



**Stratford City Council
Regular Council Open Session
AGENDA**

Meeting #: 4638th
Date: Monday, November 23, 2020
Time: 3:00 P.M.
Location: Electronically
Council Present: Mayor Mathieson - Chair Presiding, Councillor Beatty, Councillor Bunting, Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Sebben, Councillor Vassilakos
Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Kim McElroy - Director of Social Services, John Paradis - Fire Chief, Janice Beirness - Director of Corporate Services, Jodi Akins - Council Clerk Secretary, Chris Bantock - Deputy Clerk

To watch the Council meeting live, please click the following link: <https://stratford-ca.zoom.us/j/83641446051?pwd=YWZabGQ4TnN4ZXlZZEtobmJVcit6Zz09>

A video recording of the meeting will also be available through a link on the City's website at <https://www.stratford.ca/en/index.aspx> following the meeting.

Pages

1. Call to Order:

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

Moment of Silent Reflection

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

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

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

Name, Item and General Nature of Pecuniary Interest

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3. Adoption of the Minutes:

10 - 28

Motion by _____

THAT the Minutes of the Special Council Meetings dated October 29, 2020 and Regular Meeting of Council dated November 9, 2020 of The Corporation of the City of Stratford 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 23, 2020 be added to the Agenda as printed.

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

5.1. From the November 9, 2020 Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

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

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

5.2. At the November 19, 2020 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:

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

5.3. At the November 23, 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));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
- 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)).

6. Hearings of Deputations and Presentations:

6.1. Presentation by United Way

29 - 43

Motion by _____

THAT the presentation by Ryan Erb regarding an update on the activities of the United Way be heard.

7. Orders of the Day:

7.1. Resolution - Committee of Adjustment Electronic Signatures (COU20-182)

44 - 45

Motion by _____

Staff Recommendation: THAT Procedural By-law #113-98 be amended to permit electronic signatures on decision documents signed by Committee of Adjustment members when electronic meetings of the Committee are permitted;

AND THAT the Clerk be directed to bring forward a by-law to amend Procedural By-law #113-98 to give effect to the proposed changes contained in Report COU20-182.

7.2. Resolution - Municipal Accommodation Tax Project and Stratford Tourism Alliance Review Update (COU20-183)

46 - 50

Motion by _____

Staff Recommendation: THAT the report entitled "Municipal Accommodation Tax Project and Stratford Tourism Alliance Review Update" (COU20-183) be received;

THAT direction be given with respect to halting development of a Municipal Accommodation Tax and a Stratford Tourism Alliance review at this time;

THAT retaining a consultant to develop a tourism strategy for the City, be referred to the 2021 budget;

AND THAT staff work with Destination Stratford to obtain consultant quotes and to identify funding options for budget deliberations.

7.3. Resolution - Britannia Phase 2 Development Plans (COU20-184)

51 - 54

Motion by _____

Staff Recommendations: THAT Council approve the development of Phase 2 Britannia St. Affordable Housing project;

THAT Council authorize the Mayor, City Clerk and Director of Social Services to enter into a Contribution Agreement for Ontario Priorities

Housing Initiative (OPHI) funding;

THAT Council authorize the Mayor, City Clerk and Director of Social Services to sign and submit a Declaration of Integrity and relevant documents for Canada Mortgage and Housing Corporation (CMHC) funding opportunities.

THAT Council authorize an exemption from the Purchasing Policy to allow for the sole sourcing of an architecture firm for Phase 2;

THAT SRM Architects Inc. be retained as the architecture firm for Phase 2;

THAT staff be authorized to issue a tender for a Project Manager in accordance with the City's Procurement of Goods and Services Policy;

AND THAT Council endorse the need for one additional staff resource for property/resident management services in the 2022 operating budget of the Housing Division.

- 7.4. Resolution - Extension of Agreement for Integrity Commissioner Services (COU20-185) 55 - 56

Motion by _____

Staff Recommendation: THAT the agreement dated December 18, 2018 between Robert J. Swayze and The Corporation of the City of Stratford for provision of Integrity Commissioner services be extended for a further two year term to December 9, 2022.

- 7.5. Resolution - Supply and Deliver Regular Gasoline, Clear and Coloured Diesel Tender Results (COU20-186) 57 - 59

Motion by _____

Staff Recommendation: THAT T-2020-37 to supply and deliver regular gasoline and clear and coloured diesel be awarded to MacEwen Petroleum for bulk deliveries to the Stratford Service Centre and to Dowler Karn Ltd. for bulk deliveries to the St. Mary's Service Center from January 1, 2021 to December 31, 2024 .

- 7.6. Resolution - Revisions to the City of Stratford Sign By-law No. 159-2004 (COU20-187) 60 - 76

Motion by _____

Staff Recommendation: THAT Council receive for information this report on possible revisions to Sign By-law 159-2004;

AND THAT staff advertise Notice of Intent to amend the Sign By-law in

accordance with Schedule 3 of Notice policy (C.3.10)

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:

Motion by _____

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

9.1.1. Extension of the Water and Sewage Billing Services Agreement with Festival Hydro Inc. for One Year (ITS20-20)

77 - 78

THAT The Corporation of the City of Stratford extends the existing contract with Festival Hydro Inc. for one year at an unchanged rate of \$3.30 per invoice;

THAT a follow-up report be prepared in 2021 outlining the rationale for the costs of this service;

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

9.1.2. Stratford Landfill Public Input Invited October 2020 (ITS20-021)

79 - 80

THAT Council consider any comments received;

AND THAT the report on the Stratford Landfill Public Input Invited October 2020 (ITS20-021) be received for information.

9.2. Report of the Finance and Labour Relations Committee:

Motion by _____

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

9.2.1. Operating Budget Variance Report as at September 30, 2020 (FIN20-018)

81 - 85

THAT the Operating Budget Variance report as of September 30, 2020 be received for information.

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 11.2 be taken collectively.

Motion by _____

THAT By-laws 11.1 to 11.2 be read a First and Second Time.

Motion by _____

THAT By-laws 11.1 to 11.2 be read a Third Time and Finally Passed.

11.1. Addendum Agreement for Water and Sewage Billing and Collection Services 86 - 87

To authorize the entering into and execution of an Addendum Agreement between The Corporation of the City of Stratford and Festival Hydro Inc. for water and sewage billing and collection services for a one-year period from January 1, 2021 to December 31, 2021.

11.2. Acceptance of Tender for Supply and Delivery of Gasoline and Diesel 88

To authorize the acceptance of the tender and the undertaking of the work for the supply and delivery of regular gasoline, clear and coloured diesel from January 1, 2021 to December 31, 2024 [T-2020-37].

12. Consent Agenda: CA-2020-104 to CA-2020-110 89 - 110

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 December 14, 2020.

Motion by _____

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

- **Infrastructure, Transportation and Safety Committee [3:05 p.m. or thereafter following the Regular Council meeting];**
- **Social Services Committee [3:10 p.m. or thereafter following the Regular Council meeting]; and**

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 23, 2020 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. Committee Reports

15.2.1. Infrastructure, Transportation and Safety Committee

Motion by _____

THAT Item 4.1 of the Infrastructure, Transportation and Safety Committee meeting dated November 23, 2020 be adopted as follows:

4.1 Proposed Amendment to Building By-law #112-2005 including fee Schedule 'A' (ITS20-024)

THAT Council approve an amendment to the Building By-law #112-2005 and increase permit fees for all types of building permits as of January 1, 2021.

15.3. Reading of the By-laws (reconvene):

111 - 120

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:

By-law 11.3 Revise Building Permit Fees

To amend By-law 112-2005 as amended, to revise building permit fees effective January 1, 2021 and to make housekeeping amendments.

By-law 11.4 Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 23, 2020.

Motion by _____

THAT By-laws 11.3 to 11.4 be taken collectively.

Motion by _____

THAT By-laws 11.3 to 11.4 be read a First and Second Time.

Motion by _____

THAT By-laws 11.3 to 11.4 be read a Third Time and Finally Passed.

15.4. Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by _____

THAT the November 23, 2020 Regular Council meeting adjourn.



Stratford City Council Special Council Open Session MINUTES

Meeting #: 4632nd
 Date: Thursday, October 29, 2020
 Time: 2:45 P.M.
 Location: 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 - Chief Administrative Officer, Tatiana Dafoe - City
 Clerk, Chris Bantock - Deputy Clerk

Staff Present
 Electronically: Ed Dujlovic - Director of Infrastructure and Development Services,
 Kim McElroy - Director of Social Services, David St. Louis - Director
 of Community Services, John Paradis - Fire Chief, Janice Beirness -
 Director of Corporate Services, Jacqueline Mockler - Director of
 Human Resources, Glenn Roach - Acting Director of Human
 Resources, Jodi Akins - Council Clerk Secretary

1. Call to Order:

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

Moment of Silence.

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

No declarations of pecuniary interest were made by a member at the October 29, 2020 Special Council meeting.

3. ADDED - Adoption of the Addenda to the Agenda:

R2020-606

Motion by Councillor Ritsma

Seconded by Councillor Vassilakos

THAT the Addenda to the Council Agenda, be adopted as printed to add Item 4.2 from the October 29, 2020 In-camera Session.

Carried

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

4.1 At the October 29, 2020 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:

- Labour relations or employee negotiations (section 239.(2)(d))

At the In-camera Session, direction was given on this item.

4.2 From the October 29, 2020 Session:

The International Brotherhood of Electrical Workers (IBEW) Local 636 (Parallel Transit)

- Labour relations or employee negotiations (section 239.(2)(d))

R2020-607

Motion by Councillor Clifford

Seconded by Councillor Burbach

THAT the Memorandum of Settlement with the International Brotherhood of Electrical Workers (IBEW), Parallel Transit Division Local 636, effective January 1, 2020 to December 31, 2022 be ratified;

AND THAT the Mayor, Clerk, Chief Administrative Officer and Director of Human Resources, or their respective delegates, be authorized to sign the Memorandum of Settlement and the collective agreement, where applicable.

Carried

5. **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:

R2020-608

Motion by Councillor Henderson

Seconded by Councillor Vassilakos

THAT By-laws 139-2020 and 140-2020 be taken collectively.

Carried unanimously

R2020-609

Motion by Councillor Sebben

Seconded by Councillor Beatty

THAT By-laws 139-2020 and 140-2020 be read a First and Second Time.

Carried two-thirds support

R2020-610

Motion by Councillor Gaffney

Seconded by Councillor Burbach

THAT By-laws 139-2020 and 140-2020 be read a Third Time and Finally Passed.

Carried

5.1 Execution of Memorandum of Settlement and Collective Agreement - By-law 139-2020

To authorize the execution of a Memorandum of Settlement and the Collective Agreement with The International Brotherhood of Electrical Workers (IBEW) Local 636 (Parallel Transit), effective January 1, 2020 to December 31, 2022.

5.2 Confirmatory By-law 140-2020

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 29, 2020 at 2:45 p.m.

6. Adjournment:

R2020-611

Motion by Councillor Bunting

Seconded by Councillor Ritsma

THAT the October 29, 2020 Special Council Meeting adjourn.

Carried

Meeting Start Time: 2:45 P.M.

Meeting End Time: 2:49 P.M.

Mayor - Daniel B. Mathieson

Clerk - Tatiana Dafoe



Stratford City Council Special Council Open Session MINUTES

Meeting #: 4632nd
 Date: Thursday, October 29, 2020
 Time: 3:30 P.M.
 Location: 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: Tatiana Dafoe - City Clerk, Chris Bantock - Deputy Clerk

Staff Present
 Electronically: Ed Dujlovic - Director of Infrastructure and Development Services,
 Kim McElroy - Director of Social Services, David St. Louis - Director
 of Community Services, John Paradis - Fire Chief, Janice Beirness -
 Director of Corporate Services, Jodi Akins - Council Clerk
 Secretary, Jeff Bannon - Planner, Nancy Bridges - Recording
 Secretary

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 Thereof

No declarations of pecuniary interest were made by a member at the October 29, 2020 Special Council meeting.

3. Adjournment to Public Meetings:

R2020-612

Motion by Councillor Beatty

Seconded by Councillor Vassilakos

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

- **Z03-20 - 533 Romeo Street South**
- **Z04-20 - 3797 Downie Road 112**
- **Z05-20 - 1041 Erie Street**

to reconvene following the Public Meetings.

Carried

*The Special Council meeting adjourned to a public meeting at 3:32 p.m., and resumed at 4:14 p.m.

3.1 Zone Change Application Z03-20, 533 Romeo Street South, Public Meeting Planning Report (COU20-171)

3.2 Zone Change Application Z04-20, 3797 Downie Rd 112, Public Meeting Planning Report (COU20-172)

3.3 Zone Change Application Z05-20, 1041 Erie, Public Meeting Planning Report (COU20-173)

4. Reconvene Council - Reading of the Confirmatory By-law:

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

By-law 4.1 - Confirmatory By-law 141-2020

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 29, 2020.

R2020-613

Motion by Councillor Sebben

Seconded by Councillor Vassilakos

THAT By-law 141-2020 be read a First and Second Time.

Carried two-thirds support

R2020-614

Motion by Councillor Ritsma

Seconded by Councillor Burbach

THAT By-law 141-2020 be read a Third Time and Finally Passed.

Carried

5. Adjournment:

R2020-615

Motion by Councillor Clifford

Seconded by Councillor Beatty

THAT the October 29, 2020 Special Council Meeting adjourn.

Carried

Meeting Start Time: 3:30 P.M.

Meeting End Time: 4:15 P.M.

Mayor - Daniel B. Mathieson

Clerk - Tatiana Dafoe



Stratford City Council Regular Council Open Session MINUTES

Meeting #:	4634th
Date:	Monday, November 9, 2020
Time:	3:00 P.M.
Location:	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 - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Chris Bantock - Deputy Clerk
Staff Present Electronically:	David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Kim McElroy - Director of Social Services, Janice Beirness - Director of Corporate Services, Neil Anderson - Deputy Fire Chief, Jodi Akins – Council Clerk Secretary, Naeem Khan – Manager of IT and Business Systems

1. **Call to Order:**

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

Moment of Silent Reflection

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

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

Name, Item and General Nature of Pecuniary Interest

Councillor Beatty declared a pecuniary interest at the November 9, 2020 Committee of the Whole In-camera Session.

3. Adoption of the Minutes:

R2020-616

Motion by Councillor Vassilakos

Seconded by Councillor Gaffney

THAT the Minutes of the Regular Meeting dated October 26, 2020 of Council of The Corporation of the City of Stratford be adopted as printed.

Carried

4. Adoption of the Addenda to the Agenda:

There was no Addenda to the Regular agenda of Council and Standing Committees to be adopted.

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

5.1 From the April 27, 2020 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:

Quinlan Road Sanitary Pumping Station Land Acquisition

- 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.

R2020-617

Motion by Councillor Ritsma

Seconded by Councillor Vassilakos

THAT the Mayor and Clerk, or their respective delegates, be authorized to execute an Agreement of Purchase and Sale with Northwest Stratford (2016) Developments Inc. for Block 130, 44M-75;

AND THAT the transfer (conveyance) from Northwest Stratford (2016) Developments Inc. of Block 130, Plan 44M-75, be accepted.

Carried

5.2 At the November 9, 2020 Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

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

At the In-camera Session, direction was given on the second item.

The following three items were referred to the November 9, 2020 Reconvene In-camera Session for consideration:

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

The following items were referred to the November 23, 2020 In-camera Session for consideration:

- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b)).

6. Hearings of Deputations and Presentations:

None scheduled.

7. Orders of the Day:

7.1 Correspondence - Ontario Energy Board Notice

Enbridge Gas Inc. has applied to the Ontario Energy Board for approval to increase its rates effective April 1, 2021 to recover the costs associated with meeting its obligations under the federal government's Greenhouse Gas Pollution Pricing Act.

The full application is available in the Clerk's Office for viewing by appointment.

For the information of Council.

7.2 Resolution - Golf Course 2021 Budget and Fee Schedule (COU20-176)

R2020-618

Motion by Councillor Ingram

Seconded by Councillor Beatty

THAT the presentation by Steve Nesbitt be heard.

Carried

Steve Nesbitt, President of the Golf Course Association Board, provided a presentation to Council regarding the Golf Course 2021 budget and fee schedule. Highlights of the presentation included:

- the budget being set using 7 year averages; and,
- COVID-19 being the main cause for a 4% increase.

A question was raised with respect to the status of the reserve fund. Mr. Nesbitt advised that there is currently \$150,000 in the reserve fund. \$50,000 of this has been put aside as a contingency fund, some of which is starting to be spent now.

R2020-619

Motion by Councillor Ritsma

Seconded by Councillor Beatty

THAT the 2021 Municipal Golf Course Budget and Fee Schedule be approved as presented.

Mr. Nesbitt responded to a question regarding the line item of tv and cable rental and advised that the tv's are owned and it is just the cable which is rented.

Mayor Mathieson called the question on the motion.

Carried

7.3 Resolution - Municipal Golf Course Renewal Agreement (COU20-177)

R2020-620

Motion by Councillor Gaffney

Seconded by Councillor Vassilakos

THAT the Mayor and City Clerk, or designates, be authorized to enter into a renewal agreement with the Stratford Municipal Golf Course Association for the lease of the golf course on Norfolk Street, for a further three-year term from 2021-2023, upon the same terms and conditions;

AND THAT the following rates be collected for the three-year period:

2021 – \$20,000 into reserve to be used by Municipal Golf Course

2022 - \$20,000 into reserve to be used by Municipal Golf Course

2023 - \$20,000 into reserve to be used by Municipal Golf Course

Carried

7.4 Resolution - City Space for Online Learning (COU20-178)

R2020-621

Motion by Councillor Beatty

Seconded by Councillor Burbach

THAT the City promote the Stratford Public Library, the Burnside Agriplex and Rotary Complex as space for online learning.

Carried

7.5 Resolution - Bedding Plants 2021 - 2024 (COU20-179)

R2020-622

Motion by Councillor Vassilakos

Seconded by Councillor Ritsma

THAT Greyhaven Gardens be awarded the tender to supply and deliver bedding plants in 2021, 2022, 2023 and 2024 in the amount of \$327,440.10 (including HST).

It was questioned how many annuals are planted compared to perennials, and how many staff are required to maintain the beds. The Manager of Parks, Forestry & Cemetery advised that an extra 24 staff are hired each

summer for bed maintenance. It was further stated that due to the location of some beds, winter months can be quite damaging because of salt placed near walkways and roadways. As a result, plants in these areas often end up getting replaced, making it more cost effective to plant annuals. Maintenance is about the same for both types but where possible, perennials are the preferred choice.

Mayor Mathieson called the question on the motion.

Carried

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Notice of Intent:

9.1 Notice of Public Meeting under the Building Code Act

Stratford City Council will hold an electronic Public Meeting on November 16, 2020 beginning at 3:30 p.m. to consider an amendment to By-law 112-2005, a by-law passed pursuant to the Building Code Act governing the issuing and charging of permits. The proposed amendment will establish new increased permit fees for all types of building permits.

This will be an electronic meeting and a link to watch the Council meeting live will be provided on the agenda which will be posted to the City's website. A video of the meeting will also be posted to the City's website once available.

10. 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:

R2020-623

Motion by Councillor Ingram

Seconded by Councillor Bunting

THAT By-laws 142-2020 to 145-2020 be taken collectively.

Carried unanimously

R2020-624

Motion by Councillor Clifford

Seconded by Councillor Vassilakos

THAT By-law 142-2020 to 145-2020 be read a First and Second Time.

Carried two-thirds support

R2020-625

Motion by Councillor Burbach

Seconded by Councillor Gaffney

THAT By-law 142-2020 to 145-2020 be read a Third Time and Finally Passed.

Carried

10.1 Amending Agreement for Lease of Golf Course Facilities - By-law 142-2020

To authorize the execution of an Amending Agreement with the Stratford Municipal Golf Course Association for the continued lease of the golf course facilities for a further three (3) year term.

10.2 Acceptance of Tender for Supply and Delivery of Bedding Plants for 2021 through 2024 - By-law 143-2020

To authorize the acceptance of a tender, execution of the contract and the undertaking of the work by Greyhaven Ltd., for the supply and delivery of bedding plants for 2021 through 2024.

10.3 Execution of Agreement of Purchase and Sale with Northwest Stratford (2016) Developments Inc. - By-law 144-2020

To authorize the execution of an Agreement of Purchase and Sale with Northwest Stratford (2016) Developments Inc. for Block 130, 44M-75.

10.4 Acceptance of Conveyance of Block 130, Plan 44M-75 - By-law 145-2020

To accept the transfer (conveyance) from Northwest Stratford (2016) Developments Inc. of Block 130, Plan 44M-75.

11. Consent Agenda: CA-2020-100 to CA-2020-103

Council did not advise of any items to be considered on the Consent Agenda.

