



Stratford City Council
Regular Council Open Session
AGENDA

Meeting #: 4786th
Date: Monday, November 10, 2025
Time: 7:00 P.M.
Location: Council Chamber, City Hall
Council Present: Mayor Ritsma - Chair Presiding, Councillor Biehn, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, Councillor Wordofa
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

To watch the Council meeting live, please click the following link:

<https://video.isilive.ca/stratford/live.html>

A video recording of the meeting will also be available through a link on the City's website

<https://calendar.stratford.ca/meetings> following the meeting.

Pages

1. Call to Order:

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

Councillor Beatty 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

3. Adoption of the Minutes:

11 - 30

Motion by

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.

4. Adoption of the Addendum/Addenda to the Agenda:

Motion by

THAT the Addendum/Addenda to the Regular Agenda of Council and Standing Committees dated November 10, 2025, be added to the Agenda as printed.

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)).

6. Hearings of Deputations and Presentations:

6.1 Climate Conversations Update

Shelia Clarke has requested to provide Council with a report regarding the Climate Conversations Events held in Stratford in 2024 and 2025.

Motion by

THAT Sheila Clarke be heard.

6.2 Communities in Bloom National Symposium Update

Kimberly Richardson, member of the Communities in Bloom Advisory Committee, will be providing an update on the Communities in Bloom National Symposium held in Stratford in October, including information on an award received.

Motion by

THAT Kimberly Richardson be heard.

7. Orders of the Day:

7.1 Resolution - 2026 Meeting Schedule (COU25-141)

31 - 38

Motion by

Staff Recommendation: THAT the 2026 Council and Committee meeting schedule be approved;

AND THAT staff be directed to schedule the meetings accordingly.

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

39 - 41

Motion by

Staff Recommendation: THAT direction be given on the appointment of three (3) citizens-at-large to the Accessibility Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of one (1) agency representative to the Accessibility Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council.

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

42 - 45

Motion by

Staff Recommendation: THAT direction be given on the appointment of one (1) citizen-at-large to the Active Transportation Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of one (1) Avon Trail representative to the Active Transportation Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

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

46 - 48

Motion by

Staff Recommendation: THAT direction be given on the appointment of three (3) citizen representatives to the Communities in Bloom Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of one (1) citizen representative to the Communities in Bloom Advisory Committee for the remainder of a 1-year term ending November 14, 2026.

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

49 - 52

Motion by

Staff Recommendation: THAT direction be given on the appointment of three (3) citizen representatives to the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

THAT direction be given on the appointment of a Youth Representative to the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of a Climate Momentum representative the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

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

53 - 55

Motion by

Staff Recommendation: THAT direction be given on the appointment of five (5) citizens to the Heritage Stratford Committee to November 30,

2027, or until a successor is appointed by Council;

THAT direction be given on the appointment of a Huron Perth Builders Association representative to the Heritage Stratford Committee to November 30, 2027, or until a successor is appointed by Council.

- 7.7 Resolution - Appointments to the Stratfords of the World (Ontario) Advisory Committee November 2025 (COU25-145) 56 - 58

Motion by

Staff Recommendation: THAT direction be given on the appointment of three (3) citizens to the Stratfords of the World (Ontario) Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

- 7.8 Resolution - Noise Exemption Request for the O'Loane Avenue Sanitary Trunk Sewer Extension Project (T2025-15) (COU25-148) 59 - 62

Motion by

Staff Recommendation: THAT an exemption from Noise Control By-law 113-79 be granted to 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, 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;

AND 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.

- 7.9 Resolution - Purchase of Medium Duty Combo Plow/Wing/Sander and Dump Truck (COU25-139) 63 - 65

Motion by

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

- 7.10 Resolution - T-2025-61 Gordon Street, Willow Street and John Street South Sidewalk Construction Tender Award (COU25-140) 66 - 69

Motion by

Staff Recommendation: 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.

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

Motion by

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.

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

Motion by

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

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

70 - 76

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)

77 - 78

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 require First and Second Readings and Third and Final Readings and could be taken collectively upon unanimous vote of Council present:

Motion by

THAT By-laws 11.1 to 11.7 be taken collectively.

Motion by

THAT By-laws 11.1 to 11.7 be read a First and Second Time.

Motion by

THAT By-laws 11.1 to 11.7 be read a Third Time and Finally Passed.

- | | | |
|-------------|---|----------------|
| 11.1 | Delegation of Authority to Enter into HIFIS Data Sharing Agreements | 79 - 81 |
| | 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 | 82 - 83 |
| | 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 | 84 |

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 Tandem Dump Truck 85

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

11.5 Borrowing By-law for the Britannia Phase II Project 86 - 87

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 88 - 90

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

11.7 Green Municipal Fund Grant Agreement 91

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 92 - 98

Council to advise if they wish to consider any items listed on the Consent Agenda.

13. New Business:

14. Adjournment to Standing Committees:

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

Motion by

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.

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

15.2 Reading of the Confirmatory By-law:

99

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

By-law 11.8 Confirmatory By-law

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

Motion by

THAT By-law 11.8 be read a First and Second Time.

Motion by

THAT By-law 11.8 be read a Third Time and Finally Passed.

15.3 Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by

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



Stratford City Council Special Council Open Session

MINUTES

Meeting #: 4784th
 Date: Monday, October 20, 2025
 Time: 2:00 P.M.
 Location: Council Chamber, City Hall

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

Staff Present: André Morin - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Audrey Pascual - Deputy Clerk, Kim McElroy - Director of Social Services and Interim Director of Human Resources, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Tim Wolfe - Director of Community Services, Neil Anderson - Director of Emergency Services/Fire Chief, Jeff Wilson - Manager of Housing, Shannon Archer - Business Integration Manager, Connor Occleston - Acting Chief Building Official, Elizabeth Czekaj - Supervisor of By-law Compliance, Calvin Mackenzie - Research and Program Analyst, Michelle Melady - Research and Program Analyst, Inspector Mark Taylor

Also Present: Members of the Public and Media

1. Call to Order:

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

Councillor Henderson and Councillor Nijjar provided regrets for the meeting.

Land Acknowledgment

Moment of Silent Reflection

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 Thereof

There were no disclosures of pecuniary interest made by a Member at the October 20, 2025 Special Council meeting.

3. Adoption of the Addendum to the Agenda:

R2025-464

Motion by Councillor Burbach

Seconded by Councillor Hunter

THAT the Addendum to the Special Agenda of Council dated October 20, 2025, be added to the agenda as printed.

Carried

4. Orders of the Day:

4.1 Resolution - 'Not One More Night' Winter Warming Solutions (COU25-132)

The Director of Social Services and Interim Director of Human Resources and Catherine Hardman, Chief Executive Officer of the Canadian Mental Health Association Huron Perth, provided an overview of the report and the proposal. Highlights of the presentation included:

- Council having provided direction at their September 8th meeting to request an update on emergency shelter plans for the winter;
- City of Stratford staff having coordinated a discussion between members of the Ending Homelessness Leadership Group and the Council of Churches on possible solutions;

- a proposed solution being to expand the operations of the Connection Centre operated at St. Paul's Anglican Church by the Canadian Mental Health Association Huron Perth;
- the proposal being to extend the hours of the Connection Centre to support individuals who might be unable to access emergency accommodations through the City's cold weather protocol which includes stays at motels;
- an overview of the services that will be available at the Connection Centre during the extended hours;
- an overview of the required staffing for the program expansion;
- there being volunteers to provide supports for meal preparations;
- there being no beds available at the Centre as the program is not considered as a shelter;
- the proposal being for a 6-month period;
- the program expansion being expected to begin in December due to staffing availability; and
- the Huron Perth Healthcare Alliance to provide support with staffing on a temporary basis.

Members of Council, the Director, and the CEO held a discussion regarding the following:

- there being meals provided during the expanded hours;
- there being no cots available for sleeping however individuals can sleep at the Centre if needed;
- how adding sleeping cots will limit the number of people who can be accommodated by the Centre and there being additional insurance requirements for the Centre if considered a shelter;
- the staffing to be hired as contract positions;

- there being challenges with hiring on a contract basis however the CMHA has often been successful with hiring and the HPHA would be extending support until the full staffing is established;
- there being 7-10 individuals that would be service restricted;
- the definition of warming centre and a shelter and the possibility of having to commit to permanent shelter by way of establishing a warming centre;
- a similar program being established in Huron County and there being no implication that the warming centre will be continued;
- how the program will be funded in the long term;
- the program being intended to address a gap while work is being done to establish permanent supportive housing;
- there being data gathering involved through the program which will be used to seek provincial funding;
- there being a possibility to establish a shelter by December but will involve significant more work and uncertainty on how long such service can be provided due to the resources required;
- a summary of the costs of the program delivery;
- the Huron County shelter program being transitioned to a bridge housing program as it was not very successful; and
- the doors to the Centre being open during the extended hours.

R2025-465

Motion by Councillor Biehn
Seconded by Councillor Wordofa
THAT Jane Marie Mitchell be heard.

Carried

Jane Marie Mitchell spoke to Council regarding a plan to house the homeless under specific weather-related conditions. Highlights of the presentation included:

- the Canadian Human Rights Commission having established adequate housing as a basic human right;
- adequate housing being more than just four walls and includes access to housing without discrimination and harassment;
- peoples' lives being in danger due to extreme weather events;
- opening both the emergency accommodation and warming centre being the preferred approach;
- a warming centre not providing individuals the opportunity to sleep;
- the likelihood of being unhoused being higher due to the current financial situation in the country;
- it being questioned where information can be found that requires temporary shelters to be established permanently;
- it being questioned whether the warming centre will only be open when there are weather alerts;
- Ontario municipalities having the authority to provide temporary shelter so long as they are not permanent;
- a summary of the City of Toronto's vacant property tax program being provided;
- it being questioned whether the City has considered a similar program; and
- it being proposed that information regarding the warming and cooling centres be posted on the City's website.

R2025-466

Motion by Councillor Biehn

Seconded by Councillor Burbach

THAT the activation of a warming center at the Connection Centre be approved for funding in the amount of \$350,000 for 2025 and 2026 and that the emergency accommodation response program be continued;

AND THAT the warming center be funded using the funds received from the recent HST audit of \$196,000 and the Tax Rate Stabilization Reserve, net any potential donations.

Members of Council and staff held a discussion regarding the motion as follows:

- there being funds available in the Tax Rate Stabilization Reserve;
- the funding being consistent with the use of the tax rate stabilization reserve as it is a one-time, non-recurrent funding;
- the plan being a temporary initiative to address a gap;
- clarification being provided that while the City has no physical building used as a shelter that there is an existing system that acts similar to a shelter to assist unhoused individuals;
- the main aim being to get people into permanent housing;
- the City of Waterloo and a few other municipalities who established temporary shelter locations being unable to close them down as they were eventually considered housing and could not be taken away;
- there being concerns with the operational aspects of the program including security, funding, insurance, and rules regarding substance use in the facility;
- there already being parameters established under the existing facility's operation to address most of the concerns noted with the exception of fundraising for funds;
- the Connection Centre to continue operating under the same parameters just with extended hours;
- the CMHA to continue holding the insurance for the program;
- substance use not being allowed in the facility;
- there being concerns with the lack of sleeping accommodations;
- clarification on the costs of the program;

- community organizations providing meals every day throughout the week;
- there being concerns with committing long-term funding as this is intended to be a pilot program;
- the Province needing to step up and assist with funding;
- staff and partner organizations continuing to seek funding and working to advocate about the issue with the Province;
- there being a resolution endorsed asking the Provincial and Federal governments to help with the funding gap as it is putting too much strain on taxpayers; and
- the program being expected to begin in December due to the hiring that needs to be completed first.

The Mayor called the question on the motion.

Carried

5. Reading of the By-laws:

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

4.1 Confirmatory By-law 133-2025

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 20, 2025.

R2025-467

Motion by Councillor Biehn

Seconded by Councillor Burbach

THAT By-law 133-2025 be read a First and Second Time.

Carried two-thirds support

R2025-468

Motion by Councillor Beatty

Seconded by Councillor Hunter

THAT By-law 133-2025 be read a Third Time and Finally Passed.

Carried

6. Adjournment:

R2025-469

Motion by Councillor Sebben

Seconded by Councillor Wordofa

THAT the October 20, 2025, Special Council Meeting adjourn.

Carried

Meeting Start Time: 2:00 P.M.

Meeting End Time: 2:53 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4785th
 Date: Monday, October 27, 2025
 Time: 7:00 P.M.
 Location: Council Chamber, City Hall

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

Regrets: Councillor Beatty, Councillor Biehn, and Councillor Henderson

Staff Present: André Morin - Chief Administrative Officer, Tatiana Dafoe - City 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, Audrey Pascual - Deputy Clerk, Marc Bancroft - Manager of Planning, Johnny Bowes - Manager of Asset Management, Miranda Franken - Council Clerk Secretary, Will Mason - Maintenance Rent Receivables Clerk

Also Present: Members of the Public and Media

1. Call to Order:

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

Councillor Beatty, Councillor Biehn, 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 October 27, 2025 Regular Council meeting.

