The subdivision agreement shall include the requirement for the Owner to have their consulting engineer submit a chlorine residual maintenance plan to the satisfaction of the Manager of Environmental Services at the cost of the Owner.**
- 46. The Owner shall maintain the water system to the satisfaction of the City until assumption to the satisfaction of Manager of Environmental Services.**
- 47. Prior to final approval, the Owner shall engage the City's consultant to prepare a hydraulic assessment with modelling that is to be added to the City's model at the cost of the Owner to the satisfaction of the Director of Infrastructure and Development Services. Any modelling revisions or alterations to the report will be at the cost of the Owner.**

#### **TRANSPORTATION**

- 48. The Owner shall construct all roads shown in this plan of subdivision such that alignments match joining roads and driveways outside this plan to the satisfaction of the Director of Infrastructure and Development Services as the cost of the Owner.**
- 49. The Owner shall terminate Street 'B' at the north limit of this Plan to the satisfaction of the Director of Infrastructure and Development Services.**
- 50. The Owner shall construct a 1.5 metres (5') sidewalk on the outside of the following streets within a time-frame as directed by the Manager of Engineering:**
  - i. east side of Street 'A' ending at the north terminus of Lot 31**
  - ii. north side of Street 'A' along the frontage of Lot 41-49**
  - iii. north side of Street 'B' along the frontage of Lots 24-30**
  - iv. west side of Street 'B' from Lot 24 until the terminus of the public road.**
- 51. In conjunction with the submission of the engineering drawings the Owner shall submit an AODA compliant walkway connection design from 230 Britannia Street to the sidewalk on Street 'A' to the satisfaction of the Manager of Engineering. All costs associated with the design and construction will be at the cost of the Owner.**

- 52. The subdivision agreement will require the Owner to comply with traffic management standards during construction to the satisfaction of the Director of Infrastructure and Development Services for any construction activity that will occur on existing public roadways needed to provide services for this plan of subdivision.**
- 53. Should temporary turning facilities for vehicles be required by the Director of Infrastructure and Development Services, they shall be provided as easements concurrent with the registration of the phase. These easements shall be granted to the City of Stratford until the temporary turning facility is no longer required to the satisfaction of the Director of Infrastructure and Development Services. The Owner is responsible for all costs associated with obtaining the easement, the release of the easement and the construction and removal of all temporary turning facilities.**
- 54. Owner shall keep private and City Streets clean of construction debris to the satisfaction of the Director of Infrastructure and Development Services. Failure to clean road right-of-way with two (2) working days upon written notice from the City will result in the City conducting cleaning activities at the cost of the Owner.**

#### **HYDRO**

- 55. Prior to the entering into a subdivision agreement, the Owner shall obtain approval from Festival Hydro for an electrical layout. Any new addition and/or relocation of existing electrical infrastructure will be at the Owner's expense.**

#### **FIRE**

- 56. The Owner shall not burn any materials on site.**

#### **OTHER**

- 57. The subdivision agreement shall make provision for the physical location of Community Mail Boxes which satisfies the requirements of Canada Post and the City.**
- 58. Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the Approval Authority a complete submission consisting of all required clearances, fees, and final plans, and to advise the Approval Authority in writing how each of the conditions of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that**

**the final approval package does not include the complete information required by the Approval Authority, such submission will be returned to the Owner without detailed review by the City.**

- 59. For the purpose of satisfying any of the conditions of draft approval herein contained, the Owner shall file, with the City, complete submissions consisting of all required studies, reports, data, information or detailed engineering drawings, all to the satisfaction of the Manager of Planning and the Director of Infrastructure and Development Services. The Owner acknowledges that, in the event that a submission does not include the complete information required by the City, such submission will be returned to the Owner without detailed review by the City.**
- 60. The subdivision agreement shall include a clause requiring all purchase and sale agreements and/or disclosure statements to include a warning clause that all townhouse units and semi-detached units with a 3m front yard setback will be provided with 1 parking space in the garage, and 1 parking space in the driveway, with no overnight on-street parking, and limited provisions for visitor on-street parking.**

Discussion continued with respect to street widths allowing for limited on-street parking but not being wide enough for bike lanes.

Mayor Mathieson called the question on the motion.