12. New Business:

12.1 Stratford Slow Food Market

A member stated that concerns had been raised by the organizers of the Slow Food Market as they do not have a place to locate to after November 15 because of COVID-19. They are looking for assistance to find a new location somewhere in the downtown core. With the public washrooms being closed October 31, it has also become more difficult for tourists visiting the market location.

The Chief Administrative Officer advised that Staff have not been in receipt of this feedback from the organizers and that, if put in writing, Staff will be able to consider this request moving forward.

12.2 Asset Management Plan Update

A member requested an update on the status of the Asset Management Plan.

The Director of Corporate Services advised that the Plan is complete and is currently being reviewed before coming to Council, along with a plan for looking at a new Asset Management Coordinator position. Information regarding this will be included in next year's budget process. Funds for asset management are available in a reserve to offset costs in the first 1-2 years of the Plan.

12.3 Adult Public Skating

A member stated that adult public skating has started back up again. Scheduling and COVID-19 rules around use are posted on the City's website.

A member asked a question regarding pre-registration for the adult public skating. The Director of Community Services advised that there is no pre-registration for skating, it is first come first serve. Limits for each public skating session have been capped at 50.

13. Adjournment to Standing Committees:

The next Regular Council meeting is November 23, 2020.

R2020-626

Motion by Councillor Burbach

Seconded by Councillor Ingram

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

- **Finance and Labour Relations Committee [3:05 p.m. or thereafter following the Regular Council meeting];**
- **Infrastructure, Transportation and Safety Committee [3:10 p.m. or thereafter following the Regular Council meeting];**

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

Carried

14. Council Reconvene:

14.1 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 9, 2020 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made by a member at the November 9, 2020 reconvene Council meeting.

14.2 Committee Reports

14.2.1 Finance and Labour Relations Committee

R2020-627

Motion by Councillor Clifford

Seconded by Councillor Gaffney

THAT Item 5.1 of the Finance and Labour Relations

Committee meeting dated November 9, 2020 be adopted as follows:

5.1 Draft 2019 Consolidated Financial Statements (FIN20-019)

THAT the draft 2019 Consolidated Financial Statements be approved and the 2019 Audit Report be received for information.

Carried

14.2.2 Infrastructure, Transportation and Safety Committee

R2020-628

Motion by Councillor Vassilakos

Seconded by Councillor Burbach

THAT Item 6.1 of the Infrastructure, Transportation and Safety Committee meeting dated November 9, 2020 be adopted as follows:

6.1 Source Protection Joint Risk Management Services Agreement Renewal (ITS20-022)

THAT The Corporation of the City of Stratford renew the Source Protection Joint Risk Management Services Agreement with the Upper Thames River Conservation Authority;

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

Carried

14.3 Reading of the By-laws (reconvene):

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

By-law 10.5 Confirmatory By-law - By-law 146-2020

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 9, 2020.

R2020-629

Motion by Councillor Henderson

Seconded by Councillor Ingram

THAT By-law 146-2020 be read a First and Second Time.

Carried two-thirds support

R2020-630

Motion by Councillor Ritsma

Seconded by Councillor Bunting

THAT By-law 146-2020 be read a Third Time and Finally Passed.

Carried

14.4 Adjournment of Council Meeting

R2020-631

Motion by Councillor Ritsma

Seconded by Councillor Bunting

THAT the November 9, 2020 Regular Council meeting adjourn.

Carried

Meeting Start Time: 3:00 P.M.

Meeting End Time: 3:20 P.M.

Reconvene Meeting Start Time: 3:25 P.M.

Reconvene Meeting End Time: 3:27 P.M.

Mayor - Daniel B. Mathieson

Clerk - Tatiana Dafoe

Making a Livable Income: The Next Layer of Protection

Discussion Paper on Basic Income

The Social Research & Planning Council's Quarterly, Volume 1, Issue 2, July 2020

Executive Summary on Basic Income

The COVID-19 crisis has had a devastating impact on the world, and on our communities as we know them, and it has exposed the reality that the Canadian social safety net no longer works.

Canadians are in a moment now where we many agree that people in need of support should get it. That help should preserve people's dignity and provide adequate means to support themselves and their families. That help should come quickly, and it should be simple to access.

In recent weeks, many have called for a basic income as a way of ensuring that Canada's response to the pandemic is not short lived.

Canada has a lot of experience and success with targeted types of basic income programs. For example, benefits for families with children (such as the Canada Child Benefit – CCB) and for seniors (such as Old Age Security – OAS) are basic income programs that use a negative income tax model. We're not giving the same amount to everyone; instead, benefits are delivered through the tax system and targeted to ensure that the most support goes to people with the lowest incomes. Most experts agree these programs are working well. What is not working is the amount allocated by these programs and the belief that everyone has access to a well-paying job. The call for a basic income is about filling the gap for groups who are not well served by current programs

For decades we have tied income support for working-age adults to employment. However, we failed to evolve our programs even as low-wage, precarious work became a mainstay feature of our labour market. Relentless cuts to programs for working-age adults meant that the supports were rendered ineffective. Employment Insurance does not provide benefits for all those seeking work, and provincial/territorial social assistance programs are known best for their inadequacy, inefficiency, and punitive nature. The system is broken, and the economic impacts resulting from COVID-19 tells us it's time we fixed it - now and for future generations.

Why Now?

The rapid contraction of the global economy due to COVID-19 and national unemployment rates currently at 13%, which are projected to reach 25% or higher, have prompted heightened interest in a Basic Income in Canada. Research from 2019 found that nearly half of Canadians reported being \$200 or less away from insolvency at the end of each monthⁱ.

A Basic Income including an emergency fund mechanism for emergent crisis would also provide an opportunity for government to de-construct systems that are often complex, ineffective, biased and limited by entrenched structural inequities. The opportunity is to re-image our community's economic wellbeing to create a more resilient, equitable and inclusive future for everyone.

If a Basic Income had been established pre COVID-19 it would have given people an income to spend into the economy creating more consumer demand which causes businesses to produce more and hire more workers, thereby injecting even more money into the economy.

This would ultimately mean Gross Domestic Product (GDP) growth and a stronger economy. A study done by the Roosevelt Institute predicts that a Basic Income system could permanently grow a country's economy by 13% (the equivalent of a \$210B GDP boost in Canada), piling the \$43B such a system would costⁱⁱ.

A Basic Income system is not just more efficient than the Canadian Emergency Response Benefit (CERB)ⁱⁱⁱ, it is also more equitable and would effectively pay for itself.

Is this economically sustainable?

In short – yes!

With regards to cost, a 2018 Parliamentary Budget Office report^{iv} found that a national Basic Income would cost approximately \$76 billion annually. With a reduction in government-funded programs that currently replicate benefits covered by Basic Income, such as Employment Insurance, Canada Child Benefits or Old Age Security the cost would actually end up closer to \$43 billion.^v

This lesser number doesn't factor in two other major savings. Firstly, that key costs to government directly related to poverty would be reduced or eliminated, including health care and social assistance costs. And secondly, the new found purchasing power of people living with low-income and vulnerable people feed back into government revenues and create economic stimulus.

However, there will always be the need for social programs that address inequities that cannot be adequately addressed by income alone. Senator Kim Pate reported in a Tamarack webinar, May 14, 2020, that Basic Income would not replace existing supports exclusively but the need to develop a strategy that includes housing, and childcare. This strategy would evaluate where costs are covered and where needs still exist and would include additional supports to individuals with disabilities and our First Nations, Metis and Inuit populations. These populations would need additional supports to ensure equality.

Indeed, Basic Income has always had validity as an anti-poverty measure. It offers a way to deliver social safety net supports with efficiency and dignity compared to the bureaucratic and often overbearing oversight of social assistance. It has now become an economic wellbeing necessity.

A Way Forward

The economic impact resulting from COVID-19 has demonstrated the need for a resilient and equitable safety net, one element of which is the Basic Income in addition to an effective public health response. It is likely that a Basic Income cannot be implemented until after the pandemic.

Like all major shifts in economic policy, Basic Income advocates should focus on the pragmatic aspects of implementation, promoting the policy to all Canadians as an essential element of our social fabric much the same as universal healthcare, Old Age Security, and universal education. The conversation needs to centre on the details of implementation so that future sustainability is ensured and the program will not erode over time.

Recommendation

- 1- To engage locally, provincially and nationally with key stakeholders to advance the necessary support in advocating for Basic Income.

- 2- To facilitate a virtual/in-person panel discussion with experts on Basic Income to engage and educate the public on the need for equity at this time of transformation resulting from COVID-19.

Introduction

Basic Income is also called a citizen's income, basic income guarantee, basic living stipend, guaranteed annual income, a guaranteed basic income, universal basic income and more recently referred to as a guaranteed livable income. For the purposes of this report, we will be using the term Basic Income (BI).

What is a Basic Income?

A Basic Income is an unconditional cash transfer from government to individuals to enable everyone to meet their basic needs, participate in society and live with dignity, regardless of employment status.

Around the world, having a Basic Income is becoming recognized as a highly effective way to support important societal goals, including the reduction and elimination of poverty and economic insecurity; the narrowing of extreme income and wealth inequalities; improved health, democratic and economic functioning .

Basic Income Programs and Pilots in Canada

There are currently three examples of Basic Incomes in Canada:

Old Age Security (OAS) – Established in 1967, the OAS provides income guarantees for adults over 65 years of age. An amount of money is provided regularly to individual seniors, regardless of family status, past or present work status however there is a claw back based on income levels.

Guaranteed Income Supplement (GIS) or Guaranteed Annual Income System (GAINS) is provided to seniors with low income using a negative income tax model of Basic Income, which is approximately an annual supplement of \$16,896.00 - \$16,919.99^{vi}; the lower one's income the greater one's benefit. Income guarantees for seniors work in tandem with public services to provide a higher quality of life than can be achieved through individual action.^{vii}

Canadian Child Tax Benefits (federal and provincial/territorial) are another partial Basic Income program. The amount a family receives is based on the number of children and benefits is reduced progressively as other income increases^{viii} roughly \$6,639 per child under age 6^{ix}.

Pilots in Canada

The negative income tax is the most common form of Basic Income. Experiments such as the Manitoba Basic Annual Income Maintenance Experiment (MINCOME)^x and the Ontario Basic Income Pilot (OBIP)^{xi} used this framework. By definition, support only flows to those filing income taxes. The logic behind the negative income is that if your earnings fall below a threshold you receive a supplement to bring your income up to the threshold.

Highlighted here are the Manitoba Basic Annual Income Experiment (MINCOME) that was conducted between 1974 and 1979 under the joint sponsorship of Canada and Manitoba and the Ontario Basic Income Pilot (OBI) a three-year pilot launching in 2017 but cancelled by the newly elected Conservatives in 2018.

Manitoba MINCOME Experiment

The Manitoba MINCOME experiment was established to find out whether a guaranteed income would improve health and community life. This experiment cost \$17 million dollars providing support to 1,000 families.

The experiment would identify a household's income that dropped below a certain amount and the program would top income up equivalent to the welfare rates at the time. The results were positive, including an 8.5 percent drop in hospital visits, a decrease in emergency room visits from car accidents and fewer recorded instances of domestic abuse. There was also a reduction in the number of people who sought treatment for mental health issues. A greater proportion of high school students continued to the 12th grade^{xii}. Effectively for five years, the negative effects of

poverty were completely eliminated for those households in the program.^{xiii}

The initiative was terminated in 1978 as political support for the experiment faded and the economic recession loomed in Canada. "Politically, there was a concern that if you began a guaranteed annual income, people would stop working and start having large families," reported by Evelyn Forget, professor of community health science at the University of Manitoba. However, her research found no evidence that the program led people to withdraw from the labor market, according to her research. "It's surprising to find that it actually works, that people don't quit their jobs...There's this fear that if we have too much freedom, we might misuse it" said Forget.

Ontario Basic Income Pilot

The three-year Ontario Basic Income Pilot^{xiv} study looked at whether a basic income can better support vulnerable workers and give people the security and opportunity they need to achieve their potential. It also studied whether giving people a basic income can be a simpler and more economically effective way to provide income security support to people living on low incomes. Ontario planned to invest \$50 million per year but the pilot was cancelled in 2018 by the government thus affecting 4,000 people.

The negative income threshold for the OBIP was \$33,000. At zero earnings a single person was guaranteed \$16,989^{xv} and couples would receive \$24,027. The OBIP payments shrank as earnings rose, disappearing entirely at earnings of \$33,000. Individuals and couples with children under 18 could expect to receive the Canadian Child Benefit^{xvi}. OBIP payments were tax free, while earnings that recipients received were taxable

A recent report^{xvii} released on Ontario's Basic Income Experiment^{xviii} was compiled by researchers at McMaster University and Ryerson University, in partnership with the Hamilton Roundtable for Poverty Reduction. The report shows nearly three-quarters of respondents who were working when the pilot project began continued working after they started receiving Basic Income supplements. Those who stopped working did so

to attend school. Further, almost all of the people who left their jobs had been precariously employed. Participants who were working saw their household expenses reduced to 50 per cent of their income.

International Pilots

Finland in 2017 launched a Basic Income experiment to run one year^{xix}. Finns received \$634 per month without conditions. The full results are reported to be released in the spring of 2020 but the initial results are positive. Recipients felt happier, less stressed, trusted people and systems more and decreased their unemployment. Elon Musk, Richard Branson and other successful entrepreneurs have all supported the Finland Basic Income model in response to automation and social good.

Currently Basic Income is set to debut in Spain^{xx} when its needed most as the Spanish government is taking action in the wake of the coronavirus outbreak. The focus will be on families and is to offer \$475 per month. The minimum wage in Spain is \$1,032 per month. The situation with Spain's economic recovery is precarious as COVID-19 resulted in 3.5 million people unemployed in the month of March. A small-scale version of Basic Income was tested as a policy option in 2016 by providing low-income families between \$578 and \$1,156 per month and formed the basis of Spain's full BI debut.

Tax Transfer System

Social Assistance versus Basic Income

Transfer programs in Canada are the opposite of a Basic Income; social assistance has many rules and conditions that can work against a recipient's best efforts, is stigmatizing, and the benefit amounts are often inadequate even for basic needs.^{xxi} They often have the unintended consequence of trapping individuals/households in poverty and disincentivizing employment. Social assistance is often based on political decisions and value judgements of the government of the day, whereas Basic Income is generally based on evidence^{xxii}.

Why the tax/transfer system?^{xxiii}

The tax/transfer system is a powerful government tool to gather and invest revenue needed for the well-being of a society and its members. It enables us to have roads, schools and hospitals, democratic institutions and much more. In Canada, a wealthy country, it should be a priority to enable us all to have decent lives. However, our tax/transfer system has become very complex and contradictory. On the one hand, senior's benefits and child benefits provide some stability to millions of Canadians. There are also tax breaks and legal tax avoidance loopholes that divert billions of dollars to the wealthiest individuals and corporations, a situation that has evolved over decades —tax payers believed the contribution used to be more equitable.^{xxiv}

Basic Income Canada Network^{xxv} (BICN) Negative Income Tax Model

Canadians know that inequality, insecurity, and poverty have a high price tag that we are already paying. The social determinants of health and the associated costs are well understood. Governments must take that into account in efforts to build a more equitable society.

Three Policy Options

The Basic Income Canada Network (BICN) lays out three policy options that demonstrate it is indeed possible for Canada to have a basic income that is progressively structured and progressively funded.^{xxvi}

BICN follows key principles^{xxvii} (*Appendix B*) guiding how the benefit side of the Basic Income options could be designed as well as how it could be funded. BICN can measure how well our options do in enabling people to meet basic needs and in reducing inequality. They can see whether it is people with the least who benefit most and whether those with the highest incomes contribute appropriately. Canadians should look for these kinds of results in any options for a Basic Income that a government or non-governmental organization may put forward.

Option One - A benefit for 18-64 year olds, based on family income

- \$22,000 for a single person; \$31,113 for a couple (divided between individuals)
- It works similar to existing child benefits and the proposed Ontario pilot (that was cancelled by the government in 2018) as benefits are reduced gradually as other income rises, using a 40% reduction rate.
- Some tax changes affected low-income single seniors giving a boost to the Guaranteed Income Supplement for them in this model.

Option Two - A benefit for all adults 18+, based on family income

- The benefit works in the same manner as Option One, with seniors now included.

Option Three - An individual, universal benefit for all adults 18+

- Each adult gets the same \$22,000 benefit amount, regardless of family status or other income— there is no reduction rate in this model.

Benefit Design

The benefit design in the above options have similarities, all options are for adults; children's benefits remain as they are. All options presented by BICN are based on a benefit of \$22,000 per year for an individual. The Basic Income: Some Policy Options for Canada report^{xxviii} details a number of assumptions about how the options will work including intergovernmental relations and administrative matters. These models are based on a negative income tax, which is the most common form of Basic Income.

Funding Resources

All options are fully funded, from similar sources, making them economically feasible and sustainable. The resources used follow the BICN principles:

- Funding is rolled in from existing refundable tax credits and programs that provide direct income support, like the Goods and Services Tax/Harmonized Sales Tax (GST/HST) credit, as well as social assistance (the government only

takes half of administrative funds, so the remainder can be used for social services);

- Resources are shifted from non-refundable tax credits, including the basic personal amount and credits (federal and provincial) that go mostly to the wealthy, into the Basic Income;
- Tax fairness measures are adopted, such as more tax brackets and higher tax rates on high incomes;
- All income is treated the same whether it comes from employment or capital gains;
- Changes to corporate taxation are included so that corporations pay an appropriate share—corporations will gain from more people being able to participate in the economy;
- In Options Two and Three, which include seniors, funding is included from Old Age Security (OAS) and the Guaranteed Income Supplement (GIS);
- In Option Three, a significant increase to the basic individual tax rate given that every adult will receive \$22,000 of untaxed income.

Results

The results to pay attention to most are those that impact people. For example:

- In all three options, the entire lower half (Below \$30,086^{xxxix}) of the income distribution sees their disposable income increase. Most people up into the middle-income groups (\$74,517^{xxx}) continue to benefit. Wealthier individuals in the upper income (\$78,281^{xxxi}) deciles contribute more to ensuring that all Canadians at every stage of their lives, through ups and downs that affect all of us, have true income security and address inequality.
- The lowest income families see their disposable income increase by more than 350%. This is especially important for singles under 65 who have very little income security now^{xxxii}.
- The deprivation of common necessities that determine the quality of life is almost eliminated, at zero in some cases. For the few remaining under the poverty line (households with earnings less

than half of the national median income — \$22,133 for a single person, or \$38,335 for a family of three^{xxxiii}) the gap is far smaller than under the current system which traps too many people in deep poverty. The remaining few will need supports in some form of assistance.

- The future progress on poverty reduction is at risk due to; slow economic growth, inequality, instability, and data deprivation, erosion of social protection and human development systems. Economists^{xxxiv} say it's time for Basic Income.
- There are a few 'outlier' situations that may need special solutions, such as a young person under 18 living on their own who could not access a regular adult benefit. At the upper income end, there seem to be a few exceptional cases where a form of minimum tax may be required to ensure an appropriate contribution.

Basic Income cannot be the sole measure for creating equity. There will always be the need for social programs that address inequities that cannot be adequately addressed by income alone. An understanding of intersectionality is needed to keep Basic Income from becoming a way for governments to abandon responsibility for entrenched structural inequalities. Senator Kim Pate reported in a Tamarack webinar in May 14, 2020 that Basic Income would not replace existing supports but the need to develop a full strategy that includes housing and childcare. This strategy would evaluate where costs are covered and where needs still exist and would include additional supports to individuals with disabilities and our First Nations, Metis and Inuit populations. These populations would need additional supports to ensure fair treatment and an acknowledgement of the structural inequalities that exist.

Understanding the real costs and benefits of the options requires careful analysis. These options are all fully paid for, from similar sources in the tax/transfer system, and the pattern of results is relatively similar.

The results suggest that net affordability of the options is fairly similar too.

- Option One appears to have the lowest cost at \$134 billion—it also has the fewest adults. This proposed tax/transfer resources would also generate \$136 billion in revenue.
- Option Two includes seniors but also comes with the money that goes to seniors benefits now, so this option at \$187 billion (resources of \$189 billion) isn't necessarily much more expensive than Option One.
- Option Three includes more people still because benefits are provided to every adult based on individual income, instead of family income. It may be somewhat more expensive but not nearly as much as it might appear from its upfront \$637 billion calculation because the money to pay for it is recouped at tax time (resources of \$639 billion). This option requires more extensive change to the way income is taxed. Because we will all have received \$22,000 of non-taxable income, we will all pay higher taxes on the first dollar of income in excess of that threshold.
- As well, there are some differences among options shown above and some issues that merit further consideration.
 - Integrating seniors programs that currently have a universal, individual component as well as one based on family income was a challenge for Option Two and would benefit from more work to help those in the middle-income brackets.
 - More women than men were beneficiaries, especially in Option Three, and the programs are intended to help couples more than singles or single parents.
- Greater tax fairness, simplicity, transparency, and accountability are benefits of all options.

