



Stratford City Council
Regular Council Open Session
AGENDA

Meeting #: 4734th
Date: Monday, November 27, 2023
Time: 7:00 P.M.
Location: Council Chamber, City Hall
Council Present: Deputy Mayor Nijjar - Chair Presiding, Councillor Beatty, Councillor Biehn, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Sebben, Councillor Wordofa
Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Kim McElroy - Director of Social Services, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Chris Bantock - Deputy Clerk

To watch the Council meeting live, please click the following link:

<https://video.isilive.ca/stratford/live.html>

A video recording of the meeting will also be available through a link on the City's website

<https://calendar.stratford.ca/meetings> following the meeting.

Pages

1. Call to Order:

Deputy Mayor Nijjar, Chair presiding, to call the Council meeting to order.

Mayor Ritsma has provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

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

3. **Adoption of the Minutes:**

8 - 21

Motion by

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated November 14, 2023 be adopted as printed.

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

Motion by

THAT the Addendum/Addenda to the Regular Agenda of Council and Standing Committees dated November 27, 2023, be added to the Agenda as printed.

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

5.1 At the November 27, 2023, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

4.1 Collective Bargaining Update – SPFFA Local 534 - Labour relations or employee negotiations (section 239.(2)(d)).

5.1 Proposed Disposition of Land – Normal School - Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years).

5.2 Shared Services Agreement Extension - Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)).

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

None scheduled

7. **Orders of the Day:**

- | | | |
|-----|---|---------|
| 7.1 | Resolution - Multi-Year Software Licensing Agreement-Vidcruiter (FIN23-032)

Motion by
Staff Recommendation: THAT staff be authorized to renew the Vidcruiter subscription for a three-year term to 2026. | 22 - 24 |
| 7.2 | Resolution - Road Widening for Consent Application B07-23, 315 & 317 Huron Street (COU23-132)

Motion by
Staff Recommendation: THAT the conveyance of Part 1 on Plan 44R-6169 from 1000055958 Ontario Ltd. to The Corporation of the City of Stratford, be authorized;

AND THAT upon conveyance of Part 1 Plan 44R-6169 to the City of Stratford, these lands be dedicated public highway forming part of Huron Street. | 25 - 27 |
| 7.3 | Resolution - 2023-2028 Multi-Year Accessibility Plan (COU23-133)

Motion by
Staff Recommendation: THAT the City of Stratford 2023-2028 Multi-Year Accessibility Plan be adopted;

AND THAT staff be directed to upload the plan to the City's website. | 28 - 45 |
| 7.4 | Resolution - 2024 Council, Committee, and Sub-committee Meeting Schedule (COU23-134)

Motion by
Staff Recommendation: THAT the 2024 Council, Committee and Subcommittee meeting schedule be approved and staff be directed to schedule the meetings accordingly. | 46 - 54 |
| 7.5 | Resolution - Lease Agreement Extension Requests – former Stratford Normal School Discovery Centre and Municipal Parking Lot (COU23-135)

Motion by
Staff Recommendation: THAT the entering into of one-year extensions to the current leases with The Stratford Shakespearean Festival of Canada for the use of the Stratford Normal School Discovery Centre at 270 Water Street and for the use of the municipal parking lot at Queen Street and Lakeside Drive to April 30, 2025, be approved;

AND THAT the Mayor and Clerk, or their respective delegates, be | 55 - 60 |

authorized to execute one year lease extensions on behalf of The Corporation of the City of Stratford.

8. Business for Which Previous Notice Has Been Given:

None Scheduled

9. Reports of the Standing Committees:

9.1 Report of the Infrastructure, Transportation and Safety Committee:

Motion by

THAT the Report of the Infrastructure, Transportation and Safety Committee dated November 27, 2023 be adopted as printed.

9.1.1 Parking Enforcement Set Fines (ITS23-030)

61 - 72

THAT Staff be directed to undertake an application utilizing the Draft 2023 Consolidated Offences Form to the Ministry of the Attorney General, pursuant to the Provincial Offences Act, for Part II set fines in the City of Stratford.

10. Notice of Intent:

10.1 Notice of Public Meetings Under the Planning Act

73 - 79

Stratford City Council will hold a public meeting on Thursday, December 7, 2023 at 6:00 p.m. to hear from interested persons with respect to the Official Plan Review.

Stratford City Council will hold a public meeting on Monday, December 11, 2023 at 7:00 p.m. to hear from interested persons with respect to the following planning application:

- Zone Change Application Z04-23 for 24 St. Andrew Street and 1 and 5 Huron Street

For more information please see the attached notices.

11. Reading of the By-laws:

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

Motion by

THAT By-laws 11.1 to 11.7 be taken collectively.

Motion by

THAT By-laws 11.1 to 11.7 be read a First and Second Time.

Motion by

THAT By-laws 11.1 to 11.7 be read a Third Time and Finally Passed.

- | | | |
|-------------|--|----------------|
| 11.1 | Encroachment Agreement for 35 Waterloo Street | 80 - 81 |
| | To authorize the entering into and execution of an encroachment agreement with 1448456 Ontario Inc. to permit an existing fence that surrounds the property, existing ground sign, and five new wood framed and lattice signs affixed to existing fencing to encroach onto the Waterloo Street, William Street and Elizabeth Street municipal road allowances at 35 Waterloo Street. | |
| 11.2 | Accept Transfer of Part 1, Plan 44R-6169 | 82 |
| | To accept the transfer (conveyance) from 1000055958 Ontario Ltd. of Part 1 on Reference Plan 44R-6169. | |
| 11.3 | Dedication of Public Highway Forming Part of Huron Street | 83 |
| | To dedicate Part 1 on Reference Plan 44R-6169, as public highway forming part of Huron Street in the City of Stratford. | |
| 11.4 | Appoint Municipal By-law Enforcement Officer | 84 - 85 |
| | To amend By-law 60-2003 as amended, to appoint a Municipal By-law Enforcement Officer for the purpose of enforcing City of Stratford By-laws. | |
| 11.5 | Ontario Transfer Payment Agreement to Enhance Stratford's Community Emissions Action Plan | 86 - 87 |
| | To authorize the entering into and execution of an Ontario Transfer Payment Agreement with His Majesty the King in Right of Ontario as represented by the Minister of Energy, to enhance Stratford's Community Emissions Action Plan by developing a Stage 2 Action Plan. | |
| 11.6 | Lease Agreement for 270 Water Street | 88 - 89 |
| | To authorize the execution of an extension to the Lease Agreement with The Stratford Shakespearean Festival of Canada for the lease of certain lands at 270 Water Street, more commonly known as the Stratford Normal School / Discovery Centre, for a period of one (1) year to April 30, 2025. | |

11.7 Lease Agreement for Parking Lot on Municipal Property 90 - 91

To authorize the execution of an extension to the Lease Agreement with The Stratford Shakespearean Festival of Canada for a parking lot on municipal property for a one-year term to April 30, 2025.

12. Consent Agenda: CA-2023-138 to CA-2023-141 92 - 97

Council to advise if they wish to consider any items listed on the Consent Agenda.

13. New Business:

14. Adjournment to Standing Committees:

The next Regular Council meeting is December 11, 2023 in the Council Chamber, City Hall. This the last regularly scheduled Council meeting for the year.

Motion by

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

- **Social Services Committee [7:05 or thereafter following the Regular Council meeting]; and**
- **Community Services Committee [7:10 or thereafter following the Regular Council meeting]**

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

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 November 27, 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

15.2 Reading of the By-laws (reconvene):

98

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

By-law 11.8 Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 27, 2023.

Motion by

THAT By-law 11.8 be read a First and Second Time.

Motion by

THAT By-law 11.8 be read a Third Time and Finally Passed.

15.3 Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by

THAT the November 27, 2023 Regular Council meeting adjourn.



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4732nd
 Date: Tuesday, November 14, 2023
 Time: 7:00 P.M.
 Location: Council Chamber, City Hall

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

Regrets: Councillor Sebben and Councillor Briscoe

Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Kim McElroy - Director of Social Services, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Chris Bantock - Deputy Clerk, Sadaf Ghalib - Climate Change Program Manager, Nathan Bottema - Project Engineer, Krista Robinson – Stratford Library CEO, Robyn McIntyre - MHBC Planning Consultant

Also Present: Members of the public and media

1. Call to Order:

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

Councillor Sebben and Councillor Briscoe provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

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 November 14, 2023, Regular Council meeting.

3. Adoption of the Minutes:

R2023-488

Motion by Councillor Henderson

Seconded by Councillor Nijjar

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

Carried

4. Adoption of the Addendum to the Agenda:

R2023-489

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the Addendum to the Infrastructure, Transportation and Safety Committee dated November 14, 2023, to add a delegation regarding Item 5.1, be added to the Agenda as printed.

Carried

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

5.1 November 14, 2023, Committee of the Whole In-camera Session

The November 14, 2023, Committee of the Whole In-camera Session was cancelled.

6. Hearings of Deputations and Presentations:

6.1 Request for Delegation by Stratford Perth Museum

R2023-490

Motion by Councillor McCabe

Seconded by Councillor Biehn

THAT John Kastner, General Manager of the Stratford Perth Museum, be heard.

Carried

John Kastner, General Manager of the Stratford Perth Museum, and David Stones, Board Chair of the Stratford Perth Museum, presented information to Council regarding the relationship and funding agreement between the City and the Museum over the last 10 years. Highlights of the presentation included:

- there having been a decade of historical change at the museum;
- David Stones having joined the museum in 2009 with a focus on financial stability of the museum;
- 6 steps taken since 2013 to make the museum more successful including strengthening the board, strategic planning and "creating our future", seeking commitments from other levels of government, redefining leadership, terminating the incumbent, and hiring of the new general manager;
- a new strategic vision being prepared for 2024 and encompassing a 5 year period;
- the majority of museums being funded by municipalities but Stratford-Perth Museum being strongly funded by community partners;
- key developments over past the 10 years including new leadership, staff, and board members and the sale of 25% of the museum's property to Perth County to create the Stratford-Perth Archives;
- identifying several changes during the first six months as General Manager including moving the entrance and changing layout, opening a giftshop, improved presentation spaces, LED lighting and climate control, and improved signage;
- outdoor concerts and the building of the Players Backstage and the Highway Outdoor Theatre becoming an important revenue stream during and after the pandemic;

- Shakespeare's first folio having been brought in as an exhibit and drawing a significant increase in attendance at the museum;
- having brought in a Justin Bieber exhibit as part of the strategic plan to pursue exhibits that appeal to a different demographic;
- the previous 10 year funding agreement with the City having been renewed in perpetual agreement to provide cost certainty and increasing at the rate of inflation; and
- the museum having recorded 10 straight surpluses, being current with debts and payments, having a capital asset management fund, and being in a strong financial position with invested surpluses and creation of a legacy endowment fund.

Discussion was held with respect to:

- the museum being able to draw in a wide range of people and receiving praise from visitors;
- the museum representing a model for how organizations can restructure themselves while creating opportunities in the community; and
- John and David being congratulated for their commitment and hard work with the Stratford Perth Museum.

Mayor Ritsma congratulated John Kastner on his retirement.

7. Orders of the Day:

7.1 Resolution - T-2023-54 Concrete Sidewalk Installation (COU23-127)

R2023-491

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT the Tender (T-2023-54) for the Concrete Sidewalk Installation Contract be awarded to Autoform Contracting London Limited at a total tender price of \$292,119.13, including HST;

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

Discussion was held with respect to:

- the bidding process having been competitive and indicating that the City is getting fair pricing;
- the lowest bid being accepted based on the Municipal Act, City Procurement Policy, and the contractor being able to seek lost claims against the City unless there is strong justification to accept another bid;
- whether contractors bidding were paying their workers a living wage;
- staff typically undertaking reference checks for successful bidders to confirm good standing and recommendation; and
- the tendering process including an estimate of work days required and the contractor being obligated to complete work by a specified date, subject to rain days extending the timeline.

Mayor Ritsma called the question on the motion.

Carried

7.2 Resolution - Ag Society Memorandum of Understanding, 2023-2024 (COU23-128)

R2023-492

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT the entering into of a Memorandum of Understanding with the Stratford and District Agricultural Society to support the use and rental of city facilities for the period of January 1, 2023 to December 31, 2024, be authorized;

AND THAT the Mayor and City Clerk, or their respective delegates, be authorized to sign the Memorandum of Understanding on behalf of the City.

Carried

7.3 Resolution - Transportation Master Plan 2023 (COU23-129)

The Director of Infrastructure Services presented information to Council regarding the 2023 Transportation Master Plan. Highlights of the presentation included:

- staff seeking adoption of the Transportation Master Plan (TMP);
- the TMP being completed in phases of identifying what we have, evaluation of alternatives, and drafting the Plan;
- consistent themes heard through public engagement being safer and more comfortable active transportation, transit coverage, accessible and safe traffic operations, and climate considerations;
- the TMP including a transportation vision statement;
- the concept of complete streets being a core component of the TMP to balance the needs of all modes of transportation and street safety;
- all recommendations of the TMP being based on a complete streets approach;
- the TMP increasing multi-modal transportation options;
- 41% of TMP survey respondents having advised they would start cycling if there were dedicated facilities and if made safer;
- the City's Official Plan and the Provincial Policy Statement supporting active transportation;
- projects proposed being grouped into short, medium, and long term strategies with a total potential investment of \$61 Million;
- the TMP being used as a guide to identify priorities and projects that could be considered for approval by Council during budget deliberations;
- a priority cycling network taking 10 to 20 years to complete and ultimate cycling network helping guide long term decision making beyond the priority network; and
- there being 16 proposed new pedestrian crossings throughout the City as a part of the pedestrian network.

The Director of Infrastructure Services advised in response to questioning that the proposed pedestrian crossings were not listed in order of their potential installation.

R2023-493

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT the 2023 Transportation Master Plan be adopted;

AND THAT funding for the initiatives identified in the 2023 Transportation Master Plan be referred to staff to incorporate into their operational workplans and capital programs presented annually during budget deliberations beginning in 2024.

Staff were thanked for drafting the TMP and that moving towards a complete streets approach would improve safety and be fiscally responsible.

Mayor Ritsma called the question on the motion.

Carried

7.4 Resolution - Removal of Holding Provision at 44 and 50 Kastner Street (COU23-130)

Robyn McIntyre, Planning Consultant from MHBC, provided information to Council regarding the removal of a Holding Provision at 44 and 50 Kastner Street. Highlights of the presentation included:

- the application originally being circulated in 2022 and engineering commenting that works required were not yet completed and should be put on hold until confirmation that work was completed;
- the subject lands being located Southwest of O'Loane and Quinlan Road;
- the lands being designated as residential areas once the holding provision is removed;
- the holding provision not being removed until work was completed to the satisfaction of the Upper Thames River Conservation Authority (UTRCA);
- Engineering having confirmed that remediation was completed, and no outstanding concerns being received from UTRCA;

- Engineering staff having completed a site visit to confirm works completed in order to remove the holding provision; and
- staff recommending removal of the holding provision.

