



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4713rd
Date: Monday, February 13, 2023
Time: 7:00 P.M.
Location: Council Chamber, City Hall

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

Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Kim McElroy - Director of Social Services, John Paradis - Fire Chief, Tim Wolfe - Director of Community Services, Karmen Krueger - Director of Corporate Services, Anne Kircos - Director of Human Resources, Kevin Bonnell - Manager of Equity, Inclusion and Indigenous Initiatives, Andrea Hächler – Manager of Planning, Johnny Bowes – Manager of Environmental Services, Sadaf Ghalib – Climate Change Programs Manager, Jodi Akins – Council Clerk Secretary

Also Present: Members of the Public and Media

1. Call to Order:

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

Singing of O Canada

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 McCabe declared a pecuniary interest on Item 3.1 from the February 13, 2023, Committee of the Whole In-camera Session.

Councillor McCabe declared a pecuniary interest on Items 7.8, "Appointments to the Downtown Stratford Business Improvement Area Board of Management 2022-2016 (COU23-029)" and 11.3, "Amend Appointments By-law 4-2023 to Make Appointments to the Downtown Stratford Business Improvement Area Board of Management" as a member of his staff submitted an application.

3. Adoption of the Minutes:

R2023-55

Motion by Councillor Henderson

Seconded by Councillor Nijjar

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated January 23, 2023, be adopted as printed.

Carried

4. Adoption of the Addendum/Addenda to the Agenda:

There was no addendum to the February 13, 2023, Regular Council agenda.

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

5.1 At the February 6, 2023, Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:

3.1 Council Obligations and Best Practices Education and Training Session
- A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the members.

2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee. 2006, c. 32, Sched. A, s. 103 (1). (section 239.(3.1)).

As the purpose of the Session was to provide an education session, no member discussed or dealt with any matter that materially advanced the business or decision-making of Council.

5.2 At the February 13, 2023, Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:

3.1 2022 Downtown Stratford Business Improvement Area Board of Management Applications - Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

At the In-camera Session, no direction was given on this matter.

6. Hearings of Deputations and Presentations:

None scheduled.

7. Orders of the Day:

7.1 Proclamation - Kin Canada Day and Kin Canada Week

R2023-56

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT Stratford City Council hereby proclaims Monday, February 20, 2023 as "Kin Canada Day" and the week of February 19-25, 2023 as "Kin Canada Week" in the City of Stratford in celebration of all Kin Canada clubs and authorizes flying of the Kin flag at City Hall from February 19-25, 2023.

Carried

7.2 Resolution - Stratford Live Music & Food

The Stratford Live Music & Food organizing committee requested designation of the 2023 Stratford Live Music & Food event (formerly Stratford Blues & Ribfest) to be held June 16, 17 and 18, 2023 in the York

Street parking lot and around the Veterans Drive Bandshell, as a municipally significant event for the purpose of obtaining a liquor licence.

Comments were only received from Huron Perth Public Health (HPPH). HPPH advised they have no concerns with the designation of this event as municipally significant as long as all food safety requirements are met for the event. This includes forms submitted by the event coordinator at least 30 days prior to the start of the event.

R2023-57

Motion by Councillor McCabe

Seconded by Councillor Beatty

THAT City Council hereby designates the Stratford Live Music & Food event to be held June 16-18, 2023 in the York Street parking lot and on Veterans Drive as having municipal significance for the purpose of obtaining liquor licences from the AGCO, subject to the necessary permits being obtained, compliance with the City's Municipal Alcohol Risk Policy and the required certificates of insurance being provided.

Carried

7.3 Resolution - Canadian Dairy XPO

Organizers of the Canadian Dairy XPO requested designation of the 2023 Canadian Dairy XPO event to be held April 6 and April 7, 2023 in the Cow Coliseum building at the Stratford Rotary Complex, as a municipally significant event for the purpose of obtaining a liquor licence.

Comments received from departments and agencies included:

- no concerns from Huron Perth Public Health;
- the Fire Department has requested that organizers contact them to address a number of issues, including location and compatibility of a private fire service tanker truck and maintenance and addition of fire routes;
- following confirmation that consumption of alcohol will be restricted to the Cow Coliseum, Facilities staff indicated no concerns; and
- following confirmation that the AGCO makes the decision regarding placement of the bar area and applicable fencing following a

concern about a children's play area adjacent to the bar area, Corporate Services indicated no concerns.

