



Stratford City Council Regular Council Open Session

MINUTES

Meeting #: 4786th
Date: Monday, November 10, 2025
Time: 7:17 P.M.
Location: Council Chamber, City Hall

Council Present: Mayor Ritsma - Chair Presiding, Councillor Biehn, Councillor Burbach, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, Councillor Wordofa

Regrets: Councillor Beatty and Councillor Henderson

Staff Present: André Morin - Chief Administrative Officer, Audrey Pascual - Deputy Clerk, Kim McElroy - Director of Social Services and Interim Director of Human Resources, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Miranda Franken - Council Clerk Secretary, Will Mason - Rent Receivables Clerks

Also Present: Members of the Public and Media

1. Call to Order:

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

Councillor Beatty and Councillor Henderson provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

Respectful Conduct Statement

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

There were no disclosures of pecuniary interest made by a Member at the November 10, 2025 Regular Council meeting.

3. Adoption of the Minutes:

R2025-489

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the Minutes of the Special Meeting of Council of the Corporation of the City of Stratford dated October 20, 2025, and the Regular Meeting of Council of The Corporation of the City of Stratford dated October 27, 2025, be adopted as printed.

Carried

4. Adoption of the Addendum to the Agenda:

There was no Addendum to the November 10, 2025 Agenda.

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

5.1 At the November 10, 2025, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

4.1 Confidential Report of the Chief Administrative Officer with respect to an update on the Redevelopment of Surplus Municipal Properties for Affordable Housing (38 Coriano Street and 161 East Gore Street) (CM-25-

29) - 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), 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)).

4.2 Confidential Report of the Chief Administrative Officer with respect to an update on a litigation matter (CM-25-21) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (section 239.(2)(e); and Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239. (2)(f)).

4.3 Confidential Report of the Chief Administrative Officer with respect to a legal update on a litigation matter (CM-25-22) - 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)).

5.1 Confidential Report of the City Clerk with respect to 2025 Accessibility Advisory Committee Applications (CM-25-23) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

5.2 Confidential Report of the City Clerk with respect to 2025 Active Transportation Advisory Committee Applications (CM-25-24) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

5.3 Confidential Report of the City Clerk with respect to 2025 Communities in Bloom Advisory Committee Applications (CM-25-25) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

5.4 Confidential Report of the City Clerk with respect to 2025 Energy and Environment Advisory Committee Applications (CM-25-26) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

5.5 Confidential Report of the City Clerk with respect to 2025 Heritage Stratford Committee Applications (CM-25-27) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

5.6 Confidential Report of the City Clerk with respect to 2025 Stratfords of the World (Ontario) Advisory Committee Applications (CM-25-28) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

At the In-camera session, direction was provided to staff regarding Items 4.1 and 4.2. A report from the Chief Administrative Officer and legal advice from the City Solicitor was received regarding Item 4.3. Personal information regarding the applicants were considered under Items 5.1 to 5.6.

6. Hearings of Deputations and Presentations:

6.1 Climate Conversations Update

R2025-490

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT Sheila Clarke be heard.

Carried

Shelia Clarke, referring to a PowerPoint presentation, provided Council with a report regarding the Climate Conversations Events held in Stratford in 2024 and 2025. Highlights of the presentation included:

- the City's Community Climate Action Plan being fully operative;
- citizens having difficulty connecting Stratford with the climate disasters happening in other areas leading them to question what needs to be done;

- there being increased climate-related issues such as forest fires, warming of oceans, and disappearance of insects;
- there being concerns in the community about these issues but citizens not having an idea on what they can do;
- an overview of the conception and the format of the Climate Conversations;
- there being over 300 community members as well as online attendees that took part in the events;
- an overview of the different topics presented at the Climate Conversations;
- information including the presentations from each session being available on the Climate Conversations website;
- Climate Momentum being grateful for the support of Council, community partners, and staff; and
- members of the steering committee, advisory committee members, and volunteers were thanked for their assistance in making the events possible.

Members of Council and Ms. Clarke held a discussion regarding the following:

- a member thanked Ms. Clarke for coordinating the events and for being the driving force behind it;
- the Mayor thanked Climate Momentum for their ongoing work; and
- Ms. Clarke provided an overview of the upcoming events being hosted by Climate Momentum in 2026.

6.2 Communities in Bloom National Symposium Update

R2025-491

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT Kimberly Richardson be heard.

