



Stratford City Council Regular Council Open Session

MINUTES

Meeting #: 4787th
Date: Monday, November 24, 2025
Time: 7:00 P.M.
Location: Council Chamber, City Hall

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

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, Audrey Pascual - Deputy Clerk, Brent Raycraft - Manager of Fleet Operations, Sean Beech - Manager of Environmental Services, Marc Bancroft - Manager of Planning, Emily Robson - Corporate Initiatives Lead, Miranda Franken - Council Clerk Secretary, Will Mason - Rent Receivables Clerk

Also Present: Krista Robinson - Chief Executive Officer, Stratford Public Library
Members of the Public and Media

1. Call to Order:

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

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

Respectful Conduct Statement

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

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

Name, Item and General Nature of Pecuniary Interest

There were no disclosures of pecuniary interest made by a Member at the November 24, 2025 Regular Council meeting.

3. Adoption of the Minutes:

R2025-512

Motion by Councillor Nijjar

Seconded by Councillor Biehn

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated November 10, 2025, be adopted as printed.

Carried

4. Adoption of the Addendum to the Agenda:

R2025-513

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT the Addendum to the Regular Agenda of Council and Standing Committees dated November 24, 2025, be added to the Agenda as printed.

Carried

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, a matter concerning the following item was 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)).

R2025-514

Motion by Councillor McCabe

Seconded by Councillor Nijjar

THAT the Request for Expressions of Interest for 38 Coriano Street and 161 East Gore Street be cancelled;

AND THAT staff be directed to review options for affordable housing.

Carried

5.2 At the November 24, 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 CAO's performance (CM-25-29) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

5.1 Confidential Report of the City Clerk with respect to 2025 Communities in Bloom Advisory Committee Applications (CM-25-30) - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

At the In-camera session, a confidential report from the Chief Administrative Officer was received and personal information were considered under Item 4.1. No direction was given and personal information were considered under Item 5.1.

6. Hearings of Deputations and Presentations:

6.1 Presentation of the Annual Accessibility Award

R2025-515

Motion by Councillor Henderson

Seconded by Councillor Biehn

THAT the presentation by Roger Koert, Chair of the Accessibility Advisory Committee, of the 2025 Annual Accessibility Award, be heard.

Carried

Roger Koert, Chair of the Accessibility Advisory Committee, spoke to Council regarding the 2025 Annual Accessibility Award. Highlights of the presentation included:

- an overview of the role and mandate of the Accessibility Advisory Committee;
- December 3rd being the International Day for Person's with Disabilities;
- the Annual Accessibility Award being to acknowledge a business, organization, or individual for their contributions in advocating for and improving accessibility in the community;
- Diane Sims, a current member of the Accessibility Advisory Committee and recent appointee to the Order of Canada, being recognized for her writing and advocacy work on bringing awareness to multiple-sclerosis, ovarian cancer, medically-assisted dying, and other topics;
- Ms. Sims being thanked for their advocacy and recognized as an honourable mention for the 2025 Annual Accessibility Award;
- the 2025 Annual Accessibility Award being awarded to the Stratford Intermediate School in recognition of the updates to their facility which go above and beyond the requirements under the Accessibility for Ontarians with Disability Act;

- an overview of the updates and improvements to the school building to make it more accessible for students, staff, and visitors;
- the building upgrades having created a welcoming and inclusive environment for all, allowing students to fully participate; and,
- the work done by the Stratford Intermediate School being a model for accessible education and community engagement.

Chair Koert presented the award to Principal Erin Cassone and Superintendent of Corporate Services Cheri Carter.

Superintendent Carter thanked the committee and Council for the award and noted that their work is not done yet and that their organization is continually looking at more upgrades to further improve accessibility for all.

Mayor Ritsma congratulated Diane Sims. The Mayor also congratulated and thanked the Stratford Intermediate School and Avon-Maitland District School Board for the work that they've done to make the school accessible for all.