**Carried**

### **7.3 Resolution - Memorandum of Understanding – Southwest Community Transit Association (COU21-017)**

R2021-73

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

**THAT Stratford becomes a member of the Southwest Community Transit Association (SCT) by entering into a Memorandum of Understanding with the South Central Ontario Region Economic Development Corporation (SCOR);**

**AND THAT the CAO be authorized to sign the MOU and to appoint staff representatives to the Southwest Community Transit Association (SCT) Executive Committee and Technical Committee.**

**Carried**

**7.4 Resolution - Lease Agreement with Vanmeurs Farms Ltd.  
(COU21-018)**

R2021-74

**Motion by** Councillor Ritsma

**Seconded by** Councillor Gaffney

**THAT an Agreement with Vanmeurs Farms Ltd. for the lease of 160 acres of farmland described as Part of Lots 39, 40, 41, Concession 5 and Parts of Lots 38, 39, 40 AND 41 Concession 6 for a period of 3 years to December 31, 2023, with the option of two (2) one (1) year extensions, be approved;**

**AND THAT the Mayor and City Clerk, or their respective delegates, be authorized to sign the Agreement.**

**Carried**

**7.5 Resolution - Amendment of By-law 167-2020 - Fees and Charges.  
Schedule "E" - Sewage Service Rate and Minimum Consumption  
Charge (COU21-020)**

R2021-75

**Motion by** Councillor Beatty

**Seconded by** Councillor Bunting

**THAT Schedule "E" of By-law 167-2020 be amended to increase the Sewage Service Rate for the first 3 m<sup>3</sup> of sewage used from \$1.41/m<sup>3</sup> to \$4.22/m<sup>3</sup> and the minimum consumption charge from \$4.23 to \$12.66.**

The Director of Infrastructure and Development Services, in response to a question regarding the increase in fees, advised that it is not a significant increase and was a clerical error related to interpretation. The fee being proposed is more in line with what it has been in previous years.

Mayor Mathieson called the question on the motion.

**Carried**

**7.6 Resolution - 2021 Household Hazardous Waste Agreement between The Corporation of the City of Stratford and Corporation of the Township of Perth East (COU21-021)**

R2021-76

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

**THAT The Corporation of the City of Stratford enter into an amending agreement with Corporation of the Township of Perth East for the disposal of Household Hazardous Waste generated in the Township to the City of Stratford Landfill Site Household Hazardous Waste Depot;**

**AND THAT the Mayor and Clerk be authorized to execute the necessary amending agreement.**

**Carried**

**8. Business for Which Previous Notice Has Been Given:**

None scheduled.

**9. Reports of the Standing Committees:**

**9.1 Report of the Planning and Heritage Committee:**

R2021-77

**Motion by** Councillor Ritsma

**Seconded by** Councillor Gaffney

**THAT the Report of the Planning and Heritage Committee dated February 22, 2021 be adopted as printed.**

**Carried**

**9.1.1 Zone Change Application Z05-20, 1041 Erie Street (PLA21-004)**

THAT the zoning of 1041 Erie Street BE CHANGED from a Prime Industrial (I1-1) Zone TO a Prime Industrial (I1-1) Zone which allows for a restaurant with a drive thru, a minimum gross floor area for the main building of 385 m<sup>2</sup> , a setback from Erie Street of 13.8m and setback from Erie Street for a canopy of 2.3 m BE APPROVED for the following reasons:

I. the request is consistent with the Provincial Policy Statement;



- II. the request is in conformity with the goals, objectives and policies of the Official Plan;
- III. the zone change will provide for a development that is appropriate for the lands;
- IV. the public was consulted during the zone change circulation and no public input was received.

**9.2 Report of the Finance and Labour Relations Committee:**

R2021-78

**Motion by** Councillor Sebben

**Seconded by** Councillor Ingram

**THAT the Report of the Finance and Labour Relations Committee dated February 22, 2021 be adopted as printed.**

**Carried**

**9.2.1 Consideration of the Stratford City Centre Business Improvement Area (SCC BIA) 2021 Budget (FIN21-001)**

THAT the report of the Director of Corporate Services dated January 19, 2021, regarding the Stratford City Centre Business Improvement Area 2021 budget (FIN21-001) be received for information;

THAT the 2021 budget of the Stratford City Centre Business Improvement Area be approved as submitted in the amount of \$319,750;

AND THAT the sum of \$290,750 shall be levied on properties located within the boundaries of the Stratford City Centre Business Improvement Area for the year 2021.

**10. Notice of Intent:**

**10.1 Notice of Consideration**

At the March 8, 2021 Council meeting, Councillor Sebben intends to put forward the following motion for consideration:

"That Council formally requests the Minister to revoke/repeal the MZO that was issued."

