



Stratford City Council
Regular Council Open Session
AGENDA

Meeting #: 4756th
Date: Tuesday, October 15, 2024
Time: 7:00 P.M.
Location: Council Chamber, City Hall
Council Present: Mayor Ritsma - Chair Presiding, Councillor Beatty, Councillor Biehn, Councillor Briscoe, Councillor Burbach, Councillor Henderson, Councillor McCabe, Councillor Nijjar, 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, Dave Bush - Director of Human Resources, Audrey Pascual - 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:

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

Councillor Hunter has provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

Respectful Workplace Policy Statement

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:**

15 - 26

Motion by

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated September 23, 2024 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 October 15, 2024, be added to the Agenda as printed.

5. Report of the Committee of the Whole In-Camera Session:**5.1 At the October 15, 2024, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:**

4.1 Confidential Report of the Chief Administrative Officer with respect to the Proposed Disposition of Land - 270 Water Street (CM-24-01) – proposed or pending acquisition or disposition of land s. 239(2)(c) and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239.(2)(k))

4.2 Confidential Report of the Chief Administrative Officer with respect to a Shared Services Agreement (CM-24-02) – advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)) and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239.(2)(k))

6. Hearings of Deputations and Presentations:

6.1 Parkinson Society Southwestern Ontario Presentation

Stephen Owen, Community Engagement Coordinator, Parkinson Society Southwestern Ontario, will be speaking to Council to provide information on work being done by the Parkinson Society Southwestern Ontario in Stratford and area.

Motion by

THAT Stephen Owen be heard.

7. Orders of the Day:

7.1 Resolution - Zone Change Application Z01-24 for 93 Trinity Street in the City of Stratford (COU24-117)

27 - 76

Following the presentation by staff, Caroline Baker, Principal of Baker Planning Group will present the application on behalf of the applicant. The following persons have then requested to speak to this matter:

- Eva Bailey, Henroy Bailey and Garvia Bailey

Motion by

THAT Caroline Baker, Eva Bailey, Henroy Bailey and Garvia Bailey be heard.

Motion by

Staff Recommendation: THAT Application Z01-24 to amend the zoning of 93 Trinity Street from a Factory District I4 Zone to a Residential Fifth Density R5(3) Special R5(3)-2 Zone with site specific regulations BE APPROVED to allow:

- a. the uses of "Cluster Townhouse Dwellings", "Stacked Townhouse Dwellings", and "Street Townhouse Dwellings" to the permitted uses, in addition to all other uses permitted in the R5 Zone.
- b. Notwithstanding Section 3, the lot lines shall be deemed as follows:
 - i. Douro Street – Front Lot Line
 - ii. Trinity Street – Exterior Side Lot Line
 - iii. King Street – Exterior Side Lot Line
- c. Notwithstanding Section 4.20.1, balconies, porches, and decks are permitted to encroach into the required front yard setback and exterior side yard setback and shall be no closer than 0

metres from the lot line of an existing building.

- d. Notwithstanding Section 4.20.1, architectural adornments including but necessarily restricted to, sills, belt courses, chimneys, cornices, eaves, gutters, parapets, and pilasters, shall be no closer than 0 metres from any lot line to an existing building.
- e. Notwithstanding Section 4.30.1, a walkway connecting to a dwelling unit shall have a maximum width of 2.0 metres.
- f. Notwithstanding Section 5.0, off-street parking shall be provided as follows:
 - i. Studio/1 Bedroom Dwelling Unit: 0.75 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - ii. 2 and 3-Bedroom Dwelling Unit: 1 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - iii. Any form of Townhouse Dwelling: 1.25 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
- g. Notwithstanding Table 5.4.4, one (1) loading space per 100 dwelling unit is required.
- h. Notwithstanding Table 6.4.5:
 - i. Maximum Density:
 - 1.45 Floor Space Ratio
 - ii. Maximum Lot Coverage: 40%
 - iii. Maximum Height: 36 metres
 - iv. Minimum Front Yard Setback:
 - Existing Buildings: 0 metres
 - New buildings: 3.0 metres
 - v. Minimum Exterior Side Yard Setback (Trinity Street):
 - Existing Buildings: 0 metres
 - New buildings: 1.5 metres
 - vi. Minimum exterior Side Yard Setback (King Street):
 - New Buildings: 3.0 metres
 - vii. Minimum setback to a property line for any building or structure with a height greater than 22 metres: 17 metres
 - viii. Minimum Rear Yard Setback:
 - Any Townhouse Dwelling: 1.5 metres
 - Apartment Building: 7.5 metres
 - i. For the purposes of the R5(3)-2 Zone, Floor Space Ratio shall mean the figure obtained when the gross floor area on a lot is

divided by the lot area. Only gross floor area that constitutes a storey shall contribute to the calculation of the Floor Space Ratio.

SUBJECT TO THE FOLLOWING CONDITIONS:

1. THAT only one building with a height greater than 22 metres be developed on the subject land and;
2. THAT the overall density and landscaped open space of the development remain consistent with what is shown on the submitted preliminary Site Plan;

THAT the approval be granted for the following reasons:

1. The request is consistent with the Provincial Policy Statement;
2. The request is in conformity with the goals, objectives, and policies of the Official Plan;
3. The zone change will facilitate the redevelopment of a vacant industrial property for residential purposes appropriate for the subject lands;
4. Inclusion and comprehensive analysis of public feedback received during the application circulation and at the public meeting has been appropriately addressed within the Planning Report;

AND THAT no further notice be required under Section 34 (17) of the Planning Act.