Carried

Kimberly Richardson, Vice-Chair of the Communities in Bloom Advisory Committee, provided an update on the Communities in Bloom National Symposium held in Stratford. Highlights of the presentation included:

- Stratford having hosted the Communities in Bloom National Symposium on October 16 to 18 with the theme of the event being "Growing Great Places Together";
- the City's participation in Communities in Bloom having begun under former Mayor Ted Blowes;
- there being 125 delegates and international guests from various countries attending the symposium;
- an overview of the showcases and presentations during the symposium;
- Council, the Communities in Bloom National and Stratford Committees, staff, presenters, local food and beverage partners, volunteers, and entertainment groups being thanked for their contributions; and
- there being many positive responses from participants who have noted that they look forward to returning to visit Stratford.

Vice-Chair Richardson presented to Mayor Ritsma and Council the award received by the City of Stratford, the Butchart Gardens Land Reclamation Award.

Mayor Ritsma thanked Vice-Chair Richardson for her leadership and noted that she has made an incredible impact to the Committee.

7. Orders of the Day:

7.1 Resolution - 2026 Meeting Schedule (COU25-141)

The Deputy Clerk clarified that the nomination day noted on the schedule is the close of nominations.

R2025-492

Motion by Councillor Biehn

Seconded by Councillor Burbach

THAT the 2026 Council and Committee meeting schedule be approved;

AND THAT staff be directed to schedule the meetings accordingly.

Carried

7.2 Resolution - Accessibility Advisory Committee Appointments November 2025 (COU25-142)

R2025-493

Motion by Councillor Biehn

Seconded by Councillor Burbach

THAT Kathleen Barry, Judith Hopf, and Andy Mark be appointed as citizen representatives to the Accessibility Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council;

AND THAT Joan Jones be appointed as an agency representative to the Accessibility Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council.

Carried

7.3 Resolution - Appointments to the Active Transportation Advisory Committee November 2025 (COU25-143)

R2025-494

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT Kelley Teahen be appointed as a citizen representative to the Active Transportation Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

AND THAT Christine Lee be appointed as the Avon Trail representative to the Active Transportation Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

Carried

7.4 Resolution - Appointments to the Communities in Bloom Advisory Committee November 2025 (COU25-144)

R2025-495

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT the appointment of citizen representatives to the Communities in Bloom Advisory Committee be deferred to the next Council meeting.

Carried

7.5 Resolution - Appointments to the Energy and Environment Advisory Committee November 2025 (COU25-147)

R2025-496

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT Anita Jacobsen be appointed as a citizen representative to the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council and that an exemption be granted from the term limit in the Appointments Policy C.3.1;

THAT Felicity Sutcliffe and Roger Cotton be appointed as citizen representatives to the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

THAT Quinn Kearsey be appointed as the Youth Representative to the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

AND THAT Mike Sullivan be appointed as the Climate Momentum representative the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

Carried

7.6 Resolution - Appointments to Heritage Stratford November 2025 (COU25-146)

R2025-497

Motion by Councillor McCabe

Seconded by Councillor Wordofa

THAT Chantale Pitts, Anne Ceballo, Cambria Ravenhill, Jeffrey Atchison, and Edward Boniface be appointed as citizen representatives to the Heritage Stratford Committee to November 30, 2027, or until a successor is appointed by Council;

AND THAT Jacon VanKooten be appointed as the Huron Perth Builders Association representative to the Heritage Stratford Committee to November 30, 2027, or until a successor is appointed by Council and that an exemption be granted from the term limit in the Appointments Policy C.3.1.

Carried

7.7 Resolution - Appointments to the Stratfords of the World (Ontario) Advisory Committee November 2025 (COU25-145)

R2025-498

Motion by Councillor Wordofa

Seconded by Councillor Biehn

THAT June Wells and Ken Clarke be appointed as citizen representatives to the Stratfords of the World (Ontario) Advisory Committee to November 30, 2027, or until a successor is appointed by Council and that an exemption be granted from the term limit in the Appointments Policy C.3.1;

AND THAT Jennifer Mitchell appointed as a citizen representative to the Stratfords of the World (Ontario) Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

Carried

7.8 Resolution - Noise Exemption Request for the O'Loane Avenue Sanitary Trunk Sewer Extension Project (T2025-15) (COU25-148)

R2025-499

Motion by Councillor Sebben

Seconded by Councillor Biehn

THAT the exemption from Noise Control By-law 113-79 for Network Sewer and Watermain Limited and their subcontractor Erritt Construction Ltd. to operate tunneling equipment to facilitate construction for the O’Loane Avenue Sanitary Trunk Sewer Extension Project be denied.

Members of Council and staff held a discussion regarding the motion. Highlights of the discussion included:

- there being concerns from the residents regarding the work;
- the noise involved with the tunnelling machine work being louder than anticipated;
- the noise from the heating equipment being minimal and their running being necessary to ensure that the operations equipment does not seize due to the colder weather temperatures;
- there being similar equipment used in the Brunswick Street construction but not all equipment is the same as it involved different tunnelling work;
- there being no complaints with the heating unit however the complaints became more pronounced once the tunnelling work began;
- there already being plans in place to suppress the noise from the generator; and
- it being challenging for the residents to deal with the noise during the day and expecting to continue until the night is unreasonable.