Income insecurity during COVID-19

Across Canada, the economic downturn that occurred as a result of COVID-19 has hit low-wage workers the hardest:^{xxxv} half of those who earned \$16 per hour or less lost their job or the majority of their hours between February and April, compared to 1% of workers who earned \$48 per hour or more.

While the Canadian Emergency Response Benefit (CERB)^{xxxvi} is providing crucial income support to millions of workers, it is not a universal program. An estimated^{xxxvii} 16% of unemployed workers aren't eligible, and neither are workers whose hours were reduced but monthly earnings remained above \$1,000.

The Canadian Emergency Response Benefit is a temporary income support for workers who have ceased working due to COVID-19 or have had reduced income. For those who get CERB, the \$2,000 benefit is equivalent to \$12 per hour for full-time work (40 hours per week). In the context of Ontario, this compares to a minimum wage of \$14. For 50% of workers who earned from \$14 to \$16 an hour and lost their job or the majority of their hours, the CERB benefit means a 15% drop in income. For the 36% of workers who earned \$16 to \$22 an hour, it means a 36% drop in income^{xxxviii}.

As seen prior to and exacerbated by COVID-19, increasing rates of technological change have been creating a new reality in which automation is replacing human labour (1 in 5 Canadians work in precarious and gig jobs.^{xxxix}) making life better in many ways, but also taking away livelihoods. Employment is increasingly insecure, the economy is shedding jobs, and much socially valuable work continues to go unrewarded.

A letter from CEOs for Basic Income identifies a guaranteed Basic Income as a 'business-friendly approach to address the increasing financial precarity of our citizens and revitalize the economy'.^{xl}

Six Million Canadians have been suddenly thrust into what is effectively a Basic Income program and we are seeing that it works for what it's meant to do – i.e. it provides a way that's more dignified and avoids stigma and

inefficiencies of applying for social assistance or using non-government organizations like foodbanks.

COVID-19 is wiping out in mere weeks more jobs than had been lost in two years of automation and outsourcing.^{xli}

A Basic Income would compensate for unpaid forms of work such as caregiving, community service, and entrepreneurship. It would also reduce personal risks associated with taking time to retrain or relocating to find jobs. Basic Income reduces stress, improving health^{xlii} and reducing crime,^{xliii} all which are good for society. Rural areas and small towns would also be the biggest winners economically, from a Basic Income^{xliiv} because small towns and rural regions would see the largest stimulus effects of a Basic Income. Basic Income would provide a more equitable distribution of the income generated in economically advantaged areas of the province, across the whole of the province.

Structural changes to the economy that are depressing wages,^{xliv} reducing the number of middle-class jobs available to Canadians, and affecting a decline in entrepreneurship.^{xlvi}

Opposition to Basic Income

Opponents of Basic Income often claim that cash transfer payment to individuals will remove the incentive to work, which in turn adversely affects the economy and leads to labour and skills shortage. The argument is that earned income motivates people to work, to be successful, to cooperate with colleagues, and to gain skills. The argument goes: "if we pay people, unconditionally, to do nothing... they will do nothing" and this leads to a less effective economy", says Charles Wyplosz, PhD, Professor of International Economics at the Graduate Institute in Geneva (Switzerland).^{xlvii} Economist Allison Schrager, PhD, claims that a strong economy relies on people being motivated to work hard, and in order to motivate people there needs to be an element of uncertainty for the future. Basic Income, providing guaranteed security, removes this uncertainty.^{xlviii} However, evidence from numerous basic income studies indicates that the majority of people in receipt of basic income continue to work. Moreover, the

impact of uncertainty often manifests as stress and anxiety, which leads to chronic and costly negative health consequences.^{xlix}

Elizabeth Anderson, PhD, Professor of Philosophy and Women's Studies at the University of Michigan, claims that a Basic Income would cause people "to abjure work for a life of idle fun..(and) depress the willingness to produce and pay taxes of those who resent having to support them, a position that has been widely refuted by basic income experiments.

The argument that Basic Income is too expensive was most recently claimed. In August 2018 when the Ontario's new Conservative government^l canceled the basic income experiment because the \$150 million pilot program was deemed to be too 'expensive and not sustainable' according to government officials. However, a recent analysis of the pilot showed that Basic Income is actually cost-effective (McMaster).

Finally, John Clarke, former director with the Ontario Coalition Against Poverty warns that "in the context of an agenda of cutbacks and privatization ... a cash payment will serve to replace other social programs and public services"^{li}. Moreover, Clarke posits that basic income will serve as a wage subsidy for exploitative employers and will block "struggles for living wages and let governments off the hook when it comes to minimum wage increases"^{lii}.

Clarke's critique is important because it recognizes that, regardless of the optimal model, Basic Income must be viewed as an integral part of a robust and comprehensive social safety net rather than a replacement of it. Enhanced health supports, increased affordable and social housing, strengthened labour standards and affordable childcare are as critical to poverty prevention as is income security.

Social Safety Net (SSN)

The need for a social safety net (SSN) is at a critical state for governments across the globe. Which SSN programs to choose, how to best structure and deliver them, and how to make them fiscally sustainable over the long term are important questions because the answers to these

questions affect the well-being of millions of poor and vulnerable people. As the interest in and the use of SSN programs continue to grow, countries are also exploring how to better integrate SSN programs into their overall social protection and jobs agenda.

The global focus on social protection and jobs in general and on the role of SSN in particular has intensified. So, that for the first time, social protection is part of a comprehensive agenda of the United Nations Sustainable Development Goals^{liii} (SDGs). SDG#1 calls to end (extreme) poverty in all its manifestations by 2030, ensure social protection for the poor and vulnerable, increase access to basic services, and support people harmed by climate-related extreme events and other economic, social, and environmental shocks and disasters. Target 1.3 of this Goal seeks to implement nationally appropriate social protection systems and measures for all and by 2030 achieve substantial coverage of the poor and the vulnerable.

Globally, developing and transition countries spend an average of 1.5 percent of GDP on SSN programs. Canada spent \$176.6 billion in 2018 on SSN programs^{liv}. However, spending varies across countries and regions. Europe and Central Asia regions currently spends the most on SSN programs, with average spending of 2.2 percent of GDP; the Sub-Saharan Africa and Latin America and the Caribbean regions are in the middle of the spending range; and the Middle East and North Africa and South Asia regions spend the least, at 1.0 percent and 0.9 percent, respectively.^{lv}

A Way Forward

Over 60 per cent of those living below the poverty line in Canada have jobs—some more than one—and yet are still beneath the poverty line^{lvi}. Basic Income has become an increasingly relevant global topic. Economists from across

the world^{lvii} reiterate: the pressing need for BI after a lot of fear and anxiety created by a high prevalence of technological job displacement due to advances in automation, software, and AI^{lviii}. With this shift of automation and modernization of the workforce Canada needs to remain competitive in a global market, Basic Income would allow for that bridge needed to get there, as we are seeing;

- Manufacturing and textiles to entry and mid-level information work^{lix};
- The ongoing transition of work to part time, contract, and gig-work^{lx};
- The threat of winner takes all markets where companies such as Amazon are absorbing greater shares of economic activity^{lxi};
- The desperate need to move to a human rights approach to meeting basic needs; and,
- As an economic opportunity forward as we move to recover from COVID-19.

Unprecedented government measures will have to be taken to make Canada and Ontario more resilient against poverty and future shocks. It is time to adapt, innovate and modernize to make the necessary shifts to a dignified and more prosperous social and economic future in the province.

More conversations, and education in communities across the country will be needed to move a livable income forward. Closer to home, the Social Research and Planning Council will coordinate and collaborate with others across the province and country to amplify our voice on Basic Income. In addition, in fall 2020, the Social Research and Planning Council plans on hosting a Basic Income Forum with national experts in the field to raise awareness and to advocate for a Basic Income.



Appendix A

List of Basic Income Models^{lxii}

There are a number of models that have been explored. Many take the shape of a negative income tax model system taxing the working populations as a welfare system within an income tax where people earning below a certain amount receive supplemental pay from the government.

In Scandinavia, they utilize higher personal tax with a value-added taxes (VATs) that is equivalent to sales taxes, but levied on businesses throughout the production process. As a tax on consumption, VATs are economically efficient: they can raise significant revenue with relatively less harm to the economy. They are also taxing corporations at a much lower rate to incentivise companies to pay good wages and ensure employment stability.

Other models are dependent on a portion of production, proxied by a fixed and flat tax on personal income and corporate net profits, distributed flat as a non-taxed benefit among all residents or citizens^{lxiii} over a certain age.

Some are dependent on land value tax^{lxiv} values from land^{lxv} and rents.^{lxvi} National Dividend (ND) - a payment to all citizen-residents, paid for by a tax on the commons, for example, cultural and natural resources accessible to all members of a society, including natural materials such as air, water, and a habitable earth.

National Income Supplement (NIS) - distributing all income taxes back to income earners, which would allow all income brackets to benefit from each other's success, and amplify their earnings (and underwrite labour costs).

The three pillar approach: Assisted Savings Program (ASP) - mandatory long-term savings/investment, and distributing all capital gains taxes to ASP accounts, ensuring savers benefit from each other's success, and amplify their savings. Returning tax revenues to citizens through these programs is enabled by a shift to a form of Land Value Tax (called a ULT) for general revenues. The Three Pillars would also replace the minimum wage and state-run pensions.

This table lists alternates to a full basic income^{lxvii} that have been implemented or proposed in various jurisdictions around the world.

NAME	DESCRIPTION	SPOKESPERSONS	TESTED IN
Negative income tax	Dependent on work income	Milton Friedman , James Tobin , Juliet Rhys-Williams	US and Canada (local experiments)
Citizen's dividend	Dependent on land value tax values from land and rents	Henry George , Thomas Paine	Alaska (Permanent Fund Dividend)
Universal dividend	Dependent on a portion of production, proxied by a fixed and flat tax on personal income and corporate net profits, distributed flat as a non-taxed benefit among all residents or citizens over a certain age.	John Moser	
National basic income	"Equal to all"	Philippe Van Parijs , Carole Pateman , Nancy Fraser , Claus Offe , Guy Standing among many others. The national basic income networks also focus on national basic income (and national negative income tax)	The Iranian basic income is somewhat between a partial and a full basic income.

Group Currency and Crypto Universal Basic Income		Greg Slepak et al. Andreas Fink Martin Köppelmann Jasper den Ouden Scott Santens Travis Uhrig Steve Randy Waldman Dionysis Zindros	VICE MotherBoard VICE
Partial basic income (PBI)	A partial basic income is any income guarantee set at a level that is less than enough to meet a person's basic needs. ^{lxviii}		Alaska (Permanent Fund of Alaska) ^{lxix}
Basic income for households	In the form of Basic Income (BI) or Net Income and Tax income (NIT)		
Basic income + negative income tax	A combination of BI and NIT	Hermonie Parker investigated several versions in <i>Instead of the Dole</i>	
\$8000 UBI, \$4000 (Minimum income), \$4000 Carbon tax dividend.	For those under 65. Seniors system unchanged.	Pascal J - naturalfinance.net in Canadian context.	
Basic income and social insurance		Andreas Bergh	
Stake holding grants		Thomas Paine , Bruce Ackerman , Anne Alstott	
European/regional basic income	Basic income for a region, for example Europe	Van Parijs, Steve Quilley, Phillippe C. Schmitter m.fl.	
Basic income with strings	For example, children going to school		Brazil (Bolsa Familia)
Basic income for special regions (such as Israel-Palestine)		Philippe Van Parijs	
Basic income for food		FIAN	
Global basic income		Global Basic Income Foundation, Myron J. Frankman m.fl.	
Local basic income	For a village, city, district		Otjivero (Namibia) , 2 villages in China
Social credit		Social credit movement, C.H. Douglas	
Basic income + flat tax	Equal tax rate	M. Friedman, A.B. Atkinson	
Basic income + VAT	Basic income financed by tax on consumption	Vivant	
Basic income + demurrage	A self stabilizing money supply that is resistant to inflation and deflation.	Omar Syed, Aamir Syed	
Basic income financed by equal rights to natural resources		Jay Hammond, Peter Barnes	Alaska , Iran (from 2011)
Social dividend	Based on publicly owned enterprises, see market socialism	James Meade , Oskar Lange , Abba Lerner , John Roemer , James Yunker	
Basic income instead of subventions			Iran (from 2011)
Carbon fee and dividend	Basic income funded by a carbon tax	Citizens' Climate Lobby	British Columbia
Basic income to disaster regions			
Basic income in the form of energy credits			
Basic Income Startup (ReCivitas)	"Lifetime Basic Income"	Marcus Brancaglione, Bruna Pereira	Brazil Quatinga Velho (local experiment)
Basic income + monetary reform + land value tax		James Robertson , Herman Daly	

Three Pillars

National Dividend (ND) - a payment to all citizen-residents, paid for by a tax on the commons

[The New Physiocratic League](#)

National Income Supplement (NIS) - distributing all income taxes back to income earners, which would allow all income brackets to benefit from each other's success, and amplify their earnings (and underwrite labour costs)

Assisted Savings Program (ASP) - mandatory long-term savings/investment, and distributing all capital gains taxes to ASP accounts, ensuring savers benefit from each other's success, and amplify their savings^{bx}

Returning tax revenues to citizens through these programs is enabled by a shift to a form of [Land Value Tax](#) (called a ULT) for general revenues. The Three Pillars would also replace the minimum wage and state-run pensions.

Appendix B

Basic Income Guiding Principles,^{lxxi} January 2020

One of the challenges in the basic income debate in Canada today is that the term basic income means different things to different people. BICN has set out a clear framework for a progressive vision of basic income, which can be found on BICN's website.^{lxxii}

Based on this framework, the BICN project team began by creating a set of basic principles to guide this work: *(Note that this is not intended to be a comprehensive list of principles relating to basic income, but principles to guide the types of choices we might need to make within the parameters of our project.)*

- The basic income will be universally available to all Canadians, permanent residents, and protected persons, regardless of employment status, family composition, availability for work, and wealth or savings.
- The basic income will be universally available, but this does not necessarily mean that every individual Canadian will receive a payment. Rather, it means that all Canadians are eligible, with no conditions imposed other than income or age.
- The maximum amount of the basic income will be set at a level that ensures everyone is above the poverty line after all taxes and transfers are accounted for.
- The basic income will not be tied to paid employment, but when low-income Canadians do undertake paid work, they should always come out ahead, without having their benefit reduced dollar for dollar.
- Any reductions in the amount of the basic income should occur gradually as income levels rise.
- The basic income will be administered in a way that is responsive to fluctuating levels of income.
- The basic income and any changes in the tax structure will be designed in such a way that any reductions in income compared to the current system start with the highest income Canadians. Similarly, the highest income deciles will see a proportionally greater reduction than income deciles lower down.
- The basic income and any changes in the tax structure will respect the principle of gender equality.
- The basic income may replace a number of existing income security programs, but not at the expense of essential social supports or programs, including affordable housing, health, dental, or medical benefits for low-income Canadians, veterans, or persons with disabilities.
- The basic income will not replace any social insurance programs, such as Employment Insurance or Canada/Quebec Pension Plan.
- The basic income will be national in scope, but may involve both federal and provincial programs.

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MANAGEMENT REPORT

Date:	November 23, 2020
To:	Mayor and Members of Council
From:	Chris Bantock, Deputy Clerk
Report#:	COU20-182
Attachments:	N/A

Title: Committee of Adjustment Electronic Signatures

Objective: To amend Procedural By-law #113-98 to allow for Committee of Adjustment members to electronically sign decision documents.

Background: At the June 8, 2020 Regular Council meeting, Council adopted a resolution through Report COU20-081 to amend Procedural By-law #113-98 to permit electronic meeting participation by Committee of Adjustment Members during a declared emergency. Several electronic meeting protocols were also adopted through the same, including where and how members are to participate, counting towards quorum, technology interruptions, and speaking and voting procedures.

In considering the continuation of electronic Committee of Adjustment meetings, concern has been identified with the current process of requiring members to sign decision documents in-person. Under normal circumstances, this would be required following each Committee meeting to certify decisions with respect to applications and any imposed conditions as a part of such decisions.

Analysis: Given the prescribed timelines that the Committee is required to operate under, Staff find it prudent to permit electronic signatures at this time so as to ensure adherence to the Planning Act is continued and efficiencies are maintained under the Committee's established guidelines.

Staff are recommending, through amendment to Procedural By-law #113-98, that Committee of Adjustment members, following an electronic meeting, be permitted to provide their signature electronically to any decision made by the Committee during that meeting. This electronic signature would constitute the same as if provided in writing. If provided electronically, Staff will ensure the protection of Committee member signatures in PDF format so that the integrity of the document is not compromised. Through a scan of

Ontario municipalities, Staff were able to identify and confirm that Richmond Hill has also approved a similar electronic signing process for their Committee of Adjustment members.

Should Council choose to approve this recommendation, Staff will bring forward a by-law to the next meeting of Council to request adoption of the proposed amendment herein.

Financial Impact: There is no financial impact identified as a result of this report.

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.

Staff Recommendation: THAT Procedural By-law #113-98 be amended to permit electronic signatures on decision documents signed by Committee of Adjustment members when electronic meetings of the Committee are permitted;

AND THAT the Clerk be directed to bring forward a by-law to amend Procedural By-law #113-98 to give effect to the proposed changes contained in Report COU20-182.



Chris Bantock, Deputy Clerk



Janice Beirness, Director of Corporate Services



Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date:	November 23, 2020
To:	Mayor and Council
From:	Tatiana Dafoe, City Clerk
Report#:	COU20-183
Attachments:	Summary of MAT Consultation to Date

Title: Municipal Accommodation Tax Project and Stratford Tourism Alliance Review Update

Objective: To provide Council with an update on the Municipal Accommodation Tax project and on the requested review of the Stratford Tourism Alliance.

Background: At the February 10, 2020 Regular Council meeting, Council adopted the following resolution:

THAT the report entitled "Municipal Accommodation Tax – Next Steps" be received for information;

THAT Council supports, in principle:

- the establishment of a mandatory Municipal Accommodations Tax for accommodators in the City of Stratford effective January 1, 2021; and
- a sharing model of 50/50 for the Stratford Tourism Alliance and the City of Stratford;

THAT the creation of a Municipal Accommodation Tax Reserve Fund, to separate the City's portion of the Municipal Accommodation Tax revenues for uses to be determined by Council, be supported;

THAT the City Clerk, or designate, be authorized to draft the necessary Agreement with the Stratford Tourism Alliance for the use of the 50% of the Municipal Accommodation Tax, in consultation with the City Solicitor;

THAT the City Clerk, or designate, be authorized to draft an agreement and pursue a third-party administrator of the MAT Program;

AND THAT staff be directed to commence public consultation on this project and to prepare a management report to be considered at an upcoming Finance and Labour Relations Committee meeting.

As directed, staff commenced public consultation on this project as outlined in Report COU20-018. A summary of consultation completed to date is attached for information.

At the March 9, 2020 Regular Council meeting, Council adopted the following resolutions:

THAT a comprehensive review of the Stratford Tourism Alliance be undertaken.

THAT the development of an ad-hoc committee with the purpose of reviewing the proposed municipal accommodation tax be referred to staff.

Due to COVID-19, further public consultation on the MAT project and the review of the Stratford Tourism Alliance (STA) were put on hold.

While these projects are on hold, staff have attempted to research the experience of other municipalities that have implemented a MAT or completed a review of their tourism agency to determine best practices, focusing on municipalities that had a voluntary Destination Marketing Program prior to transitioning to a MAT.

In January 2020, Niagara on the Lake Council voted to defer consideration of a 4 per cent Municipal Accommodation Tax (MAT) until a tourism strategy is completed. It was stated that the town's strategic plan includes mention of developing a tourism strategy and that strategy should be a goal prior to imposing a tax on the tourism industry.

Analysis: Over the summer STA announced they were piloting a new business model. The City was advised by STA that with its increased focus on destination management and development and resolve to represent all local tourism-related businesses, STA changed its operating name from Stratford Tourism Alliance to Destination Stratford. The purpose of Destination Stratford is to act as a private sector led not-for-profit marketing organization that develops, manages and promotes "Destination Stratford" as a national and international tourism icon. The goal is to holistically strengthen the local tourism economy and enrich the quality of life in the City of Stratford and area.

Due to the significant impacts of COVID-19 on Stratford's tourism industry and the changes already made by STA, staff are recommending deferral of the development of a MAT and review of the Stratford Tourism Alliance in light of their recent changes. This would allow Destination Stratford to focus on their renewal process and continued tourism recovery plans.

Council could also consider completing a tourism strategy for the City.

The last tourism strategy for the City was done in October 2005 and recommended a new destination marketing organization with industry participation and investment and increased funding. Other recommendations included a destination marketing fee, increased City funding for tourism, designating the new agency as the primary voice for tourism in Stratford. Much of these recommendations were approved and put in place at the time.

