



The Corporation of the City of Stratford Finance and Labour Relations Sub-committee MINUTES

Date: March 16, 2021
Time: 3:30 P.M.
Location: Electronic Meeting

Sub-committee Present: Councillor Clifford - Chair Presiding, Councillor Gaffney - Vice Chair, Councillor Beatty, Councillor Bunting, Councillor Ritsma

Staff Present: Jodi Akins - Council Clerk Secretary, Chris Bantock - Deputy Clerk, Adam Ryan - Manager of Public Works, Ed Dujlovic - Director of Infrastructure and Development Services, Spencer Steckley – Manager of Financial Services, Janice Beirness – Director of Corporate Services

Also present: Member of the public

1. Call to Order

The Chair called the meeting to Order.

2. Disclosure 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 otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made by a Member at the March 16, 2021 Finance and Labour Relations Sub-committee meeting.

3. Delegations

None scheduled.

4. Report of the Manager of Public Works

4.1 Purchasing Policy Exemption for a Viking-Cives Roller Pro Truck (FIN21-003)

Staff Recommendation: THAT Council approve an exemption from the City of Stratford's Purchasing Policy to allow for the sole source purchase of one new Roller Pro with dump body, sand/salt hopper and water tank from Viking-Cives Ltd. at a cost of \$461,170 including GST.

Sub-committee Discussion: The Director of Infrastructure and Development Services advised staff are seeking an exemption to the purchasing policy as there is only one single source supplier of this equipment.

It was identified in the Service Delivery Review for the City that staff should look for equipment that can multitask. The Manager of Public Works confirmed that this truck can provide efficiencies in both summer and winter operations. It will be used in the winter as an additional road plow and sander, as well as being used for applying salt brine to the roads. It currently takes 12-16 hours to complete a treatment and this equipment would cut that time down to 4 hours. In the summer, the tank would be used to wet down roads in front of street sweepers, as well as help control dust at the landfill.

The Manager referenced the other attachments that are available for this truck and their applications that could be used throughout the City.

Motion by Councillor Bunting

Sub-committee Recommendation: THAT Council approve an exemption from the City of Stratford's Purchasing Policy to allow for the sole source purchase of one new Roller Pro with dump body, sand/salt hopper and water tank from Viking-Cives Ltd. at a cost of \$461,170 including GST.

In response to the longevity of this equipment, as it is such a multitasker, the Manager advised it is typically 10 years, although the truck and attachments could be replaced separately as needed.

The Chair called the question on the motion on the floor.

Carried

5. Report of the Director of Infrastructure and Development Services

5.1 Retaining a Consultant for the 2022 Development Charges By-law (FIN21-004)

Staff Recommendation: THAT Council approve an exemption from the City of Stratford's Purchasing Policy to retain Watson & Associates Economists Ltd. to carry out the development charges background study and by-law for a cost up to \$79,213 including HST.

Sub-committee Discussion: The Director of Infrastructure and Development Services advised staff are seeking an exemption to the purchasing policy to secure a consultant to complete a development charges background study. Watson & Associates, the preferred consultant, have previously completed development charges background studies for the City, as well as finance reports for water and wastewater and are familiar with the City's services.

It was noted that there are a few optional items that could be considered, which will be determined during the background study process. An update to transit development charges is included as part of the study, as well as possible implementation of an industrial development charge.

This is a public process and in the first quarter of 2022, public meetings will be held. A by-law needs to be adopted by April 8, 2022, when the current by-law expires.

Motion by Councillor Gaffney

Sub-committee Recommendation: THAT Council approve an exemption from the City of Stratford's Purchasing Policy to retain Watson & Associates Economists Ltd. to carry out the development charges background study and by-law for a cost up to \$79,213 including HST.

It was questioned whether investStratford would be consulted on a possible industrial development charge and whether a report would be completed on what other municipalities are doing. The Director confirmed investStratford would be involved and noted that Watsons can provide information on what other municipalities are doing.

With respect to timelines and whether a report could be forthcoming sooner, the Director advised that there is a schedule in place for implementation in place before the current by-law expires.

The Chair called the question on the motion on the floor.

Carried

6. Report of the Deputy Clerk

6.1 2020 Lottery Licence Activity Update (FIN21-002)

Staff Recommendation: THAT the report entitled "2020 Lottery Licence Activity Update" (FIN21-002) be received for information.

Sub-committee Discussion: The Deputy Clerk stated the information, contained in the report, is provided on an annual basis to provide Council with an overview of municipal lottery licence activity within the last year.

COVID-19 has had a significant impact on number of licences issued and organizations that have applied for licences or been able to hold events and the revenue reflects that.

Motion by Councillor Beatty

Sub-committee Recommendation: THAT the report entitled "2020 Lottery Licence Activity Update" (FIN21-002) be received for information.

Carried

7. Advisory Committee/Outside Board Minutes

The following Advisory Committee/Outside Board minutes were provided for the information of Sub-committee:

- Stratfords of the World minutes of September 16, 2020

Sub-committee Discussion: In response to whether Stratfords of the World is holding their event this year, the Chair advised it is postponed another year and the Committee is hoping to host it in 2022.

8. Next Sub-committee Meeting

The next Finance and Labour Relations Sub-committee meeting is Tuesday, April 20, 2021 at 3:30 p.m.

9. Adjournment

Motion by Councillor Ritsma

Sub-committee Decision: THAT the Finance and Labour Relations Sub-committee meeting adjourn.

Carried

Meeting Start Time: 3:30 P.M.

Meeting End Time: 3:42 P.M.