The Mayor called the question on the motion.

Carried

R2025-500

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT an exemption from Noise Control By-law 113-79 be granted to Network Sewer and Watermain Limited to operate a generator for heating and dewatering purposes for the O’Loane Avenue Sanitary Trunk Sewer Extension Project, under the

operation of construction equipment provision (Schedule 2 clause 5) from 7:00 p.m. to 11:59 p.m. and 12:00 a.m. to 7:00 a.m. on date(s) to be determined subject to the approval of the Director of Infrastructure Services.

Members of Council and staff held a discussion regarding the motion. Highlights of the discussion included:

- the generators for the heating and dewatering have been running and there being no complaints received for their noise;
- the Director of Infrastructure Services noting they are not aware of additional mitigation measures that can be implemented at this point;
- the Director adding that the intent of the recommendation would be to allow staff to reasonably respond to problems brought forward by residents;
- the heating component being necessary overnight to ensure that the components of equipment do not freeze and seize due to the cold temperatures; and
- there being impacts to the concrete if heating is discontinued.

The Mayor called the question on the motion.

Carried

7.9 Resolution - Purchase of Medium Duty Combo Plow/Wing/Sander and Dump Truck (COU25-139)

R2025-501

Motion by Councillor Nijjar

Seconded by Councillor Hunter

THAT the supply and delivery of a new Single Axle Dump Truck be awarded to Vision Truck Group of Cambridge Ontario at a total cost of \$318,261.71, including the non-recoverable HST.

Members of Council and staff held a discussion regarding the motion. Highlights of the discussion included:

- it being questioned whether the purchase of a second-hand truck is possible;
- the Director of Infrastructure Services noting that maintaining second hand fleet can be as costly as purchasing new;
- the fleet being requested will fulfill its intended function while a second-hand option may not have all of the functions required affecting full service standards;
- the procurement process being followed for this purchase and the bid awarded being the most competitive pricing; and
- the purchase coming under the budgeted amount.

The Mayor called the question on the motion.

Carried

7.10 Resolution - T-2025-61 Gordon Street, Willow Street and John Street South Sidewalk Construction Tender Award (COU25-140)

R2025-502

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT the Tender (T-2025-61) for the Gordon Street, Willow Street and John Street South Sidewalk Construction project be awarded to Nicholson Concrete Inc. at a total tender price of \$151,312.65, including HST;

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

Carried

7.11 Resolution - Leave of Absence from Heritage Stratford Advisory Committee and Committee of Adjustment

R2025-503

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT the leave of absence of Andy Bicanic from November 1, 2025 to April 1, 2026 inclusive from the Heritage Stratford

Advisory Committee and the Committee of Adjustment be accepted.

Carried

8. Business for Which Previous Notice Has Been Given:

None noted

9. Reports of the Standing Committees:

9.1 Report of the Social Services Committee

R2025-504

Motion by Councillor Nijjar

Seconded by Councillor Biehn

THAT the Report of the Social Services Committee dated November 10, 2025. be adopted as printed.

Carried

9.1.1 Access to Licensed Childcare in Stratford, St. Marys, and Perth County (SOC25-011)

THAT the report titled, "Access to Licensed Childcare in Stratford, St. Marys, and Perth County" (SOC25-011), be received for information;

AND THAT the report titled, "Update to Access to Licensed Childcare in Stratford, St. Marys, and Perth County" (SOC25-012), be received for information.

9.1.2 Homelessness Individuals and Families Information System (HIFIS) update (SOC25-010)

THAT the report titled, "Homelessness Individuals and Families Information System (HIFIS) Update" (SOC25-010), be received for information;

THAT authority be delegated to the Director of Social Services to enter into Data Sharing Agreements with community partners, as part of the onboarding process for the Homeless Individuals and Families Information System (HIFIS), on behalf of the Corporation;

AND THAT the Delegation of Authority By-law 135-2017, as amended, be further amended to delegate authority to the Director to sign HIFIS Data Sharing Agreements with community partners.

10. Notice of Intent:

None scheduled

11. Reading of the By-laws:

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

R2025-505

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT By-laws 141-2025 to 147-2025 be taken collectively.

Carried unanimously

R2025-506

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT By-laws 141-2025 to 147-2025 be read a First and Second Time.

Carried two-thirds support

R2025-507

Motion by Councillor Nijjar

Seconded by Councillor McCabe

THAT By-laws 141-2025 to 147-2025 be read a Third Time and Finally Passed.