It has been over 15 years since the City conducted a tourism strategy.

A new tourism strategy, completed by a third party, would assist the City in understanding and setting targets and strategies for tourism in the City. With a strategy, specific goals and objectives could be identified and the means for achieving those goals would be outlined. One of the means could be exploring new funding structures.

If Council is interested in completing a new tourism strategy, it is recommended that the City engage a consultant to assist with completing a five-year tourism strategy and action plan that encompasses both short term economic recovery from COVID-19 and a longer-term general tourism strategy.

Staff further recommend the following:

- halting development of a MAT at this time;
- halting the undertaking of a Stratford Tourism Alliance review;
- referring the development of a City tourism strategy, including obtaining a consultant to complete the review, to the 2021 budget

Financial Impact: If Council is interested in pursuing a tourism strategy in 2021, staff will work with Destination Stratford to collaboratively obtain consultant quotes for potential addition to the budget.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Developing our Resources

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

Widening our Economic Opportunities

Strengthening Stratford's economy by developing, attracting and retaining a diversity of businesses and talent.

Staff Recommendation: THAT the report entitled "Municipal Accommodation Tax Project and Stratford Tourism Alliance Review Update" (COU20-183) be received;

THAT direction be given with respect to halting development of a Municipal Accommodation Tax and a Stratford Tourism Alliance review at this time;

THAT retaining a consultant to develop a tourism strategy for the City, be referred to the 2021 budget;

AND THAT staff work with Destination Stratford to obtain consultant quotes and to identify funding options for budget deliberations.



Tatiana Dafoe, City Clerk



Janice Beirness, Director of Corporate Services



Joan Thomson, Chief Administrative Officer

MAT Consultation Overview

February 10, 2020

Stratford City Council approved in principle the establishment of a mandatory Municipal Accommodation Tax for accommodators in the City of Stratford effective January 1, 2021.

February 24, 2020

Management report presented to City Council outlining public consultation process for proposed Municipal Accommodation Tax.

Fact sheet prepared with answers to frequently asked questions about the proposed Municipal Accommodation Tax. Posted on City website and social media, and summarized in Town Crier ad in The Beacon Herald newspaper. Document also made available in hard copy form at main reception desk at City Hall.

Questionnaire prepared to solicit feedback on proposed MAT, and made available on City website and in hard copy form at main reception desk at City Hall. Deadline for comments initially set for March 31, 2020, but extended indefinitely.

Total of **43** responses received – **36** opposed to MAT, **7** in support

Additional **11** comments emailed – **10** opposed to MAT, **1** undecided

Week of February 24-28, 2020

Stakeholder groups, including Stratford Tourism Alliance, hotel, motel and Bed and Breakfast owners, City Centre BIA, RTO4, Stratford Festival, Chamber of Commerce and investStratford, contacted with invitation to participate in face-to-face meetings with staff to discuss details of MAT and to allow for feedback.

March 11, 2020

First stakeholder meeting with Bruce Hotel owner Jennifer Birmingham and assistant general manager Gilad Rozenberg. Both expressed stern opposition to proposed MAT.

March 12-31, 2020

Remaining scheduled consultations with stakeholder groups/individuals cancelled as a result of COVID-19 outbreak.



MANAGEMENT REPORT

Date:	November 23, 2020
To:	Mayor and Council
From:	Eden Grodzinski, Manager of Housing Kim McElroy, Director of Social Services Ed Dujlovic, Director of Infrastructure & Development Services
Report#:	COU20-184
Attachments:	None

Title: Britannia Phase 2 Development Plans

Objective: To obtain Council approval for the development of Phase 2 of the Britannia Street Affordable Housing Project.

Background: On April 24, 2017, City Council approved a Business Plan to build 55 new affordable rental housing units on a hectare of City-owned land adjacent to Britannia Street, at the former Fairgrounds property (Report #ITS17-017). The Business Plan called for the development to be undertaken in two phases – 35 units in Phase 1, and 20 units in Phase 2.

On September 11, 2017, City Council awarded the architecture RFP for Phase 1 to SRM Architects Inc., an architecture firm with experience in multi-residential development in the affordable housing sector (Report #COU17-051). SRM Architects was responsible for design services including building design, working drawings and site planning. SRM Architects also coordinated the structural, mechanical, electrical, and civil engineers and landscape architecture.

A new set of architectural, structural, mechanical, electrical and landscape drawings are now required for the Phase 2 development.

A Site Plan Amendment is also required, as the original Site Plan Approval obtained on September 14, 2018 (SPO-148) was for the development of the Phase 1 property only.

The preliminary cost for the development of Phase 2 is estimated to be about \$6 million. Approximately 7.5% of the budget will be required for consulting services, such as construction project management, architectural services, civil, structural, mechanical and electrical engineering and landscape architect services.

As per Section 42 (Exemption by Council) subsection 1 of the City's Procurement of Goods and Services Policy, Purchasing, staff are requesting an exemption from the purchasing policy to allow for the appointment of SRM Architects as the architecture firm for Phase 2, in order to ensure that the design of the Phase 2 building is consistent with Phase 1 and to meet tight timelines for federal-provincial funding opportunities.

Analysis: In support of all four priorities of the City's Strategic Plan (April 2019), the Phase 2 Affordable Housing project will create 20 new rental units for low wage workers, thereby furthering local economic opportunities. The rental rate for all the units will be set at 80% of the Ministry-approved Average Market Rent for the Service Manager area.

The concept plan calls for a universally designed 2-storey building containing 20 units of varying sizes (e.g. studio, 1-bedroom, 2-bedroom and accessible units). It is recommended that there be a partial basement to house the mechanical room, as well as space for security data equipment and maintenance storage. There will also be laundry facilities, a community lounge, and a public washroom for use by City staff, contractors, and visitors. The design plans will include accessibility features, including a garage for mobility devices (e.g. scooters) for use by residents of both buildings, so that the scooter rooms in Phase 1 can be repurposed for a community lounge and maintenance area. The landscape plans will also include a community garden for use by residents of both buildings.

In order to ensure that the design, look and feel of the second building is consistent with original concept plans, as well as to meet tight timelines for federal-provincial funding under the Ontario Priorities Housing Initiative (OPHI), it is recommended that the Phase 1 architectural firm, SRM Architects Inc., be re-engaged to provide the necessary design services for Phase 2. Their fee to complete Phase 2 of the development will be \$171,550 plus HST and disbursements.

SRM Architects Inc. will be responsible for all design services including building design, working drawings and site planning, and will also coordinate the civil, structural, mechanical, and electrical engineers as well as landscape architect services. In addition, SRM Architects will be responsible for submitting the site plan application and amendments, supporting staff during the construction tendering process, and providing design oversight during the construction phase.

It is recommended the services of a Project Manager be contracted to join the development team in advance of the detailed drawings being completed. The Project Manager will bring experience in multi-residential construction. The Project Manager will be responsible for coordinating the prequalification tendering process for construction, promoting efficiencies during the construction process, reviewing change orders, attending all construction site meetings, mediating disagreements between the architects and contractors, ensuring that the project remains on time and on budget, and protecting the interests of the City. The Project Manager will report to the Manager of Housing and will be selected in accordance with the City's Procurement of Goods and Services Policy.

The Housing Division has provisionally secured \$1,125,700 in capital funding from the federal-provincial Ontario Priorities Housing Initiative (OPHI). To commit funding under OPHI, City Council is required to approve the Phase 2 project and sign a Contribution Agreement no later than December 31, 2021.

Other sources of capital funding from Canada Mortgage and Housing Corporation (CMHC) are currently being explored. Remaining funds will come from municipal debentures.

The funding for ongoing operations will come from rental revenues. Property management services will be provided by the staff of the Housing Division, as well as contracted services (e.g. cleaning, snow removal, etc.). Due to the increase in workload that managing an additional 55 units (Phase 1 and Phase 2 combined) will have on the Housing Division, it is recommended that one additional staff resource for property/resident management be added to the 2022 operating budget.

Financial Impact: The preliminary cost for the development of Phase 2 is estimated to be about \$6 million. The fee for architectural services, civil, structural, mechanical and electrical engineering and landscape architect services will be \$171,550 plus HST. Capital funding for the Phase 2 development will primarily come from two sources: \$1,125,700 from OPHI and the remainder from municipal debentures.

Alignment with Strategic Priorities:

Mobility, Accessibility and Design Excellence

Improving ways to get around, to and from Stratford by public transit, active transportation and private vehicle.

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Developing our Resources

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

Widening our Economic Opportunities

Strengthening Stratford's economy by developing, attracting, and retaining a diversity of businesses and talent.

Staff Recommendations: THAT Council approve the development of Phase 2 Britannia St. Affordable Housing project;

THAT Council authorize the Mayor, City Clerk and Director of Social Services to enter into a Contribution Agreement for Ontario Priorities Housing Initiative (OPHI) funding;

THAT Council authorize the Mayor, City Clerk and Director of Social Services to sign and submit a Declaration of Integrity and relevant documents for Canada Mortgage and Housing Corporation (CMHC) funding opportunities.

THAT Council authorize an exemption from the Purchasing Policy to allow for the sole sourcing of an architecture firm for Phase 2;

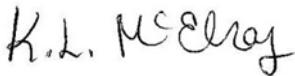
THAT SRM Architects Inc. be retained as the architecture firm for Phase 2;

THAT staff be authorized to issue a tender for a Project Manager in accordance with the City's Procurement of Goods and Services Policy;

AND THAT Council endorse the need for one additional staff resource for property/resident management services in the 2022 operating budget of the Housing Division.



Eden Grodzinski, Manager of Housing



Kim McElroy, Director of Social Services



Ed Dujlovic, Director of Infrastructure
& Development Services



Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date:	November 23, 2020
To:	Mayor and Council
From:	Jodi Akins, Council Clerk Secretary
Report#:	COU20-185
Attachments:	None

Title: Extension of Agreement for Integrity Commissioner Services

Objective: To renew the agreement with Robert J. Swayze for provision of Integrity Commissioner services for an additional two year term.

Background: *Bill 68, Modernizing Ontario's Municipal Legislation Act, 2017* legislated a requirement for municipalities to appoint an Integrity Commissioner by March 1, 2019. A request for proposals was issued in October 2018 and following evaluation of proposals, the contract was award to Robert J. Swayze, Barrister and Solicitor. An agreement with Mr. Swayze was subsequently entered into and expires on December 9, 2020, however, the agreement provides for two additional two year terms to be exercised by the Municipality.

Pursuant to the agreement, staff provided notice in writing to Mr. Swayze that the City wishes to extend the agreement for an additional two year term. Mr. Swayze acknowledged the request and confirmed he is agreeable to the proposed extension.

Analysis: No changes have been made to the existing agreement dated December 18, 2018.

As Integrity Commissioner, Mr. Swayze reports to Council and is responsible for performing in an independent manner, the functions assigned to him by the municipality with respect to:

- Application of the Council Code of Conduct;
- Procedures, rules and policies governing the ethical behaviour of Council;
- Application of the *Municipal Conflict of Interest Act*
- Provide advice to members of Council, as requested, regarding their obligations under the Council Code of Conduct and/or *Municipal Conflict of Interest Act*
- Educate Council and the public on the Council Code of Conduct and the *Municipal Conflict of Interest Act*

Financial Impact: Throughout the 2018-2020 term of this agreement (3 years), costs in the amount of \$18,859.76 (inclusive of HST) were paid for this service.

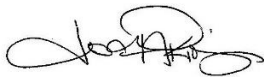
No increases to the fee or mileage rates are being recommended.

Alignment with Strategic Priorities:

Not applicable (explanation required)

These services are required under *Bill 68, Modernizing Ontario's Municipal Legislation Act, 2017*.

Staff Recommendation: THAT the agreement dated December 18, 2018 between Robert J. Swayze and The Corporation of the City of Stratford for provision of Integrity Commissioner services be extended for a further two year term to December 9, 2022.



Jodi Akins, Council Clerk Secretary



Janice Beirness, Director of Corporate Services



Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date:	November 23, 2020
To:	Mayor Mathieson and City Council
From:	Brent Raycraft, Supervisor of Fleet
Report#:	COU20-186
Attachments:	T-2020-37 Bid Summary

Title: Supply and Deliver Regular Gasoline, Clear and Coloured Diesel tender results.

Objective: To recommend award of tender T2020-37, supply and deliver regular gasoline, clear and coloured diesel.

Background: The City issued T2020-37 which is a three-year tender to supply and deliver regular gasoline and clear and coloured diesel. The tender closed November 4, 2020. The price requested is a markup amount only on a specified rack price which changes weekly. The current provider is Boucher and Jones Inc. Excluded from this tender is airport aviation fuel and City Transit. The Transit department is currently in a buying group with London Transit.

Joining the tender process this year was the Stratford Police Services in order to increase the volume of purchase and achieve a better discount. As a result, there will be fuel delivered to the St. Mary's Service Centre for police use.

Analysis: The bid summary is attached. Bidders could bid on bulk delivery to each service centre individually, Stratford and St. Mary's, or both. As a result of the increased volume there will be negative markup on the fuel to be delivered which could result in a potential annual savings of \$10,800 to the City and the Police combined.

Financial Impact: The annual cost for gasoline and clear and coloured diesel is approximately \$345,000 excluding HST per year and is included in the operating budget for the City.

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.

Staff Recommendation: THAT T-2020-37 to supply and deliver regular gasoline and clear and coloured diesel be awarded to MacEwen Petroleum for bulk deliveries to the Stratford Service Centre and to Dowler Karn Ltd. for bulk deliveries to the St. Mary's Service Center from January 1, 2021 to December 31, 2024 .



Brent Raycraft, Supervisor of Fleet



Ed Dujlovic, Director of Infrastructure & Development



Joan Thomson, Chief Administrative Officer

T-2020-37

Supply and Deliver Gasoline and Diesel Fuels

Submission Summary

Vendor	Regular Gas Bulk	Clear Diesel Bulk	Coloured Diesel Bulk	Regular Gas Card Lock	Clear Diesel Card Lock	St. Mary's Regular Gas Card Lock
MacEwen Petroleum Inc	-0.021	-0.026	-0.026	-0.033	-0.039	0.0075
Boucher and Jones Inc.	-0.015	-0.025	-0.025	-0.015	-0.025	No Bid
Dowler Karn Limited	0.001	-0.02	-0.02	No Bid	No Bid	0.001
McDougall Energy Inc.	-0.001	-0.001	-0.001	No Bid	No Bid	No Bid
Parkland Corporation	0.0075	0.0075	0.0075	No Bid	No Bid	No Bid
Core Fuels Ltd	0.01	0.001	0.001	0.01	0.001	No Bid
Canada Clean Fuels Inc	0.06	0.04	0.08	No Bid	No Bid	No Bid
Current Contract Pricing	0.005	0.0025	0.0025	0.005	0.0025	0.035



MANAGEMENT REPORT

Date:	November 12, 2020
To:	Mayor and Members of Council
From:	Jeff Leunissen, Interim Manager of Planning
Report#:	COU20-187
Attachments:	October 31, 2019, Sub-committee Report

Title: Revisions to the City of Stratford Sign By-law No. 159-2004

Objective: To receive information on possible revisions to City of Stratford Sign By-law No. 159-2004.

Background: Staff submitted a report on possible changes to the Sign By-law to the Planning and Heritage Sub-Committee on October 31, 2019. The report identify areas where the Sign By-law could be updated to reflect current trends and also recommended possible changes to the By-law centred around temporary signs. Sub-committee adopted the following staff recommendation:

THAT staff consult with the community, which will include holding an open house, on possible revisions to the Sign By-law;

AND THAT staff bring back a report on changes to the Sign By-law later this year.

The Sub-committee recommendation was carried by Planning and Heritage Committee on November 12, 2019. At the Committee meeting, one member of Council, in response to a request from members of the public, asked about possibility of banning plastic election signs. On November 25, 2019, Council adopted the recommendation of the Planning and Heritage Committee.

On December 10, 2019, staff hosted an open house on the proposed changes to the Sign By-law. Notice of the Open House was advertised on the City's webpage and sent by direct mail to the following groups and organizations:

- Heritage Stratford
- City Centre BIA
- Stratford and District Chamber of Commerce
- Area sign companies
- Stratford Bed and Breakfast Association
- Stratford Tourism Alliance


- Invest Stratford.

In total, three individuals attended the Open House. Those who attended were asked their opinion on possible changes to the Sign By-law, they were asked if they support, oppose, or prefer alternate regulations through a dotmocracy exercise (see below).

Sample Open House Board

COMMUNITY EVENTS SIGN

PROPOSED DEFINITION: A "community events sign" means sign advertising a registered charity, a recognized neighbourhood association or a non-profit organization but does not include sign advertising a commercial event.



	Possible Regulation	Support	Opposed	Alternate
Location	Throughout the City			
Maximum Height	1 m (3.3 ft)	●		
Maximum Area	0.55 m ² (5.9ft ²) per sign face	●		
Maximum Duration	7 days prior to the event. To be removed 2 days after the event	● ● ●		
Maximum Number	1 per property	●		
Minimum Setback	• 1m from sidewalk • 3 m from travelled portion of road • 3 m from a driveway	●		
Permit Required	Yes	● ●		
Permit Fee	\$50 100% refundable following removal of signs	● ● ●		
Proposed Regulations				

Those who attended the Open House generally support the proposed changes. Unfortunately, given the number of people who attended the Open House, it is difficult to draw any specific conclusion on the proposed changes. Since the Open House, staff has not received any emails, telephone calls or messages regarding proposed changes to the City's Sign By-law

Submission of this report has been delayed because of the Covid-19 pandemic and staffing changes in the Development Services Department.

Analysis: Staff's review and public consultation on any changes to the Sign By-law have been led by the following objectives:

- Trends in the industry;
- Sign variances considered and often approved by Council;
- Incorporation of past resolutions of Council i.e. community events sign, help wanted signs; and,
- Ease of understanding and enforcement of the By-law.

Staff believes revisions described below will meet the four objectives:

Changes to Section 1.0 Definitions:

- add definition for canopy sign, community event sign, help wanted sign, feather flag sign, temporary sign, poster board, pole poster sign
- change portable sign to mobile sign;
- delete the following definitions: marquee sign, read-o-graph sign, designated light standard, portable sign, changing copy sign and designated light standard
- clarify the definition of change copy sign and electric media sign;
- use definitions contained in new comprehensive zoning by-law i.e. visibility triangle vs sight triangle; and
- add illustrations to make it easier to distinguish between sign.

Changes to Section 3.0 – Interpretation

- clarify that illustrations do not form part of the by-law.

Changes to Section 4.0 – General Provisions

- add provisions regarding “illumination” – illuminated signs must be downcast or shielded to minimize reflective impact on the night sky; and
- add provisions prohibiting glare from illuminated signs, no glare on neighbouring premises or oncoming traffic is permitted.

Changes to Section 4.1 - Signs Not Requiring a Sign Permit

- clarify provisions allowing poster signs only on designated boards in the City Centre; and
- add help wanted signs and pole poster signs to the list of signs not requiring a permit.

Changes to Section 5.1 – Sign Permit Information

- add new provisions indicating that when drawings for ground sign greater than 1.6 m in height, the sign structure that exceeds 7.5 m in height or a wall sign weighing greater than 115 kg is submitted that they be submitted with a drawings signed and sealed by a Professional Engineer or Architect:

Changes to Section 9.0 - Establishment of the Class of Signs by Zoning Category

- add new zones from the Draft Comprehensive Zoning By-law to the list i.e. Theatre District (TH), Agricultural (A) and Urban Reserve (UR). These provisions will come into effect upon the adoption of the Comprehensive Zoning By-law.

Changes to Section 10.0 – Heritage Conservation District

- clarify existing provisions including provision limiting fascia signs to the first storey.

Changes to Section 11.0 – Permitted Sign by Class

- add banner signs, community events signs, feather flag signs, help wanted signs, and permanent change copy signs to the table.

Changes to Section 15.0 – Ground Signs

- clarify illuminated signs are not permitted within the Mixed Use Residential zone.

Changes to Section 16.0 – Fascia Signs

- change provisions allowing fascia signs from the upper limit of the first storey to the upper limit of the second storey throughout the City, with the exception of the Heritage Conservation District.

New Section 20.0 - Permanent Electronic Change Copy Signs

- add new provisions allows small permanent Electronic Change Copy Signs throughout the City except in the Heritage Conservation District and subject to the following provisions: the signs be less than 1.0 m² in area, they be located a minimum of 30 m from a dwelling unit, the sign shall not be blinking, the sign shall come with technology to adjust brightness to ambient light conditions, and the sign shall not obstruct vehicles or pedestrians.

Changes to Section 21.2 Mobile Signs (formerly 20.2 – Portable Signs)

- add provisions allowing one sign per 30 m of frontage at any one time; and,
- delete the provision prohibiting the sign from being in colours other than black and white and sign characters from being florescent.