Discussion was held with respect to:

- the work done including drain remediation where lots were to be developed as part of a subdivision design; and
- the work being different than hydroseeding and staff ensuring the drain was reconstructed and operating properly prior to lots being developed.

R2023-494

Motion by Councillor Beatty

Seconded by Councillor McCabe

THAT Zoning By-law 10-2022, as amended, be further amended by removing the H22 Holding Provision from the properties municipally known as 44 and 50 Kastner Street for the following reasons:

- **The conditions outlined in the Holding Provision stating when the "H" can be removed have been satisfied;**
- **Removal of the Holding Provision will allow for development in conformity with the City of Stratford Official Plan and Zoning By-law; and**
- **Removal of the Holding Provision is consistent with the Provincial Policy Statement, 2020.**

Carried

7.5 Resolution - 2024 – 2027 Turf Maintenance Tender Contract Award (4 year) (COU23-131)

R2023-495

Motion by Councillor Henderson

Seconded by Councillor Nijjar

THAT Tender (T-2023-57) for complete turf maintenance, in all areas designated as parkland and comprising of approximately 290 acres, for 2024 – 2027, be awarded to D & D Commercial Property Maintenance Ltd. for a total contract price of \$1,617,881.12, including HST;

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

AND THAT the Director of Community Services be authorized to execute an extension to the agreement for an additional two year term, subject to satisfactory internal annual performance evaluation.

Discussion was held with respect to:

- staff having reviewed areas to be naturalized prior to tender but always having the opportunity to naturalize further; and
- naturalization including specifically chosen seed mixtures which are less weedy and have more of a floral look.

Mayor Ritsma called the question on the motion.

Carried

8. Business for Which Previous Notice Has Been Given:

None scheduled

9. Reports of the Standing Committees:

There were no Standing Committee reports to be considered by Council.

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:

R2023-496

Motion by Councillor Beatty

Seconded by Councillor Hunter

THAT By-laws 132-2023 to 135-2023 be taken collectively.

Carried unanimously

R2023-497

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT By-laws 132-2023 to 135-2023 be read a First and Second Time.

Carried two-thirds support

R2023-498

Motion by Councillor Henderson

Seconded by Councillor Biehn

THAT By-laws 132-2023 to 135-2023 be read a Third Time and Finally Passed.

Carried

11.1 Award Tender T-2023-54 for Concrete Sidewalk Installation - By-law 132-2023

To authorize the acceptance of a tender and the entering into and execution of a contract with Autoform Contracting London Limited for concrete sidewalk installation at various locations (T-2023-54).

11.2 Memorandum of Understanding with The Stratford & District Agricultural Society for Use of Municipal Facilities and Administrative Matters - By-law 133-2023

To authorize the entering into and execution of a Memorandum of Understanding with The Stratford & District Agricultural Society to establish terms and conditions related to the use of municipal facilities, issuance of rental permits and rental fees applicable to the Society.

11.3 Amend Zoning By-law 10-2022 to Remove Holding Provision H22 from 44 and 50 Kastner Street - By-law 134-2023

To amend By-law 10-2022, as amended, with respect to the removal of holding provision application H03-22 by Countryside Developments Inc. and Zelinka Priamo Ltd. to remove the H22 Holding Provision at 44 and 50 Kastner Street, legally described as Lots 17 and 16, 44M-93 to rezone and allow for Residential First Density R1(5) Zone land uses.

11.4 Award Tender T-2023-57 for Complete Turf Maintenance on Parkland - By-law 135-2023

To authorize the acceptance of a tender and the entering into and execution of a contract with D & D Commercial Property Maintenance Ltd. for complete turf maintenance, in all areas designated as parkland and comprising of approximately 290 acres, for 2024 – 2027 (T-2023-57).

12. Consent Agenda: CA-2023-133 to CA-2023-137

Council did not advise of any items to be considered on the Consent Agenda.

13. New Business:

13.1 Request from Huron Perth Public Health Board of Directors

A member advised that the Huron Perth Public Health Board would like to request delegation at AMO and ROMA to discuss the increase of public health costs on municipalities. The Board was interested in asking if Stratford was willing to add its name to the delegation request.

R2023-499

Motion by Councillor Biehn

Seconded by Councillor McCabe

THAT the request from the Huron Perth Public Health Board of Directors seeking the City of Stratford add its name to a delegation request at AMO and ROMA to discuss the increase in public health costs on municipalities, be referred to the Municipal Shared Services Committee.

Carried

13.2 Diwali Fireworks

A member noted that Diwali celebrations began on November 12 and thanked Stratford Fire regarding their outreach and response to use of fireworks during this time. It was requested if the use of fireworks during Diwali could be added to the City's Firework By-law. The Chief Administrative Officer advised that preliminary work was previously completed on reviewing this by-law and that staff would take this back and bring forward a recommendation.

R2023-500

Motion by Councillor Nijjar

Seconded by Councillor Hunter

THAT the inclusion of Diwali as an exempted day for setting off fireworks in the Fireworks By-law be referred to staff for review.

Carried

A member noted that there was excellent information circulated by staff explaining Diwali celebrations and that, if not already, this would be useful information to be added to the City's website.

13.3 Staff Appreciation

The Mayor congratulated the Manager of Public Works, Adam Ryan, on recently receiving a roads supervisor intermediate certificate from the Association of Ontario Roads Supervisors.

14. Adjournment to Standing Committees:

The next Regular Council meeting is November 27, 2023 in the Council Chamber, City Hall.

R2023-501

Motion by Councillor Nijjar

Seconded by Councillor McCabe

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

- **Infrastructure, Transportation and Safety Committee [7:05 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 November 14, 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

No disclosures of pecuniary interest were made by a member at the November 14, 2023, reconvene Council meeting.

15.2 Committee Reports

15.2.1 Infrastructure, Transportation and Safety Committee

R2023-502

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT Item 5.1 of the Infrastructure, Transportation and Safety Committee meeting dated November 14, 2023 be adopted as follows:

5.1 - Proposal to Advance Stratford's Community-focused Climate Action (ITS23-029)

THAT the report titled, "Proposal to Advance Stratford's Community-focused Climate Action" (ITS23-029), be received;

AND THAT Staff be directed to proceed with Phase 3 Consulting Services at a cost of up to \$50,000 to be funded from 2023 general operations.

Carried

15.3 Reading of the By-laws (reconvene):

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

By-law 136-2023 - Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 14, 2023.

R2023-503

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-law 136-2023 be read a First and Second Time.

Carried two-thirds support

R2023-504

Motion by Councillor Wordofa

Seconded by Councillor McCabe

THAT By-law 136-2023 be read a Third Time and Finally Passed.

Carried

15.4 Adjournment of Council Meeting

R2023-505

Motion by Councillor Henderson

Seconded by Councillor Nijjar

THAT the November 14, 2023 Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 8:06 P.M.

Reconvene Meeting Start Time: 9:09 P.M.

Reconvene Meeting End Time: 9:10 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe



MANAGEMENT REPORT

Date: October 17, 2023
To: Finance and Labour Relations Sub-Committee
From: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
Report Number: FIN23-032
Attachments: None

Title: Multi-Year Software Licensing Agreement-Vidcruiter

Objective: To seek Council approval to proceed with a multi-year agreement to ensure best pricing for Human Resources software.

Background: As part of the City's 2021 Service Delivery Review, the introduction of a digitized Human Resources Information System (HRIS) was identified as a key priority for improved efficiency and modernization in the City of Stratford's Human Resources division.

Recruitment and screening comprised the majority of HR's daily responsibilities. Introducing a Recruitment System, the first step, was expected to reduce the amount of manual hours needed to carry out recruitment processes by 50%.

A fully implemented HRIS system would further allow the City to integrate new HR functions (e.g. credential tracking, maintaining training records, performance goals, succession planning, management self service, and a matrix for tracking and measuring diversification of the workforce). The Recruitment System represented the first phase of HRIS implementation. As additional grant opportunities arise, staff will be exploring other phases of HRIS.

In 2022, as part of the capital project program, purchase of a new software tool was approved to assist the Human Resources department with recruitment. Staff reviewed several options at the time, and using grant funding under the Municipal Modernization Program, were able to cover the installation, training, and initial subscription period for Vidcruiter software that ends November, 2023.

Staff have been provided several term and pricing options to renew the annual subscription.

Analysis: Pricing options range from 12 months to 36 months. The price for a one year renewal is \$30,986.91 plus HST and for a 3 year is \$86,391.36. The three-year offer is more heavily discounted, which would result in a total savings of \$6,490.84 over the term, or \$2,163.61 annually, making this the lowest cost option.

While annual renewals are typically within the operational discretion of staff, because the recommendation is a multi-year agreement, staff are asking Council for approval to proceed. Should Council not wish to enter into a multi-year agreement, staff could opt for a one year renewal only.

This HRIS system is a digital program that the City has corporately invested into our day to day operations. This system has resulted in efficiencies in HR recruitment processes and documentation and these efficiencies will continue to be experienced should the City continue to use this digital program in the medium term as is being recommended.

The City is required to report out to the Province on the efficiencies gained from the use of the Municipal Modernization Funds.

Financial Implications:

Financial impact to current year operating budget:

Payment for the three year term would be required at the time of renewal, and paid in full, however, would be expensed in each of the appropriate years, spreading the prorated accounting costs over the 3 years. The result is a cash flow implication in 2023 of \$86,391.36, but an accounting savings as noted above in each of the years. It is expected that the cash flow can be managed within the 2023 cash surplus/deficit.

Financial impact on future year operating budget:

The amount relating to each year will be expensed in the appropriate year, and the multi-year has the effect of price-fixing for greater stability in the coming 3 years. The 2024, 2025 and 2026 budgets will include the annual amount to be paid for by taxation. The amounts relating to subsequent years are recorded as a 'prepaid expense' on the balance sheet and brought into the IT department expenses each year. An additional accounting entry to allocate these costs to the HR division occurs as an interfunctional entry.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Alignment with One Planet Principles:

Not applicable:

The One Planet Principles do not apply to a software renewal agreement.

Staff Recommendation: THAT staff be authorized to renew the Vidcruiter subscription for a three-year term to 2026.

Prepared by:	Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
Recommended by:	Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 27, 2023
To: Mayor and Council
From: Alex Burnett, Planner
Report Number: COU23-132
Attachments: None

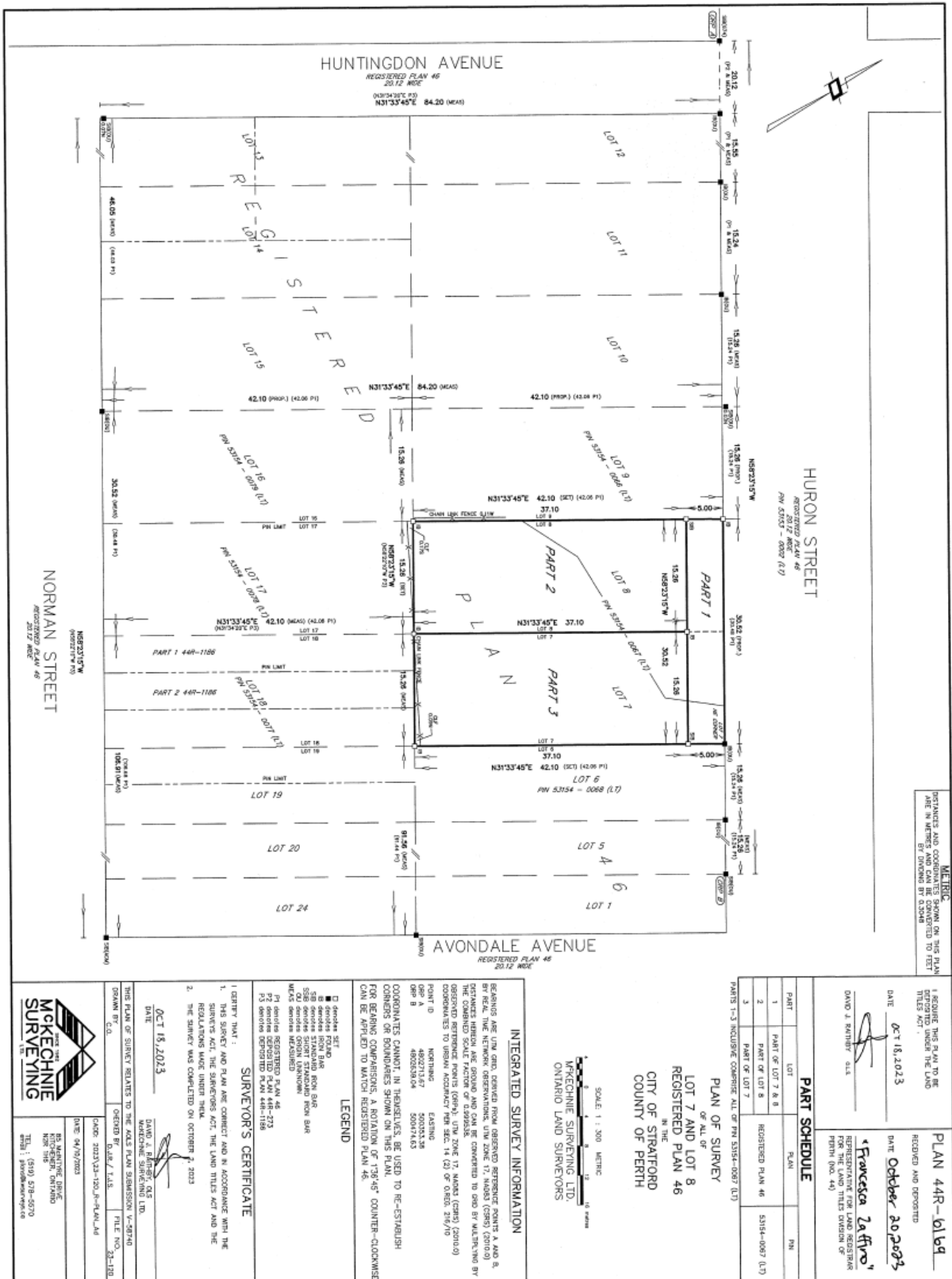
Title: Road Widening for Consent Application B07-23, 315 & 317 Huron Street

Objective: To authorize the acceptance of conveyed lands of Part 1 on Reference Plan 44R-6169 from 1000055958 Ontario Ltd. to The Corporation of the City of Stratford, and to dedicate these lands as public highway for the purpose of a 5.0m road widening along Huron Street.

Background: At the August 28, 2023 Committee of Adjustment meeting, 1000055958 Ontario Ltd. received provisional consent for application B07-23 at 315 and 317 Huron Street to sever the property for the purpose of creating a new residential lot. Condition 3 of the approval requires the owner, prior to the stamping of the deed, to dedicate a 5.0m wide road widening along Huron Street to the City of Stratford free and clear of all encumbrances.

A reduced copy of Registered Reference Plan No. 44R-6169 is provided on the following page.

Map of Plan 44R-6169



Analysis: Part 1 on Reference Plan 44R-6169 is required to be dedicated to the City of Stratford for the purpose of providing a road widening along Huron Street. This part, upon being transferred to the City, should be dedicated as public highway.

