



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

Meeting #: 4610th  
Date: Tuesday, April 14, 2020  
Time: 3:00 P.M.  
Location: Council Chamber, City Hall and Electronically

Council Present in Council Chambers: Mayor Mathieson - Chair Presiding,

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

Staff Present in Council Chambers: Joan Thomson - Acting Chief Administrative Officer, Tatiana Dafoe - Acting Clerk, Jacqueline Mockler - Director of Human Resources, Mike Beitz - Corporate Communications Lead

Staff Present Electronically: David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Kim McElroy - Director of Social Services, John Paradis - Fire Chief, Jeff Leunissen - Manager of Development Services, Jonathan DeWeerd - Chief Building Official, Stephanie Potter - Policy & Research Associate

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

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

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

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a

member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and to otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made by a member at the April 14, 2020 Regular Council meeting.

**3. Adoption of the Minutes:**

R2020-145

**Motion by** Councillor Vassilakos

**Seconded By** Councillor Henderson

**THAT the Minutes of the Regular Meeting dated March 9, 2020, Special Meeting dated March 30, 2020 and Special Meeting dated April 1, 2020 of Council of The Corporation of the City of Stratford, be adopted as printed.**

**Carried**

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

R2020-146

**Motion by** Councillor Vassilakos

**Seconded By** Councillor Ritsma

**THAT the Addendum to the Regular Agenda of Council dated April 14, 2020 to add Item 7.14 - 2019 Year End Results, be added to the Agenda.**

**Carried**

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

**5.1 From the March 9, 2020 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:**

Appointments to the Heritage Stratford Committee  
(Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)))

R2020-147

**Motion by** Councillor Vassilakos

**Seconded By** Councillor Ritsma

**THAT Roger Koert be appointed as a citizen representative for a two year term to the Heritage Stratford Committee to November 30, 2021, or until successors are appointed;**

**THAT Derek Smith be appointed as the Stratford and Area Builders' Association alternate representative for a two year term to the Heritage Stratford Committee to November 30, 2021, or until successors are appointed;**

**AND THAT an exemption from the residency requirement under the Appointments Policy be granted for Derek Smith.**

**Carried**

- 5.2 From the March 9, 2020 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:**

Appointments to the Active Transportation Advisory Committee  
(Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)))

R2020-148

**Motion by** Councillor Sebben

**Seconded By** Councillor Burbach

**THAT Matthew Orchard be appointed as an Energy and Environment Committee representative on the Active Transportation Advisory Committee for the remainder of the term to November 30, 2020, or until successors are appointed.**

**Carried**

- 5.3 From the March 9, 2020 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:**

Appointments to Festival Hydro Inc., Board of Directors  
(Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)))

R2020-149

**Motion by** Councillor Bunting

**Seconded By** Councillor Beatty

**THAT David Scott be appointed for a four year term on the Board of Directors of Festival Hydro Inc., to November 30, 2023, or until successors are appointed.**

**Carried**

**5.4 From the April 1, 2020 Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:**

- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)), And Security of municipal property of the municipality or local board (section 239.(2)(a));
- Labour relations or employee negotiations (section 239.(2)(d)).

At the In-camera Session, direction was given on all items.

**5.5 At the April 14, 2020 Session under the Municipal Act, 2001 as amended, matters concerning the following items:**

- 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));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)), And Security of municipal property of the municipality or local board (section 239.(2)(a));
- Labour relations or employee negotiations (section 239.(2)(d));
- A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (section 239.(2)(i)).

ADDENDUM - At the April 14, 2020 In-Camera Session, direction was given on all items.

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

None scheduled.

