



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

Meeting #:	4702nd
Date:	Monday, September 26, 2022
Time:	7:00 P.M.
Location:	Electronic Meeting
Council Present in Council Chamber:	Mayor Mathieson - Chair Presiding
Council Present Electronically:	Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Sebben, Councillor Vassilakos
Regrets:	Councillor Beatty, Councillor Bunting
Staff Present in Council Chamber:	Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Karmen Krueger - Director of Corporate Services,
Staff Present Electronically:	David St. Louis - Director of Community Services, Kim McElroy - Director of Social Services, John Paradis - Fire Chief, Taylor Crinklaw - Director of Infrastructure and Development Services, Naeem Khan - Chief Technology and Security Officer, Chris Bantock - Deputy Clerk, Jodi Akins - Council Clerk Secretary, Neil Anderson - Deputy Fire Chief, Kevin Bonnell - Manager of Diversity, Equity and Indigenous Initiatives
Also Present:	Cameron Johnston – Millards Chartered Professional Accountants, Members of the Public and Media

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

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

Councillors Beatty and Bunting provided regrets for this meeting.

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

No disclosures of pecuniary interest were made by a Member at the September 26, 2022, Regular Council meeting.

**3. Adoption of the Minutes:**

R2022-372

**Motion by** Councillor Ingram

**Seconded by** Councillor Ritsma

**THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated September 12, 2022 be adopted as printed.**

**Carried**

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

There was no addendum to the September 26, 2022, Regular Council agenda.

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

**5.1 At the September 26, 2022, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:**

4.1 Draft Lease Agreements with the Stratford Festival for the Discovery Center and the Municipal Parking Lot - A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239.(2)(k));

4.2 Appointment to Corporate Leadership Team - 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));

4.3 Code of Conduct Legal Matter - 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 all three items.

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

### **6.1 National Day for Truth and Reconciliation Presentation by the Manager of Diversity, Equity and Indigenous Initiatives**

Referring to a PowerPoint presentation, the Manager of Diversity, Equity and Indigenous Initiatives provided an overview of activities scheduled to recognize National Day for Truth and Reconciliation between 1:30 p.m. and 2:30 p.m. on Friday, September 30, 2022, at the front steps of City Hall.

The Manager advised Truth and Reconciliation Day flags were raised on September 26, 2022 and will be lowered to half-mast on September 30, 2022. Information was provided on the meaning and purpose of a land acknowledgment. The Manager stated that the City intends to move forward with drafting a land acknowledgment following meaningful consultation with local Indigenous persons and there will be training opportunities for staff.

In response to questioning from Council, the Manager advised that Council and some staff would be provided with an orange shirt. The Manager noted that in the future he is hop to collaborate with Gallery Indigena.

It was noted that the Stratford Perth Museum is also holding an Orange Shirt Day event and a number of Downtown Stratford BIA businesses will be participating in Orange Shirt Day as well.

## **7. Orders of the Day:**

### **7.1 Resolution - Vivian Line 37 Road Widening (COU22-068)**

R2022-373

**Motion by** Councillor Ingram

**Seconded by** Councillor Vassilakos

**THAT The Corporation of the City of Stratford accept Part 3 Plan 44R-5942 as public highway and dedicate it as forming part of Vivian Line 37.**

**Carried**

**7.2 Resolution - Supply and Deliver One New Vacuum/Flusher Combo Unit (COU22-070)**

The Clerk advised that this matter was pulled from consideration on this agenda.

**7.3 Proclamation - Fire Prevention Week 2022**

This year's Fire Prevention Week campaign, "Fire Won't Wait. Plan Your Escape", works to educate everyone about simple but important actions they can take to keep themselves and those around them safe from home fires.

From October 9 – 15, 2022, the Stratford Fire Department will participate in Fire Prevention Week through the following engagement opportunities:

- Promotion of fire safety through various platforms;
- Partnering with community businesses to help spread fire safety messaging; and
- Fire Prevention booth set up at Festival Market Place (Canadian Tire) with educational materials and a Fire Prevention Officer on hand to engage with the public.