Financial Implications:

Financial impact to current year operating budget:

The owner is responsible for all costs associated with the transfer of the land to the City of Stratford.

Financial impact on future year operating budget:

Upon assumption of the road widening, there will be negligible impact on annual operating and maintenance costs for the grassed boulevard.

Link to Asset Management Plan:

Upon accepting the conveyed lands, the City's asset management plan will reflect the addition of the 5 metres for the length of the parcel. The lands will be reflected as an addition to the City's land inventory at a nominal historical cost and little to no expected future financial implications.

Alignment with Strategic Priorities:

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Mobility, Accessibility and Design Excellence

Improving ways to get around, to and from Stratford by public transit, active transportation and private vehicle

Alignment with One Planet Principles:

Travel and Transport

Reducing the need to travel, encouraging walking, cycling and low carbon transport.

Staff Recommendation: THAT the conveyance of Part 1 on Plan 44R-6169 from 1000055958 Ontario Ltd. to The Corporation of the City of Stratford, be authorized;

AND THAT upon conveyance of Part 1 Plan 44R-6169 to the City of Stratford, these lands be dedicated public highway forming part of Huron Street.

Prepared by:

Alexander Burnett, Planner

Recommended by:

Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services

Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 27, 2023
To: Mayor and Members of Council
From: Gabby Rodriguez, Accessibility, Diversity and Inclusion Coordinator
Report Number: COU23-133
Attachments: City of Stratford 2023-2028 Multi-Year Accessibility Plan

Title: 2023-2028 Multi-Year Accessibility Plan

Objective: To seek Council approval of the City of Stratford's 2023-2028 Multi-Year Accessibility Plan.

Background: The Accessibility for Ontarians with Disabilities Act (AODA) was enacted by the provincial government in 2005. Under the Integrated Accessibility Standards Regulation (IASR) adopted under that Act, the City is required to adopt a Multi-Year Accessibility Plan and provide annual updates to Council on the progress made.

This is the third multi-year accessibility plan for the City of Stratford. The most recent plan approved covered the period 2018-2022. The City is committed to providing equal treatment to people with disabilities with respect to the use and benefit of services, programs, goods, and facilities in a manner that respects their dignity, independence, and integration, and is equitable in relation to the broader public. This commitment extends to residents, employees, visitors, and other stakeholders with visible and non-visible disabilities.

Analysis: The 2023-2028 Multi-Year Accessibility Plan (MYAP), attached to this report, provides an overview of the initiatives completed from the 2013-2018 and 2019-2022 MYAPs and how the City continues to work toward creating an accessible and inclusive city under the five standards of the AODA:

1. Information and Communication
2. Employment
3. Transportation
4. Design of Public Spaces
5. Customer Service

The Status Update was circulated to the Accessibility Advisory Committee for review. No significant changes were requested.

The City will continue to review and improve its services, facilities, and infrastructure and work towards eliminating barriers and creating an accessible City that can serve everyone with ease as well as meeting AODA's goal of developing an accessible Ontario by 2025.

Two specific future projects are included in the draft operating budget for 2024. The first is renovating Stratford Police Headquarters to provide an accessible entrance (\$275,000). The second is an expansion request to purchase accessibility software that will assist in auditing the City's website for accessible communication and remediating PDF documents (\$30,000/annually). This is intended to ensure the City's communication and information reaches all public members effectively.

Accessibility elements are also included in various other capital and operating plans throughout the social services, infrastructure services and community services divisions.

Financial Implications:

Financial impact to current year operating budget:

There are no current year financial impacts to be reported as a result of this report.

Financial impact on future year operating budget:

There is no direct financial impact relating to adopting the plan. The financial impacts for specific initiatives being proposed in the 2024 draft budget is an estimated total of \$300,000 and will be presented as part of the 2024 budget process.

Link to asset management plan and strategy:

Renovating the justice building will have an impact to the asset registry of the City and represents a change to the historical and replacement costs of these building components

Alignment with Strategic Priorities:

Mobility, Accessibility and Design Excellence

Improving ways to get around, to and from Stratford by public transit, active transportation and private vehicle.

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT the City of Stratford 2023-2028 Multi-Year Accessibility Plan be adopted;

AND THAT staff be directed to upload the plan to the City's website.

Prepared by: Gabby Rodriguez, Accessibility, Diversity and Inclusion Coordinator

Recommended by: Kevin Bonnell, Manager of Inclusion, Equity and Indigenous Initiatives
Anne Kircos, Director of Human Resources
Joan Thomson, Chief Administrative Officer



City of Stratford 2023 – 2028 Multi-Year Accessibility Plan





Land Acknowledgement

We acknowledge that Stratford is positioned on the traditional territory of the Haudenosaunee, Anishinaabe, and the Neutral (Attawandaron) peoples. As we gather, we are reminded that the City of Stratford is situated on treaty land that is steeped in rich Indigenous history and home to many First Nations, Métis, and Inuit peoples today. We acknowledge that Stratford is situated on land that was shared between the Haudenosaunee, Anishinaabe, and the Neutral (Attawandaron) peoples. We are grateful to have the opportunity to live, work, and play on this land.





Introduction

The 2023-2028 Multi-Year Accessibility Plan (MYAP) is a roadmap to creating an accessible and inclusive city for everyone. The Province of Ontario mandates municipalities with fifty (50) or more employees to develop a MYAP and to update it every five years. This is the City's third multi-year plan, and it provides action items to support the City's commitment to removing barriers for people with disabilities.

The City of Stratford's Commitment

The City of Stratford is committed to providing equal treatment to people with disabilities concerning the use and benefit of services, programs, goods, and facilities in a manner that respects their dignity, independence, and integration; and is equitable in relation to the broader public. This commitment extends to residents, employees, visitors, and other stakeholders with visible and non-visible disabilities.

The City will continue to make efforts to ensure that its policies and practices are consistent with the following principles:

- People with disabilities must have equal opportunity to obtain, use, or benefit from the City's goods and services, which will be provided in a manner that respects their dignity and independence and is integrated with everyone unless an alternative accommodation measure is necessary.
- The City will prevent and remove barriers that block access by people with disabilities.
- The City will communicate with a person with a disability in a manner that takes into account his or her needs and abilities.
- People with disabilities may make use of an assistive device, service animal, and/or a support person to access information, goods, and services.
- The City will continue to meet the requirements for consultation with persons with disabilities and the Accessibility Advisory Committee as established under various sections of the Integrated Accessibility Standards Regulation.

The City can only mandate the accessibility of facilities and services owned, operated, leased, or funded by the City. The City of Stratford encourages members of the public to have discussions with owners and managers of restaurants, stores, and other private sectors about improving their accessibility standards and services. The City can provide incentive tools to assist in the enhancement of accessibility within Stratford.



Legislation

Accessibility for Ontarians with Disabilities Act, 2005

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA), became law on June 13, 2005. The purpose of this legislation is to identify, remove, and prevent barriers for people with disabilities. The AODA applies to all levels of government, nonprofits, and private-sector businesses in Ontario that have one or more employees.

O.Reg. 191/11: Integrated Accessibility Standards Regulation

The AODA provides guidelines under the Integrated Accessibility Standards Regulation (IASR) for the development of an accessible Ontario by 2025 with mandatory standards of the following:

- Customer Service Standards
- Information and Communication Standards
- Employment Standards
- Transportation Standards
- Design of Public Spaces Standards

The general requirements surrounding the five standards consist of the development and enactment of an accessibility policy, accessibility plan, and training for employees and volunteers.

Ontario's Human Rights Code

In addition to complying with the AODA and the IASR, the City has a duty to accommodate under the Ontario Building Code and Ontario's Human Rights Code. Under the Ontario Human Rights Code, everyone has the right to freedom from discrimination and harassment based on seventeen (17) protected grounds, including disability. The purpose of the Code is to provide equal rights and opportunities without discrimination and to create a "climate of understanding and mutual respect for the dignity and worth of each person so that each person feels a part of the community and the Province."

The City of Stratford's Accessibility Advisory Committee (AAC)

The Province of Ontario has mandated municipalities of more than 10,000 residents to form an Accessibility Advisory Committee (AAC). The committee consists of an appointed member of Council, and nine (9) volunteers, with most of the members being persons with disabilities. The AAC meets approximately ten times a year on the first Tuesday of each month (excluding July and August) unless otherwise posted. Committee agendas and minutes are posted on the City of Stratford's website, and



members of the public are welcome to attend meetings. Alternate formats regarding agenda packages are available upon request.

City of Stratford's Past Accessibility Accomplishments

Improved the City of Stratford's services by:

- Installing accessible service counters in various City buildings.
- Forming an internal Accessibility Steering Committee to help raise accessibility across the organization.
- Continuously train and ensure accessible documents are uploaded to the City's website.
- Publishing a Municipal Election Plan, outlining the measures implemented to ensure all voters and candidates have an equal opportunity to participate in the 2022 Municipal Election.

Provided inclusive employment opportunities by:

- Implementing a new recruitment system to assist in the proficiency of recruitment demands and provide a greater scope of accessibility for job applicants.
- Hiring an Inclusion, Diversity, Equity, and Anti-Racism (IDEA) consultant to assist and provide recommendations on the City's recruitment and promotion practices.
- Continuing to implement and document return-to-work processes. Supporting employees who have been absent due to non-occupational or occupational illness/injury (Sick Leave, and WSIB Return to Work Procedure).
- Creating accessible job postings and informing applicants that accommodation is available upon request during all recruitment stages.

Eliminated physical barriers in City facilities and public spaces by:

- Continuing to enhance the accessibility of new and redeveloped parks and playgrounds.
- Purchasing accessible public tables at a 5:1 ratio.
- Installing two ramps and railings at Memorial Gardens.
- Developing and utilizing the City's Facility Accessibility Design Manual.
- Continuously improving and replacing tactile warning plates and sidewalks.
- Introducing requirements for accessibility and barrier-free development into the City's zoning by-law.

2023-2028 Accessibility Plan

The five-year accessibility plan consists of new and continuous initiatives that will help the City's commitment to providing an inclusive City for all residents, visitors, and



employees. The objective of this plan is to increase opportunities for people with disabilities who are seeking employment and allow all members of the public to fully engage and participate in City services, programs, and facilities in a manner that promotes independence, and dignity.

Please note that the projects listed in this multi-year accessibility plan are dependent on the City's annual budget allocation.

Customer Service Standards

Purpose

The Customer Service Standards legislates the City to provide services for people with disabilities in an equitable, seamless, and dignified manner. City staff are required to be trained and have access to resources supporting accessible customer service.

Projects

- Revise and update the City of Stratford's Accessibility Policy.
- Renew and enhance mandatory accessible customer service training.
- Develop the 2026 Municipal Accessibility Plan, outlining the measures the City will implement to ensure all voters and candidates have an equal opportunity to engage in the 2026 Municipal Election.
- Continue to assess City programs and services to guarantee accessible and equitable participation for all members who participate and are interested in joining.
- Implement a Decodable Book Collection at the Stratford Public Library. Designed specifically to help readers with dyslexia understand how to connect sounds with letters.

Outcome

To ensure employees are trained and equipped to provide accessible customer service and ensure all members of the public receive the service they require in an efficient and timely manner.

Information and Communication Standards

Purpose

The Information and Communication Standards require the City to provide information and communication in a format that is accessible for people with disabilities. City staff are provided with the tools to develop documents in an accessible format. The City is also required to continually conduct due diligence so that employees and members of the public are provided with equitable access to City information.



Projects

- Implement a strategy to ensure the City's website is in compliance with the Web Content Accessible Guidelines (WCAG 2.0 Level AA).
- Monitor and correct website content for accessibility.
- Develop and provide training on website accessibility to all employees who update and publish documents to the City's website.
- Conduct quarterly audits of the City's website to ensure digital accessibility.
- Continue to train staff on creating and remediating accessible documents.
- Explore options to improve the accessibility of Council committee meetings specifically in technology, physical layout, and work model. Ensuring the communication that is being released from Council meetings is accessible to all members of the public.
- Continue to refresh and update items from the Stratford Public Library, obtaining an inventory of large print books, audiobooks, and electronic collections.

Outcome

To ensure all methods of communication are delivered in a timely and accessible manner to all City staff and members of the public.

Employment Standards

Purpose

The Employment Standards highlights the City's obligation to provide accommodation to candidates during the entire recruitment process. As well as ensuring employees with disabilities have the support to accomplish tasks and to experience opportunities for advancement during their employment.

Projects

- Explore, select, and implement a learning platform that can be used to launch virtual training for new employee orientation, Health and Safety, management, employee development, AODA, and other legislative compliance training. Human Resources will create training modules for Health and Safety (WHIMIS, Workplace Harassment, AODA, and Accessible Customer Service). Once established the learning platform can be used by other departments to launch work-specific training.
- Provide training in "Managing Bias Hiring" to all managers and supervisors. Developing an equitable and inclusive lens during all recruitment stages.



- Updating Attendance Management and Workplace Accommodation Programs, Forms and Policies. Provide training on inclusive workplace accommodation practices for management, staff, and union executives.
- Continue to update all outstanding Human Resources (HR) policies that have not been amended in 2023. The HR Department has identified some new policies that are missing for employees that are foundational including Human Rights Accommodation and Employee Leave of Absence.
- Digitize all remaining paper employee files to integrate them into our secure electronic employee file records system.
- Working on Health and Safety Forms and Policies to make them accessibly compliant.

Outcome

To ensure clear, consistent, and equitable practices are applied regarding recruitment, accommodation, employment, and policies and procedures.

Transportation Standards

Purpose

The Transportation Standards illustrate the City's duty to prevent and remove barriers regarding public transportation. Ensuring members of the public have access to accessible, affordable, and safe transportation.

Projects

- To work in collaboration with MagnusMode to develop "Magnus Cards" for the City's transit division. Magnus Cards is a mobile app designed to help individuals with autism or who are neurodiverse gain independence and confidence in utilizing the City's transit services.
- Continue to organize information sessions for members of the public and allow time to receive feedback on accessibility concerning the City's transit services.
- Continue to train parallel transit staff on the following: tie-down operation, boarding, off-boarding customers, and positioning the bus for pick up and drop off.

The Stratford Police Services Board is responsible for licensing accessible taxis in the City of Stratford.

Outcome

To increase awareness and integration of accessibility in the City transit services planning, policies, and strategies.



Design of Public Spaces Standards (Accessibility Standards for Built Environment)

Purpose

The Design of Public Spaces Standard focuses on the removal of barriers in public spaces such as City facilities, parks, trails, and exterior paths of travel. The City follows the guidelines under the Ontario Building Code (OBC), and the City's Facility Accessibility Design Manual (FADM) for accessibility in the built environment.