7.2 Resolution - Proposed Development of Surplus Municipal Properties for Affordable and Attainable Housing (COU24-123)

77 - 90

Motion by

Staff Recommendation: THAT Council directs City staff to develop a Request for Expression of Interest [REOI] process to gauge developer interest in the municipal lands at 38 Coriano Street and 161 East Gore Street;

THAT the REOI be developed to attract developers engaged in the creation of affordable and attainable units of housing on the lands in question;

THAT a report be prepared for Council's consideration following the evaluation process;

THAT the City issue an RFP to create two new affordable housing units at 246 Railway in the most efficient and economically sustainable way possible;

AND THAT the Matrix of evaluation criteria account for donated goods and in kind services.

7.3 Resolution - Winter Al Fresco Project Update (COU24-116)

91 - 103

Zac Gribble, Executive Director of Destination Stratford, to present the Destination Stratford By-law Amendment report.

Motion by

Staff Recommendation: THAT the Consumption of Liquor with Food in Designated Public Places By-law 37-2021, as amended, be further amended to:

- **Change the Permitted Spaces and Hours in section 3(b) to:**
 - **The hours that Liquor may be consumed in any Permitted Spaces are as follows:**
 - **Sunday to Thursday from 11:00 a.m. to 8:00 p.m.**
 - **Friday to Saturday from 11:00 a.m. to 9:00 p.m.**
- **Replace the Terms and Conditions for the Consumption in Permitted Spaces Section 5 to:**
 - **The consumption of Liquor in the Permitted Spaces shall only be permitted subject to the following terms and conditions:**
 - **Only Liquor purchased from City restaurants registered in the Stratford Al Fresco program shall be allowed in the Permitted Spaces;**
 - **The consumption of Liquor must be in a responsible manner and in compliance with all Applicable Laws including all City policies, by-laws, practices and procedures; and**
 - **Liquor shall not be consumed in any area situated outside of the designated Permitted Spaces.**

7.4 Resolution - Destination Stratford Board and Councillor Representative Request (COU24-115)

104 - 105

Motion by

Staff Recommendation: THAT the request to nominate a second member of Stratford City Council to the Destination Stratford Board of Directors be received;

AND THAT direction be given with respect to Option 1 or Option 2.

7.5 Resolution - Part Lot Control Exemption for Lot 3, Registered Plan 44M-91, further identified as Parts 1-13, Reference Plan 44R-6259,

106 - 110

municipally addressed as 53-55 Worsley Street (COU24-121)

Motion by

Staff Recommendation: THAT Council approve the application for part lot control exemptions for a one (1) year term from the date of this Council approval for lands legally described as Lot 3 of Registered Plan 44M-91 and more specifically as Parts 1-13 of Reference Plan 44R-6259, municipally addressed as 53-55 Worsley Street.

7.6 Resolution - Agreement Extension Benefits Consultant 2024 (COU24-111) 111 - 113

Motion by

Staff Recommendation: THAT Council authorize the extension agreement with Mosey & Mosey benefit consultants;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to execute the agreement.

7.7 Resolution - Connecting Link Program 2025-2026 for Huron Street Phase 2 (COU24-118) 114 - 118

Motion by

Staff Recommendation: THAT Council support the City's application to the Connecting Links Program 2025-2026 of \$3,000,000 for Phase 2 of the Huron Street Reconstruction project, with the remainder of the project funded from capital reserve funds committed to this project;

THAT Council authorizes proceeding with the Huron Street Reconstruction Phase 2 project, from Matilda Street to John Street, as outlined in the ten-year capital program at an estimated cost of \$6,300,000;

AND THAT the Director of Corporate Services be authorized to sign and submit the application on behalf of the City.

7.8 Resolution - Encroachment Application for 370 Ontario Street (COU24-119) 119 - 123

Motion by

Staff Recommendation: THAT the encroachment application for 370 Ontario Street to permit the existing asphalt parking space, concrete walkway, concrete pad with stairs, covered porch, gravel walkway, garden/bushes and sign to encroach onto the Ontario Street road allowance for a total encroachment area of 55.69m², be approved;

THAT the annual fee of \$414.91 adjusted yearly by the CPI, be added to

the property tax bill for 370 Ontario Street;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 370 Ontario Street.

- 7.9 Resolution - Road Widening for Consent Application B01-24, 370-396 Ontario Street (COU24-122) 124 - 127

Motion by

Staff Recommendation: THAT Council authorize the conveyance of Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 from Chancery Development Ltd. to The Corporation of the City of Stratford;

AND THAT upon conveyance of Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 to the City of Stratford, these lands be dedicated as public highway forming part of Ontario Street.

- 7.10 Resolution - Encroachment Application for 639, 649 and 663 Ontario Street (COU24-120) 128 - 132

Motion by

Staff Recommendation: THAT the encroachment application for 639, 649 and 663 Ontario Street to permit the following:

- wood porch and steps located at 639 Ontario Street (Lot 49);
- sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52); and
- enclosed porch and steps located at 663 Ontario Street (Lot 53)

to encroach onto the Ontario Street road allowance for a total encroachment area of 44.04m², be approved;

THAT the retaining wall garden where a mature tree was removed at 649 Ontario Street be removed at the sole cost of the owner;

THAT the concrete sidewalk and step off the City sidewalk at 649 Ontario Street be removed at the sole cost of the owner;

THAT the annual fee of \$133.56 adjusted yearly by the CPI, be added to the property tax bill for 639, 649, and 663 Ontario Street;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 639, 649, and 663 Ontario Street.

- 7.11 Proclamation - Ontario Public Library Week 133 - 134

The 2024 theme for Ontario Public Library Week is "Libraries for Life" focusing on the role Libraries play in supporting individual and collective

connections to the past and future of our communities, nations and civilizations.