6.2 Adjournment to a Public Meeting under the Building Code Act - Proposed Amendment to Building By-law 112-2005

R2025-516

Motion by Councillor Burbach

Seconded by Councillor Beatty

THAT the Council meeting adjourn to a public meeting under the Building Code Act to hear from members of the public on the proposed changes to the Building By-law 112-2005, as amended.

Carried

The meeting adjourned to a Public Meeting at 7:18 P.M.

The meeting reconvened at 7:24 P.M.

6.3 Request for Delegation by Kent Bunston

R2025-517

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT Kent Bunston be heard.

Carried

Kent Bunston, referring to a PowerPoint presentation, spoke to Council regarding Item 9.1.2 "Encroachment Application for 14 West Gore Street". Highlights of the presentation included:

- there already being a walkway encroaching on the West Gore road allowance since 2009;
- the walkway needing to be rehabilitated due to the heaving and crack on the pavement;
- it being questioned whether residents are required to get a permit even if the encroachment has existed for a long period;
- examples of other properties with existing encroachments similar if not more extensive than the encroachments at 14 West Gore Street being presented;
- the stone wall being set back 24 inches from the sidewalk which would not impede snow clearing operations;
- there being no issues that arose during the last winter with respect to the encroachments; and
- the property owner committing to installing markings to identify the encroachments during the winter, increasing their liability insurance, and agreeing to the removal of the encroachments at their own expense should it be warranted for future construction works.

Members of Council and the delegate held a discussion regarding the following:

- the landscaping on the property being installed for two years now;
- the property owner installing red poles to delineate the encroachment;
- there being an increase to the width of the sidewalk due to interlocking brick that was used for the rehabilitation; and
- there being no impediments on the sidewalk due to snow during the last winter season.

7. Orders of the Day:

7.1 Resolution - Grand Trunk Renewal Project: Update and Next Steps Toward Market Readiness (COU25-152)

The Chief Administrative Officer and Corporate Initiatives Lead, referring to a PowerPoint presentation, provided an overview of the report.

Highlights of the presentation included:

- the report being to provide information to help understand where the Grand Trunk Renewal project is at today, where staff think it's heading, and how to move it forward;
- the Grand Trunk site being a tremendous asset which could revitalize the downtown core and there being significant costs involved with its redevelopment;
- the Grand Trunk Renewal project being an opportunity for the community for economic development, downtown vitality, mobility, and housing objectives;
- the main intent being to get the property to market and it being important to plan on how to do this in a sustainable way;
- an overview of the roles that the site currently plays in the community;
- it being important to get the property to a point where it can go to market so that the work to develop the site can begin with the federal and provincial governments, and other community partners;
- an overview of what has occurred in 2025 and the work that's been done to get property to market;
- the goal being to get the property to market by mid-2026;
- there being two key decisions to drive development, the location and configuration of the community facility and the extent and treatment of the superstructure;
- a community facility study being underway;
- staff working closely with the Stratford Public Library and YMCA on what can be done on site;

- a feasibility study to be prepared to consolidate information on the site as well as to assess what additional information is needed by developers;
- an overview of the timeline to market and the timeline of report going back to Council;
- an overview of the interim activation of the site and placemaking activities; and
- there being work done to ensure that the Grand Trunk Renewal project aligns with other projects in the City.

Members of Council and staff held a discussion regarding the following;

- a member noting they would like to see dates included for the deliverables noted;
- it being important to get the project into the hands of people who have the development expertise;
- there being important decisions that need to be made regarding the public spaces and how it will be contingent on the revenue that can be generated from the land;
- there currently being no review completed by a structural engineer to assess what is feasible for the superstructure;
- there being concerns with the significant amount of money that has been spent on the site and the future costs for its development and its impact to taxpayers;
- there being concerns with Council's ability to make a decision on the matter with the election year coming up;
- staff to bring back information to address the comments made by Council;
- there being an analysis conducted on the structure of Grand Trunk superstructure in its current state and information on what can be done to it to be brought back by staff;
- there being other organizations other than developers who have done similar projects in other municipalities;