The City Clerk noted the dates for the event are April 5 and 6, 2023, and not April 6 and 7, 2023.

R2023-58

Motion by Councillor Hunter

Seconded by Councillor McCabe

THAT City Council hereby designates the 2023 Canadian Dairy XPO event to be held April 5 and 6, 2023 in the Cow Coliseum at the Stratford Rotary Complex as having municipal significance for the purpose of obtaining liquor licences from the AGCO, subject to the necessary permits being obtained, compliance with the City's Municipal Alcohol Risk Policy and the required certificates of insurance being provided.

Carried

7.4 Correspondence - Resignation from Stratfords of the World (Ontario) Advisory Committee

R2023-59

Motion by Councillor Henderson

Seconded by Councillor Nijjar

THAT the resignation of Mary-Anne Krutila from the Stratfords of the World (Ontario) Advisory Committee be accepted;

AND THAT the Terms of Reference for the Stratfords of the World (Ontario) Advisory Committee be amended to decrease the number of citizen appointments from eleven (11) members to ten members (10).

It was questioned whether the amendment to the Terms of Reference was requested by the Committee. The City Clerk advised it was not. Following appointments to the Committee in January, 2023, the number of citizen appointments was increased due to an additional application being received. Following the resignation, staff recommended decreasing the number of citizen representatives appointed to the original number instead of re-advertising for the position.

Mayor Ritsma called the question on the motion.

Carried

7.5 Correspondence - Resignation from Board of Park Management

R2023-60

Motion by Councillor Nijjar

Seconded by Councillor Beatty

THAT the resignation of Julie Robinson from the Board of Park Management be accepted.

It was questioned whether the vacant position would be re-advertised. The City Clerk advised it would be re-advertised.

Carried

7.6 Resolution - The City of Stratford Land Acknowledgement and Protocols for Use (COU23-027)

The Manager of Equity, Inclusion, and Indigenous Initiatives, referring to a PowerPoint presentation, presented the draft Land Acknowledgment. Highlights of the presentation included:

- a Land Acknowledgment being a statement that is used by non-Indigenous people to formally reflect and recognize the long history of colonization and the Indigenous people's presence and practices on the land;
- Land Acknowledgments being shared at the beginning of events, conferences, or Council, Committee and Sub-committee meetings;
- Land Acknowledgments being shared by the host of the meeting and being following by a moment of silence for reflection;
- Indigenous people being consulted, along with Elders, knowledge keepers, scholars and Indigenous people in and around the region to hear their histories and stories;
- training being provided to all staff about the Indigenous history and relation to land for staff at the City of Stratford; and
- procedures being developed for staff to think critically about how to respectfully engage Indigenous people in different aspects of our work.

Mayor Ritsma thanked staff for their work in developing the Land Acknowledgment and in the field of equity, diversity, and inclusion.

R2023-61

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the spoken and written Land Acknowledgement as detailed in Report COU23-027, be adopted for official City use during, but not limited to, the following:

- **Regular Council Meetings,**
- **Special Council Meetings,**
- **Sub-committee Meetings,**
- **Advisory Committee Meetings, and**
- **City of Stratford events, public information and consultation sessions and staff meetings.**

Carried

7.7 Resolution - Children's Services Ontario Transfer Payment Agreement 2023-2027 (COU23-028)

R2023-62

Motion by Councillor Briscoe

Seconded by Councillor Burbach

THAT the report titled "Children's Services Ontario Transfer Payment Agreement 2023-2027" (COU23-028) be received;

THAT the Mayor and Clerk, or their respective delegates, be authorized to enter into the Ontario Transfer Payment Agreement with the Ministry of Education (Province of Ontario) that pertains to all funding allocations for all licensed child care and early years programming in Stratford, St. Marys, and Perth County;

THAT City Council delegates its approval authority to the Director of Social Services to execute individual service contracts with each licensed child care and EarlyON provider;

AND THAT section 13.9 of the Delegation of Authority By-law 135-2017, be amended to include licensed-based programs for child care, before and after school programs and EarlyON programs.

It was questioned whether the funds granted by the Province were in line with expectations. The Director of Social Services advised it did exceed expectations.