Changes to Section 21.3 – Sidewalk Signs (formerly 20.3)

- add provisions to allow sidewalk signs throughout the City;
- add provisions limiting the number of sidewalk signs per property outside the City Centre to 1 per 30 metres frontage; and
- add provisions requiring sidewalk signs outside the City Centre to be setback from the street, to be a maximum of 0.55 m² in size and a the sign be a maximum of 1 m in height.

Note: the proposed provisions do not change the regulations for sidewalk signs in the City Centre.

Changes to Section 21.10 – Banner Sign (formerly 20.10)

- add provisions to allow banner signs in commercial and industrial areas provided they do not exceed 6.0 m² in area. Each property may erect one banner sign for a maximum of 30 days, twice per year.

New Section 21.11 – Feather Flag Signs

- add provisions to allow feather flag signs in commercial and industrial areas provided they do not exceed 3.4 m in height and 1.9m² in area for a maximum of 90 days. A maximum of two feather flag sign permits may be issued per business per year. Feather flags signs shall not obstruct vehicles or pedestrians.

New Section 21.12 – Help Wanted/For Hire Signs

- add provisions to allow help wanted/for hire signs in commercial and industrial areas provided they do not exceed 6.0 m² in area. Only one help wanted sign is permitted per 30 m of frontage and they shall not obstruct vehicles or pedestrians.

Note: no permit is required for help wanted signs if they meet the provisions of the by-law.

New Section 21.13 – Community Events Signs

- add provisions to allow community events signs throughout the city provide they do not exceed 1 m in height and 0.55 m² in area;
- a community events sign may be erected 7 days prior to the event and be removed 2 days after the event; and,
- Community events signs shall not obstruct vehicles or pedestrians.

New Section 21.14 – Pole Poster Signs

- add provisions to allow pole poster signs on 50% of light standards to a maximum size of 1m²; and,
- pole poster signs shall not obstruct vehicles or pedestrians.

Changes to Section 23.0 - Penalties and Enforcement (formerly 22.0)

- e) add feather flag signs, help wanted signs, banner signs, and community events signs to the list of signs that shall be removed after 2 days notice; and
- f) increased the maximum fee to remove a sign from \$200 to \$250 and the maximum storage fee from \$20 per day to \$25 per day.

Changes to Schedule "A" – Fees

- added permit fee \$50 for banners, community events signs, feather flag signs, and sidewalk signs. The community events sign fee is refundable if the provisions of the By-law are complied with.

Changes Throughout the By-law

- minor amendments have been made throughout the by-law to correct inconsistencies (i.e. fascia vs facia, 0.6 m vs 60 cm); and

- Position titles have been updated (i.e. Director of Building and Planning to Manager of Planning)

Staff believe the above summarized revisions will incorporate recent trends in the industry, reduce the number of sign variances, incorporate past resolutions of Council and make the By-law easier to understand by staff and members of the community. The revisions are also expected to meet the needs of business in Stratford as they provide additional sign options with appropriate limitations on size, location and duration such that new signs will not alter the character of the community.

Sign By-law Enforcement

When the By-law Enforcement Policy and Business Plan was submitted to Council for adoption (in November 2010), it was reported that most violations were complaint based. This approach is appropriate as most municipal by-laws require a minimum standard or minimum level of maintenance and do not require a permit. Such is not the case for signs.

As there is a permit process for signs, and the possible revisions being considered will allow more sign options for property owners, staff believes enforcement of the Sign By-law should be on a proactive basis. For this reason, when any By-law is submitted for adoption, staff intends to include in the resolution a clause directing staff to proactively enforce Sign By-law 150-2004. Proactively enforcing the City's Sign By-law will result in greater sign consistency throughout the community and greater consistency is expected to reduce complaints (to both staff and members of Council). In most cases, proactively enforcing the By-law will consist of removing temporary signs from the road allowance.

Plastic Election Signs

In preparation of this report, staff reviewed sign by-laws for the cities of Brampton, London, Kitchener and Waterloo and the towns of Oakville and Town of the Blue Mountains. Similar to Stratford's Sign By-law, these municipalities regulate the location, duration, and in some cases the size of election signs; but, none of these municipalities prohibit the use of plastic election signs. The City of Brampton directed staff prepare a report on banning election signs in June 2019. As of the date this report was completed, staff reviewed the City of Brampton Sign By-law and election signs continue to be permitted in the City of Brampton.

Given there was no overwhelming public demand to ban plastic election signs, sign by-laws in both large and small Ontario municipalities do not prohibit plastic election signs, and staff cannot find an example of another municipality banning election signs, staff do not believe revisions to the election sign provisions are warranted at this time.

Notice

There are no statutory notice requirements affecting an amendment the City of Stratford Sign By-law.

Schedule 3 of the City's Notice policy (C.3.10) requires that Notice of Intent be advertised at least once 10 calendar days prior to the Council meeting where the proposed by-law is to be considered. If, upon receipt of this report, there are no substantial changes to the revisions proposed, staff intends to advertise Notice of Intent in accordance Schedule 3 of the Notice policy on or around November 28, 2020 and submitted a By-law for consideration on December 14, 2020.

Financial Impact: It is difficult to predict the financial impact of the recommended changes to the Sign By-law. The revised By-law does require permits for signs currently not permitted. This permit process will generate some revenue where none currently exists.

Strategic Priority that Aligns with Recommendation:

Widening our Economic Opportunities

Strengthening Stratford's economy by developing, attracting and retaining a diversity of businesses and talent.

Staff Recommendation: THAT Council receive for information this report on possible revisions to Sign By-law 159-2004;

AND THAT staff advertise Notice of Intent to amend the Sign By-law in accordance with Schedule 3 of Notice policy (C.3.10)



Jeff Leunissen, Interim Manager of Planning



Ed Dujlovic, Director of Infrastructure and Development Services



Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 31, 2019
To: Planning and Heritage Sub-committee
From: Jeff Leunissen, Manager of Development Services
Report#: PLA19-039
Attachments: City of Stratford Sign By-law No. 159-2004

Title: Possible Revisions to the City of Stratford Sign By-law No. 159-2004

Objective: The purpose of this report is to introduce possible amendments to the City's Sign By-law and to obtain public input on these possible amendments.

Background: Following the removal of temporary signs for a charitable organization in November of 2014, staff prepared a report in January 2015 informing Council of an intention to undertake a review of the Sign By-law specifically as it applies to charitable and not-for-profit organizations. Until such time as the report is completed, Council, on February 23, 2015, resolved the following:

that temporary signs for charitable and not-for-profit organization located on the road allowance be exempt from obtaining a permit provided someone from the organization meets with staff to ensure signs do not obstruct any views. There is no fee for the staff review. Staff will continue to enforce the By-law for other non-official signs erected in the road allowance.

Delays in bringing this report back to Council have resulted in additional issues being brought forward which should be incorporated into the review. One such issue is "Now Hiring" and "Help Wanted" signs. In response to a request from numerous area businesses regarding their challenges filling vacancies, Council, in October 2016, granted an exemption to the requirement to obtain a sign permit for temporary "Now Hiring" and "Help Wanted" signs.

In 2014, Council approved revisions to the sign permit process to no longer circulate Heritage Stratford. Part of the rationale for the change was that circulating to Heritage Stratford was causing delays in issuing permits. The Sign By-law already contains specific provisions to regulate signs in the Heritage Conservation District (HCD). Sign Variance applications continue to be circulated to Heritage Stratford. Heritage Stratford has requested they again be circulated on all sign permit applications in the HCD.

Increased technology in both sign production and sign products has resulted in new sign products and more signs of specific types. Examples of such signs include feather flag signs, portable signs, banner signs and LED signs, be they read-o-graph signs or electronic media signs. More organizations are turning to these signs to advertise their services or products.

With the exception of read-o-graph signs and electronic media signs, most sign issues in the past few years have centred around temporary signs, be they feather flag signs, sidewalk signs or banners. Staff has identified a number of areas where revisions to the Sign-By-law would make interpretation of and compliance with the By-law easier for both staff and members of the Public. Below are the areas staff believes should be reviewed:

Feather Flag Signs



A review of other municipalities' by-laws has discovered there are different terms to describe these signs. Some by-laws refer to them as "feather flag signs" while others refer to them as "teardrop signs". Still others group them with other "mobile signs".

The City's current By-law permits flags of corporations, government, educational or religious institutions only. An industrial use is permitted to erect a flag identifying the name of the establishment but they are not permitted to advertise a particular product or service. The By-law does allow banners, but restricted them to railway overpasses and only in conjunction with an event sponsored by a charitable or non-profit organization.

Portable Signs



Portable signs of all shapes and sizes continue to be requested although few permits are issued. The By-law does permit portable signs throughout the City provided they do not exceed 1 m² (10.7 ft²) per sign face; that the sign be setback from a property line, driveway and a light standard; the letters to be in black and white only; the sign to be in place for a maximum of 21 days after issuance of the permit; and that a permit be issued.

The fee for a portable sign permit is \$216.

Since 2010, the City has issued an average of 1 portable sign permit per year.

(Note: the photograph of a portable sign on page two is not a representation of what is currently permitted by the Sign By-law. The photograph is of a typical mini-billboard portable sign which would have an area of approximately 2.98 m² (32 ft²) per sign face.)

Banner Signs



As noted above, banner signs are permitted only on railway overpasses and shall only be used in conjunction with an event sponsored by a charitable or non-profit organization.

Staff has received a number of complaints where area businesses are using banner signs to promote short term events. The use of banner signs for such purposes is prohibited by the Sign By-law. While the October 2016 Council resolution regarding "help wanted" signs does not specifically mention banners, staff has allowed banner signs for such purposes because they are relatively inexpensive and temporary and satisfy the Council resolution.

Help Wanted/Now Hiring

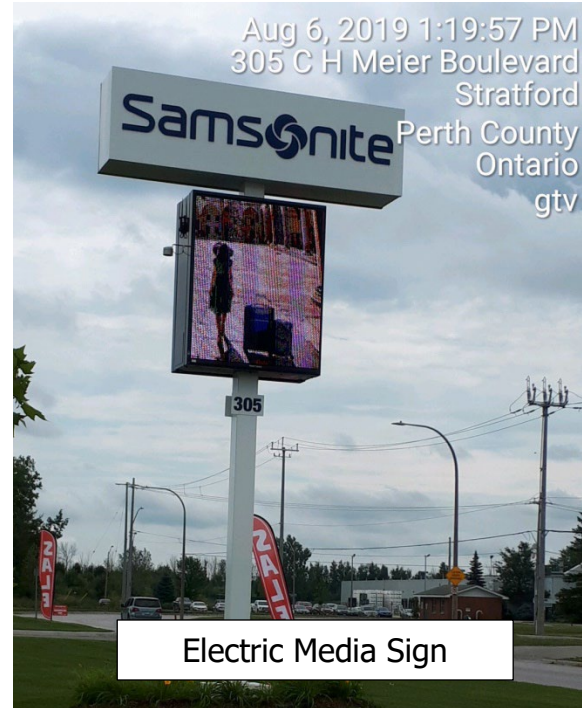


As noted above, Council has resolved to allow "help wanted/now hiring" signs provided the sign does not obscure sight lines, is a minimum of 1 m from the road allowance and is small in size relative to the size of the property. It is recommended provisions regarding "help wanted/now hiring"

signs be incorporated into the By-law.

Change Copy Signs (Read-O-Graph Signs and Electric Message Centre Signs)

The By-law defines a "change copy sign" as any sign that is constructed so the message or copy can be changed by manual, electronic or electro-mechanical means. In 2014, Council amended the definition to require change copy signs to be static for a minimum of 10 seconds between each copy. Both signs below meet the definition of a change copy sign.



Electronic change copy signs are becoming more popular for a wide variety of users and the types of electronic change copy signs available range from those basic models which display letters and simple graphics, also known as Read-O-Graph signs, to more advanced signs that are capable of full motion video or animation, Electric Media signs.

Sidewalk Signs



Sidewalk signs, which include a range of small, portable signs, are only currently permitted in the Downtown Core. The rationale for only permitting sidewalk signs in the core is partially because buildings located in the core are situated at the property line and there is no room for a ground sign. Several complaints are received each year regarding sidewalk signs and they are typically centered around impeding pedestrian mobility. Staff regularly see sidewalk signs outside the core and when they do, they inform the business owner of

the By-law regulations. In the downtown core we have received complaints about the portable signs blocking sidewalks.

Community Events Signs



In response to several charitable/not-for-profit signs being removed from the road allowance by staff, Council, in February 2015, resolved to allow small temporary signs for charitable and non-profit organizations to be located on the road allowance as long as they advise city staff in advance and do not obstruct sightlines.

Some organizations do consult with staff prior to erecting such signs while others do not. Perhaps it is because the requirement is not a part of the by-law and some organizations are not aware of the Council resolution. It is

recommended these provisions be incorporated into the By-law. Signs located in the road allowance for commercial and industrial operations will continue to be prohibited.

Canopy Signs



Canopy signs are not currently defined in the by-law and are most often associated with automobile service stations and gas bars.

As canopy signs are not considered either ground or fascia signs, provisions are recommended to be incorporated into the By-law.

Analysis

The City of Stratford Sign By-law implements community values related to signs. While not stated explicitly, the By-law implements the following objectives, it encourages economic opportunities, it protects residential neighbourhoods, it recognizes the unique characteristics of the Heritage Conservation District, it ensures the safety of inhabitants and the traveling public and it encourages an esthetically pleasing streetscape.

When considering signs, a number of factors are required to be taken into consideration and they include:

- Location in the City;
- Type of the sign (i.e. ground, fascia, temporary, etc.);
- Location on the property or building;
- Size of the sign;
- Number of signs per property;
- Illumination;
- Duration, if a temporary sign; and
- Sign Application fee.

The current sign permit fee is \$216 per sign. An additional \$106 is required if a structural review is required as part of the permit. If a sign does not comply with the By-law, the By-law allows for a sign variance. Sign variances are decided by Council. The fee for a sign variance is \$584. An average of 1 sign variance is considered by Council each year. Given the number of sign variances considered each year, no change to the sign variance process is being considered at this time.

Small, non-permanent signs require, on average, less time to review. The review generally consists of confirming the size does not exceed the maximum size requirements, ensuring the location does not obstruct sight-lines or pedestrians, confirming the proposed location comply with the setback requirements and recording the date, as some signs are only allowed for a defined period of time. For the reasons noted above, a reduced fee for temporary signs is considered appropriate.

Consultation on possible Sign By-law revisions should include the following:

Feather Flag Signs

Feather flag signs have appeared in the City and City staff have received no complaints. This suggests acceptance of this form of sign. In order to ensure feather flag signs continue to be accepted by residents and to ensure they do not obstruct views, it is recommended the Sign By-law contain provisions regulating this form of sign. Possible regulations for feather flag signs are the following:

- maximum size 1.9 m² (20 ft²);
- setback 1 m from the road allowance;
- setback 3 m from a driveway;
- 1 sign per 30 m of road allowance;

- sign permit is required; and
- fee \$50.

Portable Signs

As noted above, few permits are submitted each year for portable signs. Staff believe two revisions to the portable sign provisions should be considered and they are the following:

- allowing multi-coloured lettering;
- requiring a separation distance between portable signs on the same property.

Banner Signs

In order to allow a broader range of advertising opportunities for not only businesses, but other groups and organizations on a temporary basis, consideration should be given to allowing banner signs under the following conditions:

- 1 sign per property, excluding the Heritage Conservation District;
- maximum size 6 m² (64.5 ft²);
- maximum duration of 30 days;
- maximum of 2 permits per year;
- sign permit is required; and
- fee \$50.

Help Wanted/Now Hiring Signs

The rationale for allowing help wanted/now hiring signs has not changed from October 2016 when Council adopted a resolution allowing such signs. It is recommended the By-law be revised to permit such signs with the following regulations:

- 1 sign per 60 m frontage;
- maximum size per sign 6 m² (64.5 ft²);
- setback 1 m from the road allowance;
- setback 6 m from a driveway;
- permit required; and
- no fee.

Change Copy Signs

With such a wide variety of electronic change copy signs available, it is recommended the By-law draw a greater distinction between the different types of change copy signs, specifically between electric read-o-graph signs and electric media signs. Establishing this distinction may allow read-o-graph, including electric read-o-graph signs in more locations to meet the needs of a broader range of users from business to institutions (schools, churches).

Consideration should be given for read-o-graph signs, including electric read-o-graph signs, throughout under the following conditions:

- allowed throughout the City;
- minimum of 30 m from a residential zone;
- maximum size of 0.75 m² (8 ft²);

- other provisions of ground sign or fascia sign apply.

Electric Media Sign

- limited to commercial and industrial zones;
- must be static for a minimum of 10 seconds;
- 30 m from a Residential zone;
- other provisions of ground sign or fascia sign apply.

Sidewalk Signs

Businesses erecting sidewalk signs is one of the most common Sign By-law infractions. Few of these infractions are brought to staff's attention by members of the public. Most are discovered by staff. This lack of reporting suggests there is general acceptance of sidewalk signs provided they are appropriately located and spaced. New provisions for sidewalk signs are recommended to be considered such as the following:

- permit sidewalk signs throughout the City;
- minimum 1 m from a road allowance;
- minimum 3 m from a driveway;
- 1 per 30 m of frontage;
- permit required;
- permit fee \$50;
- change to allowed throughout the City.

Community Events

Council's February 2015 resolution regarding charity and not-for-profit signs is recommended to be incorporated into the By-law as follows:

- permit required;
- associated with charity or not-for-profit organization;
- duration – maximum of 7 days;
- maximum size of 0.25 m² (2.67 ft² or 16"x24");
- allowed in road allowance but not in sightlines or traffic islands or medians;
- no fee, \$200 deposit which is 100% refundable if signs removed;

Reiterate commercial signs within the road allowance continue to be prohibited. Further, if staff finds a commercial sign within the road allowance, it will be removed.

Canopy Signs

Clarification regarding Canopy signs is a housekeeping matter. Canopy signs shall be regulated in the same manner as fascia signs and shall project no more than 0.6 m from the top of the canopy.

The table below summarizes possible changes to the Sign By-law.

Type of Sign	Permit	Fee	Number	Size Limitations	Location In City
Feather Flag	Yes	Yes \$50	1, per 30m frontage	Yes	Entire city excluding HCD and residential areas
Banner	Yes Maximum Duration 30 days	Yes \$50	1	Yes	Entire city excluding HCD and residential areas
Sidewalk Sign (A-Frame, T-Frame)	Yes	Yes \$50	1 per 30m frontage	Yes	Entire City
Portable	Yes	Yes \$75	1 per 30 m frontage	Yes	Entire city excluding HCD and residential areas
Now Hiring/ Help Wanted	Yes	No	1 per 60 m frontage	Yes	Entire City
Community/ Event	Yes Maximum Duration 7 days	100% refundable if signs removed	1	Yes	Entire City also on road allowance
Canopy Sign	yes	yes	1 per side	Yes (fascia sign provisions apply)	Entire city excluding HCD and residential areas
Read-O-Graph Sign	yes	yes	1	Yes 0.75 m	Entire City, excluding HCD & 30 m from a Residential Zone
Electric Media Sign	yes	yes	1	Yes (ground sign provisions apply)	Commercial and Industrial Zones

Housekeeping Matters

Other housekeeping amendments are likely. For example, the By-law continues to refer to the Director of Building and Planning and the Building and Planning Department. This needs to be updated to reflect current titles and division names.

Staff believe a provision should be added to the By-law to place a time limit on non-conforming signs which have been removed. For example, if a non-conforming sign was removed in 2015, the owner should not be able to erect a similar non-conforming sign in 2019. Rather, they would be required to erect a sign to today's standards.

Lastly, staff will be requesting clarification on how Council would like the Sign By-law enforced: should staff proactively enforce the by-law or on a complaint basis only.

Prior to amending the Sign By-law, it is recommended staff consult with the community, including Heritage Stratford, by holding an open house later this year.

[Click here to enter text.](#)

Financial Impact: To be addressed in the final report.

Staff Recommendation: THAT staff consult with the community, which will include holding an open house, possible revisions to the Sign By-law;

AND THAT staff bring back a report on changes to the Sign By-law later this year.



Jeff Leunissen, Manager of Development Services



Ed Dujlovic, Director of Infrastructure and Development Services



Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date:	October 28, 2020
To:	Infrastructure, Transportation and Safety Sub-committee
From:	Ed Dujlovic, Director of Infrastructure and Development Services
Report#:	ITS20-020
Attachments:	None

Title: Extension of the Water and Sewage Billing Services Agreement with Festival Hydro Inc. for One Year

Objective: To obtain Council approval for a one-year extension of the Water and Sewage Billing Services Agreement with Festival Hydro Inc.

Background: In late 2019, City staff presented a report requesting a 3-year extension to the Water and Sewage Billing Services Agreement with Festival Hydro. After considering the staff report the following motion was approved by Council.