- it being important for the project to stay as a whole instead of there being piece meal projects;
- the importance of an urban design lens being applied to this project to help assess the needs in the downtown and what can be located on the site;
- there being community partners such as the YMCA and the Stratford Public Library who have invested a lot of time on the project;
- there being other stakeholders to be consulted such as the Seniors Group and the Downtown BIA;
- it being important to look at the economic viability of the project;
- there being discussions on the development of the site continuing for multiple Council terms and it be possible that the best way to move forward is to start with a clean slate;
- there being a big financial piece to the project and a member noting they cannot see a financial way for the City to do the project on its own;
- there being concerns that adding more parameters to the project may shrink the pool of entities who would like to invest in the project;
- having an 18-acre parcel in the downtown core being an attractive opportunity for any municipality;
- there being concerns that the comparable cases used for analysis are based on municipalities whose scale differ from Stratford; and
- there being a workshop proposed for Council to discuss the project.

R2025-518

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT the report titled, "Grand Trunk Renewal Project: Update and Next Steps Toward Market Readiness" (COU25-152), be received for information.

Carried

7.2 Resolution - Application for Part Lot Control Exemption (PLC14-25) - 59, 63, 67 and 71 Worsley Street (COU25-150)

R2025-519

Motion by Councillor Biehn

Seconded by Councillor McCabe

THAT Council APPROVE Application for Part Lot Control Exemption (PLC14-25) to exempt Lots 1 and 2 on Registered Plan 44M-91 from Part Lot Control for one year from the date of the passing of the By-law to permit the creation of separate conveyable lots for each of the semi-detached dwelling units such that each unit would be under separate ownership.

Carried

7.3 Resolution - Applications for Part Lot Control (PLC16-25) and (PLC17-25), for Blocks 78 and 79, on Plan 44M-101 (COU25-151)

R2025-520

Motion by Councillor McCabe

Seconded by Councillor Hunter

THAT Council APPROVES Part Lot Control Applications PLC16-25 and PLC17-25 to exempt Blocks 78 and 79 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

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

R2025-521

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT the Terms of Reference for the Communities in Bloom Advisory Committee be amended to decrease the number of citizen appointments from seven (7) to five (5) members;

THAT Carys Wyn Hughes be 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

Council and that an exemption be granted from the term limit and residency requirement in the Appointments Policy C.3.1;

AND THAT Jennifer Mitchell be 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 Council.

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

- it being questioned whether the Committee has submitted a formal request to reduce the number of members;
- there being no formal request received but the matter has been discussed by the Committee;
- a member noting that they are not in support of the motion and would like to see the composition be maintained until the next term;
- the Committee's composition being increased last year due to the national symposium held in Stratford; and
- since the national symposium has been completed, it being possible to reduce the composition.

The Mayor called the question on the motion.

Carried

7.5 Resolution - Emergency Repair of Landfill Dozer (COU25-156)

R2025-522

Motion by Councillor Burbach

Seconded by Councillor Beatty

THAT the emergency refurbishment of the Fleet D6 Dozer be authorized to be completed by Toromont Cat at an approximate total cost of \$365,000.00, excluding HST;

AND THAT the expenditure be funded from the Fleet Capital Reserve Fund.

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

- it being questioned what the cause and the extent is of the failure;
- the Manager of Fleet Operations noting that the engine failed after the number 6 piston stopped due to an injector dropping;
- there being concerns that the equipment is being fixed when it may need a full replacement; and
- the Manager noting that the repair will involve the installation of a new engine which would refurbish the equipment from front to back.

The Mayor called the question on the motion.

Carried

7.6 Resolution - William Allman Memorial Arena HVAC Units Replacement (COU25-149)

R2025-523

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT the proposal for the supply and installation of new HVAC units at the William Allman Memorial Arena, from Cimco Refrigeration Inc. be accepted at a total cost of \$186,000, including HST;

AND THAT the purchase be funded, as budgeted, from the Facilities Capital Reserve Fund R-R11-FACI.