R2022-374

**Motion by** Councillor Sebben

**Seconded by** Councillor Clifford

**THAT City Council hereby proclaims the week of October 9 – 15, 2022 as "Fire Prevention Week" in the City of Stratford.**

**Carried**

**7.4 Proclamation - Light It Up! for NDEAM Day**

R2022-375

**Motion by** Councillor Ingram

**Seconded by** Councillor Henderson

**THAT Stratford City Council hereby proclaims October 20, 2022 as "Light It Up! For NDEAM Day" in the City of Stratford in recognition of National Disability Employment Awareness Month (NDEAM) and the many ways people who have a disability contribute to businesses and communities across Canada.**

It was questioned whether the City is capable of lighting up buildings in blue or purple, and whether the Communications Coordinator could release information to the public about this proclamation. The Clerk advised she would review.

Mayor Mathieson called the question on the motion.

**Carried**

**7.5 Resolution - T-2022-32 Concrete Sidewalk Installation (COU22-071)**

R2022-376

**Motion by** Councillor Burbach

**Seconded by** Councillor Ritsma

**THAT the Tender (T-2022-32) for the Concrete Sidewalk Installation Contract be awarded to 465929 Ontario Ltd. o/a Nicholson Concrete at a total tender price of \$338,050.80, including HST;**

**AND THAT the Mayor and City Clerk, or their respective delegates, be authorized to sign the necessary Contract Agreement.**

In response to questioning from Council, the Director of Infrastructure and Development Services advised the intent is to install the sidewalk on the east side of Martin Street as there is water infrastructure on the west side. It is also easier for plowing and provides a connecting link for pedestrian traffic from the east end of town. The installation will include all AODA compliance items.

The Active Transportation Advisory Committee and Accessibility Advisory Committee were thanked as they identified these as priority areas for sidewalks.

Whether the sidewalks would be installed before it gets too cold was questioned. The Director stated staff should be able to meet deadlines to avoid frost conditions.

Mayor Mathieson called the question on the motion.

**Carried**

## **7.6 Resolution - Electronic Monitoring Policy (COU22-072)**

R2022-377

**Motion by** Councillor Burbach

**Seconded by** Councillor Henderson

**THAT the City's Electronic Monitoring Policy H.1.35 be adopted.**

The Chief Technology and Security Officer stated this is a new policy as required under the Ontario's Working for Workers Act, 2022. Businesses that have over 25 employees are required to have this policy in place. The policy includes what data and systems are being monitored, why they are being monitored and when and how the data will be used. Examples provided included GPS locations, emails, or any electronic communications on all City devices.

Concern was expressed that members of Council are not employees and there was discomfort with the City knowing their location at all times they are carrying the City devices. The Mayor stated this policy has been reviewed by the City Solicitor. As Councillors are using City technology, it is interpreted that they are subject to the policy.

The Chief Administrative Officer confirmed that councillors are not considered employees, however, they are still covered by the policy by use of their devices and City servers while conducting business in their role as councillor.

**Carried**

## **7.7 Resolution - Emergency Response Plan Amendment (COU22-073)**

R2022-378

**Motion by** Councillor Ritsma

**Seconded by** Councillor Ingram

**THAT City Council approve the City of Stratford Emergency Response Plan amendments proposed by the Community Emergency Management Coordinator and as recommended by the City of Stratford Emergency Control Group.**

It was questioned by Council whether there was value in having the Deputy Mayor or another member of Council on this working group to be up to speed in the event the Mayor is not available.

The Chief Administrative Officer advised they are making housekeeping amendments to the plan. Every mandatory position has a designated

alternate, and all mandatory positions are required to be in attendance at mock exercises.

The Deputy Fire Chief advised the amendments are highly recommended by the Ontario Fire Marshal Emergency Management as a standard they are trying to achieve throughout the Province.

It was stated that Council would like to see what the actual changes to the document are. The Deputy Fire Chief provided an overview of the amendments. The majority of changes were the removal of the term "alternate" from the document so that all of the alternates do not have to be present for the mandatory exercises. The second change was a reduction in size of the actual emergency control group, which was a strong recommendation by the Ontario Fire Marshal Emergency Management.

In response to how the mandatory positions were determined, the Deputy Fire Chief stated that EMS, Mayor, Chief Administrative Officer and Communications are a standard throughout the Province.