THAT The Corporation of the City of Stratford extends the existing contract with Festival Hydro Inc., for one year at an unchanged rate of \$3.30 per invoice;

THAT a follow-up report be prepared in 2020 outlining the rationale for the costs of this service;

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

Analysis: City and Festival Hydro staff did not have the opportunity to meet and discuss the services provided by Festival Hydro. Several factors contributed to this such as COVID-19 and the resignations of key staff from both Festival Hydro and the City that would have been involved with the discussions.

Festival Hydro staff did indicate that they are looking to do a review of their costing mechanism for this service, as this would be the third year that they did not increase the price. This review would happen most likely in 2021.

Financial Impact: The cost per calendar year is \$3.30 per bill produced per month amounting to a total annual cost of approximately \$475,000. As noted, this is the same cost as charged to the City in 2020. These costs have been factored into the current rates charged for the provision of water and sanitary services.

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.

Staff Recommendation: THAT The Corporation of the City of Stratford extends the existing contract with Festival Hydro Inc. for one year at an unchanged rate of \$3.30 per invoice;

THAT a follow-up report be prepared in 2021 outlining the rationale for the costs of this service;

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



Ed Dujlovic, Director of Infrastructure and Development Services



Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date:	October 28, 2020
To:	Infrastructure, Transportation and Safety Sub-committee
From:	Ed Dujlovic, Director of Infrastructure and Development Services
Report#:	ITS20-021
Attachments:	None

Title: Stratford Landfill Public Input Invited October 2020

Objective: To consider comments received regarding the operation of the Landfill Site.

Background: As a requirement of Environmental Compliance Approval Number A150101 for the Stratford Landfill Site, the public must be invited to make comments, either verbal or written, about the operation of the Landfill Site on a semi-annual basis.

Analysis: A notice was placed in the Beacon Herald Town Crier on Saturday, October 10, 2020, inviting citizens to provide comments on the operation of the landfill site or request to appear as a delegation at the Infrastructure, Transportation and Safety Sub-committee meeting on October 28, 2020. The notice was also posted on the City's website. No comments have been received at this time.

Financial Impact: Any change in service levels at the Stratford Landfill Site would have a financial impact to be determined by staff and brought back to a future meeting for consideration.

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.

Staff Recommendation: THAT Council consider any comments received;

AND THAT the report on the Stratford Landfill Public Input Invited October 2020 (ITS20-021) be received for information.



Ed Dujlovic, Director of Infrastructure and Development Services



Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date:	October 20, 2020
To:	Finance and Labour Relations Sub-committee
From:	Janice Beirness, Acting Director of Corporate Services
Report#:	FIN20-018
Attachments:	Appendix One - Operating Variance Report as at September 30, 2020

Title: Operating Budget Variance Report as at September 30, 2020

Objective: To explain variances to budget on the Statement of Operations as of September 30, 2020.

Background: Regular monitoring of budgetary performance provides an early warning of potential problems and gives decision makers time to consider actions that may be needed if major deviations in budget to actual results become evident. This is especially important during the COVID 19 pandemic as we try to mitigate revenue losses.

Analysis: An analysis of some department variances is as follows:

- In the CAO's office, revenue includes grant money for the Service Delivery Review and Community Transportation. There are also additional expenses for these two projects.
- In Corporate Services, Clerks revenue for civil ceremonies, marriage licenses, business licenses and lottery licenses are under budget due to the closure of City Hall. Property tax supplemental income is also under budget mostly due to timing of MPAC information.
- In the Fire Department, salaries and wages are under budget by \$203,747. The current contract expired December 31, 2018.
- In Building and Planning, building permit revenue is under budget \$291,401. Other revenue that is under budget includes Bed and Breakfast licenses and facility rentals. Salaries and wages, consultants, training and building maintenance expenses are under budget.
- In Public Works, salaries and wages are under budget \$447,416 and fuel is under budget \$140,945. These expenses could increase depending on the weather in the last quarter of 2020.

- In the Library, revenue is over budget due to PCIN memberships being paid for the full year already. Salaries and wages are under budget \$227,241 due to cost saving measures during the pandemic.
- In the Airport, fuel sales as well as fuel purchases are under budget.
- In Social Services, additional grant money was received due to the pandemic. The expenses are under budget due to Childcare grants not distributed to daycares yet. Those distributions will be done in the last quarter of 2020.
- Britannia Street apartment expenses are under budget due the timing of the long-term debt payments and property taxes not paid yet.
- Anne Hathaway Daycare is waiting for payments from the Childcare Division.
- In Community Services, rental revenue is under budget and transit revenue is under budget. Salaries and wages are under budget \$1,185,303 and materials and utilities are under budget.
- In external boards and services, budgeted County roads payments have not been made yet. This will be resolved in the last quarter of 2020.
- In other revenue, Hydro dividends have been deferred.

Overall, there is a net surplus of \$5,038,754. However, Social Services grants will be distributed, and the department will be within budget at yearend. County Roads will also be settled before yearend. After removing these 2 surpluses the remaining surplus as of September 30, 2020 is \$1,661,151.

There will continue to be lost revenue in the last quarter of 2020 especially in facility rentals, parking, transit and building permits. There have not been any additional expense savings identified for the last quarter, for example seasonal staff savings have been fully realized already. This makes it difficult to predict what the December 31, 2020 surplus or deficit will be.

Normally variance reports are done quarterly, however this year it is important to keep Council aware of the variances in the last quarter. Staff will provide variance reports as of October 31, 2020 and November 30, 2020.

Financial Impact: Yearend projections as noted in Appendix One less the amounts for Social Services and County roads indicate an operating surplus of \$1,661,151 as of September 30, 2020.

Alignment with Strategic Priorities (delete any that do not apply):

Developing our Resources

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

Staff Recommendation: THAT the Operating Budget Variance report as of September 30, 2020 be received for information.



Janice Beirness, Acting Director of Corporate Services



Joan Thomson, Chief Administrative Officer

CITY OF STRATFORD
Statement of Operations
September 30, 2020

Department	2020 Actual Sept 30	2020 Budget Sept 30	Variance
<u>Revenue Fund</u>			
Mayor and Council			
Revenue	(1,560)	-	(1,560)
Expense	307,007	392,392	(85,385)
Net	305,447	392,392	(86,945)
Chief Administrator			
Revenue	(349,165)	-	(349,165)
Expense	836,845	597,422	239,423
Net	487,680	597,422	(109,742)
Human Resources			
Revenue	-	-	
Expense	416,351	470,952	(54,601)
Net	416,351	470,952	(54,601)
Corporate Services			
Revenue	(3,114,128)	(3,224,696)	110,568
Expense	8,184,612	8,169,249	15,363
Net	5,070,484	4,944,553	125,931
Fire Department			
Revenue	(144,872)	(125,757)	(19,115)
Expense	5,657,649	5,875,375	(217,726)
Net	5,512,777	5,749,618	(236,841)
Police Services			
Revenue	(1,670,421)	(1,472,247)	(198,174)
Expense	10,002,243	10,422,542	(420,299)
Net	8,331,822	8,950,295	(618,473)
Building and Planning			
Revenue	(817,489)	(1,254,384)	436,895
Expense	1,906,061	2,270,129	(364,068)
Net	1,088,572	1,015,745	72,827
Public Works			
Revenue	(597,035)	(601,378)	4,343
Expense	9,395,395	10,242,464	(847,069)
Net	8,798,360	9,641,086	(842,726)
Library			
Revenue	(386,535)	(334,791)	(51,744)
Expense	2,048,755	2,286,456	(237,701)
Net	1,662,220	1,951,665	(289,445)

Department		2020 Actual Sept 30	2020 Budget Sept 30	Variance
Airport	Revenue	(149,606)	(194,733)	45,127
	Expense	287,021	349,704	(62,683)
	Net	137,415	154,971	(17,556)
Industrial Land	Revenue	(1,572,300)	(1,792,503)	220,203
	Expense	2,369,327	2,590,270	(220,943)
	Net	797,027	797,767	(740)
Social Services	Revenue	(22,443,880)	(20,773,586)	(1,670,294)
	Expense	20,635,463	21,324,626	(689,163)
	Net	(1,808,417)	551,040	(2,359,457)
Britannia St Apartments	Revenue	(297,880)	(299,997)	2,117
	Expense	127,186	247,555	(120,369)
	Net	(170,694)	(52,442)	(118,252)
Anne Hathaway Daycare	Revenue	(591,826)	(1,196,964)	605,138
	Expense	1,151,931	1,244,295	(92,364)
	Net	560,105	47,331	512,774
Community Services	Revenue	(1,148,973)	(3,116,432)	1,967,459
	Expense	7,833,599	9,914,617	(2,081,018)
	Net	6,684,626	6,798,185	(113,559)
External Boards & Services	Revenue	-	-	-
	Expense	5,855,297	6,873,443	(1,018,146)
	Net	5,855,297	6,873,443	(1,018,146)
Grants		508,425	617,676	(109,251)
Other Revenue		(1,253,895)	(1,500,000)	246,105
Tax Revenue		(62,458,567)	(62,437,910)	(20,657)
Net (Surplus)/Deficit		(20,661,403)	(15,228,867)	(5,038,754)

11.1



**BY-LAW NUMBER ____-2020
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the entering into and execution of an Addendum Agreement between The Corporation of the City of Stratford and Festival Hydro Inc. for water and sewage billing and collection services for a one-year period from January 1, 2021 to December 31, 2021.

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 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 an agreement was entered into with Festival Hydro Inc. on August 12, 2013 to continue water and sewage billing and collection services on behalf of The Corporation of the City of Stratford for a five-year term from January 1, 2014 to December 31, 2018;

AND WHEREAS it was deemed necessary to enter into an Addendum to the Water and Sewage Billing Services Agreement dated August 12, 2013 for a one-year period effective January 1, 2019 through to December 31, 2019;

AND WHEREAS it was deemed necessary to enter into a further Addendum to the Water and Sewage Billing Services Agreement dated August 12, 2013 for a one-year period effective January 1, 2020 through to December 31, 2020;

AND WHEREAS it is deemed necessary to enter into a further Addendum to the Water and Sewage Billing Services Agreement dated August 12, 2013 for a one-year period effective January 1, 2021 through to December 31, 2021;

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

1. That the Addendum to the Water and Sewage Billing Services Agreement dated August 12, 2013, between The Corporation of the City of Stratford and Festival Hydro Inc. be entered into and the Mayor and Clerk or their respective delegates are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.

11.1

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of November, 2020.

Mayor – Daniel B. Mathieson

Clerk – Tatiana Dafoe

11.2



**BY-LAW NUMBER _____-2020
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the acceptance of the tender and the undertaking of the work for the supply and delivery of regular gasoline, clear and coloured diesel from January 1, 2021 to December 31, 2024 [T-2020-37].

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 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 Council of The Corporation of the City of Stratford as follows:

1. That the tender [T-2020-37] to supply and deliver regular gasoline and clear and coloured diesel be awarded to MacEwen Petroleum Inc., for bulk deliveries to the Stratford Service Centre and to Dowler Karn Limited for bulk deliveries to the St. Mary's Service Center from January 1, 2021 to December 31, 2024.
2. The accepted amount of the tender is approximately \$345,000 per year excluding applicable taxes.
3. That MacEwen Petroleum Inc. and Dowler Karn Limited, are hereby authorized to undertake the work pursuant to the said tender and as further directed by the Director of Infrastructure and Development Services, or designate.
4. 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 23rd day of November, 2020.

Mayor – Daniel B. Mathieson

Clerk – Tatiana Dafoe



STRATFORD CITY COUNCIL **CONSENT AGENDA**

November 23, 2020

REFERENCE NO. CONSENT AGENDA ITEM

- | | |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CA-2020-104 | <p>Correspondence from Spruce Lodge Long Term Care requesting improvements to long term care staffing from the Minister of Long Term Care.</p> <p>Attachment – Letter from Spruce Lodge dated October 28, 2020</p> <p>For the information of Council.</p> |
| CA-2020-105 | <p>Resolution from the Township of Amaranth regarding proposed changes regarding ranked ballot voting and the municipal nomination period included in Bill 218.</p> <p>Attachment – Resolution from Amaranth received November 9, 2020</p> <p>Endorsement of the resolution is requested.</p> |
| CA-2020-106 | <p>Correspondence from Environment and Climate Change Canada advising of changes to the <i>Regulations amending the Storage Tank Systems of Petroleum Products and Allied Petroleum Products Regulations</i>.</p> <p>Attachment – Email from Environment and Climate Change Canada dated November 12, 2020</p> <p>For the information of Council.</p> |
| CA-2020-107 | <p>In accordance with By-law 102-2008 and By-law 135-2017, the City Clerk provides notification that the following streets were/will be temporarily closed for parades/street events:</p> |

- Lakeside Drive from Waterloo Street to Richard Monette Way; Lakeside Drive North from Lakeside Drive to William Street; Queen's Park Drive from Lakeside Drive North to Richard Monette Way; Richard Monette Way and Christopher Plummer Drive from Richard Monette Way to Romeo Street on Sunday, November 29 for the Santa Parade of Light's drive-through.

Emergency Services were notified.

CA-2020-108 Correspondence from Environment and Climate Change Canada advising of proposed changes to the *Federal Halocarbon Regulations*. Comments on the proposed regulations can be sent within 60 days of publication in the Canada Gazette.

Attachment – Email from Environment and Climate Change Canada dated November 16, 2020

For the information of Council.

CA-2020-109 In accordance with By-law 135-2017 the Infrastructure and Development Services Department provides notification that the following streets were temporarily closed to through traffic, local traffic only:

- Britannia Street from Rankin Street to Jones Street on or about Thursday, November 19 for sanitary installation.

CA-2020-110 Correspondence from Upper Thames River Conservation Authority regarding proposed amendments to the Conservation Authorities Act introduced through Bill 229, Protect, Support and Recover from COVID-19.

Attachment – Letter and attachments from UTRCA dated November 18, 2020

Endorsement of UTRCA's request for Section 6 of Bill 229, to be reconsidered was requested.

October 28, 2020

Minister of Long Term Care
Merrilee Fullerton
(delivered via email)

Dear Minister,



Re: Long Term Care staffing improvements

We are writing on behalf of the Board, staff and residents of our Spruce Lodge campus of care located in Stratford Ontario. Our campus includes 131 apartment units of affordable rental housing, 67 life lease garden homes, and a 128 bed Municipal Long Term Care (LTC) home, owned and governed by the City of Stratford, the County of Perth and the Town of St. Marys. First and foremost we would like to acknowledge and thank the provincial government for the support we have received for our Spruce Lodge LTC operations throughout the pandemic. In our case the government's monthly containment funding has largely addressed the many cost implications of COVID-19, and we are confident that the continuation of this funding will see us through the second wave of this pandemic. We also appreciate the government's collaborative approach by working closely with the LTC sector and with our sector associations.

The purpose of our writing today is to highlight the difficulty we have experienced staffing our LTC home with PSW's. While this is not a new challenge in our region of the province, the pandemic only made things more challenging. We genuinely appreciate the efforts government has made to recognize the PSW crisis, with funding for new PSW education programs, for new PSW graduates working in LTC, and for the pandemic pay paid to PSW's currently working in LTC. That said, we urge government to consider more closely the systemic factors that are contributing to the PSW crisis, and to consider more immediate solutions to the crisis, such as adding non-certified home support workers or care-aides to support our PSW's, a staff classification who prior to legislation changing in 2010 were the backbone of the LTC front line.

As the Premier himself has noted, PSW's in Long Term Care (LTC) are grossly underpaid and overworked. We would agree that there is a significant inequity in health care when it comes to PSW wages, and we know from experience that resident acuity levels and the resulting workloads have been increasing year over year for decades, without a corresponding increase to staffing levels. While the LTC funding system provides indexed funding annually to ensure level of care funding doesn't drop all things being equal, these incremental changes have not enabled staffing levels to keep pace with the increasingly complex needs of residents, not to mention all the IPAC considerations.

It is time government addressed the systemic wage inequity in health care for precisely the same type of work from one health sector to the next, and it is time the LTC sector be funded to establish and to maintain minimum staffing ratios.

Presented below are a few action items that will begin to address these systemic staffing challenges for LTC.

1. That front line staffing levels be increased, and that these increased staffing levels be maintained by establishing minimum staffing ratios. And further that these staffing ratio's include a proportion for non-credentialed staff.
2. That the disparity of wages for PSW's across health care be addressed by having the Ministry consider a minimum wage for PSW's, and that each sector of the health care system receive funding to bring their average PSW wage by sector, up to the new minimum standard. Note that those sectors whose average wages are already at the desired minimum wage would receive no additional funding, thereby narrowing the wage inequity from sector to sector.
3. And finally in response to the disparate state of outbreak preparedness, that each LTC home be funded to provide and to manage directly a robust program of infection control and quality improvement, with embedded staff that are accountable to the home and to their respective Ontario Health Teams.

Thank you again for your actions on behalf of Long Term care during this crisis, and we would invite the opportunity to discuss this further at your convenience.

Yours truly,



Kathy Vassilakos
Board Chair, Spruce Lodge
Councillor, City of Stratford



Marg Luna
Board Vice-Chair, Spruce Lodge
Councillor, Town of St Marys



Jim Aitcheson
Board Chair, Spruce Lodge Non Profit Housing
Warden & Councillor, County of Perth

C: Doug Ford, MPP- Premier, Province of Ontario
Christine Elliot, MPP-Minister of Health
Randy Pettapiece, MPP, Perth-Wellington
Lisa Thompson, MPP, Huron-Bruce
Lisa Levin, CEO, AdvantAge Ontario
The City of Stratford Council, the County of Perth Council and the Town of St Marys Council



374028 6TH LINE • AMARANTH ON • L9W 0M6

Honourable Doug Ford, Premier of Ontario
 Premier's Office, Room 281
 Legislative Building, Queen's Park
 Toronto, Ontario M7A 1A1

Honourable Premier Ford,

Re: Bill 218

At the regular meeting of Council held November 4, 2020, the following resolution was carried:

Council discussed the Ontario Bill 128, Supporting Recovery and Municipal Elections Act 2020. Provincial Bill 218 was recently introduced to the legislature as Supporting Ontario's Recovery and Municipal Elections Act 2020. As part of this bill, it was proposed to remove the framework for conducting ranked ballot municipal elections for the 2022 election, citing cost as the reason for the change.

This proposed change results in further erosion of local decision-making by repealing the ranked ballot voting system utilized very effectively by London, Ontario in the last municipal election. This is a system that could and perhaps should be adopted by other municipalities around Ontario. It is felt that the system encourages more candidates and improved participation of voters.

Bill 218 also proposed shortening the nomination period of the 2022 municipal election to approximately six weeks.

Resolution #11

Moved by: G. Little – Seconded by: H. Foster

BE IT RESOLVED THAT:

The Township of Amaranth request the Provincial Government of Ontario rescind the proposed changes regarding ranked ballot voting and the nomination period included as part of bill 218.

Further resolved that a letter regarding this resolution be forwarded to Doug Ford, Premier of Ontario, Sylvia Jones, MPP Dufferin-Peel and Steve Clark,

Minister of Municipal Affairs and Housing. Letter to be copied to AMO and all Ontario Municipalities.

CARRIED.

Recorded Vote	Yea	Nay	Absent
Deputy Mayor Chris Gerrits	X		
Councillor Heather Foster	X		
Councillor Gail Little	X		
Mayor Bob Currie	X		

Respectfully submitted,

Nicole Martin

Nicole Martin, Dipl. M.A.
Acting CAO/Clerk

C: Sylvia Jones, MPP Dufferin-Peel
Steve Clark, Minister of Municipal Affairs and Housing
A.M.O.
Ontario Municipalities

From: RegistreRéservoir / TankRegistry (EC) <ec.registrereservoir-tankregistry.ec@canada.ca>

Sent: Thursday, November 12, 2020 9:44 AM

Subject: Règlement modifiant le règlement de système de stockage / Regulations amending the storage tank regulations

Madam, Sir,

On November 11, 2020, the *Regulations amending the Storage Tank Systems of Petroleum Products and Allied Petroleum Products Regulations* (the regulations) were published in *Canada Gazette*, Part II.

The modifications are administrative in nature and aim to clarify and remove inconsistencies in the regulatory text.

The regulations can be found at the following link:

Non-official HTML version: <http://www.gazette.gc.ca/rp-pr/p2/2020/2020-11-11/html/sor-dors235-eng.html>

Official PDF version: <http://www.gazette.gc.ca/rp-pr/p2/2020/2020-11-11/pdf/g2-15423.pdf>

ECCC welcomes the further distribution of this notice.

Regards,

Nathalie Perron

Director

Waste Reduction and Management Division

Industrial Sectors, Chemicals, and Waste Directorate

Environment and Climate Change Canada

From: McClemens, Lisa (EC) <lisa.mcclemens@canada.ca>

Sent: Monday, November 16, 2020 8:04 AM

To: City Clerks <clerks@stratford.ca>

Subject: Proposed Federal Halocarbon Regulations 2020 / Projet de Règlement fédéral sur les Halocarbures 2020

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Ministère de l'Environnement

Loi canadienne sur la protection de l'environnement (1999)

Department of the Environment

Canadian Environmental Protection Act, 1999

Bonjour,

Le 14 novembre 2020, Environnement et Changement climatique Canada a publié le projet de *Règlement fédéral sur les halocarbures (2020)* dans la partie I de la Gazette du Canada.