Projects

- Hire a consultant to audit the accessibility of the City's social housing.
- Redevelop play structures at the following locations: Marsh Pond Play Park, Milton Park Play, Inverness Park Play, and Willow Park Play.
- Install an accessible entrance at 17 George Street West - Stratford Police Headquarters.
- Utilize the FADM for the construction of 789 Erie Street – Stratford Police Services.
- Install accessible parking spaces at Lions Pool and Gallery Stratford.
- Conduct an accessibility audit of all City facilities and renovate any barriers that are identified through the audit.
- Complete the renovation of two (2) gender-neutral, accessible restrooms at Stratford Public Library.
- Continue to conduct sidewalk repairs, specifically leveling sidewalks that require accessibility improvements, ensuring repairments are in compliance with AODA.
- To enhance and incorporate new policies into the City's Official Plan and other City planning documents, in hopes of maximizing the potential of accessibility being incorporated into new private developments of all land use types.
- Gradually install accessible pedestrian signals at intersections that require replacements or new installations.

Outcome

To improve the accessibility of City facilities and public spaces for all members of the public. This will involve applying an inclusive lens into the initial stages of the design, and the renovation of indoor and outdoor facilities.



General

Purpose

In addition to the five (5) specific standards established by the IASR, General requirements ensure that governance, reporting, and training are provided and completed within the organization.

Projects

- Review and update the City's Accessibility Policy.
- Review and update corporate training brochures for staff and volunteers.
- Provide annual status reports to the AAC, and Council and post them to the City's website.
- Ensure all City purchases include an accessibility lens in acquiring, procuring, and in design.
- Continue to celebrate and promote National AccessAbility Week on an annual basis with the AAC.
- Improve, uphold, and supervise accessibility guidelines and tools to support legislative compliance.
- Train staff in applying an equity and accessibility lens on all City initiatives and projects.
- Continue to celebrate small businesses that demonstrate a commitment to accessibility and inclusion for people with disabilities by presenting the Accessibility Awards Program on December 3rd – International Day of Persons with Disabilities.

Outcome

To ensure accountability is distributed at all levels of the organization and to monitor the accessibility progress listed in the MYAP. As well as provide support for employees to establish a culture of inclusivity and accessibility where all are welcome.

Conclusion

The City of Stratford is committed to meeting the initiatives of multi-year accessibility plans and will continue to identify, prevent, and remove accessibility barriers. The City will continue to monitor and report the progress and results of the MYAP through annual status updates and compliance reports that are sent to the Province every two years. These reports will be available on the City's website.

Contact Information

For more information about the 2023-2028 Multi-Year Accessibility Plan or to obtain a copy of this presentation in an alternative format, contact the Accessibility, Diversity,



and Inclusion Coordinator.

Phone: 519-271-0250 ext. 5294

Email: DEI@stratford.ca

Mail: City of Stratford
City Hall, P.O. Box 818
Stratford, ON N5A 6W1

Reporting an Issue

If you encounter a barrier or an issue regarding accessibility, the City of Stratford encourages you to submit your concern through the City's [Report an Issue webpage](#), and the City will follow up with your concern in a timely manner.



Appendix A

City of Stratford Multi-Year Accessibility Plan Survey

The City of Stratford is currently updating its Multi-Year Accessibility Plan (MYAP) and would like your feedback.

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA), standards were developed in five key areas: Information and Communication, Employment, Transportation, Design of Public Spaces, and Customer Service. These five standards are used to help identify and eliminate barriers for individuals with disabilities and create an inclusive City to serve all community members as a whole. Your feedback and comments from this survey will be used in the development of the (MYAP). For further information on the five standards please visit: [Integrated Accessibility Standards](#)

1. What is your age?

- ☐ 17 or younger
- ☐ 18 to 29
- ☐ 30 to 49
- ☐ 50 to 69
- ☐ 70 to older
- ☐ Prefer not to answer

2. Tell us about yourself (please check all that apply)

- ☐ I am a person with a disability
- ☐ I have a family member, friend, or caregiver of a person with a disability
- ☐ Employee or volunteer at an organization that provides services to people with disabilities
- ☐ Resident of the City of Stratford
- ☐ Business owner or merchant
- ☐ Other (please specify)



3. How often do you visit City-owned facilities or buildings? (For example: City Hall, City Hall Annex, Rotary Complex, Avondale Cemetery, landfill site, parks)

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Several times a year
- ☐ Never

4. How often do you access City-led programs and services?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Several times a year
- ☐ Never

5. When seeking information or accessing services at the City of Stratford, has your experience been fully accessible in the following areas:

	Accessible	Not accessible	Sometimes accessible	Not applicable
Using the City of Stratford website to seek information on programs and services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using the online Report an Issue form at https://forms.stratford.ca/Report-an-Issue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seeking information involving your taxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applying for a permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participating in programs run by the City of Stratford	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



	Accessible	Not accessible	Sometimes accessible	Not applicable
Using the City's transit and parallel transit services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participating in Council, Committee, and Sub-committee meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Overall, how would you rate the City of Stratford for being accessible?

- ☐ Very poor
- ☐ Poor
- ☐ Average
- ☐ Good
- ☐ Excellent

7. Have you encountered barriers to participating in city-led programs or activities?

- ☐ No
- ☐ Yes

8. If you have encountered a barrier to participating in City-led programs or activities, and would like to tell us about it, please specify below.

9. What changes do you think would help the City of Stratford to be a more accessible community?

Share an idea:

What is an accessibility project or initiative that may benefit the City of Stratford?

Notice of Collection:

Personal information requested in this survey is collected under the authority of the Municipal Act, 2001, and the Municipal Freedom of Information and Protection of



Privacy Act (MFIPPA) s. 28 and 29. The personal information requested will be used by Staff and Council as part of the public consultation process regarding the development of the 2023-2027 Multi-Year Accessibility Plan. The personal information collected may be included in material available to the public in accordance with MFIPPA. Questions regarding the collection and use of this information should be directed to the City Clerk, 1 Wellington Street, P.O. Box 818, Stratford ON, N6A 6W1; or by telephone at 519-271-0250 extension 5329 during business hours.



MANAGEMENT REPORT

Date: November 27, 2023
To: Mayor and Council
From: Tatiana Dafoe, City Clerk
Report Number: COU23-134
Attachments: Draft 2024 Council, Committee, and Sub-committee Meeting Schedule

Title: 2024 Council, Committee, and Sub-committee Meeting Schedule

Objective: To approve the 2024 schedule of Council, Committee and Sub-committee meetings.

Background: The City's Procedural By-law 140-2007, provides:

"4.13 Meeting Schedule – Clerk to provide

Prior to the end of the current year, the Clerk shall provide Council with a report setting out the meeting schedule for the next year, noting the exceptions to the Regular Council, Standing Committee and Sub-committee meeting schedules, including but not limited to March break, holiday schedules and year-end. Members of Council are requested to advise the Clerk of changes required at the time the Report is presented by the Clerk."

Each year a report, along with a proposed meeting schedule, is presented to Council for consideration and adoption.

Analysis: The 2024 meeting schedule has been drafted on the same basis as the 2023 schedule. The draft schedule continues to consider the following:

- Cancelling the first Regular Council meeting in March as it falls within March Break. It has varied over the years whether Council has wished to hold meetings on March Break or cancel/move them in order to travel with their families during this week. Staff are proposing the first meeting be cancelled and that only one Council meeting be held in March on March 25. Staff further recommend rescheduling the Social Services Sub-committee and Community Services Sub-committee meetings to March 5 and 7 respectively.

- Scheduling only one Council meeting in August and cancelling all Sub-committee meetings. This will permit a short summer recess between the first Council meeting in August and the first meeting in September.
- Holding only one Regular Council meeting in December.

The draft schedule has also considered the following changes:

- Moving the October Social Services Sub-committee meeting to October 8. The reason this meeting is being moved up a week is because of the Thanksgiving Holiday and the use of Council Chambers by the Committee of Adjustment on the third Wednesday of the month.

Staff request Council members cross-reference the proposed schedule with both their personal schedules and their Council responsibilities, such as attendance at advisory committee and local board meetings, once known. Any amendments to the schedule should be made prior to adoption.

Financial Implications:

Financial impact to current and future years operating budget:

There are no financial implications should the proposed meeting schedule be approved. Should the meeting frequencies be increased or decreased following completion of the Procedural By-law review beyond the proposed schedule, there could be a financial impact.

Alignment with Strategic Priorities:

Not applicable: The preparation of a meeting schedule is a requirement of the City's Procedural By-law 140-2007 and to facilitate the holding of Council related meetings. Advance scheduling also provides members of the public with information on meetings to be held in the upcoming year. Amendments to the schedule are communicated on the City's website.

Alignment with One Planet Principles:

Not applicable: The advance scheduling is required under the City's Procedural By-law and there is no direct correlation to any of the One Planet Principles.

Staff Recommendation: THAT the 2024 Council, Committee and Sub-committee meeting schedule be approved and staff be directed to schedule the meetings accordingly.

Prepared by: Tatiana Dafoe, City Clerk
Recommended by: Karmen Krueger, Director of Corporate Services
 Joan Thomson, Chief Administrative Officer



Stratford City Council

2024 Sub-committee, Standing Committee and Council Meeting Schedule

January 2024

Date	Meeting Type	Time
January 8	Committee of the Whole In-camera meeting	5:00 p.m.
January 8	Regular Council and Standing Committees <ul style="list-style-type: none"> • Standing Committees as required 	7:00 p.m.
January 9	Social Services Sub-committee	4:30 p.m.
January 11	Community Services Sub-committee	4:30 p.m.
January 15	Committee of the Whole Open Session – Strategic Priorities	9:00 a.m.
January 16	Finance and Labour Relations Sub-committee	4:30 p.m.
January 22	Committee of the Whole In-camera meeting	5:00 p.m.
January 22	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.
January 24	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
January 25	Planning and Heritage Sub-committee	4:30 p.m.

February 2024

Date	Meeting Type	Time
February 12	Committee of the Whole In-camera meeting	5:00 p.m.
February 12	Regular Council and Standing Committees <ul style="list-style-type: none"> • Finance and Labour Relations Committee • Infrastructure, Transportation and Safety Committee • Planning and Heritage Committee 	7:00 p.m.
February 13	Social Services Sub-committee	4:30 p.m.

February 15	Community Services Sub-committee	4:30 p.m.
February 20	Finance and Labour Relations Sub-committee and hold for possible meeting	4:30 p.m.
February 26	Committee of the Whole In-camera meeting	5:00 p.m.
February 26	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.
February 28	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
February 29	Planning and Heritage Sub-committee	4:30 p.m.

March 2024

Date	Meeting Type	Time
March 5	Social Services Sub-committee	4:30 p.m.
March 7	Community Services Sub-committee	4:30 p.m.
March 18	Hold for possible meeting	TBD
March 19	Finance and Labour Relations Sub-committee	4:30 p.m.
March 25	Committee of the Whole In-camera meeting	5:00 p.m.
March 25	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.
March 27	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
March 28	Planning and Heritage Sub-committee	4:30 p.m.

April 2024

Date	Meeting Type	Time
April 8	Committee of the Whole In-camera meeting	5:00 p.m.
April 8	Regular Council and Standing Committees <ul style="list-style-type: none"> • Finance and Labour Relations Committee • Infrastructure, Transportation and Safety Committee • Planning and Heritage Committee 	7:00 p.m.
April 9	Social Services Sub-committee	4:30 p.m.
April 11	Community Services Sub-committee	4:30 p.m.
April 15	Hold for Possible Meeting	TBD

April 16	Finance and Labour Relations Sub-committee	4:30 p.m.
April 22	Committee of the Whole In-camera meeting	5:00 p.m.
April 22	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.
April 24	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
April 25	Planning and Heritage Sub-committee	4:30 p.m.

May 2024

Date	Meeting Type	Time
May 13	Committee of the Whole In-camera meeting	5:00 p.m.
May 13	Regular Council and Standing Committees <ul style="list-style-type: none"> • Finance and Labour Relations Committee • Infrastructure, Transportation and Safety Committee • Planning and Heritage Committee 	7:00 p.m.
May 14	Social Services Sub-committee	4:30 p.m.
May 16	Community Services Sub-committee	4:30 p.m.
May 21	Hold for possible meeting (May 20 is Victoria Day)	TBD
May 22	Finance and Labour Relations Sub-committee	4:30 p.m.
May 27	Committee of the Whole In-camera meeting	5:00 p.m.
May 27	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.
May 29	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
May 30	Planning and Heritage Sub-committee	4:30 p.m.

June 2024

Date	Meeting Type	Time
June 10	Committee of the Whole In-camera meeting	5:00 p.m.
June 10	Regular Council and Standing Committees <ul style="list-style-type: none"> • Finance and Labour Relations Committee • Infrastructure, Transportation and Safety Committee • Planning and Heritage Committee 	7:00 p.m.
June 11	Social Services Sub-committee	4:30 p.m.
June 13	Community Services Sub-committee	4:30 p.m.
June 17	Hold for possible meeting	TBD
June 18	Finance and Labour Relations Sub-committee	4:30 p.m.
June 24	Committee of the Whole In-camera meeting	5:00 p.m.
June 24	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.
June 26	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
June 27	Planning and Heritage Sub-committee	4:30 p.m.

July 2024

Date	Meeting Type	Time
July 8	Committee of the Whole In-camera meeting	5:00 p.m.
July 8	Regular Council and Standing Committees <ul style="list-style-type: none"> • Finance and Labour Relations Committee • Infrastructure, Transportation and Safety Committee • Planning and Heritage Committee 	7:00 p.m.
July 9	Social Services Sub-committee	4:30 pm
July 11	Community Services Sub-committee	4:30 pm
July 15	Hold for possible meeting	TBD
July 16	Finance and Labour Relations Sub-committee	4:30 p.m.
July 22	Committee of the Whole In-camera meeting	5:00 p.m.
July 22	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.

July 24	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
July 25	Planning and Heritage Sub-committee	4:30 p.m.

August 2024

Date	Meeting Type	Time
August 12	Committee of the Whole In-camera meeting	5:00 p.m.
August 12	Regular Council and Standing Committees <ul style="list-style-type: none"> Finance and Labour Relations Committee Infrastructure, Transportation and Safety Committee Planning and Heritage Committee 	7:00 p.m.

September 2023

Date	Meeting Type	Time
September 9	Committee of the Whole In-camera meeting	5:00 p.m.
September 9	Regular Council and Standing Committees <ul style="list-style-type: none"> Finance and Labour Relations Committee Infrastructure, Transportation and Safety Committee Planning and Heritage Committee 	7:00 p.m.
September 10	Social Services Sub-committee	4:30 p.m.
September 12	Community Services Sub-committee	4:30 p.m.
September 16	Hold for possible meeting	TBD
September 17	Finance and Labour Relations Sub-committee	4:30 p.m.
September 23	Committee of the Whole In-camera meeting	5:00 p.m.
September 23	Regular Council and Standing Committees <ul style="list-style-type: none"> Social Services Committee Community Services Committee 	7:00 p.m.
September 25	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
September 26	Planning and Heritage Sub-committee	4:30 p.m.

October 2023

Date	Meeting Type	Time
October 8	Social Services Sub-committee	4:30 p.m.