Carried

7.8 Resolution - Appointments to the Downtown Stratford Business Improvement Area Board of Management 2022-2026 (COU23-029)

R2023-63

Motion by Councillor Burbach

Seconded by Councillor Sebben

THAT Carly Douglas, Meghan Chisholm, Jennifer Birmingham, Stephanie Theodoropoulos, and Kiersten Hatanaka be appointed to the Downtown Stratford Business Improvement Area Board of Management for a four-year term to November 14, 2026, or until successors are appointed by Stratford City Council;

AND THAT Meghan Miller and Shawn Malvern be appointed to the Downtown Stratford Business Improvement Area Board of Management for a four-year term to November 14, 2026, or until successors are appointed by Stratford City Council, subject to the submission of the required Business Improvement Area Declaration by May, 31, 2023.

Carried

Councillor McCabe, having declared a pecuniary interest on this matter, did not participate in the discussion or vote.

7.9 Resignation from the Active Transportation Advisory Committee (ATAC)

The City Clerk advised that two additional applications were received, and should the resignation be accepted, staff would reach out to those applicants to see if they were still interested in serving on the Committee. If those applicants are still interested staff would prepare a report for Council's consideration.

R2023-64

Motion by Councillor Burbach

Seconded by Councillor Briscoe

THAT the resignation of Donald Hathaway from the Active Transportation Advisory Committee be accepted.

Carried

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Reports of the Standing Committees:

9.1 Report of the Social Services Committee

R2023-65

Motion by Councillor Henderson

Seconded by Councillor Briscoe

THAT the Report of the Social Services Committee dated February 13, 2023 be adopted as printed.

The target for Anne Hathaway Daycare was questioned. The Director of Social Services advised the City is at 90%.

Mayor Ritsma called the question on the motion.

Carried

9.1.1 Housing Division Update – Year in Review 2022 (SOC23-005)

THAT the report titled, "Housing Division Update – Year in Review 2022" (SOC23-005), be received for information.

9.1.2 Information on Anne Hathaway Day Care Centre's Enrollment Status (SOC23-003)

THAT the report titled, "Information on Anne Hathaway Day Care Centre's Enrollment Status" (SOC23-003), be received for information.

9.1.3 2022 Ontario Works Year in Review (SOC23-004)

THAT the report titled, "2022 Ontario Works Year in Review" (SOC23-004), be received for information.

**9.1.4 Service System Manager Bi-Monthly Update to Council
(SOC23-006)**

THAT the report titled, "Service System Manager Bi-Monthly Update to Council" (SOC23-006), be received for information.

**9.1.5 Children's Services Division Overview – 2023 Outlook
(SOC23-001)**

THAT the report titled, "Children's Services Division Overview – 2023 Outlook" (SOC23-001), be received for information.

9.1.6 Homelessness Division Update (SOC23-002)

THAT the report titled, "Homelessness Division Update" (SOC23-002), be received for information.

10. Notice of Intent:

None scheduled.

11. Reading of the By-laws:

The following By-laws required First and Second Readings and Third and Final Readings and could have been taken collectively upon unanimous vote of Council present.

R2023-66

Motion by Councillor Sebben

Seconded by Councillor McCabe

THAT By-laws 14-2023 and 15-2023 be taken collectively.

Carried unanimously

R2023-67

Motion by Councillor Burbach

Seconded by Councillor Hunter

THAT By-laws 14-2023 and 15-2023 be read a First and Second Time.

Carried two-thirds support

R2023-68

Motion by Councillor Beatty

Seconded by Councillor Wordofa

THAT By-laws 14-2023 and 15-2023 be read a Third Time and Finally Passed.

Carried

R2023-69

Motion by Councillor Burbach

Seconded by Councillor Briscoe

THAT By-law 16-2023 be read a First and Second Time.

Carried two-thirds support

Councillor McCabe having declared a pecuniary interest on Item 11.3 did not participate in the discussion or vote on this item.

R2023-70

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-law 16-2023 be read a Third Time and Finally Passed.

Carried

Councillor McCabe having declared a pecuniary interest on Item 11.3 did not participate in the discussion or vote on this item.