3. Adoption of the Minutes:

R2025-470

Motion by Councillor Nijjar

Seconded by Councillor McCabe

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated October 14, 2025 be adopted as printed.

Carried

4. Adoption of the Addendum to the Agenda:

There was no addendum to the October 27, 2025, Regular Council agenda.

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

5.1 Committee of the Whole In-camera Session - October 27, 2025

The October 27, 2025, Committee of the Whole In-camera Session was cancelled.

6. Hearings of Deputations and Presentations:

6.1 Adjournment to Public Meetings under the Planning Act:

R2025-471

Motion by Councillor Burbach

Seconded by Councillor Hunter

THAT the Council meeting adjourn to public meetings under the Planning Act to hear from members of the public with respect to the following planning applications:

- **Comprehensive Zoning By-law Housekeeping Amendment, City Wide; and**
- **Draft Plan of Subdivision 31T24-001 and Zone Change Application Z04-214 for a New Industrial Sub-division between Lorne Avenue West and Wright Boulevard;**

and to reconvene following the public meetings.

Carried

Council adjourned to a Public Meeting at 7:05 P.M.

Council reconvened at 7:40 P.M.

7. Orders of the Day:

7.1 Resolution - Plan of Condominium Application and Exemption from the Draft Approval Process 31CDM25-003 - 74 Church Street (COU25-137)

R2025-472

Motion by Councillor McCabe

Seconded by Councillor Nijjar

THAT the City of Stratford approve the application for exemption from the Draft Plan of Condominium approval (31CDM25-003) submitted by Western Ontario Lending and Recovery Inc., prepared by GRIT Engineering Inc., subject to the plans attached to the Planning Report recommended by the Intermediate Planner dated October 27, 2025 containing a total of 3 condominium units in the form of residential dwelling units and 3

additional condominium units in the form of parking spaces, for a property located at 74 Church Street;

AND THAT the above is recommended for the following reasons:

- i. the request is consistent with the Provincial Planning Statement; and**
- ii. the request conforms with the goals, objectives and policies of the Official Plan.**

Carried

7.2 Resolution - Applications for Part Lot Control (PLC06-25), (PLC08-25), (PLC15-25) for Blocks 83, 93 and 80 respectively, on Plan 44M-101 (COU25-136)

R2025-473

Motion by Councillor Hunter

Seconded by Councillor McCabe

THAT Council approves Part Lot Control Applications PLC06-25, PLC08-25, and PLC15-25 to exempt Blocks 80, 83, and 93 respectively, on Registered Plan 44M-101 from Part Lot Control for one year from the date of the passing of the By-law to permit the creation of separate lots for each of the street townhouse dwelling units such that each unit will be under separate ownership.

Carried

7.3 Resolution - Non-Eligible Blue Box Processing, January 1, 2026, to October 31, 2026 (COU25-134)

R2025-474

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT Council approve an exemption from Section 34 of the Purchasing Policy to sole source the procurement for processing non-eligible blue box materials between January 1, 2026-October 31, 2026;

AND THAT Bluewater Recycling Association be retained for blue box processing between January 1, 2026-October 31, 2026, at an estimated cost of up to \$50,000, including HST.

Carried

7.4 Resolution - 2026 Building Condition Assessments and Accessibility Audits (COU25-133)

R2025-475

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT the Request for Proposal (RFP-2025-52) for Building Condition Assessments of 171 City and Housing Facilities, be awarded to BLDG Sci Advisory Inc. in the amount of \$276,000, including HST.

Carried

7.5 Resolution - Request for Resignation from Advisory Committees to be Rescinded

R2025-476

Motion by Councillor Sebben

Seconded by Councillor Burbach

THAT the resignation of Linda Wakenhut from the Energy and Environment Advisory Committee be rescinded.

Carried

7.6 Resolution - Resignation from Communities in Bloom Advisory Committee

R2025-477

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT the resignation of Yvonne O'Reilly from the Communities in Bloom Advisory Committee be accepted.

Carried

7.7 Resolution - Youth Homelessness Awareness Day Flag Raising

R2025-478

Motion by Councillor Wordofa

Seconded by Councillor Nijjar

THAT Stratford City Council authorizes the flying of the Shelterlink flag on November 17, 2025, in support of Youth Homelessness Awareness Day.

Carried

8. Business for Which Previous Notice Has Been Given:

None noted.

9. Reports of the Standing Committees:

9.1 Report of the Finance and Labour Relations Committee:

R2025-479

Motion by Councillor Hunter

Seconded by Councillor McCabe

THAT the Report of the Finance and Labour Relations Committee dated October 27, 2025, be adopted as printed.

Carried

9.1.1 Technical Training Group Update

THAT Council write letters to the Ministries of Labour Immigration, Training and Skills Development, and Rural Affairs, and Agriculture to repair the Skilled Trades Ontario registration portal;

AND THAT Council appoint Mayor Martin Ritsma as the Council Representative to the Technical Training Group Board of Directors.

9.1.2 SEEDCo./investStratford Update to June 30 2025 (FIN25-027)

THAT the Stratford Economic Enterprise Development Corporation (SEEDCo./investStratford) Update to June 30, 2025, (FIN25-027) be received for information.

9.1.3 Operating Budget Variance Report at June 30, 2025 (FIN25-029)

THAT the report titled, "Operating Budget Variance Report as at June 30, 2025" (FIN25-029), dated September 16, 2025, be received for information.

9.1.4 HST Review and Outcomes (FIN25-030)

THAT the report titled, "HST Review and Outcomes" (FIN25-030), dated September 16, 2025, be received for information;

AND THAT the recovered Harmonized Sales Tax (HST) funds be left in the 2024 operating revenues to flow into the Tax Stabilization Reserve Fund for general use.

9.2 Report of the Infrastructure, Transportation and Safety Committee:

R2025-480

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT the Report of the Infrastructure, Transportation and Safety Committee dated October 27, 2025, be adopted as printed.

Carried

9.2.1 Authorization to Apply as a Fire Coordinator (ITS25-016)

THAT Council authorize the Director of Emergency Services/Fire Chief to apply to the Ontario Fire Marshal to be considered as a Fire Coordinator in support of the Perth County Mutual Aid Plan.

9.2.2 Active Transportation Options for Delamere Avenue and Downie Street (ITS25-017)

THAT the report titled "Active Transportation Options for Delamere Avenue and Downie Street" (ITS25-017), be received for information.

9.2.3 Phase 2 Huron Street Reconstruction Project, Open House Feedback and Project Initiation (ITS25-018)

THAT the description of the proposed design for the Huron Street Reconstruction Project be received for information;

THAT Council approve the design as presented at the Public Open House on Engage Stratford;

AND THAT Council authorize staff to proceed with construction tendering.

9.2.4 Amendments to Traffic and Parking By-law 159-2008 - Coventry Subdivision Phase 4 (ITS25-019)

THAT the Traffic and Parking By-law 159-2008, Schedule 9 – Yield Signs be amended:

By adding:

Street to Yield	Traffic Direction	Through Street
Butler Cove	Southbound	Robertson Drive
Robertson Drive	Eastbound	Butler Cove

And deleting:

Street to Yield	Traffic Direction	Through Street
Robertson Drive	Eastbound	Russel Drive

AND THAT Traffic and Parking By-law 159-2008, Schedule 11 – Through Highways be amended by adding:

Street	Between
Bradshaw Drive	From the north side of McCarthy Road West to the northerly limit of Bradshaw Drive

AND THAT Traffic and Parking By-law 159-2008, Schedule 2 - No Parking be amended by adding:

Street	Side	Between	Period
Bradshaw Drive	West	From McCarthy Road West to northern terminus	Anytime
Orr Street	South	From Bradshaw Drive to 248m east of Bradshaw Drive	Anytime

9.2.5 Memorial Veterans Crosswalk (ITS25-020)

THAT Council approve the installation of Memorial Veterans Crosswalks at the Veterans Drive and York Street intersection.

10. Notice of Intent:

None noted.

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:

R2025-481

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-laws 134-2025 to 139-2025 be taken collectively.

Carried unanimously

R2025-482

Motion by Councillor McCabe

Seconded by Councillor Nijjar

THAT By-laws 134-2025 to 139-2025 be read a First and Second Time.

Carried two-thirds support

R2025-483

Motion by Councillor Sebben

Seconded by Councillor Burbach

THAT By-laws 134-2025 to 139-2025 be read a Third Time and Finally Passed.

Carried

11.1 Amend the Traffic and Parking By-law - Coventry Subdivision Phase 4 - By-law 134-2025

To amend Schedule 2, No Parking, Schedule 9, Yield Signs, and Schedule 11, Through Highways, of the Traffic and Parking By-law 159-2008, as amended to restrict the stopping of vehicles on specified streets, to complete yield signage, and to establish stop control on specified streets in the City.

11.2 Part Lot Control Application PLC15-25 - Cachet - Block 80 - By-law 135-2025

To exempt Block 80 on Plan 44M-101, being Parts 1 to 6 (inclusive) on Plan 44R-6411 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

11.3 Part Lot Control Application PLC06-25 - Cachet - Block 83 - By-law 136-2025

To exempt Block 83 on Plan 44M-101, being Parts 1 to 4 (inclusive) on Plan 44R-6399 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

11.4 Part Lot Control Application PLC08-25 - Cachet - Block 93 - By-law 137-2025

To exempt Block 93 on Plan 44M-101, being Parts 1 to 7 (inclusive) on Plan 44R-6398 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

11.5 Award Proposal for Building Condition Assessments of 171 City and Housing Facilities - By-law 138-2025

To authorize the acceptance of a proposal and execution of a contract with BLDG Sci Advisory Inc. for Building Condition Assessments of 171 City and Housing Facilities (RFP-2025-52).

11.6 Amend the Appointments By-law 4-2023 to Appoint a Member of Council to the Technical Training Group - By-law 139-2025

To amend By-law 4-2023, as amended, to appoint a member of Council to the Technical Training Group.

12. Consent Agenda: CA-2025-127 to CA-2025-130

12.1 CA-2025-130

R2025-484

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT CA-2025-130, being a resolution from the Municipality of Bluewater regarding Urging the Federal Government to Keep Climate Change as a Foremost Priority, be endorsed.

Carried

13. New Business:

None noted.

14. Adjournment to Standing Committees:

The next Regular Council meeting is November 10, 2025, in the Council Chamber, City Hall.

R2025-485

Motion by Councillor Burbach

Seconded by Councillor Nijjar

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

- **Social Services Committee [7:05 or thereafter following the Regular Council meeting]; and**

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 October 27, 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 October 27, 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:

11.7 Confirmatory By-law 140-2025

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 27, 2025.

R2025-486

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-law 140-2025 be read a First and Second Time.

Carried two-thirds support

R2025-487

Motion by Councillor Sebben

Seconded by Councillor Nijjar

THAT By-law 140-2025 be read a Third Time and Finally Passed.

Carried

15.3 Adjournment of Council Meeting

R2025-488

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the October 27, 2025, Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 7:50 P.M.

Reconvene Meeting Start Time: 7:56 P.M.

Reconvene Meeting End Time: 7:56 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Tatiana Dafoe, City Clerk
Report Number: COU25-141
Attachments: Draft 2026 Meeting Schedule

Title: 2026 Meeting Schedule

Objective: To approve the 2026 schedule of Council and Committee meetings.

Background: The City's Procedure By-law 140-2007 states:

"4.13 Meeting Schedule – Clerk to provide

Prior to the end of the current year, the Clerk shall provide Council with a report setting out the meeting schedule for the next year, noting the exceptions to the Regular Council, Standing Committee and Sub-committee meeting schedules, including but not limited to March break, holiday schedules and year-end. Members of Council are requested to advise the Clerk of changes required at the time the Report is presented by the Clerk."

Each year a report, along with a proposed meeting schedule, is presented to Council for consideration and adoption.

Analysis: As the City is in the process of undertaking a review of its procedure by-law, staff have developed a schedule containing the dates for In-camera, Regular Council, and Standing Committee meetings. These meetings will be held on the second and fourth Monday of the month. Holds have also been added to the third Monday of each month for special meetings that may arise.

Following the conclusion of the review and adoption of a new procedure by-law, the schedule will be revised accordingly.

In preparing the schedule, staff have noted statutory holidays, conferences and other events. Consideration has also been given to the Municipal Election scheduled for October 26, 2026, and corresponding events such as:

- Nomination Day – Friday, August 21, 2026
- Voting Day – Monday, October 26, 2026
- Restricted Acts periods:
 - Between Nomination Day (August 21, 2026) and before voting day (October 26, 2026) based on the nominations to the new Council that have been certified and any acclamations made to the new Council; or,
 - Between October 26, 2026 and November 15, 2026, if fewer than 9 members of the current Council are not re-elected or acclaimed,
- Inaugural Council meeting – Monday, November 16, 2026

If fewer than 9 members of the outgoing Council will form part of the incoming Council, as per subsection 275(3) of the Municipal Act, 2001 Council is restricted from the following:

- a. The appointment or removal from office of any officer of the municipality;
- b. The hiring or dismissal of any employee of the municipality;
- c. The disposition of any real or personal property of the municipality which has a value exceeding \$50,000; and,
- d. Making any expenditures or incurring any liability which exceeds \$50,000 in the election.