October 15	Committee of the Whole In-camera meeting (Oct 14 is Thanksgiving Day)	5:00 p.m.
October 15	Regular Council and Standing Committees <ul style="list-style-type: none"> • Finance and Labour Relations Committee • Infrastructure, Transportation and Safety Committee • Planning and Heritage Committee (Oct 14 is Thanksgiving Day)	7:00 p.m.
October 17	Community Services Sub-committee	4:30 p.m.
October 21	Hold for possible meeting	TBD
October 22	Finance and Labour Relations Sub-committee	4:30 p.m.
October 28	Committee of the Whole In-camera meeting	5:00 p.m.
October 28	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.
October 30	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
October 31	Planning and Heritage Sub-committee	4:30 p.m.

November 2024

Date	Meeting Type	Time
November 12	Committee of the Whole In-camera meeting (Closed Nov 11 in observance of Remembrance Day)	5:00 p.m.
November 12	Regular Council and Standing Committee <ul style="list-style-type: none"> • Finance and Labour Relations Committee • Infrastructure, Transportation and Safety Committee • Planning and Heritage Committee 	7:00 p.m.
November 13	Social Services Sub-committee	4:30 p.m.
November 14	Community Services Sub-committee	3:30 p.m.
November 18	Hold for possible meeting	TBD
November 19	Finance and Labour Relations Sub-committee	4:30 p.m.
November 25	Committee of the Whole In-camera meeting	5:00 p.m.
November 25	Regular Council and Standing Committees <ul style="list-style-type: none"> • Social Services Committee • Community Services Committee 	7:00 p.m.

November 27	Infrastructure, Transportation and Safety Sub-committee	4:30 p.m.
November 28	Planning and Heritage Sub-committee	4:30 p.m.

December 2024

Date	Meeting Type	Time
December 16	Committee of the Whole In-camera meeting	5:00 p.m.
December 16	Regular Council and Standing Committees (year-end)	7:00 p.m.

The 2024 Meeting Schedule is subject to change. Please contact the Clerk's Office at 519-271-0250 extension 5240 to confirm meeting dates.

If you require this document in an alternative format, please contact the Clerk's Office at 519-271-0250 extension 5237.



MANAGEMENT REPORT

Date: November 27, 2023
To: Mayor and City Councillors
From: Joan Thomson, Chief Administrative Officer
Report Number: COU23-135
Attachments: Council Report COU22-082

Title: Lease Agreement Extension Requests – former Stratford Normal School | Discovery Centre and Municipal Parking Lot

Objective: To consider the requests from the Stratford Festival Theatre to extend the current leases for the continued use of the former Stratford Normal School | Discovery Centre at 270 Water Street and the municipal parking lot at Queen Street and Lakeside Drive, to April 2025.

Background: The City of Stratford owns the former Stratford Normal School | Discovery Centre located at 270 Water Street and the municipal parking lot at the corner of Queen Street and Lakeside Drive.

The City leased the building and the municipal parking lot to the Stratford Festival Theatre in multi-year lease starting in 2009 with an end term of April 2021. This lease was extended during COVID-19 for one year to April 2022.

Since then, the Parties entered into shorter term leases while considering the lingering impacts of COVID-19.

The Parties agreed to enter into a one year lease from May 1, 2022 to April 30, 2023 with an option to extend the lease for a further one year term to April 30, 2024. This option was exercised by both Parties. Council Report COU22-082 attached, provides background and analysis of the current terms and conditions of the two leases between the Stratford Festival Theatre and the City of Stratford.

The Festival Theatre has now requested a further one year extension of both leases to April 30, 2025.

Analysis: If Council wishes to extend the two leases to April 30, 2025, it is recommended that the terms and conditions be similar to the current leases. It is further recommended that rent be increased to \$135,000 plus HST for the Stratford

Normal School | Discovery Centre and \$20,658 plus HST for the municipal parking lot and a \$8,174.24 contribution to parking lot resurfacing reserve. [8.7%].

It is recommended that the City extend the current leases to April 2025 for this building and parking lot while the City explores longer term options for both properties.

Financial Implications:

Financial impact to current year operating budget:

The 2023 rent is \$125,000 plus HST and is included as rental revenue in the Community Services Department budget. The City has not scheduled major capital repairs or replacement work for the building in 2023.

Financial impact on future year operating budget:

If the request from the Festival Theatre is extended to April 30, 2025, the building rent will be included in the Community Services Department budget to offset city expenses related to the building. The parking lot rent is included as annual parking revenue and the resurfacing contribution amount will be put into the Parking Reserve for future work required on the lot.

Link to asset management plan and strategy:

The former Stratford Normal School | Discovery Centre is included in the City's Asset Management Plan and required capital work is included for the building in the City's 10 Year Capital Plan. Like many city facilities, there are not enough funds in the City's Reserves to complete all of the work required based on the 2020 Building Condition Assessment. Significant dollars, represented by increases to the tax levy, will need to be put into the Reserve to adequately maintain the building plus dollars needed to renovate the interior. While there are no planned capital projects in 2024 at this time, the 10 Year Forecast includes estimates of almost \$4 million for subsequent years and funding this will be a budget increase of an average of \$400,000 annually to address these future repairs to this City asset.

Insurance considerations:

Both Parties to the agreements are required to carry appropriate liability insurance coverage as Landlord and Tenant respectively, minimum of \$5 million.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Widening our Economic Opportunities

Strengthening Stratford's economy by developing, attracting and retaining a diversity of businesses and talent.

Alignment with One Planet Principles:

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT the entering into of one-year extensions to the current leases with The Stratford Shakespearean Festival of Canada for the use of the Stratford Normal School | Discovery Centre at 270 Water Street and for the use of the municipal parking lot at Queen Street and Lakeside Drive to April 30, 2025, be approved;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to execute one year lease extensions on behalf of The Corporation of the City of Stratford.

Prepared by: Joan Thomson, Chief Administrative Officer

Recommended by: Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 11, 2022
To: Mayor and City Councillors
From: Joan Thomson
Report #: COU22-082
Attachments: None

Title: Draft Lease Agreements with Stratford Festival Theatre for the Discovery Centre and the Municipal Parking Lot

Objective: To consider entering into two lease agreements with The Stratford Shakespearean Festival of Canada for the continued use of the Discovery Centre and the Municipal Parking Lot.

Background: The current leases with the Stratford Festival Theatre for use of the Discovery Centre building and property and the municipal parking lot at the corner of Queen Street and Lakeside Drive have expired. Negotiations have been completed and terms and conditions prepared for the continued use of both properties until April 30, 2024.

Analysis: Summary of draft Discovery Centre Lease:

- Similar terms and conditions in the previous lease,
- Term is for one-year with one-year extension to April 30, 2024 requested by the Theatre,
- Rent is \$115,000 plus HST for 2022 and \$125,000 plus HST for the one-year extension, paid quarterly,
- Festival continues to be responsible for regular repairs and maintenance up to \$7,500,
- City is responsible for capital repairs and replacement of pre-approved projects by the City, above the \$7,500 amount as well as the roof and portico.

Summary of draft Municipal Parking Lot Lease:

- Similar terms and conditions in the previous lease,
- Term is for one-year with one-year extension to April 30, 2024 requested by the Theatre,

- Rent is \$18,634 plus HST and \$7,390 resurfacing contribution for 2022 and \$19,005 plus HST and \$7520 resurfacing contribution.

During the term of this proposed lease, the City will be considering a longer term sustainable plan for this City asset.

Financial Implications:

Financial impact to current year operating budget:

Rent for 2022 was included in the 2022 budget. The City has not scheduled capital repairs or replacement work for the Discovery Centre for this year. There is no impact on the current year operating budget.

Financial impact on future year operating budget:

Rent for 2023 will be included in the 2023 budget. The City is not intending to schedule capital repairs or replacement work on the Discovery Centre for 2023. There is no impact on the 2023 operating budget.

Link to asset management plan and strategy:

The Discovery Centre is included in the City's Asset Management Plan and required capital work is included for the building on the City's 10-Year Capital Plan. Like many city facilities, there are not enough funds in the City's Reserves to complete all of the work required based on the latest Building Condition Assessment. Significant dollars, represented by increases to the tax levy, will need to be put into the Reserve to adequately maintain the building plus dollars needed to renovate the interior. While there are no planned capital projects in 2023 at this time, the 10-year forecast includes estimates of \$3.87 million for the subsequent years, and funding this will be a budget increase of an average of \$400,000 annually to address these repairs of this City asset.

Insurance considerations:

Both parties to the agreements are required to carry appropriate liability insurance coverage as Landlord and Tenant respectively, minimum of \$5 Million.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

Partnering with the community to make plans for our collective priorities in arts, culture, heritage and more. Communicating clearly with the public around our plans and activities.

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Widening our Economic Opportunities

Strengthening Stratford's economy by developing, attracting and retaining a diversity of businesses and talent.

Alignment with One Planet Principles:

Health and Happiness

Encouraging active, social, meaningful lives to promote good health and wellbeing.

Equity and Local Economy

Creating safe, equitable places to live and work which support local prosperity and international fair trade.

Culture and Community

Nurturing local identity and heritage, empowering communities and promoting a culture of sustainable living.

Staff Recommendation: THAT City Council approve entering into two lease agreements with The Stratford Shakespearean Festival of Canada for the ongoing use of the Discovery Centre at 270 Water Street and the municipal parking lot on Queen Street until April 30, 2024;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to execute the Agreements on behalf of The Corporation of the City of Stratford.

Prepared by: Joan Thomson, Chief Administrative Officer
Recommended by: Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 25, 2023
To: Infrastructure, Transportation and Safety Sub-committee
From: Chris Bantock, Deputy Clerk
Report Number: ITS23-030
Attachments: 1. Current and Proposed Set Fines
 2. Draft 2023 Consolidated Offences Form

Title: Parking Enforcement Set Fines

Objective: To modernize set fine amounts for parking offences under the City's Traffic and Parking By-law.

Background: Set fines, as defined under the Provincial Offences Act, 1990, are the amount of fine set by the Chief Justice of the Ontario Court of Justice for an offence for the purpose of proceedings commenced under Part I or II. Under the Act, set fines related to parking infractions are identified as Part II offences. Furthermore, the Act then permits municipal by-laws to create an offence, subject to there being legislative authority to do so. The City's Traffic and Parking By-law contains all of the provisions which define an offence related to parking in the City of Stratford.

Analysis: When the Traffic and Parking By-law was approved in 2008, many of the current offences were defined and set fines identified. In the last fifteen years, various amendments have been made to the Traffic and Parking By-law, however, set fine offence amounts have mostly remained unchanged. More recently, Council has approved the following offences and set fine amounts under the Traffic and Parking By-law:

- August 8, 2022:
 - \$60 voluntary payment within 7 days and \$80 set fine for parking on a roadway or shoulder between 2:00 a.m. and 6:00 a.m.
 - \$60 voluntary payment within 7 days and \$80 set fine for parking in a manner that obstructs municipal snow clearing operations.
- July 24, 2023:

- \$60 voluntary payment within 7 days and \$80 set fine for parking an electric vehicle in an electric vehicle parking space when not connected to an electric vehicle charging station or not actively charging.
- \$100 voluntary payment within 7 days and \$120 set fine for parking in an electric vehicle parking space when the vehicle is not an electric vehicle.

Earlier this year, staff participated in a survey of parking fine data amongst 23 Ontario municipalities. Respondents to the survey included comparators for the City such as Collingwood, Grand Bend, Niagara on the Lake, St. Marys, St Thomas, and Woodstock. Findings from this study confirmed that, on average, Stratford's set fines for several parking infractions were low or out of date. Staff further noted specifically that St. Marys recently undertook a review of their parking fines in 2023, which resulted in most infractions seeing an increase to \$50 for early/voluntary payments and \$70 for set fines.

Taking into consideration Stratford's recently approved set fines and findings from the parking fine survey, staff prepared the attached chart of parking offenses showing current fine amounts, proposed fine amounts, and the average and maximum fine amounts when reported through the parking fine survey. To establish consistency between the City's current and proposed parking fine amounts, three ranges of amounts categorize the proposed fines: \$40-\$60, \$60-\$80, and \$100-\$120 (early-set fine). Based on the severity of the offense and what the current fine is, each offense was placed in one of these categories. Two exceptions to this include fines for parking in a fire route and parking in an accessible space. Following initial placement into a proposed fine category, staff further reviewed offenses which are frequently reported either by parking enforcement officers or by members of the public as areas of concern. These offenses were then bumped up to a higher fine category and are identified in the attached with an asterisk next to the short form wording.

As it currently stands, the City's set fine amounts for a significant number of current parking offenses do not meet averages set by other municipalities. As a result, there may be less incentive to abide by the City's Traffic and Parking By-law. By bringing set fines up to today's standards it is expected that parking violations will decrease, and payment of parking fees will increase. As the intent of staff is to review both set fines and fees for parking enforcement, a review of set fines was done first so as to not discourage patrons to pay for parking when applicable. Should parking fees have been reviewed first, payment would decline as it would likely exceed the cost of a parking ticket. Staff intend to conduct a review of parking fees in 2024 with potential implementation of any approved changes for the start of 2025.

Financial Implications:

Financial impact to current year operating budget:

Based on the timing of this report, it is not expected that the City would receive approval from the Ministry of the Attorney General before the end of the year.

Therefore, it is likely that there would be no impact to the current year operating budget.

Financial impact on future year operating budget:

Future year operating budgets would see an increase in fine revenue as a result of the recommended set fine rates being approved. Using ticket infraction data for the first six months of 2023, revenue under current rates was \$89,720. Revenue under this same period would project to be \$218,180 or an increase of 143%. The 2024 draft budget is being prepared using the increased fine rates and projected volumes, adjusted due to timing for part of the year.

Alignment with Strategic Priorities:

Not applicable: This report does not directly relate to any of the Strategic Priorities.

Alignment with One Planet Principles:

Not applicable: This report does not directly relate to any of the One Planet Principles.

Staff Recommendation: THAT Staff be directed to undertake an application utilizing the Draft 2023 Consolidated Offences Form to the Ministry of the Attorney General, pursuant to the Provincial Offences Act, for Part II set fines in the City of Stratford.