11.1 Ontario Transfer Payment Agreement for Funding under the Children's Services Ontario Program - By-law 14-2023

To authorize the execution of an Ontario Transfer Payment Agreement between His Majesty the King in right of the Province of Ontario, as represented by the Minister of Education, and The Corporation of the City of Stratford for funding under the Children's Services Ontario Program for services related to childcare programs licensed under the Child Care and Early Years Act, 2014 as well as EarlyON Child and Family Centres in Stratford, St. Marys, and Perth County.

11.2 Amend Delegation of Authority By-law 135-2017 for Execution of Individual Service Contracts with Licensed Childcare and EarlyON providers - By-law 15-2023

To amend By-law 135-2017, as amended, to delegate Council's authority to the Director of Social Services, or their respective delegates, to execute individual service contracts with each licensed childcare and EarlyON provider.

11.3 Amend Appointments By-law 4-2023 to Make Appointments to the Downtown Stratford Business Improvement Area Board of Management - By-law 16-2023

To amend By-law 4-2023, as amended, to make an appointments to the
Downtown Stratford Business Improvement Area Board of Management.

12. Consent Agenda: CA-2023-009 to CA-2023-016

12.2 CA-2023-10

The City Clerk advised Consent Agenda Item CA-2023-10 was to be amended. The amendment was to remove reference to the installation of replacement fuel tanks at the Transit and Cemetery locations as those tenders have already been issued.

12.1 CA-2023-11

R2023-71

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT CA-2023-11, being a resolution from the Town of Petrolia regarding the responsibility of municipalities to conduct school board trustee elections, be endorsed.

Carried

13. New Business:

13.1 Stratford Chef School Event

A member advised the Stratford Chef School will be celebrating its 40th anniversary in 2023. To celebrate, they are having a gala dinner that will also celebrate the Class of 2023. The dinner will be held on Friday, March 10, 2023, at the Bruce Hotel and tickets are available for purchase.

13.2 By-law Enforcement

A member advised they were contacted about the City's By-law Enforcement policy, specifically the requirement that a complainant must own property or be a tenant within 120 meters for property standards complaints. Background information was requested on this requirement.

The Chief Administrative Officer (CAO) advised that for enforcement for certain property related by-laws, in 2010 Council adopted a process for how by-law complaints would be handled. For the City, there is a process that if a member of the public would like to make a complaint about another property, they must reside within 120 meters of the subject property. This requirement was implemented to deal with multiple

requests from the same property owner. In the Fall when this inquiry was submitted to staff, staff completed research on other municipal processes. Some municipalities have also implemented the 120 meter requirement and it was noted that for matters affecting health and safety those complaints are prioritized as a critical factor. Staff also identified that other municipalities have authorized staff to prioritize when by-law enforcement complaints are made by the same person. The CAO advised the City has two By-law Enforcement Officers and there must be a process as to how the City prioritizes and deals with by-law complaints so that critical ones are dealt with.

13.3 Winter Pride Days

Congratulations were extended to the Stratford Pride Organization who successfully ran four events over the February 9-12 weekend which were well received.

14. Adjournment to Standing Committees:

The next Regular Council meeting is February 27, 2023.

R2023-72

Motion by Councillor Burbach

Seconded by Councillor Biehn

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];**
- **Planning and Heritage Committee [7:10 p.m. or thereafter following the Regular Council meeting];**
- **Infrastructure, Transportation and Safety Committee [7:15 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 February 13, 2023 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

Councillor McCabe restated his declaration of pecuniary interest on items 7.8 and 11.3 of the Regular Council agenda as a member of his staff submitted an application.

15.2 Reading of the By-laws (reconvene):

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

By-law 11.4 Confirmatory By-law - By-law 17-2023

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on February 13, 2023.

R2023-73

Motion by Councillor Burbach

Seconded by Councillor Briscoe

THAT By-law 17-2023 be read a First and Second Time.

Carried two-thirds support

R2023-74

Motion by Councillor Sebben

Seconded by Councillor Burbach

THAT By-law 17-2023 be read a Third Time and Finally Passed.

Carried

15.3 Adjournment of Council Meeting

R2023-75

Motion by Councillor Beatty

Seconded by Councillor Henderson

THAT the February 13, 2023 Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 7:30 P.M.

Reconvene Meeting Start Time: 7:51 P.M.

Reconvene Meeting End Time: 7:52 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe