



## **The Corporation of the City of Stratford Planning and Heritage Committee MINUTES**

Date: Monday, June 12, 2023

Time: 8:58 P.M.

Location: Council Chamber, City Hall

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

Regrets: Councillor Henderson

Staff Present: Kim McElroy – Acting Chief Administrative Officer/Director of Social Services, Tatiana Dafoe - City Clerk, Taylor Crinklaw - Director of Infrastructure and Development Services, Karmen Krueger - Director of Corporate Services, Tim Wolfe - Director of Community Services, John Paradis - Fire Chief, Anne Kircos - Director of Human Resources, Jodi Akins - Council Clerk Secretary

Also Present: Members of the Public and Media

### **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

Councillor Briscoe declared a pecuniary interest on Item 5.1, "Proposed Exemption from Sign By-law 159-2004, 35 Waterloo Street North (PLA23-008)." Councillor Briscoe currently volunteers with Stratford Perth Care for Kids whom is a tenant of the building. She also attends EarlyON classes at the address in question with a family member and is a registered EarlyON participant; which is under Perth Care for Kids.

**3. Sub-committee Minutes**

Sub-committee minutes were provided for background regarding the discussion held at the May 25, 2023, Sub-committee meeting.

**4. Delegations**

None scheduled.

**5. Report of the Municipal Law Enforcement Officer**

**5.1 Proposed Exemption from Sign By-law 159-2004, 35 Waterloo Street North (PLA23-008)**

**Staff Recommendation:** THAT the sign variance for five additional ground signs located on municipal property adjacent to 35 Waterloo Street North be denied as the signs are not located on the applicant's property and the signs proposed exceed the number and size of permitted sign in accordance with the Sign By-law for a residential zone.

**Committee Discussion:** The Director of Infrastructure and Development Services provided a brief overview of the request. The Director noted:

- the application was initially presented in 2022 for consideration;
- in 2022, the application was referred back to staff for the purposes of consulting with the Heritage Stratford Advisory Committee;
- the initial request was to permit five (5) ground signs and the Heritage Stratford Advisory Committee recommended three (3) ground signs be approved; and
- the application was deferred by Council and the applicant chose to re-submit the request to the new term of Council for consideration.

**Motion by** Councillor Burbach

**Seconded by** Councillor McCabe

**Committee Recommendation: THAT Option 3, being approval of a sign variance request for five (5) ground floor signs at 35 Waterloo Street North, provided the applicant enters into an encroachment agreement with the City for the signs and fence installed on City property and that proper design documents are provided with the sign permit application, be approved.**

**Carried**

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

**5.2 Proposed Exemption from Sign By-law 159-2004, 30 Queensland Road (PLA23-007)**

**Staff Recommendation:** THAT the sign variance for one (1) Construction sign located at 30 Queensland Road be approved, subject to the owner applying and receiving a building permit for the sign as required in the Ontario Building Code.

**Motion by** Mayor Ritsma

**Seconded by** Councillor Biehn

**Committee Recommendation: THAT the sign variance for one (1) Construction sign located at 30 Queensland Road be approved, subject to the owner applying and receiving a building permit for the sign as required in the Ontario Building Code.**

**Carried**

**6. For the Information of Committee**

**6.1 Department Update**

The Director of Infrastructure and Development services stated there was no departmental update to be provided. The status for recruitment of a Director of Building and Planning was questioned. The Director of Infrastructure and Development Services confirmed the intent is to proceed with recruitment for a Director of Building and Planning as expeditiously as possible.

## **6.2 Advisory Committee/Outside Board Minutes**

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

- Heritage Stratford Advisory Committee minutes of September 13, 2022 and February 14, March 14 and April 11, 2023

## **7. Adjournment**

**Motion by** Councillor Burbach

**Seconded by** Councillor Nijjar

**Committee Decision: THAT the Planning and Heritage Committee meeting adjourn.**

**Carried**

Meeting Start Time: 8:58 P.M.

Meeting End Time: 9:01 P.M.