Prepared by: Chris Bantock, Deputy Clerk

Recommended by: Karmen Krueger, Director of Corporate Services | Treasurer
Joan Thomson, Chief Administrative Officer

City of Stratford 2023 Set Fine Review

		Current Amounts		Proposed Amounts		Survey Amounts	
Short Form Wording	Section	Early Payment	Set Fine	Early Payment	Set Fine	Average	Max
Parallel parking on the wrong side of the roadway.	4(1)	\$15.00	\$20.00	\$40	\$60	- -	- -
Angle parking outside the pavement markings.	5(1)	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking in any traffic lane other than the curb lane.	7(1)	\$15.00	\$20.00	\$40	\$60	- -	- -
Stopping a vehicle where stopping is prohibited on specific streets.	7(2)	\$15.00	\$20.00	\$40	\$60	\$58	\$100
Parking upon or over a sidewalk.*	8(1)a	\$15.00	\$20.00	\$60	\$80	- -	- -
Parking between a sidewalk and the adjacent roadway.	8(1)b	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking on a boulevard or an island within a court.	8(1)c	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking on a roadway or shoulder in front of a public or private roadway access or lane.	8(1)d	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking within an intersection.	8(1)e	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking within 3 meters of a fire hydrant.	8(1)f	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking on a crosswalk.	8(1)g	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking on any street in a manner which obstructs traffic.*	8(1)h	\$15.00	\$20.00	\$100	\$120	\$63.41	\$300
Parking in a position which will prevent the convenient removal of any other vehicle previously parked.	8(1)i	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking on a roadway or shoulder between 2:00 am and 6:00 a.m.	8(1)j	\$60.00	\$80.00	No Change	No Change	\$52.54	\$120

Short Form Wording	Section	Current Amounts		Proposed Amounts		Survey Amounts	
		Early Payment	Set Fine	Early Payment	Set Fine	Average	Max
Parking on a ramp or maneuvering area established as part of a parking arrangement.	8(1)k	\$15.00	\$20.00	\$40	\$60	--	--
Parking within 15 meters of any intersection controlled by traffic signals.	8(1)l	\$15.00	\$20.00	\$40	\$60	--	--
Parking at the entrance to any public or private lane or driveway.*	8(1)m	\$15.00	\$20.00	\$60	\$80	--	--
Parking where municipal service work is being undertaken.	8(1)n	\$15.00	\$20.00	\$40	\$60	--	--
Parking opposite the approach to a public or private lane or driveway where the road is less than 8.5 meters in width measured from curb line to curb line.*	8(1)o	\$15.00	\$20.00	\$60	\$80	--	--
Parking upon a bridge or culvert.	8(1)p	\$15.00	\$20.00	\$40	\$60	--	--
Parking upon a municipal park or municipal open space area.	8(1)q	\$15.00	\$20.00	\$40	\$60	--	--
Parking within a designated bicycle lane.*	8(1)r	\$15.00	\$20.00	\$60	\$80	\$43.57	\$80
Parking within 10 meters of an intersection.	8(1)s	\$15.00	\$20.00	\$40	\$60	--	--
Parking in a manner that obstructs municipal snow clearing operations.	8(1)t	\$60.00	\$80.00	No Change	No Change	\$70.77	\$120
Parking/standing a vehicle directly opposite another vehicle which is already standing/parking on the other side of the street, where such standing or parking prevents the free passage of two lines of traffic.	8(2)	\$15.00	\$20.00	\$40	\$60	--	--

		Current Amounts		Proposed Amounts		Survey Amounts	
Short Form Wording	Section	Early Payment	Set Fine	Early Payment	Set Fine	Average	Max
Parking a non-electric vehicle in an electric vehicle parking space.	9(3)a	\$100.00	\$120.00	No Change	No Change	- -	- -
Parking an electric vehicle in an electric vehicle parking space without actively charging.	9(3)b	\$60.00	\$80.00	No Change	No Change	- -	- -
Parking in a "No Parking" area/space.	10	\$20.00	\$30.00	\$60	\$80	\$46.25	\$100
Parking at a bus stop.	11(2)	\$20.00	\$30.00	\$60	\$80	- -	- -
Parking at a Taxi Stand.	12	\$20.00	\$30.00	\$60	\$80	- -	- -
Parking on a specific street where parking is restricted.	14	\$15.00	\$20.00	\$40	\$60	- -	- -
Angle Parking where not permitted.	15(2)	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking/standing or stopping in a (un) loading zone/space.	16	\$20.00	\$30.00	\$60	\$80	- -	- -
Parking more than 3 motorcycles in a parking space.	17(2)	\$15.00	\$20.00	\$40	\$60	- -	- -
Obstructing a street with a motor vehicle.	19(1)	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking a heavy truck on a prohibited street.	24(2)	\$15.00	\$20.00	\$40	\$60	\$69.94	\$125
Parking in a school zone.*	25(3)	\$15.00	\$20.00	\$100	\$120	\$87.60	\$350
Parking in a space that is partly or completely occupied by another vehicle.	40(2)	\$15.00	\$20.00	\$40	\$60	- -	- -

		Current Amounts		Proposed Amounts		Survey Amounts	
Short Form Wording	Section	Early Payment	Set Fine	Early Payment	Set Fine	Average	Max
Park at an expired meter.	42(1)	\$15.00	\$20.00	\$40	\$60	\$28.36	\$40
Park exceeded time limits (overtime).	45	\$15.00	\$20.00	\$40	\$60	- -	- -
Displaying an expired permit.	48(3)	\$15.00	\$20.00	\$40	\$60	- -	- -
Park at a parking meter with a hood.	49(4)	\$15.00	\$20.00	\$40	\$60	- -	- -
Using an expired permit without authorization.	59(4)	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking a motor vehicle in a parking lot noted in section 55 in excess of 6.1 meters.	60	\$15.00	\$20.00	\$40	\$60	- -	- -
Park a motor vehicle beyond the maximum number of hours.	62	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking a motor vehicle in a parking lot noted in section 61 in excess of 6.1 meters.	63	\$15.00	\$20.00	\$40	\$60	- -	- -
Park on an aisle abutting parking spaces in an off-street parking lot.	64	\$15.00	\$20.00	\$40	\$60	- -	- -
Parking an immobile or unlicensed vehicle in an off-street parking lot.	68	\$20.00	\$30.00	\$60	\$80	- -	- -
Parking in an off-street parking lot to wash or repair a vehicle.	69	\$15.00	\$20.00	\$40	\$60	- -	- -
Park in a Fire Route.	73(1)	\$300.00	\$300.00	Early amount to be removed	No Change	\$122.16	\$300
Park in an accessible parking space.*	74	\$300.00	\$300.00	\$350	\$400	\$343	\$500
Park on privately owned property without consent.	78(4)	\$15.00	\$20.00	\$40	\$60	\$40.28	\$55

THE CORPORATION OF THE CITY OF STRATFORD

By-law Number 159-2008, as amended

Part 2 Provincial Offences Act

Being a by-law to regulate traffic and the parking of motor vehicles in the City of Stratford.

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Offence Creating Provision or Defining Offence	COLUMN 3 Voluntary Payment Payable within 7 days	COLUMN 4 Set fine
1	Parallel parking on the wrong side of the roadway.	4(1)	\$40.00	\$60.00
2	Angle parking outside the pavement markings.	5(1)	\$40.00	\$60.00
3	Parking in any traffic lane other than the curb lane.	7(1)	\$40.00	\$60.00
4	Stopping a vehicle where stopping is prohibited on specific streets.	7(2)	\$40.00	\$60.00
5	Parking upon or over a sidewalk.	8(1)a	\$60.00	\$80.00
6	Parking between a sidewalk and the adjacent roadway.	8(1)b	\$40.00	\$60.00
7	Parking on a boulevard or an island within a court.	8(1)c	\$40.00	\$60.00
8	Parking on a roadway or shoulder in front of a public or private roadway access or land.	8(1)d	\$40.00	\$60.00
9	Parking within an intersection.	8(1)e	\$40.00	\$60.00
10	Parking within 3 meters of a fire hydrant.	8(1)f	\$40.00	\$60.00
11	Parking on a crosswalk.	8(1)g	\$40.00	\$60.00
12	Parking on any street in a manner which obstructs traffic.	8(1)h	\$100.00	\$120.00
13	Parking in a position which will prevent the convenient removal of any other vehicle previously parked.	8(1)i	\$40.00	\$60.00
14	Parking on a ramp or maneuvering area established as part of a parking arrangement.	8(1)k	\$40.00	\$60.00
15	Parking within 15 meters of any intersection controlled by traffic signals.	8(1)l	\$40.00	\$60.00

THE CORPORATION OF THE CITY OF STRATFORD

By-law Number 159-2008, as amended

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ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Offence Creating Provision or Defining Offence	COLUMN 3 Voluntary Payment Payable within 7 days	COLUMN 4 Set fine
16	Parking at the entrance to any public or private lane or driveway.	8(1)m	\$60.00	\$80.00
17	Parking where municipal service work is being undertaken.	8(1)n	\$40.00	\$60.00
18	Parking opposite the approach to a public or private lane or driveway where the road is less than 8.5 meters in width measured from curb line to curb line.	8(1)o	\$60.00	\$80.00
19	Parking upon a bridge or culvert.	8(1)p	\$40.00	\$60.00
20	Parking upon a municipal park or municipal open space area.	8(1)q	\$40.00	\$60.00
21	Parking within a designated bicycle lane.	8(1)r	\$60.00	\$80.00
22	Parking within 10 meters of an intersection.	8(1)s	\$40.00	\$60.00
23	Parking/standing a vehicle directly opposite another vehicle which is already standing/parking on the other side of the street, where such standing or parking prevents the free passage of two lines of traffic.	8(2)	\$40.00	\$60.00
24	Parking in a "No Parking" area/space.	10	\$60.00	\$80.00
25	Parking at a bus stop.	11(2)	\$60.00	\$80.00
26	Parking at a Taxi stand.	12	\$60.00	\$80.00
27	Parking on a specific street where parking is restricted.	14	\$40.00	\$60.00
28	Angle parking where not permitted.	15(2)	\$40.00	\$60.00

THE CORPORATION OF THE CITY OF STRATFORD

By-law Number 159-2008, as amended

Part 2 Provincial Offences Act

Being a by-law to regulate traffic and the parking of motor vehicles in the City of Stratford.

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Offence Creating Provision or Defining Offence	COLUMN 3 Voluntary Payment Payable within 7 days	COLUMN 4 Set fine
29	Parking/standing or stopping in a (un) loading zone/space.	16	\$60.00	\$80.00
30	Parking more than 3 motorcycles in a parking space.	17(2)	\$40.00	\$60.00
31	Obstructing a street with a motor vehicle.	19(1)	\$40.00	\$60.00
32	Parking a heavy truck on a prohibited street.	24(2)	\$40.00	\$60.00
33	Parking in a school zone.	25(3)	\$100.00	\$120.00
34	Parking in a space that is partly or completely occupied by another vehicle.	40(2)	\$40.00	\$60.00
35	Park at an expired meter.	42(1)	\$40.00	\$60.00
36	Park exceeded time limits (overtime).	45	\$40.00	\$60.00
37	Displaying an expired permit.	48(3)	\$40.00	\$60.00
38	Park at a parking meter with a hood.	49(4)	\$40.00	\$60.00
39	Using an expired permit without authorization.	59(4)	\$40.00	\$60.00
40	Parking a motor vehicle in a parking lot noted in section 55 in excess of 6.1 meters.	60	\$40.00	\$60.00
41	Park a motor vehicle beyond the maximum number of hours.	62	\$40.00	\$60.00
42	Parking a motor vehicle in a parking lot noted in section 61 in excess of 6.1 meters.	63	\$40.00	\$60.00
43	Park on an aisle abutting parking spaces in an off-street parking lot.	64	\$40.00	\$60.00
44	Parking an immobile or unlicensed vehicle in an off-street parking lot.	68	\$60.00	\$80.00
45	Parking in an off-street parking lot to wash or repair a vehicle.	69	\$40.00	\$60.00
46	Park in an accessible parking space.	74	\$350.00	\$400.00
47	Park on privately owned property without consent.	78(4)	\$40.00	\$60.00



Update to Council Regarding Parking Enforcement Set Fines Management Report (ITS23-030) – November 27, 2023

At the November 14, 2023 Infrastructure, Transportation and Safety Committee meeting, the above report was considered. During discussion, concern was raised with the increase in proposed set fine amounts for the offence of parking at an expired meter. Additionally, it was questioned how many tickets are written annually for this specific offence. Staff have compiled the following information in response to this discussion.

The infraction of parking at an expired meter becomes an offence when a vehicle is parked in a paid parking space but has either not remitted payment or payment was made but the paid time expired. This may occur at any paid on-street or off-street parking space, regardless of whether payment is available to be made at a meter, pay by plate machine, or via the HotSpot App. This infraction does not include situations when a vehicle is parked beyond the permitted time limits of a given parking space. That would be a separate offence for exceeding time limits.

In reviewing annual tickets issued for the offence of parking at an expired meter, staff focused on 2023 (up to October 31), 2022, and 2019. 2021 and 2020 have been omitted due to abnormal parking activity associated with the Covid-19 pandemic:

- 2023 (up to October 31) – 8,108 tickets issued for parking at an expired meter
- 2022 – 5,628 tickets issued for parking at an expired meter
- 2019 – 6,943 tickets issued for parking at an expired meter

Assessing the above data, it is important to note that in 2023 (up to October 31), the Parking Division issued a total of 9,593 tickets across all infraction types. This means that tickets issued for parking at an expired meter make up 85% of all tickets. This is a similar pattern seen in the other years with 2022 making up 83% and 2019 making up 82%.

Staff are of the opinion that increasing set fine amounts in general will encourage more patrons to pay for parking and not risk receiving a ticket. At present day, parking behavior suggests that there is no incentive for some to pay for parking given the low cost of a ticket. Further, with an expected increase to compliance in this area, tickets are likely to decrease to some degree and allow parking enforcement officers more time to enforce other areas of concern.

Should amendments be made to the proposed set fines as set out in the attachments to Management Report ITS23-030, reducing the increase for parking at an expired meter would have the most significant impact to potential fine revenue received by the City.



Notice of Special and Public Meeting

TAKE NOTICE that the Council of The Corporation of the City of Stratford has **re-scheduled** the Special and Public Meeting pursuant to subsection 26(3) of the Planning Act, R.S.O. 1990, to **December 7, 2023, at 6:00 p.m.** The meeting will be held in the Council Chambers located on the 2nd floor of Stratford City Hall at 1 Wellington Street, Stratford, ON, N5A 6W1.

The purpose of the Special Meeting of Council is to formally initiate the process to review and update the City of Stratford's Official Plan and obtain feedback on land use matters that Council and the public would like to be considered during the process.

The City's Official Plan Review will satisfy the requirements of a Comprehensive Review, as specified by the Provincial Policy Statement (PPS), 2020. The Official Plan Review applies City-wide.

Purpose and Effect:

An Official Plan is a long-term policy document that guides land use planning in the City. The purpose of the Official Plan Review is to update the policies of the Official Plan to conform to Provincial planning policies and legislation. As part of the Official Plan Review, a Land Needs Assessment will be completed to ensure that the City is planning for future population, job, and housing growth. The Official Plan Review process will develop forward-thinking policies to guide land use, growth, and development over the next 25 years.

The *Planning Act* requires that a municipality update its Official Plan at least every five years. The City completed its most recent review of the Official Plan in 2015. The Official Plan Review provides an opportunity to confirm the community's vision for the future and respond to recent and emerging changes in Stratford.

Your input and ideas are important for the City to undertake a meaningful review of its Official Plan. Future opportunities to get involved will be made available as the project progresses.

The City's current Official Plan is available for review online at:

<https://www.stratford.ca/en/inside-city-hall/planning.aspx#Official-Plan>



How to Get Involved:

The purpose of a Public Meeting is to share information and to hear and consider public comments on what revisions may be required as part of a proposed update to the City's Official Plan. This information and any comments made can then be reviewed prior to Council consideration of an updated Official Plan. Please note Council will not make a decision at the Public Meeting.