Le projet de *Règlement fédéral sur les halocarbures (2020)* (le Règlement) abrogerait et remplacerait le *Règlement fédéral sur les halocarbures (2003)* (RFH (2003)). Le champ d'application du règlement proposé reste le même que le RFH (2003), mais le règlement proposé simplifiera la structure, supprimera ou mettra à jour les dispositions obsolètes, réglera les problèmes d'application et de mise en œuvre, clarifiera les exigences et les définitions clés, réduira le fardeau administratif pour les réglementés et le gouvernement et améliorera l'alignement avec les autres juridictions.

Le présent règlement vise à protéger la couche d'ozone et le climat en diminuant et prévenant les émissions de substances appauvrissant la couche d'ozone et de leurs halocarbures de remplacement dans l'environnement par les systèmes de réfrigération, de climatisation, d'extinction d'incendie et de solvants qui :
se trouvent sur des terres autochtones ou le territoire domanial; ou
appartiennent à des ministères, des conseils et des organismes fédéraux, des sociétés d'État ou des

Hello,

On November 14, 2020, Environment and Climate Change Canada published the proposed *Federal Halocarbon Regulations, 2020* in Part I of the *Canada Gazette*.

The proposed *Federal Halocarbon Regulations, 2020* (the Regulations) would repeal and replace the *Federal Halocarbon Regulations, 2003* (FHR 2003). The scope of the proposed Regulations remains the same as the FHR 2003, but the proposed Regulations will streamline the framework, remove or update obsolete provisions, address enforcement and implementation issues, clarify requirements and key definitions, reduce administrative burden for both regulatees and the Government and enhance alignment with other jurisdictions.

The purpose of these Regulations is to protect the ozone layer and the climate by reducing and preventing emissions of ozone-depleting substances and of their halocarbon alternatives to the environment from air-conditioning, refrigeration, fire-extinguishing and solvent systems that are:
located on federal or aboriginal lands; or
owned by federal departments, boards and agencies, Crown corporations, or federal works and undertakings.

entreprises fédérales.

Le projet de *Règlement fédéral sur les halocarbures (2020)* est disponible via la page web d'information sur le règlement fédéral sur les halocarbures - canada.ca/reglement-federal-halocarbures.

Les commentaires sur le projet de *Règlement fédéral sur les halocarbures (2020)* peuvent être envoyés dans les 60 jours suivant la publication dans la Partie I de la *Gazette du Canada* à :

Division de la production des produits chimiques
Environnement et Changement climatique Canada
Place Vincent-Massey, 19^e étage
351, boul. Saint-Joseph
Gatineau (Québec) K1A 0H3
Courriel : ec.gestionhalocarbures-halocarbonsmanagement.ec@canada.ca

Cordialement,

The proposed *Federal Halocarbon Regulations, 2020* are available via the Federal Halocarbon Regulations Information webpage - canada.ca/federal-halocarbon-regulations.

Comments on the proposed *Federal Halocarbon Regulations, 2020* can be sent within 60 days of the publication in the *Canada Gazette*, Part I to:

Chemical Production Division
Environment and Climate Change Canada
Place Vincent Massey, 19th Floor
351 St. Joseph Boulevard
Gatineau QC K1A 0H3
E-mail: ec.gestionhalocarbures-halocarbonsmanagement.ec@canada.ca

Sincerely,

Nicole Folliet

Directrice Director

Division de la production des produits chimiques Chemical Production Division
Environnement et Changement climatique Canada Environment and Climate Change Canada

"Inspiring a Healthy Environment"

November 18, 2020

Attention: UTRCA Member Municipalities- Mayors, Councils, CAOs, Clerks

Re: Action Request Regarding New Changes to Ontario's Conservation Authorities Act

On behalf of the Board of Directors of the Upper Thames River Conservation Authority (UTRCA), I am circulating this letter to all member municipalities to draw your attention to unexpected amendments to the Conservation Authorities Act. These amendments were introduced through Bill 229, Protect, Support and Recover from COVID-19 Act (Budget Measures), on November 5, 2020.

<https://budget.ontario.ca/2020/contents.html>

The UTRCA Board has concerns regarding several of the proposed amendments, including additional red tape, further delays for permit approvals, and increased costs, as well as several new municipal constraints regarding agreements with Conservation Authorities and control of Board appointments.

This letter is being shared with you to ensure you are aware of proposed changes, and to request your support in requesting that Minister Phillips, Minister Yurek, and Minister Yakabuski reconsider Section 6 of the legislation, pending further discussions with affected municipalities and conservation authorities. A draft resolution is attached for your consideration.

Discussion

Three documents prepared by Conservation Ontario are attached to this report:

- A Summary of Proposed Amendments to the *Conservation Authorities Act and Planning Act* through Bill 229 and Implications,
- Backgrounder: Concerns About Changes to the Conservation Authorities Act and Planning Act Which Affect Conservation Authorities, and
- A Proposed Resolution for Municipalities.

Our concerns regarding the legislative amendments generally fall within one of three broad categories:

1. Data and Science: Yet to be defined non-mandatory programs and new ministerial powers to deny or approve permits could preclude watershed science based decisions. Conservation Authorities currently deliver programs and make decisions based on watershed scale benefits and impacts. Clarity is needed regarding how legislative changes will continue to ensure improved watershed health and public safety from hazards through what could potentially be a new system of patch-work programs and services, with the possibility for Ministerial level permitting decisions that preclude watershed science.
2. Red Tape: While one intention of legislative change is a reduction in red tape and delays, there is concern that new requirements to negotiate 17 separate municipal service agreements for non-mandatory services will add greatly to administrative effort. In addition, staff effort dealing with new appeal processes before the Local Planning Appeal Tribunal (LPAT) and/or the minister suggests permit approval times could be longer and more expensive.

3. Governance and Local Control: There is significant concern with the proposed change in the “duty of a member” from serving the best interests of the Conservation Authority to serving municipal interests. This is contrary to fiduciary responsibilities required through governance best practices and confuses the purpose of a Conservation Authority. In addition, restricting the eligibility of Board representatives to councillors removes municipal control of appointments and adds to the workload of elected officials.

A Backgrounder further explaining these changes is attached for your information.

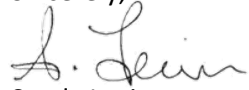
Bill 229 is expected to move quickly through second and third readings so there is an urgency to respond. I would urge you to become familiar with the changes proposed in Schedule 6 of Bill 229, and understand the potential impacts on our local environments as well as the inevitable changes in our municipal/conservation authority relationship. For more than 70 years, the UTRCA and the watershed’s 17 member municipalities have worked cooperatively and successfully to ensure the public is protected from hazards and that environmental improvements support local needs. Please consider expressing any concerns you and your council may have with these provincial changes directly to the following Ministers:

Minister Phillips
Minister of Finance

Minister Yurek
Minister of the Environment, Conservation and Parks

Minister Yakabuski
Minister of Natural Resources and Forestry

Sincerely,



Sandy Levin
Chair, Upper Thames River Conservation Authority

Attachments:

- A Summary of Proposed Amendments to the *Conservation Authorities Act and Planning Act* through Bill 229 and Implications
- Backgrounder: Changes to the Conservation Authorities Act and Planning Act Which Affect Conservation Authorities
- Draft Municipal Resolution

**Summary of Proposed Amendments to the *Conservation Authorities Act*
& *Planning Act* through Bill 229 and Implications**

Description of Proposed Amendments	Implications to Conservation Authorities
<p>Existing aboriginal or treaty rights</p> <p>Section 1 is amended to include a non-abrogation clause with respect to aboriginal and treaty rights.</p>	<p>No concern.</p>
<p>Members of authority</p> <p>Section 14 is amended to ensure that the members of a conservation authority that are appointed by participating municipalities are municipal councillors. The Minister is given the authority to appoint an additional member to a conservation authority to represent the agricultural sector. The powers to define in regulation the composition, appointment or minimum qualifications for a member of the Board have been repealed. The duties of a member are amended, every member is to act honestly and in good faith and shall generally act on behalf of their respective municipalities.</p>	<p>There may be a municipal concern. Municipalities will no longer be able to appoint a member of the public to the Board and the specification of ‘municipal councillor’ rather than “municipally elected official” may exclude Mayors.</p> <p>There may be a municipal concern. Should the Minister choose to appoint a member to represent the agricultural sector it is assumed that candidates would apply through the Public Appointments Secretariat. It is also assumed that these appointments would have the same voting privileges as all members and would be entitled to receive per diems and to be appointed as the chair or vice-chair.</p> <p>There may be a municipal concern. There is no opportunity to manage these legislative amendments through the regulations process as Bill 229 has removed the ability to prescribe by regulation, the composition, appointment, or qualifications of members of CAs.</p> <p>Significant concern. The amendment that would require members to act on behalf of their respective municipalities contradicts the fiduciary duty of a Board Member to represent the best interests of the corporation they are overseeing. It puts an individual municipal interest above the broader watershed interests further to the purpose of the Act.</p>

Description of Proposed Amendments	Implications to Conservation Authorities
<p>Meetings of authorities</p> <p>Section 15 is amended to require that meeting agendas be available to the public before a meeting takes place and that minutes of meetings be available to the public within 30 days after a meeting. They are to be made available to the public online.</p>	<p>No concern. CA Administrative By-Laws were completed by the December 2018 legislated deadline and, as a best practice, should already address making key documents publicly available; including meeting agendas and meeting minutes.</p>
<p>Chair/vice-chair</p> <p>Section 17 is amended to clarify that the term of appointment for a chair or vice-chair is one year and they cannot serve for more than two consecutive terms.</p>	<p>There may be a municipal concern. Municipal Councillor interest and availability regarding this requirement is to be determined.</p>
<p>Objects</p> <p>Section 20 objects of a conservation authority are to provide the mandatory, municipal or other programs and services required or permitted under the Act and regulations.</p>	<p>No concern. Previously the objects of an authority were to undertake programs and services designed to further the conservation, restoration, development and management of natural resources. This is still reflected in the Purpose of the Act. The objects now reference the mandatory and non-mandatory programs and services to be delivered. The “other programs and services” clause indicates that “an authority may provide within its area of jurisdiction such other programs and services as the authority determines are advisable to further the purposes of this Act”.</p>
<p>Powers of authorities</p> <p>Section 21 amendments to the powers of an Authority including altering the power to enter onto land without the permission of the owner and removing the power to expropriate land.</p>	<p>No concern</p>
<p>Programs and Services</p> <p>Section 21.1 requires an authority to provide mandatory programs and services that are prescribed by regulation and meet the requirements set out in that section. Section 21.1.1 allows authorities to enter into agreements with participating municipalities to provide programs and</p>	<p>Significant concern. The basic framework of mandatory, municipal and other program and services has not changed from the previously adopted but not yet proclaimed amendments to the legislation. What has now changed is that municipal programs and services and other programs and services are subject to such standards and requirements</p>

Description of Proposed Amendments	Implications to Conservation Authorities
<p>services on behalf of the municipalities, subject to the regulations. Section 21.1.2 would allow authorities to provide such other programs and services as it determines are advisable to further the purposes of the Act, subject to the regulations.</p>	<p>as may be prescribed by regulation. Potentially the regulations could restrict what the Authority is able to do for its member municipalities or to further the purpose of the Act.</p>
<p>Agreements for ‘other programs and services’</p> <p>An authority is required to enter into agreements with the participating municipalities in its jurisdiction if any municipal funding is needed to recover costs for the programs or services provided under section 21.1.2 (i.e. other program and services). A transition plan shall be developed by an authority to prepare for entering into agreements relating to the recovery of costs. *All programs and services must be provided in accordance with any prescribed standards and requirements.* <i>NOTE- this new addition is addressed as a significant concern under Programs and Services above.</i></p>	<p>Potential concern. This appears to be a continuation of an amendment previously adopted but not yet proclaimed. MECP staff indicate that the current expectation is that the plan in the roll-out of consultations on regulations is that the Mandatory programs and services regulation is to be posted in the next few weeks. It is noted that this will set the framework for what is then non-mandatory and requiring agreements and transition periods. MECP staff further indicated “changes would be implemented in the CA 2022 budgets” which is interpreted to mean that the Transition period is proposed to end December 2021. Subject to the availability of the prescribed regulations this date is anticipated to be challenging for coordination with CA and municipal budget processes.</p>
<p>Fees for programs and services</p> <p>Section 21.2 of the Act allows a person who is charged a fee for a program or service provided by an authority to apply to the authority to reconsider the fee. Section 21.2 is amended to require the authority to make a decision upon reconsideration of a fee within 30 days. Further, the amendments allow a person to appeal the decision to the Local Planning Appeal Tribunal or to bring the matter directly to the Tribunal if the authority fails to render a decision within 30 days.</p>	<p>Some concern. Multiple appeals of fees have the potential to undermine CA Board direction with regard to cost recovery and to divert both financial and staff resources away from the primary work of the conservation authority.</p>
<p>Provincial oversight</p> <p>New sections 23.2 and 23.3 of the Act would allow the Minister to take certain actions after reviewing a report on an investigation into an authority’s operations. The Minister may order the authority to do anything to prevent or remedy non-compliance with the Act. The Minister may also recommend that the Lieutenant Governor in Council</p>	<p>No concern. This appears to be an expansion of powers previously provided to the Minister.</p>

Description of Proposed Amendments	Implications to Conservation Authorities
appoint an administrator to take over the control and operations of the authority.	
<p>Ministerial Review of Permit Decisions</p> <p>Subsection 28.1 (8) of the Act currently allows a person who applied to a conservation authority for a permit under subsection 28.1 (1) to appeal that decision to the Minister if the authority has refused the permit or issued it subject to conditions. Subsection 28.1 (8) is repealed and replaced with provisions that allow the applicant to choose to seek a review of the authority's decision by the Minister or, if the Minister does not conduct such a review, to appeal the decision to the Local Planning Appeal Tribunal within 90 days after the decision is made. Furthermore, if the authority fails to make a decision with respect to an application within 120 days after the application is submitted, the applicant may appeal the application directly to the Tribunal.</p>	<p>Significant concern. These amendments provide two pathways for an applicant to appeal a decision of an Authority to deny a permit or the conditions on a permit. One is to ask the Minister to review the decision; the other is to appeal directly to the Local Planning Appeal Tribunal. Appeals brought through these processes will create additional workload for the Authority and increase the amount of time that a permit appeal process takes.</p> <p>New guidelines will need to be created to support the Minister and the LPAT in their decision-making processes. There is no reference to a complete application being submitted prior to the 120 day "clock" being started.</p>
<p>Minister's Order Re. S. 28 Permit</p> <p>New section 28.1.1 of the Act allows the Minister to order a conservation authority not to issue a permit to engage in an activity that, without the permit, would be prohibited under section 28 of the Act. After making such an order the Minister may issue the permit instead of the conservation authority.</p>	<p>Significant concern. These powers appear to be similar to a Minister Zoning Order provided for under the <i>Planning Act</i>. Should the Minister decide to use these powers it is appears that the CA may be required to ensure compliance with the Minister's permit.</p>
<p>Cancellation of Permits</p> <p>Section 28.3 of the Act is amended to allow a decision of a conservation authority to cancel a permit or to make another decision under subsection 28.3 (5) to be appealed by the permit holder to the Local Planning Appeal Tribunal.</p>	<p>Some concern. Some conservation authorities use the cancellation of a permit as part of their compliance approach; the ability to appeal to the LPAT will add 90 days to the process prior to a LPAT hearing taking place. Renders the tool ineffective if the permit holder decides to appeal.</p>
<p>Entry Without Warrant, Permit Application</p> <p>Subsection 30.2 (permit application) of the Act sets out circumstances in</p>	<p>Some concern. The changes are to amendments previously adopted but not proclaimed. For considering a permit application, the officer is now</p>

Description of Proposed Amendments	Implications to Conservation Authorities
which an officer may enter land within the area of jurisdictions of an authority. Those circumstances are revised.	required to give reasonable notice to the owner and to the occupier of the property, which may result in increased administrative burden for the CA. It also appears to remove the ability to bring experts onto the site.
Entry Without Warrant, Compliance Subsection 30.2 (compliance) of the Act sets out circumstances in which an officer may enter land within the area of jurisdictions of an authority. Those circumstances are revised.	Significant/Some concern. The revisions essentially undo any enhanced powers of entry found within the yet to be proclaimed enforcement and offences section of the Act. The result is that CAs essentially maintain their existing powers of entry, which are quite limited. Conservation authorities will likely have to rely on search warrants to gain entry to a property where compliance is a concern. Reasonable grounds for obtaining a search warrant cannot be obtained where the activity cannot be viewed without entry onto the property (i.e. from the road).
Stop (work) Order Section 30.4 of the Act is repealed. That section, which has not yet been proclaimed and which would have given officers the power to issue stop orders to persons carrying on activities that could contravene or are contravening the Act, is repealed.	Significant concern. This is an important enforcement tool that conservation authorities have been requesting for years. Without this tool, conservation authorities must obtain an injunction to stop unauthorized activities which represents a significant cost to the taxpayers.
Regulations Made By Minister and LGIC The regulation making authority in section 40 is re-enacted to reflect amendments in the Schedule.	No concern.
Throughout the legislation all references to the Mining and Lands Commissioner has been replaced with the Local Planning Appeal Tribunal	Some concern. The LPAT lacks the specialized knowledge that the MLT has with regard to S. 28 applications. There is also a significant backlog of cases at the LPAT.
Planning Act – Exclusion of CAs as Public Body Subsection 1(2) of the <i>Planning Act</i> is amended to remove Conservation Authorities as a public body under the legislation. Conservation authorities will not be able to independently appeal or become a party	Significant concern. There is lack of clarity on the implications of this amendment. The intent of the amendment is to remove from conservation authorities the ability to appeal to LPAT any <i>Planning Act</i> decisions as a

Description of Proposed Amendments	Implications to Conservation Authorities
to an appeal as a public body at the LPAT.	public body or to become a party to an appeal. Conservation authorities will instead be required to operate through the provincial one window approach, with comments and appeals coordinated through MMAH. Note that the one window planning system is typically enacted for the review of Official Plans and Official Plan Amendments. It is expected that conservation authorities will retain the ability to appeal a decision that adversely affects land that it owns however that has not been confirmed.



Background

Concerns About Changes to the *Conservation Authorities Act* and *Planning Act* Which Affect Conservation Authorities

November 11, 2020

The Province has introduced a number of changes to the *Conservation Authorities Act* and the *Planning Act* that significantly either limit and completely change the role of conservation authorities to protect Ontario's environment and ensure people and property are safe from natural hazards. The changes risk watering down or limiting the conservation authorities' ability to ensure a watershed-based approach to development and to overall protection of Ontario's environment.

Highlights of Key Changes:

- remove and/or significantly hinder the conservation authorities' role in regulating development, permit and planning application appeal process and engaging in review and appeal of municipal planning applications
- allow the Minister make decisions on permit appeals and issue permits without watershed data and expertise from the conservation authorities
- redirect the fiduciary role (Duty of Members) for municipally appointed CA Board members. They are being told to make decisions in the best interest of the municipalities and not the conservation authority.

Conservation Authority Transparency and Accountability

There are a number of changes which appear administrative in nature which we acknowledge will address concerns around conservation authorities' transparency and accountability. CA Administrative By-Laws were completed by the December 2018 legislated deadline and should already address these concerns including making key documents publicly available; including meeting agendas, meeting minutes, and annual audits.

Conservation Ontario Concerns

Ontario's environment will be at risk.

Provincial changes to both the *Conservation Authorities Act* and the *Planning Act* risk watering down or losing the conservation authorities' science-based watershed approach which currently protects Ontario's environment.

- Conservation authorities are important agencies who help protect Ontario's environment. Their science-based watershed information helps to steer development to appropriate places where it will not harm the environment or create risks to people.
- CAs bring the watershed science and information to the various tables where development and growth are being reviewed and discussed.
- Provincial changes limit the conservation authorities' ability to provide input to municipal planning applications and to permit decisions and appeals.

- The conservation authority watershed model has served Ontario well and is relied upon by many levels of government, businesses and residents to protect the environment from upstream to downstream.
- Conservation authorities undertake watershed-scale monitoring, data collection management and modelling; watershed-scale studies, plans, assessments and strategies; and watershed-wide actions including stewardship, communication, outreach and education activities that protect our environment on a watershed basis.

Provincial changes will actually create more costs, delays and red tape around permit and planning applications and appeals.