Provisions (c) and (d) do not apply if the dispositions of expenditures were previously approved in the budget by August 21, 2026 (Nomination Day). Council is not restricted from taking all necessary and appropriate actions in the event of an emergency.

Staff request Council members cross-reference the proposed schedule with both their personal schedules and their Council responsibilities, such as attendance at advisory committee meetings. Please advise the Clerk's Office of any significant conflicts.

Financial Implications:

Financial impact to current year operating budget:

There are no financial implications should the proposed meeting schedule be approved.

Financial impact on future year operating budget:

There are no financial implications should the proposed meeting schedule be approved.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as advanced scheduling is required as outlined in the City's Procedure Bylaw 140-2007 and to facilitate the holding of Council related meetings. Advance scheduling also provides

members of the public with information on meetings to be held in the upcoming year. Amendments to the schedule are communicated on the City's website.

Alignment with One Planet Principles:

Not applicable: This report does not align with one of the One Planet Principles because advance scheduling is required as outlined in the City's Procedure Bylaw 140-2007 to facilitate the holding of Council related meetings. Advance scheduling also provides members of the public with information on meetings to be held in the upcoming year. Amendments to the schedule are communicated on the City's website.

Staff Recommendation: THAT the 2026 Council and Committee meeting schedule be approved;

AND THAT staff be directed to schedule the meetings accordingly.

Prepared by: Tatiana Dafoe, City Clerk

Recommended by: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
André Morin, CPA, Chief Administrative Officer



Stratford City Council

2026 Sub-committee, Standing Committee and Council Meeting Schedule

January 2026:

Date	Meeting Type	Time
January 12	Committee of the Whole In-camera meeting	5:00 p.m.
January 12	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.
January 19	Hold for possible meeting	TBD
January 26	Committee of the Whole In-camera meeting	5:00 p.m.
January 26	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

February 2026

Date	Meeting Type	Time
February 9	Committee of the Whole In-camera meeting	5:00 p.m.
February 9	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.
February 17	Hold for possible meeting (Feb 16 is Family Day)	TBD
February 23	Committee of the Whole In-camera meeting	5:00 p.m.
February 23	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

March 2026

- March Break is March 16-20th
- Good Roads is March 29 - April 1

Date	Meeting Type	Time
March 9	Committee of the Whole In-camera Session	5:00 p.m.
March 9	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.
March 23	Committee of the Whole In-camera meeting	5:00 p.m.
March 23	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

April 2026

- OSUM is April 29-May 1

Date	Meeting Type	Time
April 13	Committee of the Whole In-camera meeting	5:00 p.m.
April 13	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.
April 20	Hold for Possible Meeting	TBD
April 27	Committee of the Whole In-camera meeting	5:00 p.m.
April 27	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

May 2026

- Stratford Festival Opening Night is May 25

Date	Meeting Type	Time
May 11	Committee of the Whole In-camera meeting	5:00 p.m.
May 11	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.
May 19	Hold for possible meeting (May 18 is Victoria Day)	TBD
May 26	Committee of the Whole In-camera meeting (May 25 is the Stratford Festival Gala Opening)	5:00 p.m.
May 26	Regular Council and Standing Committees • Standing Committees as required (May 25 is the Stratford Festival Gala Opening)	7:00 p.m.

June 2026

Date	Meeting Type	Time
June 8	Committee of the Whole In-camera meeting	5:00 p.m.
June 8	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.
June 15	Hold for possible meeting	TBD
June 22	Committee of the Whole In-camera meeting	5:00 p.m.
June 22	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

July 2026

Date	Meeting Type	Time
July 13	Committee of the Whole In-camera meeting	5:00 p.m.
July 13	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.
July 20	Hold for possible meeting	TBD
July 27	Committee of the Whole In-camera meeting	5:00 p.m.
July 27	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

August 2026

- AMO is August 16 to 19

Date	Meeting Type	Time
August 10	Committee of the Whole In-camera meeting	5:00 p.m.
August 10	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

September 2026

Date	Meeting Type	Time
September 14	Committee of the Whole In-camera meeting	5:00 p.m.
September 14	Regular Council and Standing Committees • Standing Committee's as required	7:00 p.m.
September 21	Hold for possible meeting	TBD
September 28	Committee of the Whole In-camera meeting	5:00 p.m.
September 28	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

October 2026

Date	Meeting Type	Time
October 13	Committee of the Whole In-camera meeting (October 12 is Thanksgiving Day)	5:00 p.m.
October 13	Regular Council and Standing Committees • Standing Committees as required (October 12 is Thanksgiving Day)	7:00 p.m.
October 19	Hold for possible meeting	TBD

November 2026

- November 9 will be the last Council meeting for the 2022-2026 term
- November 15 new term of Council starts

Date	Meeting Type	Time
November 9	Committee of the Whole In-camera meeting	5:00 p.m.
November 9	Regular Council and Standing Committee • Standing Committees as required	7:00 p.m.
November 16	Inaugural Council Meeting	TBD
November 23	Committee of the Whole In-camera meeting	5:00 p.m.
November 23	Regular Council and Standing Committees • Standing Committees as required	7:00 p.m.

December 2026

Date	Meeting Type	Time
December 14	Committee of the Whole In-camera meeting	5:00 p.m.
December 14	Regular Council and Standing Committees (year-end)	7:00 p.m.

The 2026 Meeting Schedule is subject to change. Please contact the Clerk's Office at 519-271-0250 extension 5240 to confirm meeting dates.

If you require this document in an alternative format, please contact the Clerk's Office at 519-271-0250 extension 5237.



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU25-142
Attachments: None

Title: Accessibility Advisory Committee Appointments November 2025

Objective: To consider appointments to the Accessibility Advisory Committee.

Background: The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) sets out the process for developing, implementing and enforcing accessibility standards. The AODA requires all municipalities of 10,000 or more residents to have an accessibility advisory committee, with the majority of members being persons with disabilities.

The three main activities of an accessibility advisory committee are to:

1. Advise municipal council about:
 - the requirements and implementation of accessibility standards;
 - the preparation of accessibility reports;
 - other matters for which the council may seek its advice.
2. Review site plans and drawings described in section 41 of the *Planning Act* that the committee selects.
3. Perform all other functions that are specified in the regulations.

The AAC consists of nine (9) members appointed by Stratford City Council as follows:

- One (1) City Councillor
- One (1) agency representative
- Seven (7) citizens-at-large

Currently, the following positions are available for appointment:

- Three (3) citizens-at-large
- One (1) agency representative

Analysis: City Council, when making appointments and reappointments to City advisory and ad-hoc committees, boards, outside boards and agencies, local boards and joint boards, may take into consideration at their sole discretion, the following factors, including but not limited to:

- Experience and/or skill set of an applicant or member that may help to guide the work of the committee or board;
- Awareness of the community and local issues on the agenda by an applicant or member;
- Degree of project knowledge a member has acquired while on the committee or board, where retention of such project knowledge would be of assistance in the completion of the project;
- Number of applications received for the vacant position(s) on a committee or board;
- Years of service on the committee or board [for citizens applying for reappointment to the same committee or board];
- Attendance at committee or board meetings [for citizens applying for reappointment to the same committee or board].

Appointments

Following recruitment for the available positions, the City received applications from the following persons:

- Kathleen Barry – citizen-at-large
- Joan Jones – agency representative – first appointed in 2024
- Scott Rutherford - citizen-at-large
- Judith Hopf - citizen-at-large
- Andy Mark - citizen-at-large – first appointed in 2022

For the applications received, all were complete. All citizens appointed to the City's advisory committees and local boards (as applicable) will be required to complete training to be coordinated through the City. Training will focus on accessibility, governance, and the Code of Conduct.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards is included in the annual budget.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards is included in the annual budget.

The costs for remuneration for members is included in the annual budget.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose is to consider appointments to an advisory committee.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Staff Recommendation: THAT direction be given on the appointment of three (3) citizens-at-large to the Accessibility Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of one (1) agency representative to the Accessibility Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council.

Prepared by:

Vicky Trotter, Council Committee Coordinator

Recommended by:

Karmen Krueger, CPA, CA, Director of Corporate Services

André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU25-143
Attachments: None

Title: Appointments to the Active Transportation Advisory Committee November 2025

Objective: To consider appointments to the Active Transportation Advisory Committee.

Background: In 2014, the Bike and Pedestrian Master Plan adopted by Council contained an action plan which recommended the creation of an Active Transportation Advisory Committee (ATAC). The mandate of the ATAC is to serve as a forum for the public to raise their viewpoints on active transportation issues and/or findings, and to bring these interests to the attention of the appropriate staff, departments or standing committees. The ATAC also acts to educate, promote and enhance active transportation in the City of Stratford.

The Active Transportation Advisory Committee, upon request of the City of Stratford or the Director of Infrastructure Services will:

- Advise on measures and policies required to implement the City's commitment to active transportation as referenced in the Transportation Master Plan, Bike and Pedestrian Master Plan, Official Plan, and any other related plans or reports;
- Monitor the implementation of said plans, and evaluate their effectiveness;
- Provide, as part of an annual report, the ATAC list of recommended on and off-road bikeway, walkway and trails network implementation priorities for the subsequent year;
- Advise on by-laws, legislations and regulations that have an impact on the pedestrian, trails and cycling network, and its applicable users;
- Advise on matters pertaining to education of pedestrian, cycling and trails safety, and the development of policies and programs in accordance with its mandate;

- Liaise with outside agencies on matters of common interest (i.e.: local school boards, health units, special interest groups, government ministries, etc.);
- Advise in addressing active transportation issues received from other governments and agencies (i.e., studies, policies, programs, legislation, etc.);
- Make recommendations regarding financial and policy programs that help to increase utilitarian active transportation participation as alternatives to the private automobile;
- Endeavour to increase public awareness and understanding of active transportation matters, and assist in developing new active transportation policies, strategies and programs.

The ATAC is comprised of eight (8) members appointed by Stratford City Council as follows:

- Two (2) City Councillors
- Four (4) citizens-at-large
- One (1) Avon Trail representative
- One (1) Cycle Stratford representative

The following positions are available for appointment:

- One (1) Citizen position
- One (1) Avon Trail representative.

Analysis: City Council, when making appointments and reappointments to City advisory and ad-hoc committees, boards, outside boards and agencies, local boards and joint boards, may take into consideration at their sole discretion, the following factors, including but not limited to:

- Experience and/or skill set of an applicant or member that may help to guide the work of the committee or board;
- Awareness of the community and local issues on the agenda by an applicant or member;
- Degree of project knowledge a member has acquired while on the committee or board, where retention of such project knowledge would be of assistance in the completion of the project;
- Number of applications received for the vacant position(s) on a committee or board;
- Years of service on the committee or board [for citizens applying for reappointment to the same committee or board];

- Attendance at committee or board meetings [for citizens applying for reappointment to the same committee or board].

Appointments

Following recruitment for the available positions, the City received applications from the following persons:

For the citizen-at-large position:

- Scott Rutherford
- Connor Shantz
- Kelley Teahen – year first appointed 2024
- Steve Chomitz
- Marcus Goulart Reis

For the Avon Trail representative position:

- Christine Lee – year first appointed 2024

For the applications received, all were complete and meet the requirements. All citizens appointed to the City's advisory committees and local boards (as applicable) will be required to complete training to be coordinated through the City. Training will focus on accessibility, governance, and the Code of Conduct.

Options

Increase Composition: Consideration could be given to appointing two (2) citizens-at-large to bring the total composition to 9 members. An odd number of members lessens the possibility for tied votes.

Reduce Composition: No appointments could be made and the composition reduced to 7 members. An odd number of members lessens the possibility for tied votes.

Maintain Composition: The composition of the ATAC could be maintained. Having an even number of members does increase the likelihood of tied votes.

Recommendation:

It is recommended that the composition of the ATAC be reduced or increased so that there are an off number of members.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose is to consider appointments to an advisory committee.

Alignment with One Planet Principles:**Health and Happiness**

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Travel and Transport

Reducing the need to travel, encouraging walking, cycling and low carbon transport.

Staff Recommendation: THAT direction be given on the appointment of one (1) citizen-at-large to the Active Transportation Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of one (1) Avon Trail representative to the Active Transportation Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

Prepared by:

Vicky Trotter, Council Committee Coordinator

Recommended by:

Karmen Krueger, Director of Corporate Services

André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU25-144
Attachments: None

Title: Appointments to the Communities in Bloom Advisory Committee November 2025

Objective: To consider appointments to the Communities in Bloom Advisory Committee.

Background: The mandate of the Communities in Bloom (CIB) Advisory Committee is to:

1. foster civic pride, environmental protection and beautification, through community participation;
2. improve the tidiness, appearance and visual appeal of neighbourhoods, parks, open spaces and streets;
3. focus on environmental awareness and preservation of heritage and culture;
4. co-ordinate a host program as required; and
5. be financially sustainable.

The CIB Committee is made up of nine (9) members as follows:

- Two (2) Members of Council
- Seven (7) citizens

There are three (3) citizen positions available for a two-year term to November 30, 2027 and one (1) citizen position available for the remainder of a 1-year term ending November 14, 2026.

Analysis: City Council, when making appointments and reappointments to City advisory and ad-hoc committees, boards, outside boards and agencies, local boards and joint boards, may take into consideration at their sole discretion, the following factors, including but not limited to:

- Experience and/or skill set of an applicant or member that may help to guide the work of the committee or board;
- Awareness of the community and local issues on the agenda by an applicant or member;
- Degree of project knowledge a member has acquired while on the committee or board, where retention of such project knowledge would be of assistance in the completion of the project;
- Number of applications received for the vacant position(s) on a committee or board;
- Years of service on the committee or board [for citizens applying for reappointment to the same committee or board];
- Attendance at committee or board meetings [for citizens applying for reappointment to the same committee or board].

The following applications were received for the available positions:

- Mary-Anne Krutila – first appointed in 2022
- Carys Wyn Hughes – first appointed in 1997
- Jennifer Mitchell

For the applications received, all were complete. Policy C.3.1, Council Appointed Advisory Committees, states that, “No one may serve on an advisory committee for more than 3 consecutive two-year terms, plus if applicable, one preceding partial term in those cases where committee members are initially appointed mid-term to fill a vacancy.” Should Council wish to appoint Carys Wyn Hughes to the CIB Committee an exemption to the term limit in Policy C.3.1 is required to be granted.

All citizens appointed to the City’s advisory committees and local boards (as applicable) will be required to complete training to be coordinated through the City. Training will focus on accessibility, governance, and the Code of Conduct.

Options

Reduce Composition: In 2024, two (2) additional citizen representatives were added to assist the Committee with hosting the CIB National Symposium in 2025. As this event has passed Council can consider reducing the composition of the Committee by two (2) citizen representatives to the pre-symposium level which would bring the total composition of the Committee to 7 members.

Maintain Composition: Council can maintain the existing committee size. If this option is selected, staff would continue with recruiting efforts to fill the open position.

Recommendation

It is recommended the composition of the committee be reduced by two citizen representatives to the pre-symposium level. This would mean two members would be appointed for a two-year term to November 30, 2027.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose is to consider appointments to the Communities in Bloom Advisory Committee.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Land and Nature

Protecting and restoring land for the benefit of people and wildlife.

Staff Recommendation: THAT direction be given on the appointment of three (3) citizen representatives to the Communities in Bloom Advisory Committee for a two-year term to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of one (1) citizen representative to the Communities in Bloom Advisory Committee for the remainder of a 1-year term ending November 14, 2026.

Prepared by:

Vicky Trotter, Council Committee Coordinator

Recommended by:

Karmen Krueger, Director of Corporate Services

André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU25-147
Attachments: None

Title: Appointments to the Energy and Environment Advisory Committee November 2025

Objective: To consider appointments to the Energy and Environment Advisory Committee.

Background: The main purpose of the Energy and Environment Committee (E&E) is to study all matters coming to its attention which might have any effect on the environment, particularly the environment of the City of Stratford and its surroundings. The Committee's principal goal will be to improve the environment and advocate for energy efficiency across the entire municipal spectrum. The Committee strives to maintain Stratford's reputation as a community of environmental excellence. The Committee shall be advisory in nature and shall advise City Council of environmental matters and may from time to time make such recommendations to Stratford City Council concerning the environment as it deems advisable.

E&E is comprised of 13 members as follows:

Representative / Organization	Number of Members
Council member	2
Citizens-at large	7
A representative of Civic Beautification and Environmental Awareness	1
A representative of the Avon River Environment Association (AREA)	1
Youth representative	1
A representative of Climate Momentum	1

Analysis: City Council, when making appointments and reappointments to City advisory and ad-hoc committees, boards, outside boards and agencies, local boards and joint boards, may take into consideration at their sole discretion, the following factors, including but not limited to:

- Experience and/or skill set of an applicant or member that may help to guide the work of the committee or board;
- Awareness of the community and local issues on the agenda by an applicant or member;
- Degree of project knowledge a member has acquired while on the committee or board, where retention of such project knowledge would be of assistance in the completion of the project;
- Number of applications received for the vacant position(s) on a committee or board;
- Years of service on the committee or board [for citizens applying for reappointment to the same committee or board];
- Attendance at committee or board meetings [for citizens applying for reappointment to the same committee or board].

Appointments

For the E&E Committee the following positions are available:

- Three (3) citizens
- One (1) Youth representative
- One (1) Climate Momentum representative

Following recruitment for the available positions, the City received applications from the following persons:

- Citizen Positions:
 - Roger Cotton
 - Anita Jacobsen – year first appointed 2019
 - Gary Robinson
 - Felicity Sutcliffe – year first appointed 2022
 - Scott Rutherford
- Youth Representative:
 - Quinn Kearsey
- Climate Momentum Representative:
 - Mike Sullivan – year first appointed 2024

Policy C.3.1 states “No one may serve on an advisory committee for more than 3 consecutive two-year terms, plus if applicable, one preceding partial term in those cases where committee members are initially appointed mid-term to fill a vacancy.” Should

Council wish to appoint Anita Jacobsen to the E&E Committee an exemption to the policy will be required. The remaining applications were complete and met all requirements.

All citizens appointed to the City's advisory committees and local boards (as applicable) will be required to complete training to be coordinated through the City. Training will focus on accessibility, governance, and the Code of Conduct.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose is to consider appointments to an advisory committee.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Land and Nature

Protecting and restoring land for the benefit of people and wildlife.

Zero Waste

Reducing consumption, reusing and recycling to achieve zero waste and zero pollution.

Zero Carbon Energy

Making buildings and manufacturing energy efficient and supplying all energy with renewables.

Staff Recommendation: THAT direction be given on the appointment of three (3) citizen representatives to the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

THAT direction be given on the appointment of a Youth Representative to the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council;

AND THAT direction be given on the appointment of a Climate Momentum representative the Energy and Environment Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

Prepared by: Vicky Trotter, Council Committee Coordinator
Recommended by: Karmen Krueger, CPA, CA, Director of Corporate Services
André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU25-146
Attachments: None

Title: Appointments to Heritage Stratford November 2025

Objective: To consider appointments to the Heritage Stratford Committee.

Background: Heritage Stratford is the City's Municipal Heritage Committee under the Ontario Heritage Act. Heritage Stratford was originally created in 1981 as a Local Architectural Conservation Advisory Committee through By-law 70-81. The Committee was then amended in 2004 through By-law 133-2004. Heritage Stratford has a Statutory Role and a Non-Statutory Role to fulfill in Stratford.

Heritage Stratford is comprised of 9 members as follows:

- One (1) Member of Council
- Seven (7) Citizens
- One (1) Perth Huron Builders' Association representative

Analysis: City Council, when making appointments and reappointments to City advisory and ad-hoc committees, boards, outside boards and agencies, local boards and joint boards, may take into consideration at their sole discretion, the following factors, including but not limited to:

- Experience and/or skill set of an applicant or member that may help to guide the work of the committee or board;
- Awareness of the community and local issues on the agenda by an applicant or member;
- Degree of project knowledge a member has acquired while on the committee or board, where retention of such project knowledge would be of assistance in the completion of the project;

- Number of applications received for the vacant position(s) on a committee or board;
- Years of service on the committee or board [for citizens applying for reappointment to the same committee or board];
- Attendance at committee or board meetings [for citizens applying for reappointment to the same committee or board].

For Heritage Stratford, there are five (5) citizen representative positions and 1 Huron Perth Builders Association position available for a two-year term to November 30, 2027. Following advertisement of these positions, the following applications were received:

- For the citizen representative positions:
 - Scott Rutherford
 - Chantale Pitts
 - Anne Cebello
 - Cambria Ravenhill – year first appointed 2024
 - Jeffrey Atchison – year first appointed 2024
 - Aubrey Henderson
 - Edward Boniface
 - Mr. Laurie Lynd
- For the Huron Perth Builders Association position:
 - Jacob VanKooten – year first appointed 2016

For the applications received, all were complete. Policy C.3.1, Council Appointed Advisory Committees, states that, “No one may serve on an advisory committee for more than 3 consecutive two-year terms, plus if applicable, one preceding partial term in those cases where committee members are initially appointed mid-term to fill a vacancy.” Should Council wish to appoint Jacob VanKooten to the Heritage Stratford Committee an exemption to the term limit in Policy C.3.1 is required to be granted.

All citizens appointed to the City’s advisory committees and local boards (as applicable) will be required to complete training to be coordinated through the City. Training will focus on accessibility, governance, and the Code of Conduct.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

The costs for remuneration for members is included in the annual budget.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose of the report is to consider appointments to the Heritage Stratford Committee.

Alignment with One Planet Principles:**Culture and Community**

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT direction be given on the appointment of five (5) citizens to the Heritage Stratford Committee to November 30, 2027, or until a successor is appointed by Council;

THAT direction be given on the appointment of a Huron Perth Builders Association representative to the Heritage Stratford Committee to November 30, 2027, or until a successor is appointed by Council.

Prepared by:

Vicky Trotter, Council Committee Coordinator

Recommended by:

Karmen Krueger, CPA, CA, Director of Corporate Services

André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU25-145
Attachments: None

Title: Appointments to the Stratfords of the World (Ontario) Advisory Committee
 November 2025

Objective: To consider appointments to the Stratfords of the World (Ontario) Advisory Committee.

Background: The Mandate of the Stratfords of the World is to:

1. facilitate exchange programs which meet the cultural, educational and social needs of our community;
2. encourage community partnerships which provide additional opportunities;
3. assist with the biennial (recurring every 2 years) citizen exchange program between Stratford ON, Stratford PEI, Stratford Connecticut, Stratford-upon-Avon England, Stratford Australia, Stratford New Zealand.
4. co-ordinate a host program as required;
5. ensure that the annual Friendship Flower Bed is updated;
6. be financially sustainable.

Stratfords of the World is comprised of 8 members as follows:

- 1 Council Member
- 7 Citizens

Analysis: City Council, when making appointments and reappointments to City advisory and ad-hoc committees, boards, outside boards and agencies, local boards and joint boards, may take into consideration at their sole discretion, the following factors, including but not limited to:

- Experience and/or skill set of an applicant or member that may help to guide the work of the committee or board;

- Awareness of the community and local issues on the agenda by an applicant or member;
- Degree of project knowledge a member has acquired while on the committee or board, where retention of such project knowledge would be of assistance in the completion of the project;
- Number of applications received for the vacant position(s) on a committee or board;
- Years of service on the committee or board [for citizens applying for reappointment to the same committee or board];
- Attendance at committee or board meetings [for citizens applying for reappointment to the same committee or board].

Three (3) citizen positions are available on the Committee and following recruitment, three (3) applications were received from the following individuals:

- Jennifer Mitchell
- June Wells – year first appointed 2015
- Ken Clarke – year first appointed 2009

For the applications received, all were complete. Policy C.3.1, Council Appointed Advisory Committees, states that, “No one may serve on an advisory committee for more than 3 consecutive two-year terms, plus if applicable, one preceding partial term in those cases where committee members are initially appointed mid-term to fill a vacancy.” Should Council wish to appoint June Wells and Ken Clarke to the Committee it is recommended that an exemption to the term limit in Policy C.3.1 be granted.

All citizens appointed to the City’s advisory committees and local boards (as applicable) will be required to complete training to be coordinated through the City. Training will focus on accessibility, governance, and the Code of Conduct.

Financial Implications:

Financial impact to current year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Financial impact on future year operating budget:

The costs for recruitment of citizen representatives to advisory committees and local boards are included in the annual budget.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose of the report is to consider appointments to the Committee.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT direction be given on the appointment of three (3) citizens to the Stratfords of the World (Ontario) Advisory Committee to November 30, 2027, or until a successor is appointed by Council.

Prepared by:	Vicky Trotter, Council Committee Coordinator
Recommended by:	Karmen Krueger, Director of Corporate Services
	André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Nathan Bottema, Project Engineer
Report Number: COU25-148
Attachments: Project Map

Title: Noise Exemption Request for the O'Loane Avenue Sanitary Trunk Sewer Extension Project (T2025-15)

Objective: To obtain an exemption to Noise By-law 113-79 to allow Network Sewer and Watermain Limited, to operate the equipment required for microtunnelling, temperature control, and shaft dewatering on a 24-hour basis.

Background: Network Sewer and Watermain Limited was awarded the O'Loane Avenue Sanitary Trunk Sewer Extension Project in July 2025. The project consists of constructing a 420-metre-long sanitary trunk sewer from Riddle Street to Galt Road.

Tunneling of the first drive started in early November 5 and to date, construction of two of the three shafts is complete. The contractor's schedule shows that the tunneling operation is to be completed by mid-December based on a 12-hour shift operation.

NOISE BY-LAW EXEMPTION FOR 24-HOUR TUNNELING

The tunneling subcontractor, Erritt Construction Ltd., has requested to add a second shift to the tunneling operation to mine 24-hours a day. This proactive approach has the potential to accelerate the critical path activity and project schedule.

The microtunneling boring machine (MTBM) is supported through the shaft situated on O'Loane just north of Huron Street. The equipment required to operate the machine is all located on the surface. This includes the power pack, material separation plant, and operator control room. Logistically, all the material and supplies for tunneling are lowered into the shaft by a crane.

To limit the noise generated from 7:00 PM to 7:00 AM, the contractor has proposed to operate the minimum amount of equipment required to support the MTBM. The contractor can manage the logistics during the dayshift by pre-emptively stocking the crane with all the materials required for the nightshift to eliminate any construction

vehicles operating on the surface. There is to be no material shunting, deliveries or hauling of material from 7:00 PM to 7:00 AM. The MTBM operates underground and is effectively silent to the surface at the excavation face. The machine is hydraulically driven and powered from the generator located on the surface.

The proposed work schedule involves continuous tunnelling beginning November 11 until completion of the drives, which is anticipated in early December. The Noise By-law exemption is requested for Monday to Saturday, between 7:00 p.m. and 7:00 a.m., with tunnelling operations concluding at 7:00 a.m. on Saturdays.

NOISE BY-LAW EXEMPTION SITE MANAGEMENT AND CONCRETE PLACEMENT

Given the typical seasonal weather, the tunneling operation and final shaft construction will be completed during cold weather. The Ontario Provincial Standard Specifications (OPSS) 904 defines cold weather as conditions when the ambient air temperature is at or below 5°C. The OPSS set out cold weather measures that are required to be in place for concrete placement and for concrete curing. To meet this specification, the contractor has requested to operate a diesel-powered heater unit (Frost Fighter) or a diesel-powered generator with an electric heater 24-hours a day during the concrete placement and curing phases.

The contractor has also requested the use of a generator to power heaters for equipment susceptible to freezing, such as the tunnel separation plant and water supply lines, and to operate water pumps located at the bottom of the tunnelling shafts.

The construction site borders commercial (C2, C4), residential (R2), agricultural (A) and urban residential zoned (UR) neighbourhoods. Noise By-law 113-79 prohibits the operation of any equipment in connection with construction in a residential zone from 7:00 p.m. to 7:00 a.m., and on Sundays or Statutory Holidays.

Analysis: The tunnelling subcontractor has submitted a 24-hour operation proposal indicating that the primary noise sources are the tunnelling generator, a small mobile crane, and the separation plant. The generator, which powers the tunnelling operation, produces noise levels of approximately 65 dB at a distance of 15 metres. The crane generates noise levels comparable to light truck traffic, while all other tunnelling equipment is enclosed within shipping containers and is effectively silent when the doors are closed. Where possible, equipment will be positioned to minimize noise toward residential areas. Comparatively, a residential dishwasher produces noise levels of approximately 65 dB, similar to the tunneling generator at a distance of 15 metres.

The maps provided in the attachment shows the residences that are within a 100m radius of the support equipment at both locations. Additional notification will be provided with respect to the use of this equipment to those in the immediate area.

Providing this exemption enables the contractor to bank working days within their schedule that could be used for future activities or to advance the projects substantial completion date.

Financial Implications:

Not applicable:

There are no financial implications to be reported because of this report.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as it supports the timely and efficient delivery of critical underground infrastructure by allowing continuous tunneling operations. Enabling 24-hour work reduces the overall construction duration and minimizes long-term disruption to the community.

Alignment with One Planet Principles:

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Land and Nature

Protecting and restoring land for the benefit of people and wildlife.

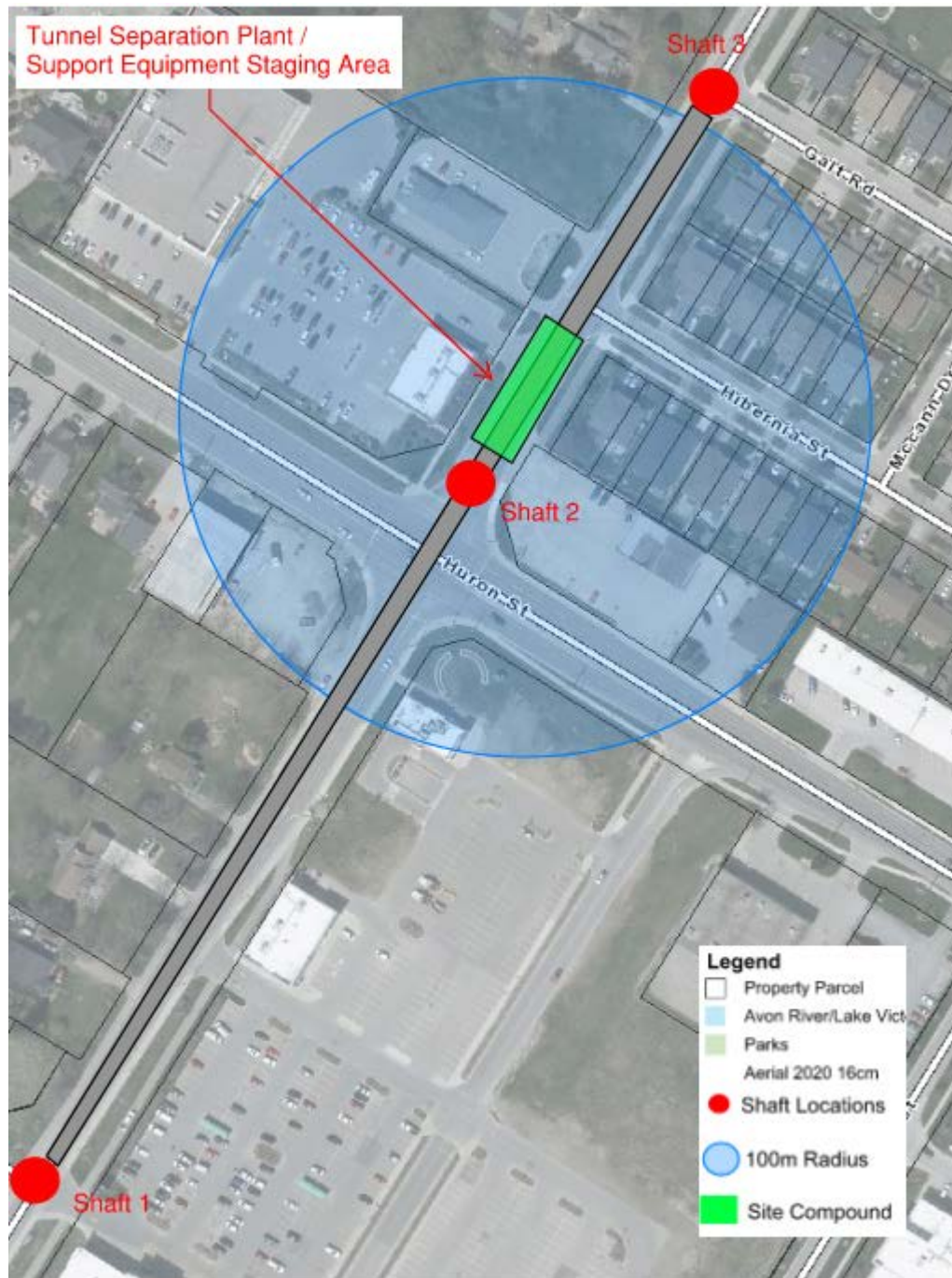
Staff Recommendation: THAT an exemption from Noise Control By-law 113-79 be granted to Network Sewer and Watermain Limited and their subcontractor Erritt Construction Ltd. to operate tunneling equipment to facilitate construction for the O’Loane Avenue Sanitary Trunk Sewer Extension Project, under the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

AND 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.

Prepared by: Nathan Bottema, Project Engineer

Recommended by: Taylor Crinklaw, Director of Infrastructure Services
André Morin, CPA, Chief Administrative Officer

Attachment 1: O'Loane Avenue Sanitary Trunk Sewer Extension Project – Site Layout





MANAGEMENT REPORT

Date: October 27, 2025
To: Mayor and Council
From: Brent Raycraft, Supervisor of Fleet
Report Number: COU25-139
Attachments: Proposal Submissions

Title: Purchase of Medium Duty Combo Plow/Wing/Sander and Dump Truck

Objective: To obtain approval to award One Medium Duty Combo Plow/Wing/Sander and Dump Truck to Vision Truck Group of Cambridge Ontario.

Background: The City of Stratford participates from time to time in procurement programs that are conducted by cooperative buying groups. The Canoe Procurement Group of Canada is a buying group through the Local Authority Service (LAS) and Association of Municipalities of Ontario (AMO) that helps municipalities purchase products and services that they regularly use at preferential pricing. Under the Canoe Procurement Group, municipalities can access high-quality, competitively priced good and services without having to formally issue tenders or RFPs themselves, as LAS has done much of the vetting.

The 2025 Budget included the purchase one Medium Duty Combo Dump Truck (D.7.13) replacing a 2012 International Dump Truck. Staff reached out to potential suppliers through the Canoe Purchasing Group of Canada and received back three submissions, with Vision Truck Group from Cambridge, Ontario having the most competitive submission.

The approved expenditure was \$400,000.00, funded from the Fleet Reserve Fund (R-R11-FLET). The actual spend will be \$312,941.78 excluding HST, which equates to \$318,261.71 with non-recoverable HST.

Analysis: As the City of Stratford continues to work towards its Climate Change targets on emissions this tandem dump truck with a current emissions system will help take a step towards it by replacing the existing 2012 Truck. The purchase would complement the existing Fleet of heavy equipment and the multi departments operational needs.

Financial Implications:

Financial impact to current year operating budget:

None anticipated. Unspent reserve funds will remain in the reserve fund for future use.

Financial impact on future year operating budget:

Preventative Maintenance service only, once manufacturer's warranty has expired.

Link to asset management plan and strategy:

Based on the estimated future timing and replacement cost of this system, there should be an annual impact on future year operating budgets of approximately \$32,000 for the eventual replacement with an estimated useful lifecycle of 10 years. This funding is captured during the budget process, in the transfers to capital reserves.

Alignment with Strategic Priorities:

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Material and Products

Using materials from sustainable sources and promoting products which help people reduce consumption.

Zero Waste

Reducing consumption, reusing and recycling to achieve zero waste and zero pollution.

Zero Carbon Energy

Making buildings and manufacturing energy efficient and supplying all energy with renewables.

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

Prepared by:

Brent Raycraft, Supervisor of Fleet

Recommended by:

Taylor Crinklaw, Director of Infrastructure Services

André Morin, CPA, Chief Administrative Officer

Vendor	Price	Year	Unit Info	Engine	Transmission	Body Builder
Vision Truck	\$312,941.70	2026	Gen 2 MD742	Cummins	Allison Auto	VC
Carrier Truck	\$330,870.00	2026	MV607 SBA	Cummins	Allison Auto	VC
Premier Truck	\$375,610.00	2026	FL108SD	Detroit Diesel 7.7L 330HP	Allison Auto	VC



MANAGEMENT REPORT

Date: November 10, 2025
To: Mayor and Council
From: Nick Sheldon, Project Manager
Report Number: COU25-140
Attachments: T-2025-61 Bid Summary Gordon Street, Willow Street and John Street South Sidewalk Construction

Title: T-2025-61 Gordon Street, Willow Street and John Street South Sidewalk Construction Tender Award

Objective: To obtain Council approval to award the Tender T-2025-61 for Gordon Street, Willow Street and John Street South Sidewalk Construction to Nicholson Concrete Inc. in the amount of \$151,312.65 including HST.

Background: The Gordon Street, Willow Street and John Street South Sidewalk Construction Tender was posted on the City website under Bid Opportunities and in the Bids and Tender public forum on August 15, 2025. The Gordon Street and Willow Street work forms one single project. The work included the construction of three sidewalk segments totalling 410 metres. These sections of sidewalk are considered missing as identified in the Transportation Master Plan and are part of the 2025 workplan to improve accessibility in the areas.

The proposed sidewalk installation sites are:

Street	To and From	Side of Street	Length (m)
Gordon Street	Ontario Street to Willow Street	West	160
Willow Street (Gordon St. Project)	Canterbury Street to Gordon Street	North	50
John Street South	Easson Street to West Gore Street	West	200

On August 18th, 2025, Engineering Staff provided a project notice and proposed design drawings to all properties within the project limits. No feedback was received.

Analysis: There was a total of twenty-three registered bidders for the project, with eleven submitting official bids. The lowest qualified bid of \$151,312.65 including HST (\$136,261.73 after HST rebates) was submitted by Nicholson Concrete Inc. o/a Nicholson Concrete. References were checked with positive results.