## **11. Reading of the By-laws:**

The following By-laws required First and Second Readings and Third and Final Readings and could have been taken collectively upon unanimous vote of Council present:

A member requested that By-law 11.5 be taken separately.

R2021-79

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Henderson

**THAT By-laws 18-2021 to 22-2021 be taken collectively.**

Mayor Mathieson called the question on the motion.

**Carried** unanimously

R2021-80

**Motion by** Councillor Ingram

**Seconded by** Councillor Sebben

**THAT By-laws 18-2021 to 22-2021 be read a First and Second Time.**

**Carried** two-thirds support

R2021-81

**Motion by** Councillor Gaffney

**Seconded by** Councillor Bunting

**THAT By-laws 18-2021 to 22-2021 be read a Third Time and Finally Passed.**

**Carried**

R2021-82

**Motion by** Councillor Ingram

**Seconded by** Councillor Henderson

**THAT By-law 11.5 be read a First and Second Time.**

**Carried**

The First and Second reading of By-law 11.5 was carried but did not receive two-thirds majority vote of the members of Council present and entitled to vote in accordance with the Procedure By-law. As the By-law did not received two-thirds majority it could not move to third and final readings.

**Motion by** Councillor Gaffney

**Seconded by** Councillor Henderson

**THAT the rules of procedure be suspended to consider the Third and Final Reading for By-law 11.5.**

**Defeated**

By-law 11.5 will be listed for third and final reading at the next Regular Council meeting on March 8, 2021.

**11.1 Agreement for Display Advertising for Notices and Non-Statutory Ads - By-law 18-2021**

To authorize the execution of an Agreement with The Beacon Herald, a division of Postmedia Network Inc. for Display Advertising for Notices and Non-Statutory Ads for a three (3) year term.

**11.2 Lease Agreement for Farmland Adjacent to Stratford Municipal Airport - By-law 19-2021**

To authorize the execution of a Lease Agreement with Vanmeurs Farms Ltd. for farmland adjacent to the Stratford Municipal Airport for a further three year term to December 31, 2023.

**11.3 Amending Agreement with Perth East for Disposal of Household Hazardous Waste - By-law 20-2021**

To authorize the entering into and execution of an amending agreement with The Corporation of the Township of Perth East for the disposal of household hazardous waste generated in the Township to the Stratford Landfill Site Household Hazardous Waste Depot.

**11.4 Amend Zoning By-law 201-2000 with respect to Zone Change Application Z05-20 for 1041 Erie Street - By-law 21-2021**

To amend Zoning By-law 201-2000 as amended, with respect to Zone Change Application Z05-20 to rezone a portion of the lands known municipally as 1041 Erie Street, located on the east side of Erie Street and the west side of Embro Rd south of Packham Avenue to allow for a site specific General Industrial I2-1 Zone.

**11.5 Amend Zoning By-law 201-2000 with respect to Zone Change Application Z09-19 for 236 Britannia Street**

To amend Zoning By-law 201-2000 as amended, with respect to Zone Change Application Z09-19 to rezone 236 Britannia Street, Part of Lot 3

Concession 1 and Part 2, 3, 4, 14-18 on 44R-5543 for a Subdivision Development in the City of Stratford.

**11.6 Amend Fees and Charges By-law 167-2020 - By-law 22-2021**

To amend Schedule "E" of the Fees and Charges By-law 167-2020.

**12. Consent Agenda: CA-2021-022 to CA-2021-028**

**12.1 CA-2021-022**

R2021-83

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

**THAT CA-2021-022, being correspondence from Statistics Canada advising of the census to take place in May 2021 and requesting municipal support to endorse the census and encourage citizens to participate, be endorsed.**

**Carried**

**12.2 CA-2021-024**

R2021-84

**Motion by** Councillor Ingram

**Seconded by** Councillor Bunting

**THAT CA-2021-024, being a Resolution from the Township of Guelph/Eramosa regarding advocacy for reform of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), be endorsed.**

**Carried**

**12.3 CA-2021-027**

**Motion by** Councillor Ingram

**Seconded by** Councillor Henderson

**THAT CA-2021-027, being a Resolution from the Township of Conmee lobbying the Provincial government to amend the Municipal Act and Municipal Elections Act to prevent those with an uncleared criminal record from becoming a candidate in municipal elections, be endorsed.**

Discussion ensued with respect to:

- the undue interference and constitutionality of the request;

- being aware of non-expunged criminal offences of individuals running for Council;
- not ignoring the Human Rights Code; and,
- criminal offence inequality and not having the resources to get records expunged.