Motion by

THAT Stratford City Council hereby proclaims October 20 to 26, 2024 as Ontario Public Library Week in the City of Stratford and encourages all residents of Stratford to show support for our local public library by visiting the library year round to utilize the wide variety of services offered.

7.12 Proclamation - Probus Month

135

Motion by

THAT Stratford City Council hereby proclaims the month of October as Probus Month in the City of Stratford to raise awareness of the Probus Club, serving as a social group for retired individuals.

7.13 Proclamation - National Disability Employment Awareness Month

Motion by

THAT Stratford City Council hereby proclaims the month of October as National Disability Employment Awareness Month in the City of Stratford to raise awareness to be a part of continuing conversation about disability inclusion in employment, in business and in our communities.

8. Business for Which Previous Notice Has Been Given:

None noted.

9. Reports of the Standing Committees:

9.1 Report of the Social Services Committee

Motion by

THAT the Report of the Social Services Committee dated October 15, 2024, be adopted as printed.

9.1.1 Annual Community Income Tax Clinic for Completion of 2023 Returns (SOC24-009)

136 - 138

THAT the City of Stratford issue a thank you to all businesses that provided their support and services during the Annual Community Income Tax Clinic.

9.1.2 Introduction to Quarterly Infographics (SOC24-010)

139 - 144

THAT the report titled, "Introduction to Quarterly Infographics"

(SOC24-010), be received for information.

9.1.3 Supported Transitional Housing Pilot Project (SOC24-011) 145 - 147

THAT the report titled, "Supported Transitional Housing Pilot Project" (SOC24-011), be received for information.

9.1.4 Updated Fixed Site Supported Housing Agreements (SOC24-008) 148 - 151

THAT The Corporation of the City of Stratford enter into an agreement with the Canadian Mental Health Association Huron-Perth Addictions and Mental Health Services for the operation of the North Perth Fixed Site Supported Housing program;

THAT The Corporation of the City of Stratford enter into an agreement with Little Lake Residential for the operation of the St. Marys Fixed Site Supported Housing program;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the agreements with the Canadian Mental Health Association Huron-Perth Addictions and Mental Health Services and Little Lake Residential on behalf of The Corporation of the City of Stratford.

9.2 Report of the Finance and Labour Relations Committee:

Motion by

THAT the Report of the Finance and Labour Relations Committee dated October 15, 2024, be adopted as printed.

9.2.1 Update of Natural Gas and Electricity Procurement (FIN24-028) 152 - 156

THAT the report titled, "Update of Natural Gas and Electricity Procurement" (FIN24-028), dated September 17, 2024, be received for information.

9.2.2 Treasurer's Statement for Development Charges and Parkland Reserve Funds 2023 (FIN24-029) 157 - 165

THAT the 2023 Treasurer's Statement for City of Stratford Development Charges Reserve Funds be received for information;

AND THAT the 2023 Treasurer's Statement for City of Stratford Parkland Dedication Reserve Fund be received for information.

- 9.2.3 Second Quarter 2024 Operating Variance Report (FIN24-027)** 166 - 171
- THAT the report titled, "Second Quarter 2024 Operating Variance Report" (FIN24-027) dated September 17, 2024, be received for information.
- 9.2.4 Stratfords of the World Advisory Committee Funding Request for the 2025 New Zealand Reunion (FIN24-030)** 172 - 174
- THAT the request from the Stratfords of the World Advisory Committee to assist members with registration costs relating to the January 2025 New Zealand Reunion, be approved;
- AND THAT Council direct the Director of Corporate Services to identify the funding source options at a future meeting.

10. Notice of Intent:

None noted.

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-law 11.1 to 11.11 be taken collectively.

Motion by

THAT By-laws 11.1 to 11.11 be read a First and Second Time.

Motion by

THAT By-laws 11.1 to 11.11 be read a Third Time and Finally Passed.

- 11.1 Benefits Agreement with Mosey and Mosey** 175 - 176
- To authorize the execution of the Benefit Consulting Services Agreement with Mosey & Mosey for a three year term with an option to renew for two additional one year periods.
- 11.2 Amend By-law 79-2024 - Conveyance for the Widening of St. Patrick Street** 177
- To amend By-law 79-2024 to reflect the owner of Part 2 on Reference Plan 44R-5971 is Legion Valet Parking.
- 11.3 Encroachment Agreement - 639, 649 and 663 Ontario Street** 178 - 179

To authorize the entering into and execution of an encroachment agreement with 6520910 Canada Corporation to permit the existing wood porch and steps located at 639 Ontario Street (Lot 49), sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52) and the enclosed porch and steps located at 663 Ontario Street (Lot 53) to encroach onto the Ontario Street municipal road allowance at 639, 649 and 663 Ontario Street.

- | | | |
|-------------|---|-----------|
| 11.4 | Encroachment Agreement - 370 Ontario Street | 180 - 181 |
| | To authorize the entering into and execution of an encroachment agreement with 6520910 Canada Corporation to permit the existing asphalt parking space, concrete walkway, concrete pad with stairs, covered porch, gravel walkway, garden/bushes and sign to encroach onto the Ontario Street municipal road allowance at 370 Ontario Street. | |
| 11.5 | Part Lot Control By-law - 53-55 Worsley Street | 182 |
| | To exempt Lot 3, Registered Plan 44M-91 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying semi-detached dwelling units to individual owners. | |
| 11.6 | Agreement - North Perth Fixed Site Supported Housing Program | 183 |
| | To authorize the execution of the Purchase of Service Agreement with CMHA Huron Perth Addiction and Mental Health Services for the North Perth Fixed Site Supported Housing Program. | |
| 11.7 | Agreement - St. Marys Fixed Site Supported Housing Program | 184 |
| | To authorize the execution of the Purchase of Service Agreement with Little Lake Residential for the St. Marys Fixed Site Supported Housing Program. | |
| 11.8 | Amend Consumption of Liquor with Food in Designated Public Places By-law 37-2021 | 185 - 186 |
| | To amend the Consumption of Liquor with Food in Designated Public Places By-law 37-2021, as amended, to change the permitted spaces and hours and the terms and conditions for the consumption in permitted spaces. | |
| 11.9 | Conveyance for the Widening of Ontario Street | 187 - 188 |
| | To accept the transfer (conveyance) from Chancery Development Ltd. of Parts 1, 2, 3, and 4 on Reference Plan 44R-6254. | |