- There are new appeal processes which will significantly slow down the permitting process creating delays and more red tape.
- If applicants are not satisfied with decisions made by the Hearing Boards (CA Board of Directors and/or Executive), then applicants can now appeal directly to the Minister who can make his or her own decision and even issue a permit.
- Alternatively, or in addition, the applicant can appeal a decision of the conservation authority to the Local Planning Appeal Tribunal (LPAT).
- These changes could add as many as almost 200 days to the application process.

Changes made by the Province to the conservation authorities' role in not being allowed to independently appeal decisions made around permits and municipal planning applications will put more people and infrastructure at risk of flooding and other natural hazards and add additional stressors to Ontario's biodiversity.

- Conservation authorities' regulatory role is not always a popular one but it is very important. Being able to participate in appeals processes ensures that the watershed lens is being applied to planning and land use decisions and that people and their property are protected from natural hazards such as flooding.
- Changes have been made to the conservation authorities' role in the permit appeal process. They are no longer allowed to appeal these decisions independently.
- Without our ability to look at development applications on a watershed basis, we run the risk of the plan review process being piecemealed and ultimately the potential to exasperate risks associated with natural hazards and for cumulative negative environmental impacts.

The Province has removed the responsibility for municipally appointed CA Board members to represent the interests of the Conservation Authority.

- The Province has changed the 'Duty to Members' section of the CAA to have municipal representatives on CA Boards actually act in the interests of their own municipality rather than the conservation authority's interests.
- It contradicts the fiduciary duty of board members of any organization to represent the best interests of the corporation they are overseeing. It puts an individual municipal interest above the conservation authority interests.

- This change undermines the ability of the CA Board to address the broader environmental/resource management issues facing our watersheds today. It limits discourse on these issues and consideration of programs and services that address watershed-wide issues that span municipal boundaries is paramount in a time of increasing climate change.

For more information:

Kim Gavine, General Manager, Conservation Ontario
Cell: 905-251-3268 | kgavine@conservationontario.ca
Conservationontario.ca

Proposed Resolution for Municipalities

WHEREAS the Province has introduced Bill 229, Protect, Support and Recover from COVID 19 Act - Schedule 6 – Conservation Authorities Act

WHEREAS the Legislation introduces a number of changes and new sections that could remove and/or significantly hinder the conservation authorities' role in regulating development, permit appeal process and engaging in review and appeal of planning applications

WHEREAS we rely on the watershed expertise provided by local conservation authorities to protect residents, property and local natural resources on a watershed basis by regulating development and engaging in reviews of applications submitted under the *Planning Act*

WHEREAS the changes allow the Minister to make decisions without CA watershed data and expertise

WHEREAS the Legislation suggests that the Minister will have the ability to establish standards and requirements for non-mandatory programs which are negotiated between the conservation authorities and municipalities to meet local watershed needs

WHEREAS municipalities require a longer transition time to put in place agreements with conservation authorities for non-mandatory programs

WHEREAS municipalities believe that the appointment of municipal representatives on CA Boards should be a municipal decision; and the Chair and Vice Chair of the CA Board should be duly elected

WHEREAS the changes to the 'Duty of Members' contradicts the fiduciary duty of a CA board member to represent the best interests of the conservation authority and its responsibility to the watershed

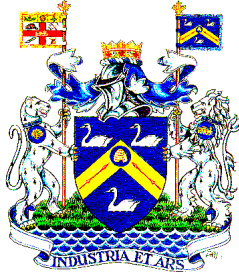
WHEREAS conservation authorities have already been working with the Province, development sector and municipalities to streamline and speed up permitting and planning approvals through Conservation Ontario's Client Service and Streamlining Initiative

WHEREAS changes to the legislation will create more red tape and costs for the conservation authorities, and their municipal partners, and potentially result in delays in the development approval process

AND WHEREAS municipalities value and rely on the natural habitats and water resources within our jurisdiction for the health and well-being of residents; municipalities value the conservation authorities' work to prevent and manage the impacts of flooding and other natural hazards; and municipalities value the conservation authority's work to ensure safe drinking water

THEREFORE BE IT RESOLVED

- THAT the Province of Ontario work with conservation authorities to address their concerns by repealing and/or amending changes to the *Conservation Authorities Act* and the *Planning Act*
- THAT the Province of Ontario delay enactment of clauses affecting municipal concerns
- THAT the Province of Ontario provide a longer transition period up to December 2022 for non-mandatory programs to enable coordination of CA-municipal budget processes
- THAT the Province respect the current conservation authority/municipal relationships
- AND THAT the Province embrace their long-standing partnership with the conservation authorities and provide them with the tools and financial resources they need to effectively implement their watershed management role.



**BY-LAW NUMBER ____-2020
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend By-law 112-2005 as amended, to revise building permit fees effective January 1, 2021 and to make housekeeping amendments.

WHEREAS Council of The Corporation of the City of Stratford enacted By-law 112-2005 respecting permits for construction, demolition and change of use and respecting inspections and the charging of permit fees;

AND WHEREAS the building permit fees have been amended from time to time by Council as deemed necessary;

AND WHEREAS Council held a public meeting, pursuant to section 7.(6) of the *Building Code Act, 1992, S.O. 1992, CHAPTER 23*, on November 16, 2020 to consider further amendments to the current building permit fees;

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

1. That Section 1.2 (m) of By-law 112-2005, as amended, be deleted and replaced with the following new Section 1.2 (m):

"Section 1.2 (m) "farm building" means a farm building as defined in Section 1.3.1.2. of Div. A of the Building Code."
2. That Section 2.1 4., of By-law 112-2005, as amended, be deleted and replaced with the following new Section 2.1 4.:

"4. Change of Use Permit: A change of use permit is required where a change in use of a building or part of a building would result in an increase in hazard as determined under Div.C 1.3.1.4. of the Building Code even though no construction is proposed."
3. That Section 2.1 6., of By-law 112-2005, as amended, be deleted and replaced with the following new Section 2.1 6.:

"6. Structural Sign Permit: A structural sign permit is required in respect of the structural requirements for signs contained in Section 3.15 of the Building Code."
6. That Section 2.2 1., of By-law 112-2005, as amended, be deleted and replaced with the following new Section 2.2 1.:

"1. To obtain a permit, the owner or an agent authorized in writing by the owner, shall file an application in writing by completing a prescribed form available from the chief building official or from the Building Code website

*<http://www.mah.gov.on.ca/Asset12410.aspx>*Forms prescribed by the municipality under Subsection 7(f) of the Act shall be set out in Schedule D to this By-law."

7. That Section 2.3 of By-law 112-2005, as amended, be deleted and replaced with the following new Section 2.3:

"2.3 Revision to Permit in accordance with section 8(12) of the Building Code ACT:

No person shall make a material change or cause a material change to be made to a plan, specification, document or other information on the basis of which a permit was issued without notifying, filing details with and obtaining the authorization of the chief building official."

8. That Section 2.5 of By-law 112-2005, as amended, be deleted.
9. That Section 3.2 of By-law 112-2005, as amended, be deleted.
10. That Section 4 of By-law 112-2005, as amended, be deleted and replaced with the following new Section 4;

"4. NOTICE REQUIREMENTS FOR INSPECTIONS (Subsection 7(e) of the Act)

With respect to "additional notices" under Div.C 1.3.5.2. of the *Building Code*, the owner or an authorized agent shall notify the chief building official or an inspector at least two business days prior to the following stages of construction listed in Clauses 1.3.5.2. (1) (a), (b), (c), (e), (g) and (h) of the Building Code."

11. That Section 8.1 of By-law 112-2005, as amended, be deleted and replaced with the following new Section 8.1:

"8.1 Upon receipt of a complaint in writing to the chief building official regarding fencing or lack of fencing at an infill construction site, the person to whom a building permit is issued in respect of construction which will take place at an infill construction site, shall erect or cause to be erected and maintained a fence enclosing the infill construction site in accordance with the provisions of this By-law."

12. That Schedule "A" to By-law 112-2005, as amended, be deleted and replaced with Schedule "A" attached hereto.
13. That Schedule "B" to By-law 112-2005, as amended, be deleted and replaced with Schedule "B" attached hereto.
14. That Schedule "D" to By-law 112-2005, as amended, be deleted and replaced with Schedule "D" attached hereto.
15. The fees in Schedule "A" attached hereto shall come into effect on January 1, 2021.
16. All other provisions of By-law 112-2005 as amended, shall remain in force and effect.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 23rd day of November, 2020.

Mayor – Daniel B. Mathieson

Clerk – Tatiana Dafoe

THIS IS SCHEDULE "A" TO BY-LAW ____-2020

Adopted this 23rd day of November, 2020

OF

THE CORPORATION OF THE CITY OF STRATFORD

**Amending Schedule "A" to
By-law 112-2005, as amended****Effective January 1, 2021****CLASSES OF PERMITS AND BUILDING PERMIT FEES**

Type of Permit	Permit Fee	
	Fee per Area	Fee per
	Unit (Sq. Ft.)	
Group 'A' - Assembly		
Finished	\$ 2.00	
Shell Only	\$ 1.80	
Outdoor Patio		\$ 250.00
Outdoor Pool - Public		\$ 850.00
Portable Classroom		\$ 450.00
Group 'B' - Institutional		
All Institutional classifications	\$ 2.45	
Group 'C' - Residential		
Dwelling (Single, Semi, Duplex, Rowhouse, Stacked Rowhouse)	\$ 1.30	
Garage / Carport (per bay)		\$ 180.00
Shed, Deck, Porch		\$ 180.00
Apartment Building	\$ 1.50	
Hotels / Motels	\$ 1.90	
Residential Care Facility	\$ 1.30	
Group 'D' - Business & Personal Services		
Finished	\$ 1.70	
Shell Only	\$ 1.40	
Finishing of Existing Shell	\$ 0.40	
Group 'E' - Mercantile		
Finished	\$ 1.70	
Shell Only	\$ 1.40	
Finishing of Existing Shell	\$ 0.40	
Group 'F' - Industrial		
Finished	\$ 1.00	
Shell Only	\$ 0.75	
Finishing of Existing Shell	\$ 0.45	
Parking Garage	\$ 0.75	
Agricultural		
All Agricultural classifications	\$ 0.65	
Stand Alone & Miscellaneous Work		
Air supported structures	\$ 0.75	
Alternative Solution	Part 9 (each)	\$ 500.00
	All other Building/system (each)	\$ 1,000.00
Balcony guard (replace per linear foot) - excluding low rise Residential	\$ 0.65	
Balcony repair (per balcony)		\$ 25.00

Draft Reconvene Meeting By-law 11.3

Ceiling (new or replace per square foot)	\$	0.25	
Change of Use (with no renovations)			
- All Classifications (min. fee \$250.00)	\$	0.20	
Demolition (If P.Eng. review required min. fee of \$500.00)	\$	0.15	
Designated Structures - Including Solar Panels, but excluding retaining walls, public pools, & signs)			\$ 450.00
Elevator, escalator, lift			\$ 450.00
Engineering review – Where, at the discretion of the CBO, third-party review is required for Part 4 designs submitted by a designer as part of an application. Fee is in addition to applicable fees for building permit application.			\$ 2,000.00
Exterior ramps (excluding low rise Residential)			\$ 250.00
Fireplace / Woodstove (each)			\$ 120.00
Foundation or Conditional Permit. - In addition to Building Permit Fee (Min. \$500.00)	\$	0.20	
Interior Finishes - All Classifications (not specified elsewhere)	\$	0.45	
Alterations/Renovations to previously finished areas			
- All Classifications not specified elsewhere	\$	0.40	
Rack storage systems (per lin. Ft.)	\$	0.45	
Reclad exterior wall (per linear foot)	\$	0.15	
Retaining Wall (per linear foot)	\$	3.10	
Shoring & Underpinning (per lin. Ft.)	\$	3.40	
Signs			\$ 120.00
Storefront replacement			\$ 250.00
Temporary Buildings (each)			\$ 250.00
Temporary Tents (each)			\$ 180.00
Mechanical Work (independent of Building Permit)			
HVAC Permit (non-residential)	\$	0.15	
Fire Sprinkler System, Standpipe, etc. (Min. \$250.00)	\$	0.10	
Commercial Kitchen, Spray Booth, Dust Collector (each)			\$ 250.00
Electrical Work (independent of Building Permit)			
Fire Alarm System & Electrical Work (Min. \$250.00)	\$	0.10	
Electromagnetic locks & Hold open devices (each)			\$ 120.00
Emergency Lighting (per storey)			\$ 120.00
Plumbing Work (independent of Building Permit)			
Plumbing Permit (per fixture, min. fee \$120.00)			\$ 16.50
Catchbasin, maintenance holes, roofdrains (each)			\$ 25.00
Building / Site Services (per linear foot)	\$	0.75	
Backflow Prevention Device (per device)			\$ 120.00
On-Site Sewage System			
New or Replacement system			\$ 600.00
Alterations / Repair			\$ 450.00
Other Fees			
Minimum Permit Fee			
Low rise residential (SDD, Semi-detached, Triplex)			\$ 120.00
All Classifications (Unless noted otherwise)			\$ 250.00
Revision to Permit Fee - Applicable to square footage of area where plan examination required due to submission of revisions after permit issued. (Min. \$120.00)	\$	0.10	
Permit to Occupy unfinished building			\$ 250.00
Transfer Permit (change of permit ownership)			\$ 250.00
Special Inspection Fee after hours (per hour)			\$ 250.00
Special research requests of Building Division (per hour or part thereof and includes requests for written information)			\$ 60.00
Property Surveys - Records FOI			\$ 25.00
Staff Time / 15 min.			\$ 7.50
Photocopies (Black & White) - per copy Letter, Legal, Tabloid			\$ 0.20
Photocopies (Colour) - per copy Letter, Legal, Tabloid			\$ 0.75
Plotter copies (Large format) - per sheet			\$ 20.00

Classes of Permits

Class of Permit shall include:

1. Building permit BCA 8(1) (includes a farm building)
2. Partial Permit BCA 8(1)
3. Special Building Permit BCA 7(1)(a)
4. Demolition Permit BCA 8(1)
5. Conditional Permit BCA 8(3)
6. Occupancy Permit BCA 11
7. Change Of Use Permit BCA 10(1)
8. Plumbing Permit BCA 8(1) (specific types noted)
9. Mechanical Permit (H.V.A.C.) BCA 8(1) (specific types noted)
10. Structural Sign Permit OBC DIV. B 3.15
11. Transfer Permit BCA 7(h)
12. Sewage System Permit BCA 8(1)

Notes: BCA refers to the Ontario Building Code Act S.O. 1992, Chapter 23 as amended,
OBC refers to the Ontario Building Code O.Reg. 332/12 as amended.

SPECIAL BUILDING PERMIT FEE:

A special permit fee with respect to construction, change of use, demolition, heating, ventilation, air conditioning, electrical, plumbing or drainage work shall be paid by the owner where any work was commenced prior to the issuance of a permit.

The special permit fee shall be the regular permit fee plus an additional fee equal to 100% of the amount calculated as the regular permit fee, but in no case shall the additional fee exceed \$7000.00 in order to compensate the City for the additional work performed as a result of commencing work prior to permit issuance.

Payment of the special permit fee does not allow construction, change of use, demolition, heating, ventilation, air conditioning, electrical, plumbing or drainage work to continue without a permit.

INFILL SECURITY DEPOSIT FEE:

An Infill Security Deposit Fee in the amount of \$1,000.00 for each building permit application for a new single family dwelling, semi-detached dwelling or a building containing duplex or triplex dwellings except when said permit application is subject to a Construction Deposit as required in a Subdivision Agreement under the Planning Act.

Return of Infill Security Deposit Fee:

Upon the completion of a final inspection including final inspection of the individual lot grading by the inspector, the construction deposit without interest (or such portion as remains unused) for that lot shall be returned by the CITY to the party that paid the construction deposit.

FEES UNDEFINED IN TABLE:

Fee for classes of permits/type of work not described or included in the calculation of permit fee table shall be determined by the Chief Building Official.

INTERPRETATION:

The following guidelines are to be applied in the calculation of permit fees:

- Floor area of the proposed work is to be measured to the outer face of exterior walls and to the center line of party walls or demising walls.
- In the case of interior alterations or renovations, area of proposed work is the actual space receiving the work, e.g. tenant suite.
- Mechanical penthouses and floors, mezzanines, lofts, habitable attics and interior balconies are to be included in all floor area calculations.
- Except for interconnected floor spaces, no deduction is made for openings within the floor area (e.g. stairs, elevators, escalators, shafts, ducts, etc).
- Unfinished basements for single detached dwellings, semi-detached dwellings, duplexes and townhouses are not included in the floor area.
- Finished basements for single detached dwellings (including semis, duplexes and townhouses, etc.) may at the discretion of the Chief Building Official be charged the interior finishing fee in Schedule 'A'.

Draft Reconvene Meeting By-law 11.3

- Fireplaces, HVAC, electrical, woodstoves, plumbing, site services are included in the permit fee for single family dwellings if included in original application. Square footage for garage is charged at the residential rates per square foot.
- Where interior alterations and renovations require relocation of sprinkler heads or fire alarm components, no additional charge is applicable.
- Where demolition of partitions or alterations to existing ceilings and walls is a part of an alteration or renovation permit, no additional charge is applicable.
- Corridors, lobbies, washrooms, lounges, etc. are to be included and classified according to the major classification for the floor area on which they are located.
- The occupancy categories in the Schedule correspond with the major occupancy classifications in the Ontario Building Code. For multiple occupancy floor area, the Permit fees for each of the applicable occupancy categories may be used, except where an occupancy category is less than 10% of the floor area.
- Temporary building is a building that will be erected for not more than one year.
- When conditional/partial permits are issued, fees shall be charged according to the type of work proposed for each partial permit and shall have a cumulative effect.
- When a conditional/partial permit is issued to construct a building shell a partial permit to construct an interior finish must also be issued.
- Site Service works when applied for with a building permit for a Structure, will be charged as per fees set out in Schedule 'A' except for Single detached dwellings.
- For classes of Permits not described in this Schedule, the Chief Building Official shall determine a reasonable permit fee.

THIS IS SCHEDULE "B" TO BY-LAW ____-2020**Adopted this 23rd day of November, 2020**

OF
THE CORPORATION OF THE CITY OF STRATFORD

**Amending Schedule "B" to
By-law 112-2005, as amended**REFUND OF PERMIT FEES

1. The fees that shall, upon request be refunded shall be reduced by a cumulative percentage of the fees paid under this by-law as follows:
 - (a) 20% if administrative functions only have been performed;
 - (b) 10% if zoning functions only have been performed;
 - (c) 20% if plans examination functions only have been performed;
 - (d) 35% if the permit has been issued; and
 - (e) 5% shall additionally be deducted for each field inspection that has been performed after the permit has been issued.
2. Notwithstanding paragraph 1 above, no refund shall be made of an amount less than or equal to the minimum permit fee set out in Schedule A.
3. Notwithstanding paragraph 1 above, no refund shall be made where the chief building official has revoked a permit under Section 8(10) of the Act.

THIS IS SCHEDULE "D" TO BY-LAW ____-2020**Adopted this 23rd day of November, 2020**OF
THE CORPORATION OF THE CITY OF STRATFORD**Amending Schedule "D" to
By-law 112-2005, as amended**RESPECTING FORMS AND ORDERS**Application Forms:**

1. Change of Use (no construction required)**
2. Conditional Permit*
3. Transfer of Permit**
4. Construct or Demolish*
5. Alternative Solution**
6. Schedule 1**
7. Schedule 2**
8. SB10 Energy Designs**
9. SB12 Energy Designs**

Form Submission Prior to Permit Issuance:

1. Fill Removal Commitment Form**
2. Information for Installation of Solid Fuel Appliance**
3. Owner Authorization Form**
4. Commitment to General Review Form**
5. Demolition Commitment Form**
6. Demolition Environmental Consideration Form**
7. Demolition Utility Confirmation Form**
8. Demolition Control Forms**

Form Submission Prior to Occupancy/Final Inspection:

1. Backflow Prevention Device Testing & Inspection Report**
2. Interim Lot Grading Certificate**
3. Final Lot Grading Certificate**

Forms For Permission To Occupy:

1. Occupancy Certificate**
2. Occupancy Inspection Report**

Orders:

1. Order to Comply*
2. Stop Work Order*
3. Order Not To Cover*
4. Order To Uncover*
5. Unsafe Order**
6. Emergency Order**
7. Order To Take Tests and Samples*
8. Order to Prohibit Occupancy**

Agreement Forms:

1. Conditional Permit Agreement Form**

* These forms are as prescribed by the Ministry of Housing

**These forms are as prescribed by the Chief Building Official

The Chief Building Official shall determine which forms are required to be completed and shall determine when the required forms are to be submitted.



**BY-LAW NUMBER ____-2020
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 23 2020.

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

AND WHEREAS subsection 5(3) of the *Act* 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 23, 2020 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 23rd day of November, 2020.

Mayor – Daniel B. Mathieson

Clerk – Tatiana Dafoe