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

- a member thanked staff for finding heat pumps as they are more eco-friendly;
- the Director of Community Services noting that the facility study has identified that the recommended approach be to transition to heat pumps and hybrid vehicles which is the direction that the City is going;
- it being questioned how long before a return on investment can be seen; and
- the Director noting that the final report on the study will be coming to Council which will include information regarding the

improvements and it being estimated that a return on investment will be seen in 10-15 years.

The Mayor called the question on the motion.

Carried

7.7 Resolution - Stratford Public Library Elevator Modernization (COU25-154)

R2025-524

Motion by Councillor Burbach

Seconded by Councillor Hunter

THAT the Tender (T-2025-50) for the Stratford Public Library elevator modernization, be awarded to Trade-Mark Industrial Inc. at a total cost of \$189,677.59, including HST;

AND THAT if the additional work is required, the Director of Community Services, be authorized to approve the contingency amount of \$34,636 for hydraulic cylinder drilling from Facilities Capital Reserve Fund R-R11-FACI.

Carried

7.8 Resolution - Stratford WPCP - Digester Roof and Mixing System Replacement Tender Award (RFP-2025-53) (COU25-155)

The Manager of Environmental Services provided an overview of the report. Highlights of the presentation included:

- damage to the Primary Digester Roof at the Stratford Water Pollution Control Plant (WPCP) occurring in May 2024;
- an inspection and assessment of the damage being conducted by CIMA;
- the secondary digester being reconfigured as the primary digester;
- there being adequate capacity for some storage with a few minor upsets;
- there being meetings to discuss insurance coverage for the restoration of the primary digester; and
- Provincial funding being applied for the digester but results not being available at this time.

Members of Council and staff held a discussion regarding the following:

- a member noting previous discussions about upgrading the Water Treatment Plant into a renewable natural gas facility;
- materials to be used in the replacement being potentially compatible for such upgrade;
- both submissions including a lens for future growth as well as technological efficiencies;
- direction being previously provided to staff for better recovery from Aqua and the legal process being underway; and
- insurance requirements being refined as a result of the incident.

R2025-525

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the proposal (RFP-2025-53) for engineering consulting services for the pre-design, detailed design, contract administration and site inspection for the Digester Roof and Mixing System Replacement at the Stratford Water Pollution Control Plant be awarded to CIMA+ at a total cost of \$364,179.00, including HST;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the necessary Contract Agreement for contract RFP-2025-53.

Carried

8. Business for Which Previous Notice Has Been Given:

None noted.

9. Reports of the Standing Committees:

9.1 Report of the Infrastructure, Transportation and Safety Committee:

R2025-526

Motion by Councillor McCabe

Seconded by Councillor Hunter

THAT Items 9.1.1, 9.1.3, and 9.1.4 of the Report of the Infrastructure, Transportation and Safety Committee dated November 24, 2025, be adopted as printed.

Carried

9.1.1 Encroachment Application for 69 Downie Street (ITS25-023)

THAT the metal lights, frame and metal awning, and frame and metal sign be permitted to encroach onto the Downie and Brunswick Street road allowances;

THAT the annual fee of \$897.34 adjusted yearly by the CPI, be added to the property tax bill for 69 Downie Street;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 69 Downie Street.

9.1.3 Annual Corporate Greenhouse Gas Emissions – 2024 (ITS25-022)

THAT the report titled, "Annual Corporate Greenhouse Gas Emissions – 2024" (ITS25-022), be received for information.

9.1.4 Request an Exemption to Noise Control By-law 113-79 for Lights On Stratford (ITS25-021)

THAT the request for a Noise Control By-law exemption from the provisions outlined below for the Lights On Stratford event by Destination Stratford and taking place every Thursday through Sunday from 5:00 p.m. to 10:00 p.m. starting December 12, 2025, to January 18, 2026, be approved:

- Unreasonable Noise [Schedule 1, Clause 8];
- The operation of loudspeakers and amplification of sound [Schedule 2, Clause 2];
- Loading and unloading [Schedule 2, Clause 4].