- 11.10 Dedication of Part of Ontario Street as Public Highway** 189
- To dedicate Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 as public highway forming part of Ontario Street in the City of Stratford.
- 11.11 Zone Change Amendment Application Z01-24 - 93 Trinity Street** 190 - 193
- To amend By-law 10-2022 as amended, with respect Zoning By-law Amendment application Z01-24, 93 Trinity Street, legally described as all of Lots 501-504, 531-534, 551-558, 575-582, 599, 600, 630-632, 649-651 and 656 of Part of College Street (Closed), Registered Plan No. 47, City of Stratford.
- 12. Consent Agenda: CA-2024-159 to CA-2024-172** 194 - 210
- 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 October 28, 2024 in the Council Chamber, City Hall.
- Motion by
THAT the Council meeting adjourn to convene into Standing Committee as follows:
- **Infrastructure, Transportation and Safety Committee [7:05 p.m. or thereafter following the Regular Council meeting]**
- and to Committee of the Whole if necessary, and to reconvene into Council.**
- 15. Council Reconvene:**
- 15.1 Reading of the By-laws (reconvene):** 211
- The following By-law requires First and Second Readings and Third and Final Readings.
- By-law 11.12 Confirmatory By-law**
- To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 15, 2024.
- Motion by
THAT By-law 11.12 be read a First and Second Time.

Motion by

THAT By-law 11.12 be read a Third Time and Finally Passed.

15.2 Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by

THAT the October 15, 2024, Regular Council meeting adjourn.



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4755th
 Date: Monday, September 23, 2024
 Time: 7:00 P.M.
 Location: Council Chamber, City Hall

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

Regrets: Councillor Henderson, Councillor Sebben

Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, 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, Michael Mousley - Transit Manager, Jeff Wilson - Manager of Housing, Audrey Pascual - Deputy Clerk, Shannon Archer - Business Integration Manager, Marc Bancroft - Manager of Planning, Alex Burgess - Manager of Ontario Works, Kelly Stone - Supervisor of Housing, Alex Burnett - Planner

Also Present: Members of the Public and Media

1. Call to Order:

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

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

Respectful Workplace Policy Statement

2. Declarations of Pecuniary Interest and the General Nature Thereof:

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

Name, Item and General Nature of Pecuniary Interest

Councillor Hunter declared a pecuniary interest on Item 7.5, "Consulting Services for the O'Loane Trunk Sanitary Sewer Extension". Councillor Hunter owns land benefitting from the sewer extension.

3. Adoption of the Minutes:

R2024-375

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated September 9, 2024 be adopted as printed.

Carried

4. Adoption of the Addendum to the Agenda:

There was no addendum to the September 23, 2024, Regular Council agenda.

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

5.1 Committee of the Whole In-camera Session - September 23, 2024

The September 23rd In-camera Session was cancelled.

6. Hearings of Deputations and Presentations:

None scheduled.

7. Orders of the Day:

7.1 Resolution - Proposed Disposition and Sale of City-Owned Land – Block 37 Registered Plan 519 (Pedestrian Walkway Block - Sprung Court) (COU24-112)

The Planner provided an overview of the proposed disposition and sale of City-owned land, being a pedestrian walkway to Sprung Court. Highlights of the presentation included:

- the objective being to seek Council approval to declare as surplus and to dispose of City-owned land consisting of Block 37 Registered Plan 519;
- the block of land having served as a pedestrian walkway connection that is no longer required;
- the walkway having been proposed to be closed as part of an Official Plan and Zoning By-law Amendment for 30 Queensland Road which was approved in February 2022;
- the walkway being determined to be unsafe through consultations with residents;
- interest being received from neighbouring property owners about acquiring the land should it be deemed surplus;
- an application being received from HIP Queensland Inc. to close the land;
- the application being circulated internally with no concerns received from the departments; and
- staff recommending that the land be declared surplus and sold to abutting property owners.

A member enquired about the pedestrian connections to the new development especially going along Lorne Avenue. The Director of Infrastructure Services noted it has been identified on the priority list as it is an arterial road however it is not in a specific list at this time.

R2024-376

Motion by Councillor Beatty

Seconded by Councillor Hunter

THAT Block 37, RP 519, being a block of land originally created and recently serving as a pedestrian walkway to Sprung Court be declared surplus to the needs of The Corporation of the City of Stratford;

THAT once declared surplus, Block 37, RP 519 is to be sold to abutting property owners without requiring a valuation;

THAT all costs associated with closing the walkway, declaring the lands surplus and selling the lands to abutting property owners are to be borne by HIP Queensland Inc.;

AND THAT the City Solicitor take all steps necessary to terminate the Encroachment Agreement between the City and the Owners of Block 37, RP 519, identified as Instrument Number 297150.

Carried

7.2 Resolution - Explore the Implementation of an Indigenous Medicine Wheel on City Property (COU24-110)

R2024-377

Motion by Councillor Burbach

Seconded by Councillor Beatty

THAT the report titled, "Explore the Implementation of an Indigenous Medicine Wheel on City Property" (COU24-110), be received for information.