Mayor Mathieson called the question on the motion.

**Carried**

**7.8 Resolution - Establishment of the 2022-2026 Joint Compliance Audit Committee (COU22-074)**

R2022-379

**Motion by** Councillor Henderson

**Seconded by** Councillor Vassilakos

**THAT the report titled, "Establishment of the 2022-2026 Joint Compliance Audit Committee" (COU22-074), be received;**

**THAT the Terms of Reference for the Joint Compliance Audit Committee as detailed in Attachment 1 to this report (COU22-074), be approved;**

**AND THAT a by-law be considered to establish and approve the appointment of members to a Joint Compliance Audit Committee for the 2022 – 2026 term of Council.**

**Carried**

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

None scheduled.

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

**9.1 Report of the Planning and Heritage Committee:**

R2022-380

**Motion by** Councillor Ingram

**Seconded by** Councillor Vassilakos

**THAT the Report of the Planning and Heritage Committee dated September 26, 2022 be adopted as printed.**

**Carried**

**9.1.1 Stratford Perth Museum Remembrance Day Sign By-law  
Variance (PLA22-031)**

THAT the request by the Royal Canadian Legion Stratford Branch 8, be granted under section 24 of the Sign By-law 159-2004 on the basis of the special circumstances or conditions applying, to erect two signs on the existing mounting brackets/designated spaces on City Hall for a maximum of fourteen (14) days provided the organization obtains an annual sign permit;

THAT the above noted sign variance be in effect until December 1, 2032;

THAT the request by the Royal Canadian Legion Stratford Branch 8, be granted under section 24 of the Sign By-law 159-2004, on the basis of the special circumstances or conditions applying, to erect up to 100 banner signs on existing light standards in the downtown core and on Ontario and Huron Streets with 10 signs being added annually until the amount of 100 banner signs has been met;

THAT the above noted sign variance be in effect until December 1, 2032;

THAT the 2022 permit fees for the Legion be funded from the Community Grants Budget;

AND THAT the funding in subsequent years of the annual permit fees for the Legion be referred to the Community Grants Committee for review by the Grant Committee.

**10. Notice of Intent:**

None scheduled.



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

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

The Clerk stated that draft by-law 11.3 was being pulled from consideration on this agenda.

R2022-381

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Henderson

**THAT By-laws 114-2022 to 119-2022 be taken collectively.**

**Carried** unanimously

R2022-382

**Motion by** Councillor Clifford

**Seconded by** Councillor Burbach

**THAT By-laws 114-2022 to 119-2022 be read a First and Second Time.**

**Carried** two-thirds support

R2022-383

**Motion by** Councillor Gaffney

**Seconded by** Councillor Ingram

**THAT By-laws 114-2022 to 119-2022 be read a Third Time and Finally Passed.**

**Carried**

### **11.1 Accept Transfer from Vivian North Limited of Part 3, Reference Plan 44R-5942 - By-law 114-2022**

To accept the transfer (conveyance) from Vivian North Limited of Part 3 on Reference Plan 44R-5942 as a condition of Site Plan Agreement 04-22 for 3202 Vivian Line 37.

### **11.2 Dedication of Part 3, Reference Plan 44R-5942 as Public Highway Forming Part of Vivian Line 37 - By-law 115-2022**

To dedicate Part 3 on Reference Plan 44R-5942, as public highway forming part of Vivian Line 37 in the City of Stratford.

### **11.3 Award Tender for a Combination Vacuum and Flusher Unit – Removed from consideration**

To authorize the acceptance of a tender by JD Brule Equipment for the purchase of a Combination Vacuum and Flusher Unit [T-2022-24].

**11.4 Appoint Members to the Joint Compliance Audit Committee for the 2022-2026 Term of Council - By-law 116-2022**

To appoint members to the Joint Compliance Audit Committee for the 2022-2026 term of Council under the Municipal Elections Act, 1996, as amended.

**11.5 Delegation of Authority to Enter into Site Alteration Agreements - By-law 117-2022**

To amend By-law 135-2017, as amended, to delegate Council's authority to the City Clerk and Director of Infrastructure and Development Services or City Clerk and the Chief Administrative Officer to enter into Site Alteration Agreements.