9.1.2 Encroachment Application for 14 West Gore Street (ITS25-025)

R2025-527

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the fence, retaining wall, walkway and garden be permitted to encroach onto the West Gore Street road allowance;

THAT an annual fee of \$115.20 adjusted yearly by the CPI, be added to the property tax bill for 14 West Gore Street for the encroachment agreement;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 14 West Gore Street.

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

- a member noting their support to allow the encroachments and there being other examples of structures that are immediately abutting the sidewalk while the encroachment is 24 inches away from the sidewalk;
- staff ensuring that they assess the risk and the situation when completing snow clearing operations;
- the encroachment being a safety hazard however the 2 feet setback from the sidewalk could minimize impacts;
- staff setting out marking for hazards all over the City as part of its snow clearing operations;
- a review of encroachments coming to the City's attention due to different instances such as a complaint from a neighbour or the property owner applying for a permit;
- an encroachment agreement including liability coverage;
- a fee being charged for the processing of the application and the subsequent registration of the agreement;
- the registration of the agreement being necessary for tracking purposes;

- a review of the fee structure for encroachments being underway with staff planning to bring back a report in Q1 of 2026;
- a member noting that there be consideration for a one-time fee only and to eliminate the recurring fees;

A member requested a recorded vote.

- there already being a lot of properties who pay for encroachments on City property;
- there being instances where homeowners complete significant improvements to the road allowance at their own expense and there being times when necessary repairs are completed by the City resulting in the removal of the improvements;
- the encroachment agreement being in place to protect the City from being liable to replace the improved standard; and
- the property owner confirming that the front face of the block is 2 feet back from the sidewalk and fence is another 8 inches back.

The Mayor called the question on the motion.

In Support (10): Mayor Ritsma, Councillor Beatty, Councillor Biehn, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, and Councillor Wordofa

Carried

9.2 Report of the Finance and Labour Relations Committee:

R2025-528

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT the Report of the Finance and Labour Relations Committee dated November 24, 2025, be adopted as printed.

Carried

9.2.1 Destination Stratford Update Sept 16, 2025 (FIN25-028)

THAT the report titled, "Destination Stratford Update Sept 16 2025" (FIN25-028), dated September 16, 2025, be received for information.

9.2.2 Treasurer's Statement for Development Charges and Parkland Reserve Funds 2024 (FIN25-031)

THAT the 2024 Treasurer's Statement for City of Stratford Development Charges Reserve Funds be received for information;

AND THAT the 2024 Treasurer's Statement for City of Stratford Parkland Dedication Reserve Fund be received for information.

9.2.3 Festival Hydro Update for Q2 ending June 30, 2025 (FIN25-032)

THAT the Festival Hydro Inc. financial results and commentary for the period ended June 30, 2025, be received for information;

AND THAT Festival Hydro Services Inc. financial results and commentary for the period ended June 30, 2025, be received for information.

9.2.4 Municipal Debt Updates and Limits (FIN25-033)

THAT the report titled, "Municipal Debt Updates and Limits" (FIN25-033), be received for information.

9.2.5 Take-out Container Levy Update (FIN25-034)

THAT the review of a mandatory Single-use and Takeaway Items By-law in the City of Stratford, similar to the by-law developed by the City of Toronto, be referred to staff.

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 could have been taken collectively upon unanimous vote of Council present:

R2025-529

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT By-laws 149-2025 to 156-2025 be taken collectively.

Carried unanimously

R2025-530

Motion by Councillor Henderson

Seconded by Councillor Nijjar

THAT By-laws 149-2025 to 156-2025 be read a First and Second Time.

Carried two thirds support

R2025-531

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-laws 149-2025 to 156-2025 be read a Third Time and Finally Passed.

Carried

R2025-532

Motion by Councillor Beatty

Seconded by Councillor Henderson

THAT By-law 157-2025 be read a First and Second Time.

Carried two thirds support

R2025-533

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT By-law 157-2025 be read a Third Time and Finally Passed.

Carried

11.1 Award Proposal for New HVAC Units at the William Allman Memorial Arena - By-law 149-2025

To authorize the acceptance of a proposal from Cimco Refrigeration Inc. for the supply and installation of new HVAC units at the William Allman Memorial Arena.