**7. Orders of the Day:**

**7.1 Proclamation - Rett Syndrome Awareness Month**

R2020-150

**Motion by** Councillor Ritsma

**Seconded By** Councillor Gaffney

**THAT City Council hereby proclaims October 2020 as "Rett Syndrome Awareness Month" in the City of Stratford.**

**Carried**

**7.2 Resolution - Purchase the Permits Module for the City Wide Tracking Software System (COU20-028)**

R2020-151

**Motion by** Councillor Vassilakos

**Seconded By** Councillor Beatty

**THAT the Mayor and City Clerk or their respective delegates, be authorized to enter into an agreement with Public Sector Digest Inc. (PSD) for the City Wide Permits Module at a cost of \$101,050.00 including HST;**

**AND THAT funding for City Wide be assigned from the 2020 approved capital project for AMANDA upgrades in the amount of \$100,000.**

**Carried**

**7.3 Proclamation - International Trigeminal Neuralgia Day**

R2020-152

**Motion by** Councillor Ingram

**Seconded By** Councillor Burbach

**THAT City Council hereby proclaims October 7, 2020 as "International Trigeminal Neuralgia Day" in the City of Stratford to bring awareness to those who suffer from Trigeminal Neuralgia.**

**Carried**

#### **7.4 Correspondence - Nominations to FCM's Board of Directors**

The Federation of Canadian Municipalities cancelled their Annual General Meeting due to COVID-19, however, they are still seeking nominations to their Board of Directors. The process to submit a nomination is outlined on their website and nominations are due by Monday, May 18, 2020.

For the information of Council.

#### **7.5 Correspondence - Upper Thames River Conservation Authority 2020 Budget**

The UTRCA 2020 draft budget has been reviewed and approved by the UTRCA's Board of Directors.

There is a thirty (30) day appeal period from receipt of the levy notice should the City wish to appeal its apportionment of the 2020 levy.

The City's 2020 Levy is \$394,709.

R2020-153

**Motion by** Councillor Gaffney

**Seconded By** Councillor Clifford

**THAT the correspondence dated March 26, 2020 from the Upper Thames River Conservation Authority with respect to the 2020 Levy for the City of Stratford be referred to staff to discuss budget implications in light of the COVID-19 pandemic.**

**Carried**

#### **7.6 Correspondence - Enbridge Gas Notice**

Enbridge Gas retained a third-party company, GHD Limited, to conduct an environmental study for the proposed 2021 Stratford Reinforcement Pipeline Project.

Due to the COVID-19 pandemic and public gathering restrictions, an in-person public open house will not be possible. Instead, Enbridge Gas will offer an online public information session from May 3, 2020 to May 14, 2020.

For the information of Council.

**7.7 Resolution - Site Plan Security (COU20-029)**

R2020-154

**Motion by** Councillor Ritsma

**Seconded By** Councillor Ingram

**THAT Section 9.2.2. of the Site Plan Control By-law No. 111-2000 be amended follows:**

- **9.2.2. e) and 9.2.2. f) be renumbered to 9.2.2. f) and 9.2.2. g) respectively; and**
- **The following be included as 9.2.2. e)**

**where more than 75% of the work (value) as described in the "itemized cost estimate for" has been completed, the applicant may request a reduction of more than 50% of the value of initial security provided. A reduction to the security under this provision shall not exceed the value of work outstanding.**

**Carried**

**7.8 Resolution - Easement for Sanitary Trunk Sewer (COU20-030)**

R2020-155

**Motion by** Councillor Ingram

**Seconded By** Councillor Vassilakos

**THAT The Corporation of the City of Stratford accept an easement over Part 1 Plan 44R-5693 from Marcor Farms Ltd. for a sanitary sewer.**

**Carried**

**7.9 Resolution - Brownfield Community Improvement Plan Program Application BF01-20–525 O'Loane Avenue –DLN Group Inc. (COU20-031)**

R2020-156

**Motion by** Councillor Ingram

**Seconded By** Councillor Burbach

**THAT Council approve the Brownfield Community Improvement Plan Grant application submitted by DLN Group Inc. for the Phase 2 Environmental Site Assessment for 525 O'Loane Avenue to a maximum amount of \$9,125 subject to the following conditions:**

- **That DLN Group Inc. submit sediment and erosion control plans acceptable to the City;**

