



## **The Corporation of the City of Stratford Planning and Heritage Sub-committee MINUTES**

Date: June 29, 2023  
Time: 4:30 P.M.  
Location: Council Chamber, City Hall

Sub-committee Present: Councillor Burbach - Vice Chair, Councillor Biehn, Councillor McCabe

Regrets: Councillor Sebben - Chair, Councillor Wordofa

Staff Present: Tatiana Dafoe - City Clerk, Danielle Clayton - Recording Secretary, Taylor Crinklaw - Director of Infrastructure and Development Services, Tim Wolfe – Director of Community Services

Also present: Members of the Public

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

The Vice-Chair called the meeting to Order.

Land Acknowledgment

Moment of Silent Reflection

### **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 at the June 29, 2023, Planning and Heritage Sub-committee meeting.

### **3. Delegations**

#### **3.1 Request for Delegation by Robert Ritz on behalf of the Stratford Rotary Dragon Boat Festival**

Motion by Councillor McCabe

**THAT the delegation by Robert Ritz, on behalf of Stratford Rotary Dragon Boat Festival organizers, be heard.**

**Carried**

**Sub-committee Discussion:** Robert Ritz, Stratford Rotary Club, referring to a PowerPoint presentation, highlighted the following information regarding the Dragon Boat display for Market Square.

- the Dragon Boat would be located in Market Square from August 4 to September 17, 2023;
- the exterior of the boat displays the date of the event along with the Rotary Wheel and the platinum sponsor;
- community projects that the Rotary Dragon Boat Festival supports are listed on the interior sides of the boat;
- information and statistics about the boat are on the back deck;
- along the seats of the boat are logos of the gold, silver and bronze sponsors;
- the boat has been located parallel to Downie Street in previous years, except for 2022;
- the boat is fastened to a crib to keep the boat stable;
- the drum has been muffled, the head and tail is placed on each morning and removed at night to reduce the risk of theft or vandalism; and
- the boat is checked daily and cleaned as required along with contact information should there be any issues.

Mr. Ritz outlined the Rotary Club's request noting that they are hoping to be exempt from any fee, the location of the boat would allow for other

events to take place in Market Square without the boat having to be moved, to permit the promotion of the event and thank the sponsors for their support and encourage other businesses to sponsor the event.

Discussion took place between members of Sub-committee and staff which included the following:

- the Dragon Boat Race being a great event for the community;
- concerns regarding private businesses receiving advertising on the Dragon Boat while it is on display in Market Square; and
- advertising on the boat not being permitted last year.

The Director of Community Services provided an overview of the Advertising on City Property and the Market Square Terms of Use Policy. The Director stated that the Dragon Boat was permitted to be installed in Market Square last year with conditions. These conditions included that the drum had to be muffled, the head and tail was to be removed each night and that the boat was regularly checked on by members of the Rotary Club.

Motion by Councillor McCabe

**Sub-committee Recommendation: THAT the Rotary Club of Stratford be granted an exemption from Policy P.3.9, Advertising on City Property, and permitted to install a dragon boat in Market Square from August 4 to September 17, 2023 to promote the Dragon Boat Festival being held on September 16, 2023;**

**THAT the dragon boat be installed in Market Square in the location approved in 2022;**

**AND THAT approval be subject to the conditions applied in 2022, as follows:**

- **only the Rotary Club of Stratford logo and event date is to be advertised on the boat;**
- **no advertising, third party/sponsor or otherwise, is permitted; and**

**the following are the only acceptable items to be posted on the boat provided the noted projects and photos do not include third party logos, sponsors, or advertising:**

- **Decaling on the side of the boat with the date of the 2023 event.**
- **Notes of past projects supported by the Club and photos from past events.**

**Carried**

#### **4. Department Update**

The Director of Infrastructure and Development Services provided the following highlights:

- Adam Betteridge, new Director of Building and Planning, will start on Monday July 10, 2023;
- a new planner was hired and will start on Tuesday, July 4, 2023; and
- the consultants, MHBC, for the City are continuing to work with City staff to ensure files are being moved forward and deadlines are met.

#### **5. Advisory Committee/Outside Board Minutes**

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

- Heritage Stratford Advisory Committee minutes of May 9, 2023

#### **6. Next Sub-committee Meeting**

The next Planning and Heritage Sub-committee meeting is July 27, 2023 at 4:30 p.m. in the Council Chamber, City Hall.

#### **7. Adjournment**

Motion by Councillor McCabe

**Sub-committee Decision: THAT the Planning and Heritage Sub-committee meeting adjourn.**

**Carried**

Meeting Start Time: 4:30 P.M.

Meeting End Time: 4:47 P.M.