The estimated total project costs are:

Tendered Price (including partial HST rebate)	\$	136,261.73
Utility Relocations (estimated)	\$	10,000
Material Testing (estimated)	\$	5,000
Total	\$	151,261.73

The 2025 approved capital budget contains \$80,000 specifically for the Gordon Street and Willow Street Sidewalk plus \$200,000 for New Sidewalks generally. To date, \$116,000 of the \$200,000 has been allocated to the Erie Street Multi Use Trail project, leaving \$84,000 available.

New Sidewalks	Public Works Reserve	\$	42,000	R-R11-PWCA
New Sidewalks	Development Charges	\$	42,000	R-DIS-ROAD
Gordon Street Sidewalk	Public Works Reserve	\$	80,000	R-R11-PWCA
	Total	\$	164,000	

The tender cost is proposed as follows:

New Sidewalks	Public Works Reserve (50%)	\$	37,059.13	R-R11-PWCA
	Development Charges (50%)	\$	37,059.12	R-DIS-ROAD
Gordon Street Sidewalk	Public Works Reserve (100%)	\$	77,143.48	R-R11-PWCA
	Total	\$	151,261.73	

The remaining unspent approved budget for New Sidewalks of \$13,000 will remain in the Public Works Reserve Fund, and the Roads Development Charges Reserve Fund for future capital projects.

Financial Implications:

Financial impact to current year operating and capital budget:

There is no unbudgeted financial impact relating to the award of this tender.

Financial impact on future year operating budget:

The new sidewalk installation will require additional operating maintenance and repair costs in future years, which becomes part of the operational budgeting process.

Link to asset management plan and strategy:

As newly acquired assets, these sidewalks will be added to the Asset Management Inventory, with a currently estimated useful life of 40 years. It is critical to incorporate financial contributions over the useful life into the budgeting process to ensure sufficient funds for eventual replacement.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as the construction of sidewalk at these three locations will enhance safety and walkability, underscoring our commitment to a connected and accessible pedestrian network.

Alignment with One Planet Principles:

Travel and Transport

Reducing the need to travel, encouraging walking, cycling and low carbon transport.

Staff Recommendation: 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.

Prepared by:

Nick Sheldon, Project Manager

Recommended by:

Taylor Crinklaw, Director of Infrastructure Services

André Morin, CPA, Chief Administrative Officer

T-2025-61

Gordon Street, Willow Street and John Street South Sidewalk Construction Tender

Closing Date: September 3, 2025

Submission Summary

<u>Vendor</u>	<u>City/Province</u>	<u>Unofficial Value or Notes</u>
Nicholson Concrete	Stratford, Ontario	\$151,312.65
Autoform Contracting London Limited	London, Ontario	\$182,041.87
Chad Hartman Construction	St. Pauls, Ontario	\$187,670.40
Steed and Evans Limited	St. Jacobs, Ontario	\$236,113.50
Dufferin Construction Company, A division of CRH Canada Group Inc.	London, Ontario	\$247,289.20
Vista Contracting Ltd	Cambridge, Ontario	\$261,041.30
Amazing Construction Ltd	Terra Cotta, Ontario	\$261,453.75
DPA Contracting Ltd	London, Ontario	\$265,098.00
D Rock Paving	Brampton, Ontario	\$265,498.19
Kieswetter Excavating Inc.	St. Clements, Ontario	\$272,953.76
GIP Paving Inc.	Petersburg, Ontario	\$306,544.14



MANAGEMENT REPORT

Date: October 7, 2025
To: Social Services Sub-committee
From: Mandy Koroniak, Manager of Children's Services
Report Number: SOC25-011
Attachments: None

Title: Access to Licensed Childcare in Stratford, St. Marys, and Perth County

Objective: To provide Sub-committee with an update on access to licensed childcare in Stratford, St. Marys, and Perth County, and review the value of access to affordable, high-quality, licensed childcare to the economy.

Background: Licensed childcare is a significant economic driver, supporting a family's participation in the labour force. The economic importance of access to licensed childcare has been communicated by the Government of Canada and provincial governments with introduction of the Canada-Wide Early Learning and Childcare (CWELCC) System and the vision that families may "access to high-quality, affordable, flexible, and inclusive early learning and childcare no matter where they live". In support of this vision, the Province of Ontario set a target of improving the provincial average access rate for children from birth to age 5 to 37% by 2026.

To best support full labour force participation, it is availability of full-time, year-round access to licensed prior to school entry (e.g. 8 or more hours of care per day, from birth to age 4) that has the greatest impact, allowing parents to hold full-time employment. Affordability for these highest-cost spaces was greatly improved with introduction of the CWELCC System. While this resulted in a corresponding increase in demand for licensed childcare spaces and created challenges in accessing licensed childcare for many families, it is also positively correlated with improved labour force participation for core-age women (25-54 years), [which reached a record-high of 79.7% in 2023](#).

Public investments into licensed childcare show a strong return on investment, estimated to be about [\\$6 for every dollar spent](#) in the Canadian context. The economic benefits occur across the lifespan. These include the immediate impacts of increased labour force participation and reduction of income inequality, to the long-term impacts of positive early learning environments on decreasing developmental vulnerability, shown to be a [lifelong predictor of health, learning, and behaviour](#).

Through the Ministry of Education's Capital Priorities program, which supports the creation of licensed childcare spaces in conjunction with school infrastructure projects, 176 new full-day, year-round spaces are expected to be opened this year in Perth County. These spaces resulted from successful applications made by school boards and endorsed by the City of Stratford. Within Stratford, it is further expected that a new, 98-space centre operated by for-profit, child care operator will be opened in 2026. While progress towards equity of access to licensed childcare is being made, most families remain without access to a space; this will remain true provincially even if the target access rate of 37% is achieved.

Analysis: While the Province of Ontario has set a target for a provincial access rate of 37% for children from birth to age 5, the service delivery area of Stratford, St. Marys, and Perth continues to fall short of this target. By the end of 2025, it is expected that the access rate for these age groups in the area will reach 22.8%, however access to full-day, year-round care children prior to school entry remains low, as shown in the chart below:

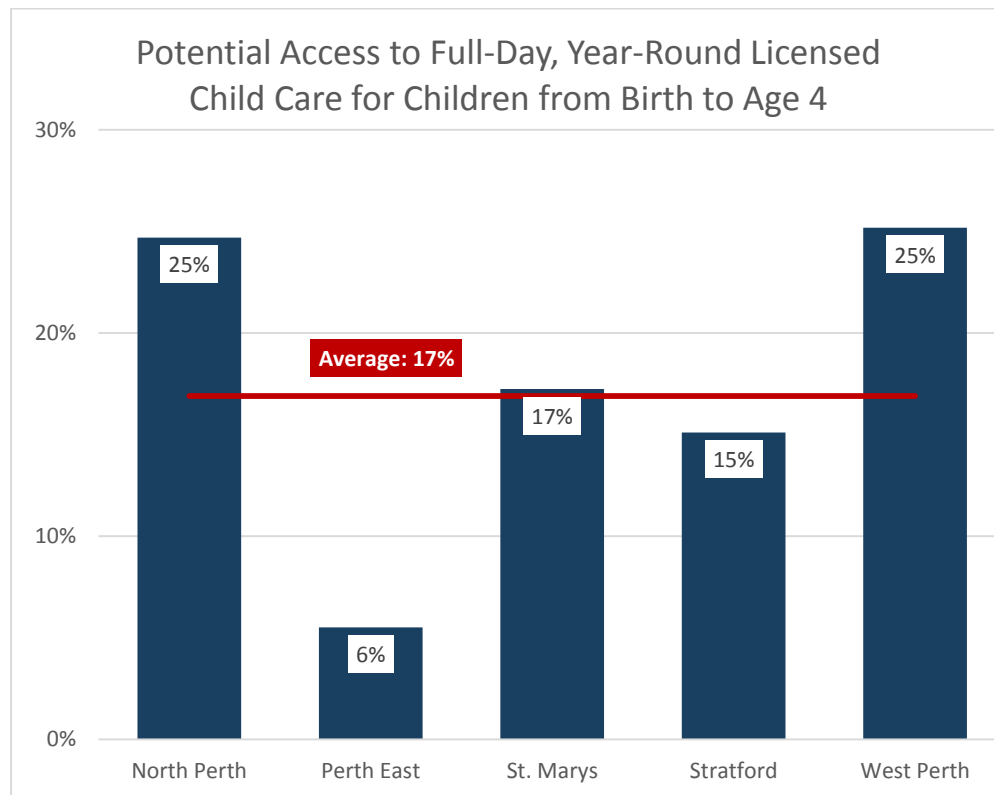


Figure 1: Percent access is calculated using the population of children from birth to age 4 (Statistics Canada) and the number of licensed infant, toddler, preschool, and family age group spaces projected to be licensed by November/ December 2025 (City of Stratford Service Data).
Perth South currently has no licensed childcare spaces and is not shown on this chart.

The access rate for full-day, year-round licensed childcare in Stratford is 15%, which is below the average of 17% across the service area. The inclusion of part-time (e.g. nursery school) spaces provides for some level of licensed childcare for up to 21% of the Stratford population from birth to age 4. The addition of the 98-spaces planned for

2026 will increase the access rate to full-day, year-round licensed childcare to 27% in Stratford.

While families may seek care outside of the municipality in which they live, this data provides for an understanding of the extent to which families' full labour force participation may be supported through the access to full-day, year-round licensed childcare in Stratford, St. Marys, and Perth County through 2026, and shows that there is not enough licensed childcare for those who need it.

As Service System Manager (SSM) the City was provided with a growth target of 461 spaces for the service area over the period of 2023-2026 (see report SOC25-007 ["Canada-Wide Early Learning and Childcare Implementation Update and Directed Growth Priorities"](#)). Including the 274 approved spaces described above, there remain at least 187 spaces available for growth to the end of 2026. Achieving the complete target of 461 spaces will provide an access rate of just 27% across Stratford, St. Marys, and Perth County for children from birth to age 5, including all part-time and kindergarten spaces.

The Children's Services Division continues to explore opportunities to create new licensed childcare spaces in collaboration with community-based childcare operators, and advocate to the Province of Ontario on recognizing and addressing the unique needs related to the creation of new licensed childcare spaces in small urban and rural communities.

Financial Implications:

Financial impact to current year operating budget:

The spaces being developed in 2025 are not expected to have any net impact as these projects have been supported with Ministry of Education funding.

Financial impact on future year operating budget:

The 98-space centre being created in 2026 is also not anticipated to impact the City's core revenue and expenses as budgeted. Infrastructure funding to support this project is 100% Provincial/Federal funding and minimum municipal cost-share requirements for child care operating costs are not impacted.

Link to asset management plan and strategy:

Not applicable, as these initiatives will not result in City assets and relate to program funding.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority as the Children's Services Division works with community-based childcare operators to plan for and provide funding to support the

expansion of affordable, high-quality licensed childcare in Stratford, St. Marys, and Perth County.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

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

Prepared by:

Mandy Koroniak, Manager of Children's Services

Recommended by:

Kim McElroy, Director of Social Services and Acting Director of Human Resources

André Morin, CPA, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 27, 2025
To: Social Services Committee
From: Mandy Koroniak, Manager of Children's Services
Report Number: SOC25-012
Attachments: None

Title: Update to Access to Licensed Childcare in Stratford, St. Marys, and Perth County

Objective: To provide Committee with an update regarding information presented in the report Access to Licensed Childcare in Stratford, St. Marys, and Perth County (SOC25-11).

Background: The report [Access to Licensed Childcare in Stratford, St. Marys, and Perth County \(SOC25-11\)](#) reviews access to licensed child care in Stratford, St. Marys, and Perth County, particularly for children from birth to age 4. The report describes that 176 new full-day, year-round spaces are projected to be opened this year in Perth County, and that this will provide for an average access rate of 17% across the service delivery area.

Analysis: This report shares a correction, as 88 of the spaces indicated to be opened in Perth County in 2025 will not be opened until a later date. By the end of 2025, it is thereby expected that just 16% of children from birth to age 4 across Stratford, St. Marys and Perth County will have access to full-time care.