Your comments on this matter are important. Please call, mail, e-mail or fax your comments to:

Adam Betteridge, MCIP, RPP, Director of Building and Planning
 The Corporation of the City of Stratford,
 P.O. Box 818, Stratford, Ontario, N5A 6W1
 Phone: (519) 271-0250 extension 5345
 Email: planning@stratford.ca

All those present at the public meeting will be given the opportunity to speak. To speak at the public meeting, when the Mayor asks if there are any members of the public wishing to provide comments or ask questions, please raise your hand and once acknowledged, proceed to the podium to provide your comments.

To watch the meeting live please click the following link:
<https://video.isilive.ca/stratford/live.html>

A copy of the agenda, including any attachments, will be available in the Council Calendar on the City's website by Friday, December 1, 2023.

Please note that comments and personal information collected in response to this notice will be used to assist City Staff and Council in preparing the updated Official Plan and will be form part of the public record.

How to Stay Informed:

If you wish to be notified of the Council decision on the updated Official Plan you must make a written request to the City Clerk by way of email, in person or regular mail/courier as listed above.



For More Information:

Further information may be obtained by visiting the Planning and Building Services Division located on the 3rd floor of the City Hall Annex at 82 Erie Street, Stratford or by calling 519-271-0250 extension 5345 during business hours.

Notice of Collection of Personal Information:

Personal information is being collected under the authority of the Municipal Act, 2001, as amended, and the Planning Act, R.S.O. 1990, cP.13. The personal information is being collected to gather feedback and communicate with interested parties regarding revisions that may be required as part of a proposed update to the City's Official Plan. *Information provided or presented at a public meeting is considered a public record and may be posted on the City's website or made available to the public upon request. Video recordings of the Public Meeting may also be posted to the City of Stratford's website.*

Questions about this collection should be directed to the City Clerk, Tatiana Dafoe, at 1 Wellington Street, P.O. Box 818, Stratford ON, N5A 6W1, by phone to: 519-271-0250 extension 5329 or by email to: clerks@stratford.ca.

Request for Alternate Format:

If you require this document in an alternate format, please contact the Clerk's Office at 519-271-0250 extension 5237 or email: clerks@stratford.ca.

This Notice of Special and Public Meeting will also be included in at least two separate weeks of the 'Town Crier' published in the Beacon Herald newspaper, with the last being on or before Saturday, November 04, 2023. The Town Crier is also posted to the City of Stratford website: www.stratford.ca.

Dated: October 25, 2023.



NOTICE OF APPLICATION AND NOTICE OF PUBLIC MEETING

under the *Planning Act*

Zoning By-law Amendment Application File # Z04-23

The Corporation of the County of Perth

24. St. Andrew Street and 1 and 5 Huron Street

City of Stratford Council will hold a public meeting on **Monday, December 11, 2023** at **7:00 pm** in the Council Chambers in City Hall, 1 Wellington Street, Stratford to hear all interested persons with respect to the Zone Change Application (File Z04-23) under Section 34 of the Planning Act, R.S.O. 1990.

The application affects the property with the municipal address of 24 St. Andrew Street and 1 and 5 Huron Street, located on the north side of St. Andrew Street and the west side of Huron Street. The subject lands are legally described as Lots 60, 108, and 354 PLAN 20 and Part of Lots 355, 360B, 361 PLAN 20 in the City of Stratford.

The purpose of this zone change is to rezone the property from an Institutional Community (IN1) Zone that permits a variety of institutional uses, including an auditorium, a library, a municipal office, a place of worship and a school, to a site-specific Institutional Community (IN1-___) Zone to permit, in addition to the existing permitted uses, the following:

- a theatre, a theatre classroom, a performing arts studio, a studio, a theatre retail store, a theatre restaurant, and a special event space.
- To provide a maximum theatre seating capacity of 80 persons.
- To provide a minimum parking requirement of 0 spaces for the added theatre uses.

Members of the public: your opinion on this application is important. Please call, mail, or e-mail your comments to Alexander Burnett - Tel: (519) 271-0250 ext. 5320, – aburnett@stratford.ca - City of Stratford, Building and Planning Services Department by **November 27, 2023** in order for your comments to be summarized in the public meeting report. Comments received after this date will be summarized in a future planning report.

If you wish to be notified of the adoption of the proposed Zoning Amendment or of the refusal of a request to amend the Zoning By-Law, you must make a written request to the City of Stratford.

If a person or public body does not make oral submission at a public meeting or make written submission to the City of Stratford before the By-law is passed, the person or public body is not entitled to appeal the decision of the City of Stratford to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written submission to the City of Stratford before the By-law is passed, the person or

public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Further information may be obtained by visiting the Building and Planning Services Department located at 82 Erie Street, Stratford or by calling 519-271-0250 during business hours.

Personal information collected as part of this Notice is pursuant to the Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act. Personal information collected as a result of this Notice will be used to assist Council in making a decision on this application. Names, addresses, opinions and comments will be made available for public disclosure. Questions regarding this collection should be forwarded to the City Clerk, 1 Wellington Street, P.O. Box 818, Stratford ON, N5A 6W1 or by emailing: tdafoe@stratford.ca or by telephone at the number below.

If you require this document in an alternate format contact City Hall at 519-271-0250 ext. 5237 or email: clerks@stratford.ca

This Notice of Public Meeting was included in the 'Town Crier' published in the Beacon Herald newspaper on Saturday, November 18, 2023. This Town Crier is also posted to the City of Stratford website: www.stratford.ca.

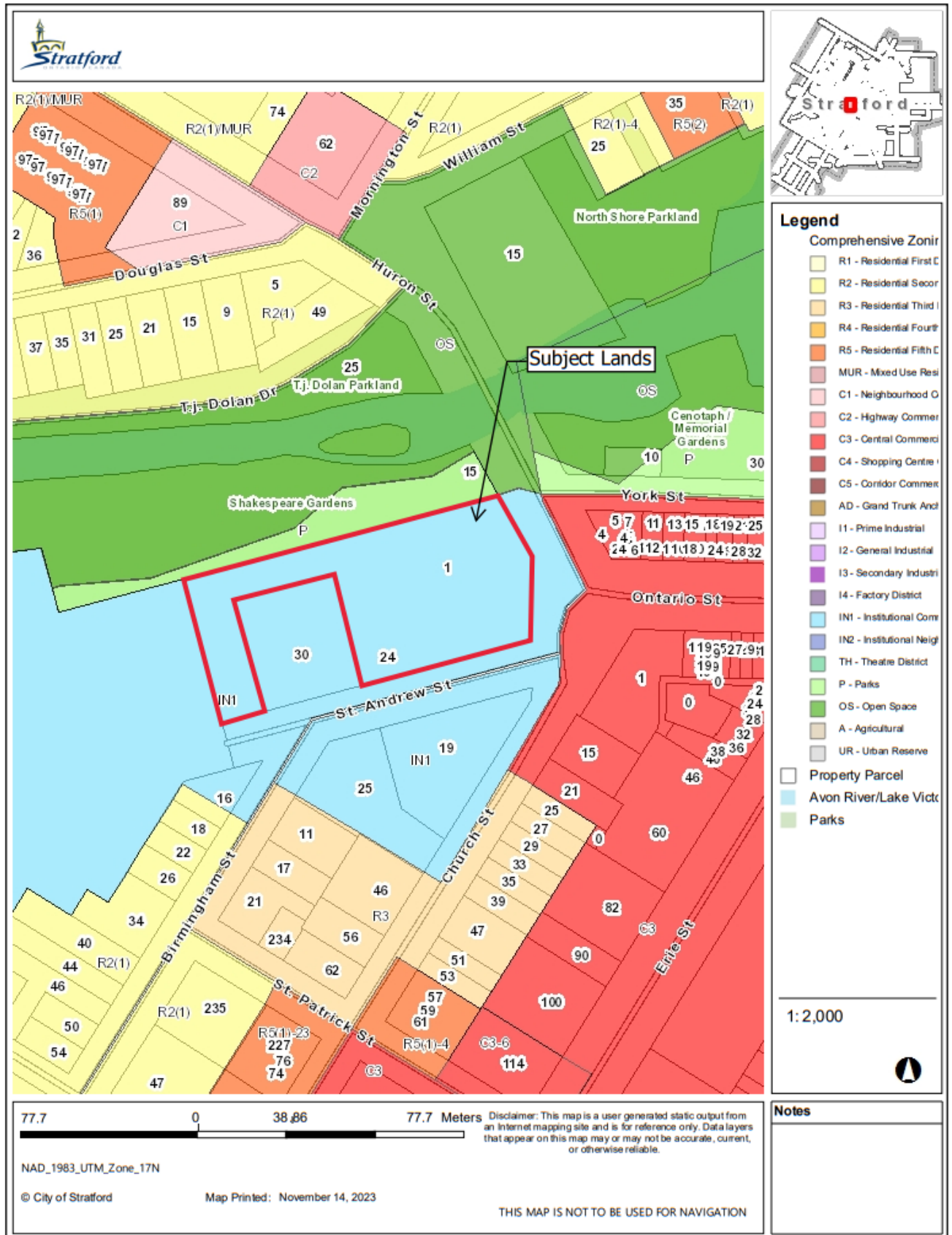
If you receive this notice and are the owner of any lands that contains seven or more residential units in close proximity to the subject land, please contact the assigned Planner. Regulations in the Planning Act require the owner to post this notice in a location that is visible to all of the residents.

Dated November 16, 2023

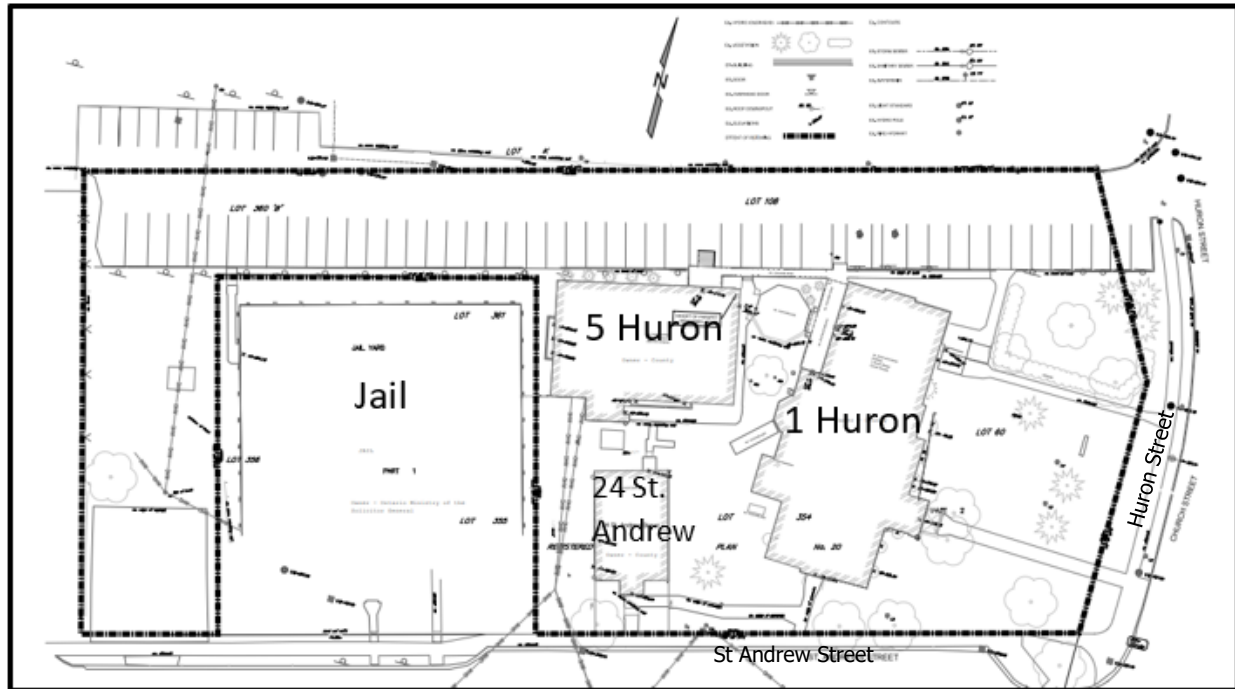
Alexander Burnett, Planner
The Corporation of the City of Stratford
82 Erie Street, Stratford, ON N5A 2M4
Tel: (519) 271-0250 ext. 5266 Fax: (519) 271-5966

Cc: The Corporation of the County of Perth
Tatiana Dafoe, City Clerk
Agencies and Departments
Property owners within 120m of the subject lands

Location Map



Concept Plan





**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the entering into and execution of an encroachment agreement with 1448456 Ontario Inc. to permit an existing fence that surrounds the property, existing ground sign, and five new wood framed and lattice signs affixed to existing fencing to encroach onto the Waterloo Street, William Street and Elizabeth Street municipal road allowances at 35 Waterloo Street.

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS The Corporation of the City of Stratford is the registered owner of the municipal property known as the Waterloo Street, William Street and Elizabeth Street road allowances;

AND WHEREAS the owner of 1448456 Ontario Inc. applied to The Corporation of the City of Stratford to permit an existing fence that surrounds the property, existing ground sign, and five new wood framed and lattice signs affixed to existing fencing to encroach onto the Waterloo Street, William Street and Elizabeth Street municipal road allowances at 35 Waterloo Street;

AND WHEREAS the Parties hereto agree to enter into an Agreement to permit the encroachment of an existing fence that surrounds the property, existing ground sign, and five new wood framed and lattice signs affixed to existing fencing as of the date of this by-law, for a total encroachment of 10.015 sq. ft, to encroach onto the Waterloo Street, William Street and Elizabeth Street municipal road allowance at 35 Waterloo Street as shown on Schedule "B" to the Agreement, to continue under certain terms and conditions as set out in the said Agreement;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the Encroachment Agreement between The Corporation of the City of Stratford and 1448456 Ontario Inc. to permit an existing fence that surrounds the property, existing ground sign, and five new wood framed and lattice signs affixed to existing fencing as of the date of this by-law for a total encroachment of 10.015 sq. ft to encroach onto the Waterloo Street, William Street and Elizabeth Street municipal road allowances at 35 Waterloo Street, be entered into and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.
2. The Encroachment Agreement applies to the property known municipally as the Waterloo Street, William Street and Elizabeth Street municipal road allowances at 35 Waterloo Street, and more particularly described as:
 - Firstly: MARY ST PL 68 STRATFORD; PT LT 98 PL 68 STRATFORD PT 1, 44R283; PL LT 9 PL 68 STRATFORD AS IN R153571; SECONDLY: PT LT 48 CON 1 N EASTHOPE (TRAVELLED RD); BEING WATERLOO ST (AKA MARY ST) BTN LAKESIDE DR & MORNINGTON ST; STRATFORD PIN: 53127-0001 (LT)
 - ELIZABETH ST PL 68 STRATFORD BTN MARY ST & JAMES ST; STRATFORD PIN: 53127-0035 (LT)
 - WILLIAM ST PL 68 STRATFORD BTN MARY ST & JAMES ST; STRATFORD PIN: 53127-0088 (LT)
3. The City Solicitor is authorized to register the Encroachment Agreement referred to in Paragraph 1 herein, in the appropriate Land Registry office.
4. This By-law comes into force and takes upon final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to accept the transfer (conveyance) from
1000055958 Ontario Ltd. of Part 1 on Reference Plan
44R-6169.