**11.6 Adopt Revisions to the Emergency Response Plan for the City of Stratford - By-law 118-2022**

To amend By-law 111-2008 as amended, to adopt revisions to the Emergency Response Plan for The Corporation of the City of Stratford.

**11.7 Award Tender for the Concrete Sidewalk Installation Contract - By-law 119-2022**

To authorize the acceptance of a tender by 465929 Ontario Ltd. o/a Nicholson Concrete for the Concrete Sidewalk Installation Contract [T-2022-32].

**12. Consent Agenda: CA-2022-105 to CA-2022-111**

**12.1 CA-2022-106**

Discussion took place regarding the use and appropriateness of the Strong Mayor's Act. It was noted it currently only applies to Toronto and Ottawa, however, concern was noted it could filter down for use in smaller municipalities.

R2022-384

**Motion by** Councillor Ingram

**Seconded by** Councillor Vassilakos

**THAT CA-2022-106, being a resolution from the Town of Kingsville in opposition to Bill 3, Strong Mayors, Building Homes Act, 2022, be endorsed.**

**Carried**

12.2 CA-2022-108

It was noted that no information was provided as to whether the zoning is appropriate or where parking for the facility would be accommodated.

The Clerk stated that the Planning Division advised there were no concerns and typically they would comment on parking. She noted if there were specific questions from Council, she could take them back and obtain further information.

It was requested by Council that information be requested as to how loading and unloading of catering type items would be accommodated on site as it is suggested there is no ability to serve food on this property.

**13. New Business:**

13.1 Thank you to Social Services

A member of Council recognized the Social Services department for the hard work they do working with the City's most vulnerable citizens and the following statistics were provided:

- the number of households permanently housed in supportive housing – 44;
- from January to July 2022, the number of households housed in permanent housing from the by-name list – 35;
- number of households experiencing homelessness decreased from 167 to 151 from January to July 2022; and
- number of unique households assisted with rent arrears from January to September 2022 –71.

**14. Adjournment to Standing Committees:**

The next Regular Council meeting is Tuesday, October 11, 2022, at 7:00 p.m.

R2022-385

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Burbach

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

- **Finance and Labour Relations Committee [7:05 p.m. or thereafter following the Regular Council meeting];**

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

**Carried**

**15. Council Reconvene:**

**15.1 Declarations of Pecuniary Interest made at Standing Committees**

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

Declarations of Pecuniary Interest made at Standing Committee meetings held on September 26, 2022 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 September 26, 2022, reconvene Council meeting.

**15.2 Committee Reports**

**15.2.1 Finance and Labour Relations Committee**

R2022-386

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Clifford

**THAT Item 4.1 of the Finance and Labour Relations Committee meeting dated September 26, 2022 be adopted as follows:**

**4.1 Draft 2020 Audited Financial Statements (FIN22-039)**

**THAT the report titled, "Draft 2020 Audited Financial Statements" (FIN22-039), be received for information;**

**AND THAT the Draft 2020 Audited Financial Statements be approved and finalized.**

**Carried**

### **15.3 Reading of the By-laws (reconvene):**

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

#### **By-law 11.8 Confirmatory By-law - By-law 120-2022**

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on September 26, 2022.

R2022-387

**Motion by** Councillor Ingram

**Seconded by** Councillor Vassilakos

**THAT By-law 120-2022 be read a First and Second Time.**

**Carried** two-thirds support

R2022-388

**Motion by** Councillor Gaffney

**Seconded by** Councillor Ritsma

**THAT By-law 120-2022 be read a Third Time and Finally Passed.**

**Carried**

### **15.4 Adjournment of Council Meeting**

R2022-389

**Motion by** Councillor Clifford

**Seconded by** Councillor Burbach

**THAT the September 26, 2022 Regular Council meeting adjourn.**

**Carried**

Meeting Start Time: 7:00 P.M.

Meeting End Time: 7:36 P.M.

Reconvene Meeting Start Time: 7:42 P.M.

Reconvene Meeting End Time: 7:43 P.M.

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Mayor - Daniel B. Mathieson

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Clerk - Tatiana Dafoe