An updated chart showing the projected potential access to full-day, year-round licensed childcare from birth to age 4 by December 2025 is shown below:

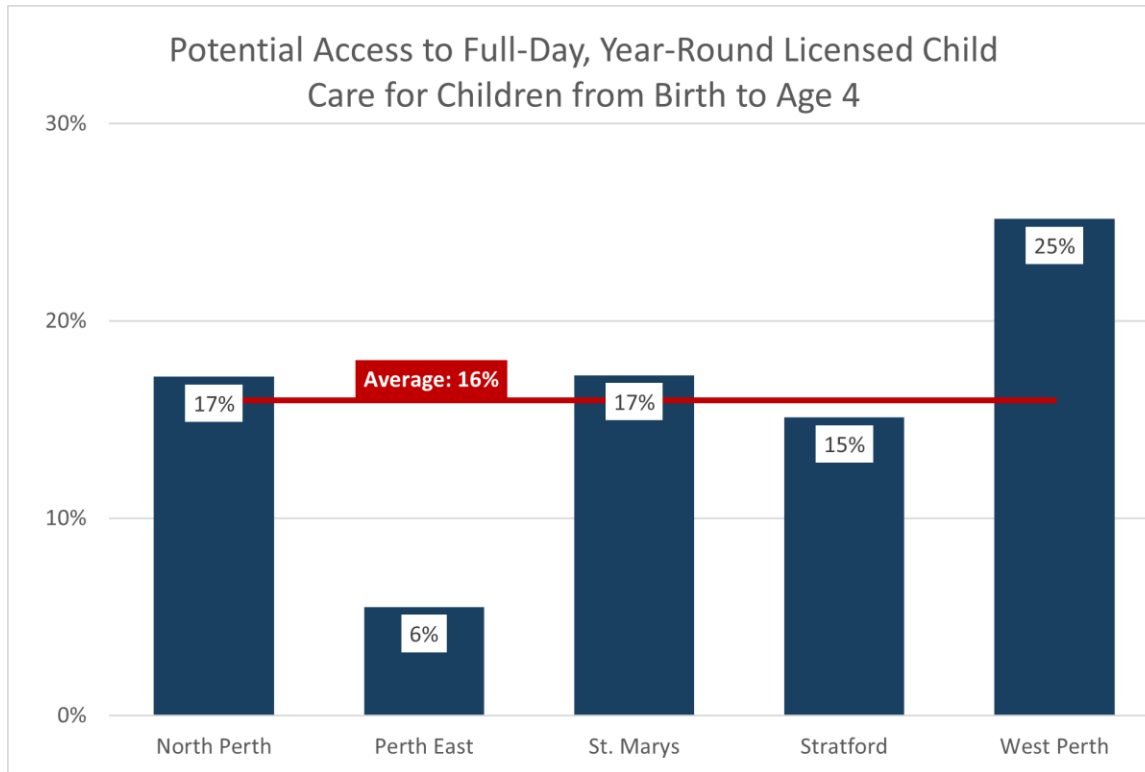


Figure 1: Percent access is calculated using the population of children from birth to age 4 (Statistics Canada) and the number of licensed infant, toddler, preschool, and family age group spaces projected to be licensed by November/ December 2025 (City of Stratford Service Data).
Perth South currently has no licensed childcare spaces and is not shown on this chart.

Financial Implications:

Financial impact to current year operating budget:

As these spaces are to be developed at a later time, there will be no impact to the current year operating budget.

Financial impact on future year operating budget:

The future development of these spaces is also not anticipated to impact the City's core revenue and expenses as budgeted as the minimum municipal cost-share requirements for childcare operating costs are not impacted.

Link to asset management plan and strategy:

Not applicable, as these initiatives will not result in City assets and relate to program funding.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority as the Children's Services Division works with community-based childcare operators to plan for and provide funding to support the

expansion of affordable, high-quality licensed childcare in Stratford, St. Marys, and Perth County.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

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

Prepared by:

Mandy Koroniak, Manager of Children's Services

Recommended by:

Kim McElroy, Director of Social Services and Acting Director of Human Resources

André Morin, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 7, 2025
To: Social Services Sub-Committee
From: John Ritz, Supervisor of Homelessness and Housing Stability
Report Number: SOC25-010
Attachments: None

Title: Homelessness Individuals and Families Information System (HIFIS) update

Objective: To provide the Social Services Sub-committee an update on the implementation of HIFIS as expansion begins to onboard external community partners, as well as obtain delegated authority to sign Data Sharing Agreements with agencies as part of our Coordinated Access System of support within Stratford, St. Marys, and Perth County.

Background: As the Consolidated Municipal Service Manager (CMSM), the City of Stratford is the lead agency in homelessness response for the City of Stratford, St. Marys, and Perth County. As part of this response, we are regularly looking at how we can best communicate with community partners, share resources, and follow industry best practices to support the vulnerable populations served in each municipality.

With this, the City is excited to announce the external launch and onboarding of HIFIS to external community agencies. Through this expansion, there will be streamlined resources with community partners and the City's contracted after-hours response, allowing for improved communication and delivery of services. As training of new agencies is begun and implemented, the ability to sign off on data sharing agreements is required to ensure all Coordinated Access partners into HIFIS are consistently onboarded.

Analysis: Through the expansion of HIFIS and assisting with the implementation across the Coordinated Access System, the City will be able to better serve clients, share information, and case plan for longer term success in permanent stable housing. Authority to sign Data Sharing Agreements with community partners will streamline this process and allow for a more rapid training of agencies.

Financial Implications:

Financial impact on current year operating budget: Staffing costs associated with training external community agencies with this project is included in the approved operating budget. No further costs are anticipated as the Homeless Individuals and Families Information System (HIFIS) is a Canadian federal data collection system, and not a service with a direct cost to users.

Financial impact on future year operating budget: There are no future year operating cost impacts anticipated for this project.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority as we are looking to expand our methods of community support by streamlining our communication methods with shared partners supporting our communities most vulnerable.

Alignment with One Planet Principles:

Health and Happiness

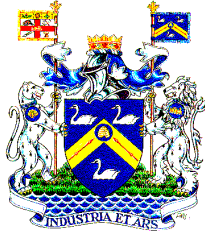
Encouraging active, social, meaningful lives to promote good health and wellbeing.

Staff Recommendation: 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.

Prepared by:	John Ritz, Supervisor of Homelessness and Housing Stability
Recommended by:	Kim McElroy, Director of Social Services
	André Morin, CPA, Chief Administrative Officer



**BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law 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.

WHEREAS Section 8(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, ("the Municipal Act, 2001") provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act, 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Section 23.1 and 23.2 of the Municipal Act, 2001, as amended, authorizes a municipality to delegate certain powers and duties;

AND WHEREAS the Council of The Corporation of the City of Stratford adopted Delegation of Powers and Duties Policy as required under section 270 of the Municipal Act, 2001, with respect to the delegation of Council's legislative and administrative authority;

WHEREAS the Council of The Corporation of the City of Stratford enacted By-law 135-2017 to delegate certain authority to certain officials and employees of The Corporation of the City of Stratford or to authorize certain routine administrative practices;

AND WHEREAS By-law 135-2017 is amended from time to time by Council as deemed appropriate;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it necessary to amend section 13 of By-law 135-2017, as amended, to delegate certain 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 (HIFIS) on behalf of the Corporation;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the Council of The Corporation of the City of Stratford hereby delegates 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 HIFIS on behalf of the Corporation.
2. That Schedule "A" of By-law 135-2017, be amended in this regard by amending section 13 in Schedule "A" attached hereto.
3. All other provisions of By-law 135-2017, as amended, shall remain in force and effect.
4. This By-law shall come into force upon its final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Deputy Clerk – Audrey Pascual

THIS IS SCHEDULE “A” to By-law XXX-2025

Adopted this 10th day of November, 2025

**Amending Schedule “A”
To By-law 135-2017, as amended**

NUMBER	DELEGATED AUTHORITY	DELEGATE	SOURCE OF POWER OR DUTY	DELEGATION RESTRICTIONS	COMMUNICATION	Previously Delegated
13.32	Authority 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.	Director of Social Services	Municipal Act, 2001 Housing Services Act, 2011	Restricted to Data Sharing Agreements with community partners for use of the HIFIS System.	Copy of agreement to be provided to the Clerk’s Office for retention	No



BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD

BEING a By-law 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.

WHEREAS Section 10(1) of the Municipal Act, 2001, S.O. 2001, c. 25, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Council of the Corporation of the City of Stratford adopted Traffic and Parking By-law 159-2008 to regulate traffic and the parking of motor vehicles in the City of Stratford;

AND WHEREAS Council has amended Traffic and Parking By-law 159-2008 from time to time as necessary to further regulate traffic and parking of motor vehicles;

AND WHEREAS Council amended the Traffic and Parking By-law 159-2008 to restrict parking on Thomas Street at the October 14, 2025, Regular meeting through By-law 131-2025;

AND WHEREAS Council deems it necessary to further amend Traffic and Parking By-law 159-2008, to amend Schedule 2, No Parking, to clarify the restriction of parking of vehicles on Thomas Street;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Schedule 2, No Parking, of the Traffic and Parking By-law 159-2008, as amended be further amended by deleting the following provision:

Street	Side	Between	Period
Thomas Street	South	From a point 157.5 metres west of the O’Loane Avenue west curb to a point 10 metres westerly therefrom	Anytime

2. That Schedule 2, No Parking, of the Traffic and Parking By-law 159-2008, as amended be further amended by adding the following provision:

Street	Side	Between	Period
Thomas Street	South	From a point 157.5 metres west of the O’Loane Avenue west curb to a point 22 metres westerly therefrom	Anytime

3. The provision of this By-law shall be effective as of October 14, 2025.

4. All other provisions of the Traffic and Parking By-law 159-2008, as amended, shall remain in force and effect.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law 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).

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act, 2001") provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That the tender (T-2025-61) of Nicholson Concrete Inc. for the Gordon Street, Willow Street and John Street South Sidewalk Construction project, be accepted and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the contract for the said work and to affix the Corporate seal thereto.
2. That the accepted amount of the tender (T-2025-61) for the Gordon Street, Willow Street and John Street South Sidewalk Construction project is \$151,312.65, including HST.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Deputy Clerk – Audrey Pascual



**BY-LAW NUMBER XX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the acceptance of a proposal
by Vision Truck Group of Cambridge Ontario for the supply
and delivery of a new Tandem Dump Truck.

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act, 2001") provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That the proposal of Vision Truck Group of Cambridge Ontario for the supply and delivery of a new Tandem Dump Truck, be accepted.
2. That the accepted amount of the proposal for the new Tandem Dump Truck is \$318,261.71, including the non-recoverable HST.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Deputy Clerk – Audrey Pascual



**BY-LAW NUMBER XX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law 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.

WHEREAS Part XIII of the Municipal Act 2001, 5.0. 2001, Chapter 25, provides authority for a municipality to incur a debt for municipal purposes, whether by borrowing money or in any other way and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS Council of The Corporation of the City of Stratford (the "Corporation") has authorized various undertakings in respect of which Council of the Corporation has by by-law approved such undertakings to be financed in whole or in part by incurring long-term debt (individually an "Undertaking", collectively the "Undertakings") and Council of the Corporation deems it appropriate to authorize borrowing to meet expenditures made in connection with the Undertakings up to a maximum principal amount of \$3,700,000;

AND WHEREAS the Corporation and the Royal Bank of Canada have agreed to enter into a bank loan agreement for long-term borrowing;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That the Mayor and/or the Chief Administrative Officer and the Treasurer are hereby authorized to enter into a bank loan agreement with the Royal Bank of Canada to meet capital expenditures incurred to a maximum amount of \$3,700,000 as follows:
 - Britannia Phase II - \$3,700,000 over a 1-year term, interest rate to be determined to a maximum of 3.54%, amortization 15 years

with annual payments of principal and interest to be paid in monthly installments, said payments to be raised as part of the general municipal levy as required.
2. The lender(s) from whom amounts may be borrowed under the authority of this by-law shall be the Royal Bank of Canada and such other lender(s) as may be determined from time to time by by-law of Council.
3. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, a certified copy of the by-law mentioned in Section 2 determining a different lender, if applicable, and a statement indicating the specific

Undertaking or the specific Undertakings in respect of which the temporary borrowing will be made.

4. The proceeds of every loan obtained under this by-law shall be applied for the purpose of the specific Undertaking or the specific Undertakings in accordance with the provisions hereof.
5. Promissory notes or other authorized evidence of indebtedness made under Section 1 shall be signed by the Treasurer or by such other person as is authorized by by-law to sign the same.
6. This by-law shall come into force and take effect upon the final passage thereof.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Deputy Clerk – Audrey Pascual



**BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

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

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Council of The Corporation of the City of Stratford adopted By-law 4-2023 to appoint Council Members to Sub-committees of Council and Standing Committees of Council and to Advisory Committees, Boards and Agencies and to appoint Citizens to Advisory Committees and Boards during the 2022 term of municipal office;

AND WHEREAS Council of The Corporation of the City of Stratford deems it necessary to amend By-law 4-2023 to make further appointments to several advisory committees and boards;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That Section 2.11 of By-law 4-2023, as amended, be further amended to make the following appointments:
 - 2.11 a) (insert name) is hereby appointed to the Accessibility Advisory Committee as a citizen representative for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
 - 2.11 b) (insert name) is hereby appointed to the Accessibility Advisory Committee as a citizen representative for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
 - 2.11 g) (insert name) is hereby appointed to the Accessibility Advisory Committee as a agency representative for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
 - 2.11 h) (insert name) is hereby appointed to the Accessibility Advisory Committee as an citizen representative for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
2. That Section 2.12 of By-law 4-2023, as amended, be deleted and replaced with the following new sections:

- 2.12 b) (insert name) is hereby appointed as a citizen-at-large to the Active Transportation Advisory Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.12 f) (insert name) is hereby appointed as the Avon Trail representative on the Active Transportation Advisory Committee for a two-year term to November 14, 2026 or until a successor is appointed by City Council.
3. That Section 2.13 of By-law 4-2023, as amended, be further amended to make the following appointments:
- 2.13 a) (insert name) is hereby appointed as a citizen representative to the Communities in Bloom Advisory Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.13 b) (insert name) is hereby appointed as a citizen representative to the Communities in Bloom Advisory Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.13 c) (insert name) is hereby appointed as a citizen representative to the Communities in Bloom Advisory Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.13 g) (insert name) is hereby appointed as a citizen representative to the Communities in Bloom Advisory Committee for the remainder of a two-year term to November 14, 2026 or until a successor is appointed by City Council.
4. That Section 2.14 of By-law 4-2023, as amended, be further amended to make the following appointments:
- 2.14 a) (insert name) is hereby appointed as a citizen representative to the Energy and Environment Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.14 b) (insert name) is hereby appointed as a citizen representative to the Energy and Environment Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.14 c) (insert name) is hereby appointed as a citizen representative to the Energy and Environment Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.14 e) (insert name) is hereby appointed as the Youth representative to the Energy and Environment Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.14 j) (insert name) is hereby appointed as the Climate Momentum representative to the Energy and Environment Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
5. That Section 2.15 of By-law 4-2023, as amended, be further amended to make the following appointments:
- 2.15 a) (insert name) is hereby appointed as a citizen representative to the Heritage Stratford Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.