- **That DLN Group Inc. install sediment and erosion control plans in accordance with the accepted plans;**
- **That DLN Group Inc. rectifying any damage to municipal infrastructure made by the regrading of lands to date; and**
- **That DLN Group Inc. satisfied all the requirements of the Upper Thames River Conservation Authority, to the satisfaction of the City.**

**Carried**

**7.10 Resolution - Consent Application B06-17 – 265 St. David Street – Decision on Local Planning Appeal Tribunal (“LPAT”) Appeal (COU20-032)**

R2020-157

**Motion by** Councillor Burbach

**Seconded By** Councillor Ritsma

**THAT Council receive for information the Local Planning Appeal Tribunal Decision on the appeal to consent application B06-17 on a portion of 265 St David Street.**

**Carried**

**7.11 Resolution - Updated Provincial Policy Statement (COU20-033)**

R2020-158

**Motion by** Councillor Gaffney

**Seconded By** Councillor Sebben

**THAT this report on the status of the updated Provincial Policy Statement be received for information.**

**Carried**

**7.12 Resolution - Municipal Modernization Service Delivery Review – Recommended Service Provider (COU20-034)**

R2020-159

**Motion by** Councillor Bunting

**Seconded By** Councillor Burbach

**THAT the proposal from Blackline Consulting to conduct a Municipal Modernization Service Delivery Review be accepted; AND THAT the Municipal Modernization Service Delivery Review be funded through the Municipal Modernization Program.**

**Carried**



**7.13 Resolution - Local Funding Allocation for the Social Services Relief Fund (COU20-035)**

R2020-160

**Motion by** Councillor Vassilakos

**Seconded By** Councillor Burbach

**THAT City Council receive the report titled "Local Funding Allocation of the Social Services Relief Fund" for information;**

**THAT the Director of Social Services and/or the Chief Administrative Officer be authorized to execute the Funding Agreements related to the Social Services Relief Fund (SSRF) and any related amendments and extensions between The Corporation of the City of Stratford and the Province of Ontario and /or the Government of Canada to be administered through the Community Homelessness Prevention Initiative (CHPI).**

**AND THAT the Homelessness Emergency Operations Group (HEOG) provides input on how to prioritize and distribute the funds.**

**Carried**

**7.14 ADDENDUM - Resolution - 2019 Year End Results (COU20-036)**

A request was made to transfer the \$394,000, requested by Stratford Police Services, to the Tax Rate Stabilization Reserve instead of the Police Capital Reserve Fund given the COVID-19 pandemic. Following the lifting of the state of emergency any remaining funds can be reviewed and transferred as necessary.

The Director of Corporate Services advised it is Council's discretion how the City uses its surplus.

R2020-161

**Motion by** Councillor Clifford

**Seconded By** Councillor Gaffney

**THAT the report of Director of Corporate Services dated 14<sup>th</sup> April 2020 regarding 2019 year end results be received;**

**AND THAT the Wastewater surplus of \$515,053.56 be closed out as follows:**

- **\$399,085.60 to the Wastewater Rate Stabilization Reserve G-R18-WWTR-0000**

- **\$115,967.96 to the Wastewater Capital Replacement Reserve Fund R-R11-WWTR;**

**AND THAT the Water surplus of \$276,812.84 be closed out to the Water Rate Stabilization Reserve G-R18-WATR-0000;**

**AND THAT the Waste Management surplus of \$508,575.90 be closed out to the Landfill Closure Reserve Fund R-R11-LAND;**

**AND THAT the Building Division deficit of \$310,012.08 be funded from the Building Permit Reserve G-R07-BSUR-0000;**

**AND THAT the Parking surplus of \$240,807.20 be closed out to the Parking Capital Reserve Fund R-R11-PRKG;**

**AND THAT the Tax Supported surplus of \$1,035,362.02 be closed out to the Tax Rate Stabilization reserve G-R14-TAXS-0000.**

**Carried**

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

None scheduled.