Mayor Mathieson called the question on the motion.

**Defeated**

### **13. New Business:**

#### **13.1 School Zone Traffic and Parking Enforcement**

A member expressed concern around pedestrian safety in school zones due to traffic congestion and illegal parking. Previous solutions in the past involved working with schools and the Active Transportation Advisory Committee to educate members of the public. Enforcement has also proven difficult in the past due to complaints received as a result of ticketing. The member requested Council take leadership and show support for staff and police enforcement of these issues.

R2021-85

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Gaffney

**THAT staff be directed to work with Stratford Police Services, local school boards and Huron Perth Public Health, to educate and enforce the City's Traffic and Parking By-law 159-2008 around schools to increase safety;**

**THAT Stratford City Council endorses and supports enforcement of the Traffic and Parking By-law around schools to increase safety;**

**THAT staff, with input from Stratford Police Services, review signage, no-parking zones and the hours of no-parking including a review of parking on both sides, around schools to optimize safety and decrease congestion;**

**THAT a short, concise and targeted information campaign to inform parents and caregivers that the City will be actively enforcing no-parking and no-stopping infractions around schools be developed;**

**AND THAT staff be directed to coordinate Traffic and Parking By-law enforcement around the schools, focusing on those where issues have been reported and then moving to enforcement at all locations, with Stratford Police Services and the City's Parking Enforcement Officers.**

Discussion ensued with respect to:

- no-parking and no-stopping rules currently in effect at schools and needing to enforce both;
- staff continuing to work on a report back to Council regarding a review of school safety zones;
- attempting to educate before enforcing and improving the consistency of signage for no-parking and no-stopping areas;
- getting school boards, Huron-Perth Public health, and Stratford Police Services involved in educating members of the public;
- parking farther away from schools and letting kids walk;
- no-stopping signage typically being right in front of school areas and only during certain times when kids are being dropped off or picked up; and,
- ensuring access for school bus and mobility bus drop off and pick up.

Mayor Mathieson called the question on the motion.

**Carried**

### **13.2 Coldest Night of the Year Event**

A member thanked residents and members of Council for their support of the Coldest Night of the Year Event in Stratford. \$93,800 had been raised which represented 134% of the fundraising goal.

### **14. Adjournment to Standing Committees:**

The next Regular Council meeting is March 8, 2021.

R2021-86

**Motion by** Councillor Burbach

**Seconded by** Councillor Beatty

**THAT the Council meeting adjourn to convene into Standing Committees as follows:**

- **Planning and Heritage Committee [3:20 p.m. or thereafter following the Regular Council meeting];**
- **Community Services Committee [3:25 or thereafter following the Regular Council meeting]**

**and to Committee of the Whole if necessary, and to reconvene into Council.**

**Carried**

**15. Council Reconvene:**

**15.1 Declarations of Pecuniary Interest made at Standing Committees**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

Declarations of Pecuniary Interest made at Standing Committee meetings held on February 22, 2021 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

No declarations of pecuniary interest were made by a member at the February 22, 2021 Council reconvene meeting.

**15.2 Reading of the By-laws (reconvene):**

The following By-law required First and Second Readings and Third and Final Readings:

**By-law 11.7 Confirmatory By-law - By-law 23-2021**

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on February 22, 2021.

R2021-87

**Motion by** Councillor Ingram

**Seconded by** Councillor Henderson

**THAT By-law 23-2021 be read a First and Second Time.**

**Carried** two-thirds support

R2021-88

**Motion by** Councillor Gaffney

**Seconded by** Councillor Vassilakos

**THAT By-law 23-2021 be read a Third Time and Finally Passed.**

**Carried**

### **15.3 Adjournment of Council Meeting**

R2021-89

**Motion by** Councillor Clifford

**Seconded by** Councillor Beatty

**THAT the February 22, 2021 Regular Council meeting adjourn.**

**Carried**

Meeting Start Time: 3:00 P.M.

Meeting End Time: 5:26 P.M.

Reconvene Meeting Start Time: 5:37 P.M.

Reconvene Meeting End Time: 5:39 P.M.

---

Mayor - Daniel B. Mathieson

---

Clerk - Tatiana Dafoe