WHEREAS Section 8(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act, 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS a condition of Consent Application B07-23 requires the owner, being 1000055958 Ontario Ltd. to dedicate a 5.0m wide road widening along Huron Street to the City of Stratford free and clear of all encumbrances;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That The Corporation of the City of Stratford shall accept a conveyance of Part Lots 7 and 8, being part of P.I.N 53154-0067 (LT), now designated as Part 1 Plan 44R-6169 for the widening of Huron Street from 1000055958 Ontario Ltd.
2. That the Mayor and Clerk, or their respective delegates, of The Corporation of the City of Stratford are hereby authorized to execute all documents necessary for this conveyance that have been prepared by or reviewed by the City Solicitor.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to dedicate Part 1 on Reference Plan 44R-6169, as public highway forming part of Huron Street in the City of Stratford.

WHEREAS Section 8(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 31(2) of the Municipal Act, 2001, provides that after January 1, 2003, land may only become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land, including the spending of public money;

AND WHEREAS The Corporation of the City of Stratford is the owner of Part 1 on Reference Plan 44R-6169;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. The lands described in Section 2 herein are hereby dedicated as public highway forming part of Huron Street in the City of Stratford.
2. The lands referred to in Section 1 hereof are described as being:

Part Lots 7 and 8, being part of P.I.N 53154-0067 (LT), now designated as Part 1 Plan 44R-6169.
3. That this By-law shall come into force upon registration with the Land Titles Office for Perth County.
4. That the City Solicitor is hereby authorized to register or have registered, this By-law in the Land Titles Office for Perth County.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend By-law 60-2003 as amended,
to appoint a Municipal By-law Enforcement Officer for
the purpose of enforcing City of Stratford By-laws.

WHEREAS section 3 of the *Building Code Act*, 1992, S.O. 1992, c.23, as amended, provides that the Council of each municipality shall appoint such inspectors as are necessary for the enforcement of this Act in the areas in which the municipality has jurisdiction;

AND WHEREAS section 10.(1) of the *Municipal Act*, 2001, S.O. 2001, c 25 as amended, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS section 15.(1) of the *Police Services Act*, R.S.O. 1990, c.P.15 as amended, authorizes municipal councils to appoint persons to enforce the by-laws of the municipality;

AND WHEREAS section 15.(2) of the *Police Services Act*, provides that municipal law enforcement officers are peace officers for the purpose enforcing municipal by-laws;

AND WHEREAS the *Provincial Offences Act*, R.S.O. 1990, c.P.33 as amended, provides for the designation by a Minister of the Crown of any person or class of persons as a Provincial Offences Officer for the purpose of all or any class of offences;

AND WHEREAS it is deemed necessary to amend By-law 60-2003 to appoint a municipal by-law enforcement officer;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it necessary amend this by-law from time to time to make housekeeping amendments;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Kamil Wierzbicki is hereby appointed as a municipal by-law enforcement officer of The Corporation of the City of Stratford effective November 27, 2023.
2. That Schedule "A" to By-law 60-2003, as amended, is hereby further amended by adding the following:

Name	Effective Date
Kamil Wierzbicki	November 27, 2023

3. That the appointment of Greg Rabe be rescinded.

4. That Schedule "A" to By-law 60-2003, as amended, is hereby further amended by removing the following:

Name	Effective Date
Greg Rabe	July 20, 2020

5. This By-law shall come into force upon final passage hereof.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the entering into and execution of an Ontario Transfer Payment Agreement with His Majesty the King in Right of Ontario as represented by the Minister of Energy, to enhance Stratford's Community Emissions Action Plan by developing a Stage 2 Action Plan.

WHEREAS Section 9 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act, 2001") provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act, 2001 provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS the Province established the Municipal Energy Plan Program ("MEP Program") to help Ontario municipalities understand their energy use through a community energy planning process;

AND WHEREAS The Corporation of the City of Stratford is a municipality which is developing a Community-focused Climate Action Plan and intends to retain a consultant to assist with developing a Stage 2 Action Plan;

AND WHEREAS the Council of The Corporation of the City of Stratford intends to enter into an Ontario Transfer Payment Agreement enhance Stratford's Community Emissions Action Plan by developing a Stage 2 Action Plan;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the Ontario Transfer Payment Agreement with an effective date of the 1st day of December, 2023 between The Corporation of the City of Stratford and His Majesty The King in Right of Ontario as represented by the Minister of Energy to enhance Stratford's Community Emissions Action Plan by developing a Stage 2 Action Plan, be entered into and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.

READ a FIRST, SECOND and THIRD time and
FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the execution of an extension to the Lease Agreement with The Stratford Shakespearean Festival of Canada for the lease of certain lands at 270 Water Street, more commonly known as the Stratford Normal School / Discovery Centre, for a period of one (1) year to April 30, 2025.

WHEREAS Section 8(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act, 2001") provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS The Corporation of the City of Stratford is the owner of the lands and premises municipally described as 270 Water Street, and commonly known as "the Stratford Normal School / Discovery Centre";

AND WHEREAS The Corporation of the City of Stratford agreed to lease the subject lands to The Stratford Shakespearean Festival of Canada ("Stratford Festival") for the purpose of operating the Stratford Normal School / Discovery Centre for a period of one (1) year from May 1, 2022, to April 30, 2023, with the provision for a one (1) year extension;

AND WHEREAS Council of The Corporation of City of Stratford deems it desirable to enter into an extension to the Lease Agreement with Stratford Festival for the lease of certain lands at 270 Water Street, more commonly known as the Stratford Normal School / Discovery Centre, for a period of one (1) year to April 30, 2025;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the Lease Agreement between The Corporation of the City of Stratford and The Stratford Shakespearean Festival of Canada for the lease of lands at 270 Water Street for a period of one (1) year to April 30, 2025, be entered into and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.

READ a FIRST, SECOND and THIRD time and
FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the execution of an extension to the Lease Agreement with The Stratford Shakespearean Festival of Canada for a parking lot on municipal property for a one-year term to April 30, 2025.

WHEREAS Section 8(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, ("the Municipal Act, 2001") provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the Municipal Act 2001, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS The Corporation of the City of Stratford is the owner of the lands and premises legally described as Part of Lots 20, 21, 22, 23, 24 and 25 both inclusive and Part of Lot G, Plan 104;

WHEREAS by Agreement dated the 8th day of December 2014, the City agreed to lease to The Stratford Shakespearean Festival of Canada ("Stratford Festival") such lands for use as a parking lot;

AND WHEREAS by Agreement dated the 8th day of August 2018, Stratford Festival and the City agreed to renew the lease for a further term of three (3) years expiring on November 28, 2020;

AND WHEREAS by Agreement dated the 1st day of May, 2022, the City agreed to lease to Stratford Festival the Parking Lands for a one-year term to April 30, 2023 under similar terms and conditions in the expired Agreement;

AND WHEREAS Council of The Corporation of the City of Stratford deems it desirable to enter into an extension to the Lease Agreement with Stratford Festival for a parking lot on municipal property for a one-year term to April 30, 2025;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the extension to the lease agreement between The Corporation of the City of Stratford and The Stratford Shakespearean Festival of Canada with respect to the use of municipal property described as Part of Lots 20, 21, 22, 23, 24 and 25 both inclusive and Part of Lot G, Plan 104 for Festival Theatre parking as set out in the said agreement and for a period of one (1) year to April 30, 2025, be entered into and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe



STRATFORD CITY COUNCIL

CONSENT AGENDA

November 27, 2023

REFERENCE NO.	CONSENT AGENDA ITEM
CA-2023-138	<p>In accordance with By-law 135-2017 as amended, the Infrastructure Services Department is providing notification that:</p> <p>The one-way section of TJ Dolan Drive, from St. David Street to Centre/John Street, will be temporarily closed Wednesday night, November 8th, 2023 until approximately 12:00pm on Thursday November 9th, 2023 to allow for crane truck access to remove the weir in the John St. dam.</p>
CA-2023-139	<p>Resolution from the Municipality of Wawa regarding digital publications as an acceptable means of publication and notice requirements for Provincial acts and Regulations.</p> <p>Attachment – Letter from the Municipality of Wawa dated November 7, 2023</p> <p>Endorsement of the resolution is requested.</p>
CA-2023-140	<p>In accordance with By-law 102-2008 as amended, the Director of Infrastructure Services provides notice that the following streets will be temporarily closed to vehicular traffic on Saturday, February 24, 2024 from 4:00p.m. to 7:30p.m:</p> <ul style="list-style-type: none"> • William Street from Waterloo Street to Lakeside Drive North; • Denison Street. <p>This temporary road closure is related to the Coldest Night of the Year event.</p>
CA-2023-141	<p>Letter from the Downtown Stratford Business Improvement Area urging the Federal Government to provide more business support for CEBA loan businesses.</p> <p>Attachment – Letter from the Downtown Stratford Business Improvement Area dated November 23, 2023.</p>

Endorsement of the letter is requested.


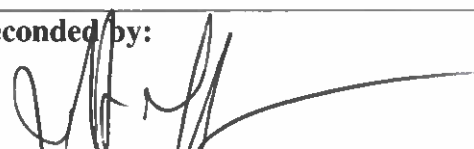


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23263	Meeting Order: 8
Moved by: 	Seconded by: 

WHEREAS the local newspaper company Algoma News Review has ceased the print publication of its weekly newspaper and printed its final edition on July 6, 2022; and

WHEREAS the *Legislation Act, 2006* provides a definition of "newspaper" which applies to every Ontario Act Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; ("journal"); and

WHEREAS Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

WHEREAS communities such as the Municipality of Wawa cannot comply with publication requirements in Provincial Acts and Regulations as the Algoma News Review publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of "newspaper"; and

WHEREAS some small rural Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa does hereby support the Township of McKellar and request the Provincial Government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial acts and Regulations; and

p.2...



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

FURTHERMORE request the support of all Ontario Municipalities; and

FURTHERMORE THAT this resolution be forwarded to the Minister of Municipal Affairs and Housing Paul Calandra, Algoma Manitoulin MPP Michael Mantha, and the Association of Ontario Municipalities (AMO).

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/>	CARRIED	MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/>	DEFEATED	Mitch Hatfield		
<input type="checkbox"/>	TABLED	Cathy Cannon		
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/>	WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL

DOWNTOWN STRATFORD

November 23, 2023

The Mayor and Council Members of the City of Stratford
P.O. Box 818
1 Wellington Street
Stratford, Ontario
N5A 6W1

Subject: The Downtown Stratford Business Improvement Area (DTSBIA) is Urging the Federal Government to Provide More Business Support for CEBA loan Businesses.

Dear Mayor and Council Members of the City of Stratford

The Downtown Stratford BIA was grateful to see some movement regarding the CEBA loans. However, after reviewing the new forgivable portion of the loans, in the announcement, the feedback from our partners, stakeholders, and members, all echoed the message that more needs to be done to lessen bankruptcies, vacancies and the subsequent increase in social issues in our community.

Tourist areas, such as Stratford, were the hardest hit by the pandemic as the stoppage of the revenue streams hit our entertainment industry and the ripple effect spilled over into restaurants, retail, and service providers. The Stratford economy was halted.

According to a 2023 report, taken from Statistics Canada's website, small businesses are major contributors to the Canadian economy. In 2022, businesses with 1 to 99 employees comprised 98.0% of all employer businesses in Canada and employed 10.7 million individuals which is almost two-thirds (63.0%) of all employees. By comparison, businesses with 100 to 500 employees, employed 3.6 million individuals (21.0% of employees) and businesses with more than 500 employees employed 2.7 million individuals (16.0% of employees) in Canada. As such, smaller businesses play an important role in employing Canadians and are a significant driver in shaping the economy.

Downtown Stratford is not made up of large corporate chains that can balance out their revenue shortfalls in a tourist area with other larger metropolitan locations that have recovered much quicker. For the most part our restaurants and shops are sole proprietorships and entrepreneurs who are fighting to keep their doors open. As the pandemic fades, elsewhere, the aftermath in tourist cities, like Stratford, hangs on. In addition Stratford businesses are facing a raft of new challenges: the cost-of-living crisis, rising prices, increased labour costs, supply disruptions, and climate events – the list goes on and on.

These new challenges and increased costs all end up raising the prices that businesses have to charge for their goods and services. This increase means both the Provincial and Federal Governments are benefiting from more tax revenue on these increased prices. The only ones not winning are the business owners as margins are shrinking with efforts to remain competitive in this difficult marketplace

DOWNTOWN STRATFORD

For the businesses that are being crushed with heavy debt and operating in an economic sector that has been hit hard, we see closures. In Stratford Downtown alone we have 15 business closures (11 of which were hospitality businesses) to date in 2023, when looking from the start of the pandemic we have had 35 closures. Currently there are 9 of our downtown businesses that have been for sale for a number of months as owners try to escape debt. As well as there have been dozens of other small business closures in the City of Stratford in 2023. These closures represent hundreds of jobs lost with well over a hundred in the last week alone.

These lost jobs cost all levels of government revenue in taxes and an increased cost in social services to help them transition into a new career. These funds would be better served to reduce unemployment in Stratford with the businesses that grow our economic infrastructure

To limit or minimize the number of vacancies and bankruptcies affecting our downtown businesses, the Downtown Stratford BIA respectfully requests businesses pursuing the announced five percent (5%) loan also qualify for forgiveness on the forgivable portions of the loan. Of importance to note many businesses do not qualify for a loan due to the current debt load that they are dealing with. Banks and even private loan companies are not lending funds to businesses in the hospitality business (restaurants, cafes, and accommodators) even with buildings and properties as collateral. These sectors are being deemed as high risk. Businesses face remortgaging or taking out high interest rate second mortgages on their homes putting their entire existence in jeopardy.

Therefore, we are calling upon the Federal Government to Extend the full CEBA program deadline by extending the forgiveness (up to \$20,000 of the maximum \$60,000) deadline for businesses to coincide with the new repayment deadline of December 31, 2026. Let our entrepreneurs have a fighting chance.

Sincerely,

Shawn Malvern

Chair of the Board of Directors DTSBIA

on behalf of the Downtown Stratford Business Improvement Area (DTSBIA)



**BY-LAW NUMBER XXX-2023
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 27, 2023.

WHEREAS subsection 5(1) of the *Municipal Act, 2001, S.O. 2001 c.25*, as amended, (*the Act*) provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS subsection 5(3) of the *Act* provides that the powers of council are to be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Stratford at this meeting be confirmed and adopted by By-law;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That the action of the Council at its meeting held on November 27, 2023, in respect of each report, motion, resolution, recommendation or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Mayor of the Council and the proper officers of the City are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required, and, except where otherwise provided, to execute all documents necessary in that behalf in accordance with the by-laws of the Council relating thereto.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 27th day of November, 2023.

Deputy Mayor – Harjinder Nijjar

Clerk – Tatiana Dafoe