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

**9.1 Report of the Infrastructure, Transportation and Safety Committee:**

R2020-162

**Motion by** Councillor Vassilakos

**Seconded By** Councillor Burbach

**THAT the Report of the Infrastructure, Transportation and Safety Committee dated March 23, 2020 be adopted as printed.**

**Carried**

**9.1.1 Responsible Pet Ownership Campaign (ITS20-011)**

THAT the City proceed with a Responsible Pet Ownership Campaign in conjunction with the Stratford Perth Humane Society and others at a cost of \$4,600 including HST.

**9.1.2 2019 Water Summary Report (ITS20-012)**

THAT the 2019 Water Summary Report be received for information.

**9.1.3 Redford Crescent Reconstruction (St. Vincent Street to St. Vincent Street) – Open House and Recommendations (ITS20-014)**

THAT Council receive for information the description of the proposed design for Redford Crescent Reconstruction;

THAT Council receive for information the comments from the public open house conducted on January 22, 2020;

AND THAT Council accept the design and authorize proceeding to tender for construction.

**9.1.4 Microchipping as Sole Method of Cat and Dog Licensing (COU20-013)**

THAT the report entitled "Analysis of Animal Control Working Group Recommendation – Microchipping as Sole Method of Cat and Dog Licensing" be received for information;

THAT the current method of licensing cats and dogs in the City of Stratford be maintained;

AND THAT the Acting Clerk, or designate, undertake a review of cat and dog licensing fee discounts for microchipping and provide a recommended fee structure as part of the 2020 Animal Control By-law amendments.

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

R2020-163

**Motion by** Councillor Clifford

**Seconded By** Councillor Gaffney

**THAT the Report of the Finance and Labour Relations Committee dated March 23, 2020 be adopted as printed.**

**Carried**

**9.2.1 Municipal Investment Performance for 2019 (FIN20-006)**

THAT the report of Director of Corporate Services dated 18<sup>th</sup> February 2020, regarding 2019 investment performance, be received for information.

**9.2.2 2019 Statement of Remuneration and Expenses (FIN20-004)**

THAT the report of the Director of Corporate Services dated February 18, 2020 regarding 2019 Statement of Council Remuneration and Expenses be received for information.

**9.2.3 Ontario Regulation 284/09 (FIN20-005)**

THAT the report from the Director of Corporate Services regarding legislative requirements of Ontario Regulation 284/09, and the impact of excluded expenses from the City's 2020 budget, be adopted by Council resolution.

**9.2.4 2019 Treasurer's Statements for Development Charges and Cash In Lieu of Parkland Reserve Funds (FIN20-008)**

THAT the 2019 Treasurer's Statement for City of Stratford Development Charges Reserve Funds be received for information;

AND THAT the 2019 Treasurer's Statement for City of Stratford Cash In Lieu of Parkland Reserve Fund be received for information.

**9.2.5 2020 Ontario Community Infrastructure Fund Allocation (OCIF) (FIN20-007)**

THAT the 2020 Ontario Community Infrastructure Fund grant of \$1,090,577 be allocated to the Queen Street Storm Trunk Sewer project G942-9754.

**9.2.6 Employee and Family Assistance Program Services (FIN20-003)**

THAT the report regarding the selection of Homewood Health as the Corporation's Employee Family Assistance Program service provider effective March 1, 2020 be received for information.

**10. Notice of Intent:**

None scheduled.

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

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

R2020-164

**Motion by** Councillor Bunting

**Seconded By** Councillor Ingram

**THAT By-laws 40-2020 to 45-2020 be taken collectively.**

**Carried** unanimously

R2020-165

**Motion by** Councillor Henderson

**Seconded By** Councillor Beatty

**THAT By-laws 40-2020 to 45-2020 be read a First and Second Time.**

**Carried** two-thirds support

R2020-166

**Motion by** Councillor Vassilakos

**Seconded By** Councillor Burbach

**THAT By-laws 40-2020 to 45-2020 be read a Third Time and Finally Passed.**

**Carried**

### **11.1 Agreement for City Wide Permits Module - By-law 40-2020**

To authorize the entering into of an agreement with Public Sector Digest Inc. for the provision of a City Wide Permits Module.

### **11.2 Appointments to Advisory Committees - By-law 41-2020**

To amend By-law 178-2018 as amended, to make appointments to Advisory Committees.