Carried

7.3 Resolution - Bus Wash System Replacement – Proposal Award (COU24-103)

R2024-378

Motion by Councillor Nijjar

Seconded by Councillor Briscoe

THAT the Request for Proposal (RFP-2024-26) for the supply and installation of a new transit bus wash system be awarded to Westmatic Corporation at a total cost of \$413,874.93 (including HST);

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the agreement and any related documents.

Carried

7.4 Resolution - Oakdale Avenue Multi-Use Trail Construction Tender Award (COU24-108)

R2024-379

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT the Tender (T-2024-21) for the Oakdale Avenue Multi-Use Trail Construction Contract be awarded to Ekum-Sekum Incorporated o/a Brantco Construction at a total tender price of \$301,602.65, including HST;

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

Carried

7.5 Resolution - Consulting Services for the O'Loane Trunk Sanitary Sewer Extension (COU24-109)

R2024-380

Motion by Councillor Biehn

Seconded by Councillor McCabe

THAT the proposal of MTE Consultants Inc. for Consulting Services for the O'Loane Trunk Sanitary Sewer Extension (RFP-2024-25) in the amount of \$272,992.63, including HST, be accepted;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the necessary Contract Agreement for contract RFP-2024-25.

Carried

Councillor Hunter having declared a pecuniary interest did not vote nor participate in the discussion for this item.

7.6 Resolution - Grand Trunk Renewal Community Insights, Vision and Guiding Principles (COU24-113)

The Chief Administrative Officer presented the Grand Trunk Renewal Community Insights, Vision and Guiding Principles staff report. Highlights of the presentation included:

- an overview of the recent community engagement activities held to get input on the draft guiding principles;
- the Grand Trunk Renewal Project being an opportunity to transform the current underutilized site into a community asset;
- an overview of the Ad-Hoc Grand Trunk Renewal Committee's work on the development of the guiding principles;
- an overview of the response to the community pop-up events held and the feedback from attendees;
- the results of the engagement activities with approximately 310 respondents, 200 in-person and 110 online submissions; and
- an overview of the Grand Trunk Renewal Vision and Guiding Principles.

Members of Council and the Chief Administrative Officer held a discussion regarding the following:

- the Ad-Hoc Committee's workplan for Q3 and Q4;
- the activation of the Grand Trunk Site; and
- the process for the activation of the site, with the Chief Administrative Officer noting that more information will be released regarding this matter.

R2024-381

Motion by Councillor Nijjar

Seconded by Councillor Hunter

THAT the Grand Trunk Renewal vision and guiding principles as presented in COU24-113 be adopted to guide and focus the work on the Grand Trunk Renewal.

Carried

7.7 Resolution - Parking Enforcement Services Contract Extension (COU24-114)

R2024-382

Motion by Councillor Biehn

Seconded by Councillor McCabe

THAT the contract extension with Commissionaires Great Lakes for the provision of Parking Enforcement Services for the City of Stratford, for a one-year term ending on August 31, 2025, be authorized;

AND THAT the Mayor and Clerk, or their respective designates, be authorized to execute all necessary extension documents.

Carried

7.8 Proclamation - Economic Abuse Awareness Day

R2024-383

Motion by Councillor Briscoe

Seconded by Councillor Wordofa

THAT Stratford City Council hereby proclaims November 26, 2024 as Economic Abuse Awareness Day in the City of Stratford to raise awareness of a common but overlooked form of domestic violence that limits an individual's financial autonomy, including denying access and control over resources or constraining economic freedom.

Members of Council discussed the importance of bringing awareness to this issue.

Mayor Ritsma called the question on the motion.

Carried

7.9 Proclamation - Pregnancy Infant Loss Awareness Day

R2024-384

Motion by Councillor Biehn

Seconded by Councillor Briscoe

THAT Stratford City Council hereby proclaims October 15, 2024 as "Pregnancy and Infant Loss Awareness Day" in remembrance of pregnancy loss and infant death, including, but not limited to,

miscarriage, stillbirth, medical termination, SIDS and the death of a newborn;

AND THAT Stratford City Council authorizes the flying of the Pregnancy and Infant Loss Awareness Flag on October 15, 2024 in recognition of the importance of support needed when a family experiences the trauma of pregnancy and infant loss.

A member read a letter they received from a Citizen of Stratford who was affected by pregnancy loss and their call to raise awareness about this matter. A member then shared their own experience with pregnancy loss and further commented on bringing awareness to this matter.

The Mayor called the question on the motion.

Carried

8. Business for Which Previous Notice Has Been Given:

None noted.

9. Reports of the Standing Committees:

There were no Standing Committee Reports considered.

10. Notice of Intent:

None noted.

11. Reading of the By-laws:

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

R2024-385

Motion by Councillor Biehn

Seconded by Councillor Burbach

THAT By-laws 107-2024 to 110-2024 be taken collectively.

Carried unanimously

R2024-386

Motion by Councillor Briscoe

Seconded by Councillor Burbach

THAT By-laws 107-2024 to 110-2024 be read a First and Second Time.

Carried two-thirds support

R2024-387

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT By-laws 107-2024 to 110-2024 be read a Third Time and Finally Passed.

Carried

R2024-388

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT By-law 111-2024 be read a First and Second Time.

Carried two-thirds support

Councillor Hunter having declared a pecuniary interest in relation to this matter did not vote nor participate in the discussion.

R2024-389

Motion by Councillor Biehn

Seconded by Councillor Nijjar

THAT By-law 111-2024 be read a Third Time and Finally Passed.

Carried

Councillor Hunter having declared a pecuniary interest in relation to this matter did not vote nor participate in the discussion.