11.2 2025 Appointments to the Communities in Bloom Advisory Committee - By-law 157-2025

To amend By-law 4-2023, as amended, to make appointments to the Communities in Bloom Advisory Committee.

**11.3 Part Lot Control Exemption Application PLC14-25 - 59-71
Worsley Street - By-law 150-2025**

To exempt Lots 1 and 2, Plan 44M-91 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying semi-detached dwelling units to individual owners.

11.4 Part Lot Control Exemption Application PLC16-25 - Cachet - Plan 44M-101 - Block 78 - By-law 151-2025

To exempt Block 78 on Plan 44M-101, being Parts 1 to 8 (inclusive) on Plan 44R-6422 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 Part Lot Control Exemption Application PLC17-25 - Cachet - Plan 44M-101 - Block 79 - By-law 152-2025

To exempt Block 79 on Plan 44M-101, being Parts 1 to 6 (inclusive) on Plan 44R-6410 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.

11.6 Stratford Public Library Elevator Modernization Tender Award (T-2025-50) - By-law 153-2025

To authorize the acceptance of a tender, execution of the contract and the undertaking of work by Trade-Mark Industrial Inc. for the Stratford Public Library Elevator Modernization Project (T-2025-50).

11.7 Award Tender for the Stratford WPCP Digester Roof and Mixing System Replacement - By-law 154-2025

To authorize the acceptance of a proposal, execution of a contract, and the undertaking of work by CIMA+ for engineering consulting services for the pre-design, detailed design, contract administration and site inspection for the Digester Roof and Mixing System Replacement at the Stratford Water Pollution Control Plant (RFP-2025-53).

11.8 Encroachment Agreement - 69 Downie Street - By-law 155-2025

To authorize the entering into and execution of an encroachment agreement with Argolidos Property Corp. (formerly Theocharis Brothers Properties Inc.) to permit the existing metal lights, frame and metal

awning, and frame and metal sign to encroach onto the Downie and Brunswick Street road allowances at 69 Downie Street.

11.9 Encroachment Agreement - 14 West Gore Street - By-law 156-2025 (Need revised wording)

To authorize the entering into and execution of an encroachment agreement with Kent Bunston and Michael DieBold to permit the fence, retaining wall, walkway and garden to encroach onto the West Gore Street road allowance at 14 West Gore Street.

12. Consent Agenda: CA-2025-134 to CA-2025-137

12.1 CA-2025-136

R2025-534

Motion by Councillor Biehn

Seconded by Councillor Hunter

THAT CA-2025-136, being a resolution from The Corporation of the City of Brantford regarding Provincial Support of the Ontario Airport Capital Assistance Program, be endorsed.

Carried

12.2 CA-2025-137

R2025-535

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT CA-2025-137, being a resolution from the Canadian Union of Postal Workers regarding Protecting Public Postal Service and Door-to-Door Delivery, be endorsed.

Carried

13. New Business:

13.1 Stratford House of Blessings

Councillor Biehn noted that a diaper and toilet paper drive for the Stratford House of Blessings is underway. The Councillor added that diapers and formula are two expensive and highly requested items that the House of Blessing need to purchase. The diaper donations being able to free up dollars for the purchase of formula. It being noted that Sizes 2, 3, and 4 for diapers are in high demand. Donations being accepted at the

House of Blessings or at the Clerk's Office. The community was thanked for their support for this initiative.

13.2 Recycling Program Update

Councillor Burbach noted that the new Extended Producer Responsibility recycling system will start on January 1, 2026. This being a Provincially led program that will apply to all Ontario municipalities. There being conversations about the new carts presenting a challenge for mobility and seniors or concerns with space issues. Emterra being the local contractor for Stratford. There being residents who would like to get smaller options for the carts. Emterra confirming that they will be accepting two smaller sized carts, a 65-gallon cart on wheels or 35-gallon option. Emterra will take back the larger cart and residents who wish to do so may purchase compatible smaller carts. There being other municipalities who have been given different size options for the carts at no extra cost to residents.