### **11.3 Amend Site Plan Control By-law 111-2000 - By-law 42-2020**

To amend Site Plan Control By-law 111-2000, as amended, to allow site plan security releases of greater than 50% of the initial security amount when more than 75% of the works have been completed.

**11.4 Acceptance of Easements from Marcor Farms Ltd - By-law 43-2020**

To authorize the acceptance of easements in gross from Marcor Farms Ltd. over Part 1, Reference Plan 44R-55693 for access to a sanitary sewer.

**11.5 Acceptance of Proposal for Modernization Service Delivery Review - By-law 44-2020**

To authorize the acceptance of a proposal and the undertaking of the work by Blackline Consulting for the Municipal Modernization Service Delivery Review [RFP-2020-13].

**11.6 Agreement for Funding under the Social Services Relief Fund - By-law 45-2020**

To authorize the entering into and execution of a Funding Agreement with Her Majesty the Queen in Right of the Province of Ontario and/or the Government of Canada, related to funding under the Social Services Relief Fund.

**12. Consent Agenda: CA-2020-040 to CA-2020-045**

It was questioned whether the projects identified in CA-2020-040 and CA-2020-041 were proceeding as planned. The Director of Infrastructure and Development Services advised they are.

**13. New Business:**

**13.1 Transit Update – Director of Community Services**

The Director of Community Services advised there are 289 bus stops in the City and 32 of them have shelters. In the best interest of the transit drivers and due to challenges with maintaining social distancing, a decision was made to close all transit shelters in the City.

**13.2 Transit Shelter Closures**

Concern was expressed with the decision to close the transit shelters. It was suggested if social distancing is an issue that the transit service should be suspended as they go hand-in-hand. It was further suggested

suspending the service and closing the shelters is not necessary at this time.

A request was made to re-open the transit shelters.

R2020-167

**Motion by** Councillor Sebben

**Seconded By** Councillor Gaffney

THAT the transit shelters be re-opened and remain open until the transit service is suspended.

It was noted transit is an essential service and that processes and protocols must be changed in consultation with the health unit and as situations change.

Concern was expressed with the resources required to clean the shelters and that safety of the drivers and residents is important.

Discussion was held on whether public transit is an essential service. It was noted the City of Windsor has suspended its service. Members were advised there are approximately 120 riders using the service. Of those riders, 100 are using it for travel to and from work and obtaining essential items.

It was questioned whether the benches could be re-located outside of the shelter. The Director of Community Services advised they could not. It was also noted social distancing cannot be maintained with these benches.

Mayor Mathieson called the question on the motion.

**Defeated**

### **13.3 Municipal Accommodation Tax**

The status of the municipal accommodation tax was requested. Members were advised it is on hold until the conclusion of the pandemic.

## **14. Confirmatory By-law:**

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

### **By-law 11.7 Confirmatory By-law 46-2020**

*A vibrant city, leading the way in community-driven excellence.*

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on April 14, 2020.

R2020-168

**Motion by** Councillor Ritsma

**Seconded By** Councillor Burbach

**THAT By-law 46-2020 be read a First and Second Time.**

**Carried** two-thirds support

R2020-169

**Motion by** Councillor Gaffney

**Seconded By** Councillor Bunting

**THAT By-law 46-2020 be read a Third Time and Finally Passed.**

**Carried**

## 15. Adjournment

Prior to adjournment, Mayor Mathieson congratulated the Director of Corporate Services, Michael Humble, on his retirement, thanked him for his work with the City of Stratford and wished him all the best in his future endeavours.

The next Regular Council meeting is April 27, 2020 in the Council Chamber, City Hall.

R2020-170

**Motion by** Councillor Clifford

**Seconded By** Councillor Sebben

**THAT the April 14, 2020 Regular Council meeting adjourn.**

**Carried**

Meeting Start Time: 3:00 P.M.

Meeting End Time: 3:44 P.M.

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Mayor - Daniel B. Mathieson

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Acting Clerk – Tatiana Dafoe