11.1 Award Tender for Supply and Installation of a New Transit Bus Wash System – By-law 107-2024

To authorize the acceptance of a proposal and execution of an agreement with Westmatic Corporation for the supply and installation of a new transit bus wash system (RFP-2024-26).

11.2 Award Tender for the Oakdale Avenue Multi-Use Trail Construction – By-law 108-2024

To authorize the acceptance of a tender and execution of a contract with Ekum-Sekum Incorporated o/a Brantco Construction for the construction of the Oakdale Avenue Multi-Use Trail (T-2024-21).

11.3 Consulting Services for the O'Loane Trunk Sanitary Sewer Extension Proposal Award – By-law 111-2024

To authorize the acceptance of a proposal and execution of a contract with MTE Consultants Inc. for Consulting Services for the O'Loane Trunk Sanitary Sewer Extension (RFP-2024-25).

11.4 Amend the Delegation of Authority By-law – By-law 109-2024

To amend sections 4.2 and 4.3 of By-law 135-2017, as amended, to delegate Council's authority to the Chief Administrative Officer and the Director of Human Resources to adjust salaries in accordance with relevant policies and legislation, and to delegate Council's authority to the Chief Administrative Officer to approve termination of and execute termination of employees below the CAO or deputy CAO level.

11.5 Parking Enforcement Services Contract – By-law 110-2024

To authorize the entering into and execution of a contract with Commissionaires Great Lakes for parking enforcement services for a one year period to August 31, 2025.

12. Consent Agenda: CA-2024-151 to CA-2024-158

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

13. New Business:

13.1 National Day for Truth and Reconciliation

A member advised that the Downtown Stratford Business Improvement Area and the City of Stratford will be hosting movie screenings at City Hall on September 30th as part of the National Day for Truth and Reconciliation. There will be five short films, made by Indigenous filmmakers, shown at the screening. The event is open to everyone.

13.2 Passing of Marion Isherwood

A member recognized the passing of Marion Isherwood. Ms. Isherwood was a great member of the community and an advocate for Stratford.

13.3 Family Services Perth-Huron 50th Anniversary

The Mayor recognized Family Services Perth-Huron for their 50 year anniversary of serving the community.

14. Adjournment to Standing Committees:

The next Regular Council meeting is October 15, 2024 in the Council Chamber, City Hall.

R2024-390

Motion by Councillor Briscoe

Seconded by Councillor Burbach

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

- **Social Services Committee [7:05 p.m. or thereafter following the Regular Council meeting]; and**
- **Finance and Labour Relations Committee [7:10 p.m. or thereafter following the Regular Council meeting]**

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

Carried

15. Council Reconvene:**15.1 Declarations of Pecuniary Interest made at Standing Committees**

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

Declarations of Pecuniary Interest made at Standing Committee meetings held on September 23, 2024 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

There were no disclosures of pecuniary interest made by a member at the September 23, 2024, reconvene Regular Council meeting.

15.2 Reading of the By-laws (reconvene):

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

By-law 11.6 Confirmatory By-law – By-law 112-2024

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on September 23, 2024.

R2024-391

Motion by Councillor Biehn

Seconded by Councillor Briscoe

THAT By-law 112-2024 be read a First and Second Time.

Carried two-thirds support

R2024-392

Motion by Councillor Beatty

Seconded by Councillor Burbach

THAT By-law 112-2024 be read a Third Time and Finally Passed.

Carried

15.3 Adjournment of Council Meeting

R2024-393

Motion by Councillor Wordofa

Seconded by Councillor Briscoe

THAT the September 23, 2024 Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 7:33 P.M.

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

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

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe



MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Alexander Burnett, Planner
Report Number: COU24-117
Attachments: None

Title: Zone Change Application Z01-24 for 93 Trinity Street in the City of Stratford.

Objective: The purpose of this report is to describe the application submitted by Baker Planning Group, c/o Caroline Baker, for the lands known municipally as 93 Trinity Street.

The Zone Change application requests to rezone the property from a Factory District (I4) zone that permits a variety of industrial uses, to a Site Specific Residential Fifth Density (R5(3)-__) Zone to permit Townhouse Dwellings in addition to all other uses permitted in the R5 zone. The Zone Change application is also requesting Site specific general provisions including reduced parking rates, a maximum height of 36 metres (which would equate to 10 storeys as proposed), increased density, and reduced setbacks for the existing and proposed residential buildings.

This proposed change would facilitate the future development of the subject lands into a residential neighbourhood consisting of nine residential buildings and 361 dwelling units of various types. This is a revised submission from the original submission presented at the June 28, 2024 public meeting. Amongst the most notable revisions to what was presented at the June 28, 2024 public meeting is the removal of the property at 266 King Street from the application. A full list of revisions are as follows:

- Removal of 266 King Street from the application
- Revised preliminary Site Plan
- Reduction of 21 dwelling units (mix of apartment and townhouses units)
- Revised requested parking rates

As part of the complete Zone Change Application, the following documents were submitted:

- Planning Justification Report
- Traffic Impact and Parking Study Report

- Land Use Compatibility Assessment
- Noise Feasibility Study
- Heritage Impact Brief
- Urban Design Report
- Functional Servicing Report
- Geotechnical Report

Background: The site is located on the south side of Douro Street between Trinity Street and King Street. The subject lands are legally described as all of Lots 501-504, 531-534, 551-558, 575-582, 599, 600, 630-632, 649-651 and 656 Part of College Street (Closed), Registered Plan No. 47, City of Stratford.

The subject lands are predominantly vacant and/or under-utilized, having been used as an industrial use (furniture factory) previously.