Carried

11.1 Delegation of Authority to Enter into HIFIS Data Sharing Agreements - By-law 141-2025

To amend section 13 of By-law 135-2017, as amended, to delegate Council's authority to the Director of Social Services to enter into Data Sharing Agreements with community partners, as part of the onboarding process for the Homeless Individuals and Families Information System.

11.2 Amend the Traffic and Parking By-law - No Parking Restrictions on Thomas Street - By-law 142-2025

To amend Schedule 2, No Parking, of the Traffic and Parking By-law 159-2008, as amended, to restrict the parking of vehicles on Thomas Street.

11.3 Tender Award (T-2025-61) Gordon Street, Willow Street and John Street S. Sidewalk Construction - By-law 143-2025

To authorize the acceptance of a tender, execution of the contract and the undertaking of work by Nicholson Concrete Inc. for the Gordon Street, Willow Street and John Street South Sidewalk Construction project (T-2025-61).

11.4 Award Proposal for a Single Axle Dump Truck - By-law 144-2025

To authorize the acceptance of a proposal by Vision Truck Group of Cambridge Ontario for the supply and delivery of a new Single Axle Dump Truck.

11.5 Borrowing By-law for the Britannia Phase II Project - By-law 145-2025

To enter into a bank loan agreement with the Royal Bank of Canada for the purpose of long-term borrowing for the Britannia Phase II Project.

11.6 2025 Appointments to Advisory Committees - By-law 146-2025

To amend By-law 4-2023, as amended, to make appointments to advisory committees.

11.7 Green Municipal Fund Grant Agreement - By-law 147-2025

To authorize the execution of a Green Municipal Fund Grant with the Federation of Canadian Municipalities for the Advancing Adaptation and Resilience for the City of Stratford Project.

12. Consent Agenda: CA-2025-131 to CA-2025-133

Council did not consider any items on the Consent Agenda.

13. New Business:

13.1 Diaper Drive for the Stratford House of Blessing

Councillor Biehn shared that the House of Blessing has previously expressed their need for diapers to support community members. Councillor Biehn urged Council to support a diaper drive for the Stratford House of Blessing. Mayor Ritsma noted that Council can also support by donating toilet paper which is another highly valued item. Donations can be dropped off at the Clerk's Office.

13.2 Ontario Small Urban Municipalities (OSUM) 2027 Conference

Councillor McCabe shared that the City of Stratford will be hosting the Ontario Small Urban Municipalities (OSUM) Conference in 2027. Councillor McCabe thanked Council for their support in moving this forward.

13.3 Update on Winter Warming Centre

Members of Council and staff held a discussion regarding the winter warming centre. The Director of Social Services noted that staff continue to use outreach to address individuals currently included in the plan. The emergency accommodation program being in place and available for individuals who require assistance. Staff and partner organizations are continuing to do work for the opening of the warming centre however there is not a date set for it at this time.

13.4 2025 Stratford Film Festival

Mayor Ritsma congratulated Megan Smith-Harris and Bill Harris for a successful 2025 Stratford Film Festival. The Mayor also recognized the Community Services team for the support for the event.

13.5 Passing of Former Councillor Cheryl Ruby

Mayor Ritsma noted the passing of former Councillor Cheryl Ruby who served on Stratford City Council for three terms. Mayor Ritsma recognized the late Councillor's impact to the community and extended condolences to her family.

14. Adjournment to Standing Committees:

The next Regular Council meeting is November 24, 2025, in the Council Chamber, City Hall.

R2025-508

Motion by Councillor Nijjar

Seconded by Councillor Biehn

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

- **Infrastructure, Transportation and Safety Committee [7:05 p.m. or thereafter following the Regular Council meeting];**
- **Finance and Labour Relations Committee [7:10 p.m. 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 November 10, 2025 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

There were no disclosures of pecuniary interest made by a Member at the November 10, 2025 Council Reconvene meeting.

15.2 Reading of the Confirmatory By-law:

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

11.8 Confirmatory By-law 148-2025

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 10, 2025.

R2025-509

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT By-law 148-2025 be read a First and Second Time.

Carried two-thirds support

R2025-510

Motion by Councillor Wordofa

Seconded by Councillor Hunter

THAT By-law 148-2025 be read a Third Time and Finally Passed.

Carried

15.3 Adjournment of Council Meeting

R2025-511

Motion by Councillor Sebben

Seconded by Councillor Burbach

THAT the November 10, 2025, Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:17 P.M.

Meeting End Time: 8:18 P.M.

Council Reconvene Meeting Start Time: 8:30 P.M.

Council Reconvene Meeting End Time: 8:31 P.M.

"Martin Ritsma"
Mayor - Martin Ritsma

"Audrey Pascual"
Deputy Clerk - Audrey Pascual