The Director of Infrastructure Services noting that staff will communicate with Emterra regarding the provision of smaller carts at no additional cost to the residents. The Director adding that Council can consider forwarding a resolution to the provider, the Ministry of Environment, Conservation and Parks, and the Perth-Wellington Member of Provincial Parliament regarding the matter.

R2025-536

Motion by Councillor Burbach

Seconded by Councillor Sebben

WHEREAS, over the last two weeks, City of Stratford residents have received new 360-litre blue carts as part of the new Blue Box program scheduled to commence on January 1, 2026; and

WHEREAS, the Mayor and Members of Council have heard from numerous residents expressing concerns about the size of the 360-litre carts, including mobility, handling, and household storage constraints; and

WHEREAS, other Ontario municipalities transitioning to cart based blue box collection have been offered smaller cart sizes by Circular Materials to better accommodate residents' needs;

THEREFORE BE IT RESOLVED THAT:

- **The City of Stratford formally requests that Circular Materials provide Stratford residents with at least one smaller blue box cart option (e.g., 240-litre and/or 120-litre), in addition to the standard 360-litre cart.**
- **That Circular Materials offer a smaller cart option at no additional cost to residents, with a simple exchange/opt-in process and to prioritize accommodations for seniors and persons with disabilities, and to provide guidance on accessibility supports.**
- **That Circular Materials implement the smaller cart option and cart-exchange process in advance of the January 1, 2026 program start date, or as soon as operationally feasible thereafter, with clear timelines.**
- **And That City staff be directed to work with Circular Materials to operationalize the smaller cart option and report back to Council on implementation details, timelines, and any City resourcing implications.**

BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to Circular Materials and shared with Honourable Todd McCarthy, the Minister of Environment, Conservation and Parks and to the Perth-Wellington Member of Provincial Parliament Mathew Rae for information.

Carried

13.3 International Day for the Elimination of Violence Against Women

Councillor Burbach recognized that November 25 is the International Day for the Elimination of Violence Against Women. The Councillor shared statistics and data regarding violence committed against women including the rates related to intimate partner violence being higher for women and girls in comparison men and boys. The Councillor also noted that there has been an increase in femicide rates since 2014. Councillor Burbach highlighted the importance of education and raising awareness as well as of speaking up about this issue.

14. Adjournment to Standing Committees:

The next Regular Council meeting is December 8, 2025, in the Council Chamber, City Hall.

R2025-537

Motion by Councillor Henderson

Seconded by Councillor Nijjar

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

- **Community Services Committee [7:05 or thereafter following the Regular Council meeting]; and**
- **Social Services Committee [7:10 or thereafter following the Regular Council meeting];**

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

Carried

15. Council Reconvene:

15.1 Declarations of Pecuniary Interest made at Standing Committees

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

Declarations of Pecuniary Interest made at Standing Committee meetings held on November 24, 2025, with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

There were no disclosures of pecuniary interest made by a Member at the November 24, 2025 Reconvene Council meeting.

15.2 Reading of the Confirmatory By-law:

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

11.10 Confirmatory By-law 158-2025

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 24, 2025.

R2025-538

Motion by Councillor Burbach
Seconded by Councillor Nijjar
THAT By-law 158-2025 be read a First and Second Time.
Carried two thirds support

R2025-539

Motion by Councillor Sebben
Seconded by Councillor Henderson
THAT By-law 158-2025 be read a Third Time and Finally Passed.
Carried

15.3 Adjournment of Council Meeting

R2025-540

Motion by Councillor Beatty
Seconded by Councillor Wordofa
THAT the November 24, 2025, Regular Council meeting adjourn.
Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 9:07 P.M.

Reconvene Meeting Start Time: 9:27 P.M.

Reconvene Meeting End Time: 9:28 P.M.

"Martin Ritsma"

Mayor - Martin Ritsma

"Tatiana Dafoe"

Clerk - Tatiana Dafoe