- 2.15 b) (insert name) is hereby appointed as a citizen representative to the Heritage Stratford Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.15 c) (insert name) is hereby appointed as a citizen representative to the Heritage Stratford Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.15 d) (insert name) is hereby appointed as a Perth Huron Builder's Association representative to the Heritage Stratford Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.15 g) (insert name) is hereby appointed as a citizen representative to the Heritage Stratford Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
6. That Section 2.16 of By-law 4-2023, as amended, be further amended to make the following appointments:
- 2.16 e) (insert name) is hereby appointed as a citizen representative to the Stratfords of the World-Ontario Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.16 f) (insert name) is hereby appointed as a citizen representative to the Stratfords of the World-Ontario Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
- 2.16 g) (insert name) is hereby appointed as a citizen representative to the Stratfords of the World-Ontario Committee for a two-year term to November 30, 2027 or until a successor is appointed by City Council.
7. That Section 2.16 g) of By-law 4-2023, as amended, be deleted.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Deputy Clerk – Audrey Pascual



**BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law 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.

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act") provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10.(1) of the Municipal Act provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS The Corporation of the City of Stratford has applied for funding for the Advancing Adaptation and Resilience for the City of Stratford Project from the Federation of Canadian Municipalities under the Green Municipal Fund Grant;

AND WHEREAS The Corporation of the City of Stratford is eligible to receive funding under the Green Municipal Fund Grant to undertake the said project;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the Green Municipal Fund Grant Agreement with the Federation of Canadian Municipalities for the Advancing Adaptation and Resilience for the City of Stratford Project, be entered into and the Mayor and Clerk or their respective delegates, be and the same are hereby authorized to execute the Grant Agreement on behalf of and for The Corporation of the City of Stratford and to affix the corporate seal thereto.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Deputy Clerk – Audrey Pascual



STRATFORD CITY COUNCIL

CONSENT AGENDA

November 10, 2025

REFERENCE NO.	CONSENT AGENDA ITEM
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CA-2025-131

In accordance with By-law 135-2017 as amended, the Infrastructure Services Department is providing notification that:

- Albert Street from Romeo Street South to Burritt Street, Stratford, will be temporarily closed to through traffic, local traffic only, Wednesday, October 22, 2025, for approximately 8 hours. This is to allow for safe and efficient repair of water service at 549 Albert Street. Festival Hydro will also be on site to hold the hydro pole while excavation takes place.
- Falstaff Street at the Waterloo Street South/Downie Street intersection, to Nile Street, Stratford, will be temporarily closed to through traffic, for approximately four days, beginning Monday, October 27, 2025 to end of day Thursday, October 30, 2025. This temporary road closure is necessary to facilitate the installation of site servicing operations to a municipal property.
 - Traffic attempting to travel eastbound or westbound on Falstaff Street (between Waterloo Street South and Nile Street) will need to detour along Milton and Douro Streets.
 - Local traffic will only be permitted on Falstaff Street, west of Nile Street. No through traffic permitted.
- Griffith Road from Humber Street to Scott Street, Stratford, will be temporarily closed to through traffic, local traffic only, Monday, October 27, 2025 from 7:00 a.m. to 5:00 p.m. This road closure is to facilitate the installation of the utility infrastructure.
- York Street at Veterans Drive and Erie Street, Stratford, will be temporarily closed sporadically to through traffic, Tuesday, October 28, 2025, from 10:00 a.m. to 3:00 p.m. This road closure is to facilitate the installation of a crosswalk.

Please note that there will be Flag Persons staged at Huron Street and York Street during the closure to assist York Street access to Huron and Ontario Streets.

Endorsement of the following resolutions have been requested:

CA-2025-132 Resolution from The Corporation of the Township of Stone Mills regarding Advocacy for Funding to deal with the Emerald Ash Borer Infestation.

Attachment: Resolution from The Corporation of the Township of Stone Mills dated October 22, 2025.

CA-2025-133 Resolution from the Town of West Gwillimbury regarding Removing HST/GST from New Homes to Support Housing Affordability.

Attachments:

- Letter from the Town of West Gwillimbury dated October 21, 2025.
- Resolution from the Town of West Gwillimbury dated October 27, 2025.

The Corporation of The Township of Stone Mills

4504 County Road 4, Centreville, Ontario K0K 1N0
Tel. (613) 378-2475 Fax. (613) 378-0033
Website: www.stonemills.com



October 22, 2025

Sent Via Email Only

Re: Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation

Please be advised that during the regular Council meeting of September 15, 2025, Township of Stone Mills Council passed the following motion,

Resolution 19-695-2025

Whereas the Emerald Ash Borer (EAB) infestation has resulted in a substantial increase in dead ash trees throughout Ontario, resulting in extensive ecological, economic, and public safety challenges;

And Whereas dead ash trees contribute to potential hazards, including falling limbs, compromised power lines, and blocked transportation routes, posing significant threats to public safety;

And Whereas removing and replacing dead ash trees is a costly undertaking that imposes financial burdens on municipalities, private organizations, and individual property owners;

Therefore, Be It Resolved That the Council of the Township of Stone Mills formally requests that the Provincial and Federal governments establish a dedicated fund to assist municipal governments, private organizations, and property owners in effectively managing the removal and replanting of trees, thereby addressing the aftermath of the EAB infestation.

Be It Further Resolved That funding support should encompass:

1. Grants for municipalities to fund community-wide removal and replanting initiatives.
2. Financial assistance for private organizations engaged in environmentally restorative work.
3. Subsidies for individual property owners to safely remove and replace dead ash trees.

And Be It Further Resolved That this request be forwarded to relevant Provincial and Federal ministries and agencies involved in environmental management, forestry, and public safety.

Be It Finally Resolved That a supporting letter be drafted and disseminated to other municipalities across Ontario to encourage regional advocacy and collaboration in addressing this ecological challenge.

Moved By Councillor Fenwick
Seconded By Deputy Woodcock
Carried

If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

B Teeple

Brandi Teeple
 Township Clerk
 Township of Stone Mills
 4504 County Road 4
 Centreville, ON, K0K 1N0
 Phone: 613 378-2475 ext. 225
 Email: bteeple@stonemills.com

cc. Mark Carney, Prime Minister of Canada
 Doug Ford, Premier of Ontario
 Mike Harris, Minister of Natural Resources
 Todd McCarthy, Minister of the Environment, Conservation and Parks
 Rob Flack, Minister of Municipal Affairs and Housing
 Julie Dabrusin, Minister of Environment and Climate Change
 Marjorie Michel, Minister of Health
 Ric Bresee, MPP Hastings-Lennox & Addington-Tyendinaga
 Shelby Kramp-Neuman, MP Hastings-Lennox & Addington-Tyendinaga
 Quinte Conservation
 Canadian Food Inspection Agency
 The Association of Municipalities of Ontario
 All Ontario Municipalities


Town of Bradford West Gwillimbury

100 Dissette St., Unit 4

P.O. Box 100, Bradford, Ontario, L3Z 2A7

Telephone: 905-775-5366 ext. 1200

jleduc@townofbwg.com
www.townofbwg.com

October 27, 2025

The Right Honourable Mark Carney P.C., O.C., M.P.
 Office of the Prime Minister of Canada
 80 Wellington Street
 Ottawa, ON K1A 0A2

The Honourable Doug Ford MPP
 Premier of Ontario
 Legislative Building
 Queen's Park
 Toronto, ON M7A 1A1

Dear Prime Minister Carney and Premier Ford:

Re: Removing HST/GST from New Homes to Support Housing Affordability

At its meeting of October 21, 2025, the Council of the Town of Bradford West Gwillimbury adopted the enclosed motion calling on the Governments of Canada and Ontario to remove the federal and provincial portions of the HST from new homes purchased as primary residences.

This measure would extend the relief already provided for purpose-built rental housing to families seeking to buy their first home. It represents a practical, immediate step toward improving affordability and supporting new housing supply.

For an average new home in our community, the 13 percent HST adds tens of thousands of dollars to the purchase price, a burden that directly undermines our shared goal of making homeownership affordable for working families and seniors. Removing that tax would provide meaningful relief.

Bradford West Gwillimbury is one of Ontario's fastest-growing municipalities, investing heavily in growth-related infrastructure while working to keep housing within reach. We urge both levels of government to work together on this change as part of a broader strategy to make homeownership attainable again for young Canadians. Simply put, cutting taxes in this way will help make life more affordable.

We would welcome the opportunity to contribute to any federal-provincial review of housing-related taxation and policy tools that can help deliver more affordable homes.

Sincerely,

Mayor James Leduc
 Town of Bradford West Gwillimbury

Jonathan Scott
 Councillor, Ward 2

encl.

cc:

Hon. François-Phillipe Champagne PC MP

Hon Peter Bethlenfavy MPP

Hon. Caroline Mulroney MPP

Federation of Canadian Municipalities (FCM)

All Ontario Municipalities

Hon. Gregor Robertson PC MP

Hon. Rob Flack MPP

Scot Davidson MP

Association of Municipalities of Ontario (AMO)

October 27, 2025

VIA EMAIL

Re: Removing HST/GST from New Homes to Support Housing Affordability

At its Regular Meeting of Council held on Tuesday, October 21, 2025, the Town of Bradford West Gwillimbury Council approved the following resolution:

Resolution 2025-343

Moved by: Councillor Scott

Seconded by: Councillor Duhaney

WHEREAS housing affordability is one of the most pressing issues facing Ontario families;

WHEREAS the federal government recently announced GST relief for first-time homebuyers on new homes, and the Province of Ontario removed the provincial share of HST on new purpose-built rental housing; and

WHEREAS the current HST rate on new homes in Ontario is 13%, which adds tens of thousands of dollars to the cost of a typical home, e.g. about \$117,000 on a \$900,000 home in Bradford before any existing rebates;

THEREFORE, BE IT RESOLVED that the Council of the Town of Bradford West Gwillimbury calls on the Government of Canada to remove the GST/HST from all new homes purchased as primary residences, and to work in partnership with the Government of Ontario to ensure full elimination of the provincial portion as well; and

BE IT FURTHER RESOLVED that this resolution be circulated to the Prime Minister of Canada, Minister of Finance and the Minister of Housing, Infrastructure and Communities; and to the Premier of Ontario, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, our local MP and MPP, the Association of Municipalities of Ontario, and to all municipalities in Ontario.

CARRIED

Please find enclosed a letter from Mayor James Leduc and Ward 2 Councillor Jonathan Scott.

Thank you for your consideration of this request.

Regards,



Tara Reynolds
Clerk, Town of Bradford West Gwillimbury
(905) 775-5366 Ext 1104
treynolds@townofbwg.com

CC: Hon. Mark Carney, Prime Minister of Canada
Hon. François-Philippe Champagne, Minister of Finance
Hon. Gregor Robertson, Minister of Housing, Infrastructure and Communities
Hon. Doug Ford, Premier of Ontario
Hon. Peter Bethenfalvy, Minister of Finance, Ontario
Hon. Rob Flack, Minister of Municipal Affairs and Housing, Ontario
Scot Davidson, MP New Tecumseth-Gwillimbury
Hon. Caroline Mulroney, MPP York-Simcoe
Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)
All Municipalities in Ontario



**BY-LAW NUMBER XXX-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 10, 2025.

WHEREAS subsection 5(1) of the Municipal Act, 2001, S.O. 2001 c.25, as amended, ("the Municipal Act, 2001") provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS subsection 5(3) of the Municipal Act, 2001, provides that the powers of council are to be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Stratford at this meeting be confirmed and adopted by By-law;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That the action of the Council at its meeting held on November 10, 2025, in respect of each report, motion, resolution, recommendation or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Mayor of the Council and the proper officers of the City are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required, and, except where otherwise provided, to execute all documents necessary in that behalf in accordance with the by-laws of the Council relating thereto.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 10th day of November, 2025.

Mayor – Martin Ritsma

Deputy Clerk – Audrey Pascual