Site Characteristics:

Characteristic Information	Details
Frontage	Approximately 169 m
Depth	Approximately 200 m
Area	Approximately 26,900 m ² (2.69 hectares)
Shape	Irregular

Official Plan Designation:

Schedule A: Industrial Area

Factory District Area

Schedule C: SPP Significant Threat Area

Schedule D: Collector (Douro Street) and Local (Trinity Street & King Street)

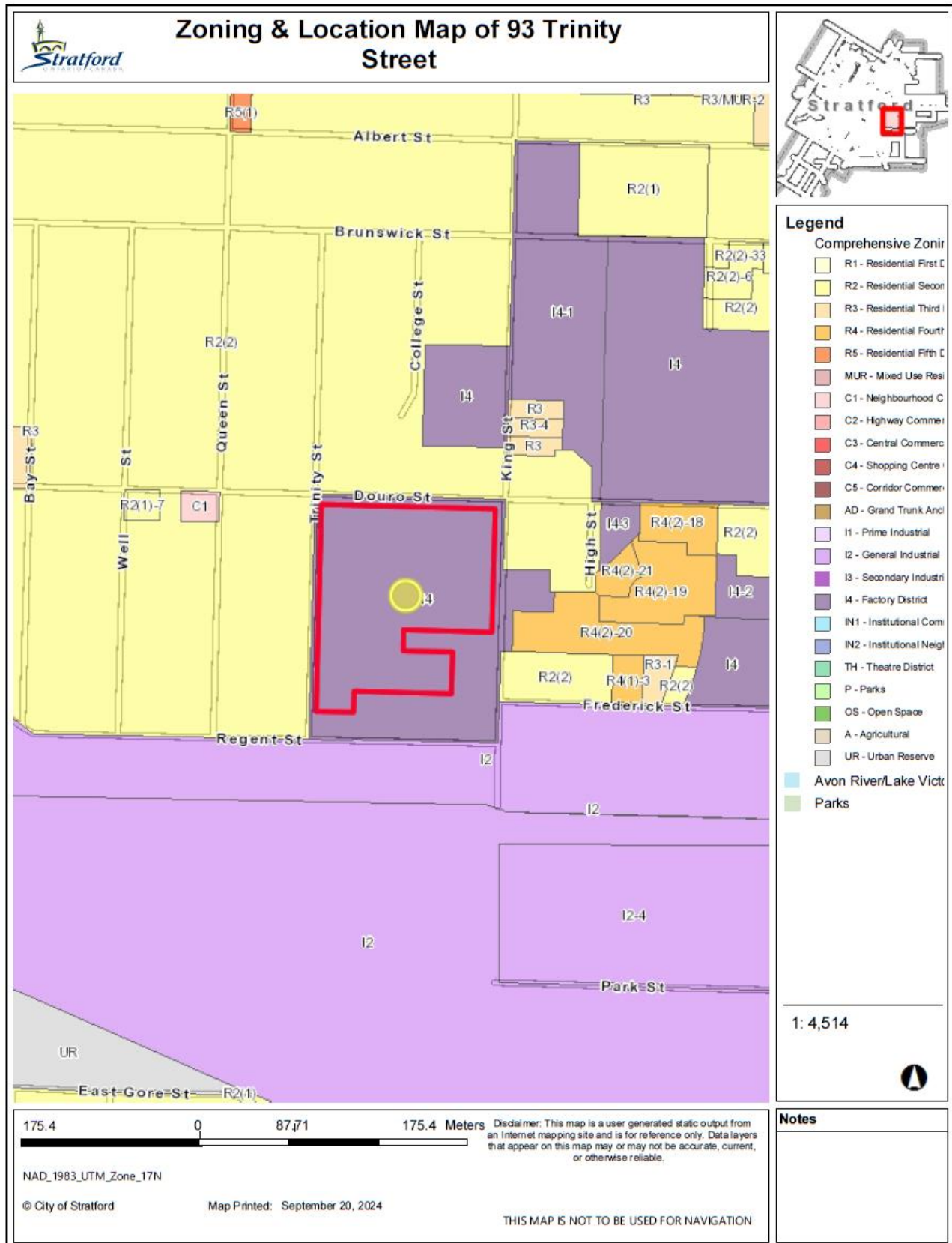
Schedule E: Heritage Area

Zoning By-law: Factory District (I4) Zone

Surrounding Land Uses:

Direction	Use
North	Residential
East	Residential, Industrial
South	Industrial
West	Residential

Location and Zoning Map:



Excerpt from Official Plan – Schedule A (Land Use):



Agency and Public Comments

Agency Comments

The application was circulated to all required agencies on April 17, 2024. The following comments have been received to date:

- City of Stratford, Building Services
 - Zoning By-law Amendment:
 - Clarification required about whether steps/stairs that provide access to the front of the building are included in the encroachment relief asked in item 3 of the attached Zone Change Amendment? Currently only noting balconies, porches and decks. Building K on the Site Plan, which is a stacked town, looks to have steps/stairs to the front entrances as noted on the renderings provided in the Planning Justification Report.
 - General Comments for the Applicant:

- This application is currently for a Proposed Zone Change, Building Division is only reviewing items relating to the Zone Change Application at this time and may have further requirements noted at time of Site Plan Application once application is submitted and reviewed.
 - Proposed distances to property lines may require additional measures under the Ontario Building Code (OBC) to be taken into consideration from the qualified designer for Spatial Separation requirements. This will be reviewed at time of Building Permit Application.
 - Any existing encroachments that are currently projecting over property lines will require encroachment agreements to be obtained.
- City of Stratford, Infrastructure Services Department – Engineering Division
 - Engineering does not object to the zone change provided that the development can be serviced as outlined in the Functional Servicing Report.
- Upper Thames River Conservation Authority
 - No objections or requirements for this application.
- CN Rail (Staff note that CN’s comments herein, received by the City May 9, 2024, pertain to the previously submitted Formal Consultation process for this proposal. As of the date of finalizing this report CN has not yet provided comments on the subject Zone Change Application, however the below comments capture CN’s concerns with this proposal.)
 - The Freight Rail Yard is a Class III facility per the D-series guidelines.
 - The 2020 PPS, per policy 1.2.6.1 and 1.2.6.2 of the PPS requires that a needs and alternatives test be completed in addition to assessing impacts from the industry and impacts on sensitive uses. This assessment was not provided as part of the land use compatibility review.
 - The FCM-RAC Guidelines note that sensitive uses should be prohibited 300 m away from the property line of the freight rail yard. This is consistent with the D-series Guidelines.
 - Table 4.5 – Facilities within the Minimum Separation Distance lists CN Rail as 117 metres from the site. Measuring property line to property line, the distance is approximately 37 metres. The D-series guidelines are based on potential impacts measured at the property line unless controlled by zoning. As zoning does not apply to CN Rail operations, confirmation is required regarding what assumptions were used for the 117-metre measurement.
 - Was an Air Quality and odour study conducted? Table 4.6 notes air and dust analysis only, based on desktop observations, curbside observations and “experience with similar entities.” While CN Rail’s main focus is on impacts from noise and vibration, adverse effects from odour are a land use planning consideration for the applicant.

- Should the development satisfy the concerns noted above a Development Agreement securing any required noise, vibration and air quality mitigation will be required to be executed prior to approval (i.e. prior to the zoning by-law being adopted/enacted by Council).
- Should the development satisfy the concerns noted above an Easement Agreement with respect to emissions from CN Rail will be required to be executed prior to approval (i.e. prior to the zoning by-law being adopted/enacted by Council).

Any agency comments received after the finalization of this report will be provided to Council.

Analysis:

Provincial Policy Statement

The 2020 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest and is set out in three main areas: Building Strong Communities, Wise Use and Management of Resources, and Protecting Public Health and Safety. All planning decisions within the Province of Ontario are required to be consistent with the Provincial Policy Statement, 2020 (PPS). Section 1 of the PPS directs focus on the importance of building strong healthy communities. Section 3 of the PPS provides direction on the wise use and management of resources.

Employment Areas

The PPS guides the protection and preservation of employment areas for current and future uses. Included in this direction are policies for the conversion of lands within employment areas to non-employment uses. Section 1.3.2.5 of the PPS sets forth criteria for the conversion of existing employment areas to non-employment uses beyond a comprehensive review. As per Section 4.91 of the City's Official Plan, lands within the Factory District Area will be encouraged to convert to residential uses, provided that the buildings are no longer required or in demand for industrial purposes and that the proposed residential uses do not conflict with the remaining industrial uses in the area. As the existing building is vacant and not planned for any future industrial use, and planned infrastructure and public services are available to accommodate the proposed residential use, the proposal meets the employment area policies of the PPS.

Resilient Development and Land Use Patterns

The PPS provides direction on managing change and promoting efficient land uses and development patterns. Healthy, liveable, and safe communities are sustained by efficient land use patterns and development that sustain the financial well-being of the province and municipalities as well as the promotion of the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns and standards to minimize land consumption.

The proposal can be considered efficient development as it is an adaptive re-use of an existing, vacant building and site. The proposed residential use will contribute to the sustained financial well-being of the municipality and redevelopment of the neighbourhood. Additionally, the policy direction indicates that developments are to ensure the necessary infrastructure and public service facilities are, or could be, made available to meet the current and projected needs of the proposed development. The subject lands are located along Douro Street between Trinity and King Street, which are in proximity of the Downtown Core and offer full municipal services.

Settlement Areas

The PPS states that settlement areas are to be the focus of growth and development. The City of Stratford is identified as a settlement area under the PPS. The proposal is to re-purpose an existing vacant building and site located in proximity to the downtown core and has access to municipal services.

Land Use Compatibility

The PPS directs developments to avoid potential adverse effects from odour, noise and other contaminants on the surrounding neighbourhood. Although the subject lands are currently zoned and designated for industrial purposes as applicable to the previous furniture factory on this site, the proposed re-development of this site entails a conversion to residential purposes. In response to these requirements, the applicant submitted as part of their application a Noise Feasibility Study and a Land Use Compatibility Study.

The Land Use Compatibility Study assessed all facilities within 1,000 metres of the proposed development for potential air, dust, and odour emissions and concluded that *the off-site commercial/industrial facilities within the study area are likely to have minimal impact on the proposed development*. However, it did acknowledge that noise emissions may be experienced as a result of surrounding properties, and that these concerns are to be addressed in more detail in the Noise Feasibility Study.

The Noise Feasibility Study determined several recommendations for the proposed development, including warning clauses, installation of central air conditioning, and acoustic barriers, to mitigate the noise impacts of surrounding industrial uses. However, it is noted that the worst-case noise scenario resulting from the nearby CN rail shunting yard, *exceeds applicable noise limits for the proposed development. Mitigation measures were considered but ultimately determined to be infeasible and/or have limited efficacy*.

Planning Staff acknowledge that the noise emissions from the nearby CN rail shunting yard will be noticeable by any future residential use on the subject lands. However, it is also recognized that the City's Official Plan supports the transition of this area from industrial to residential use, contingent upon ensuring that this transition does not adversely affect the remaining industrial activities in the vicinity. No noise complaints have been received by the City from residential properties in the area regarding the CN

rail shunting yard, and if this proposal is supported, warning clauses are recommended to be imposed as part of the Site Plan agreement process (registered on title and stated to be included in any rental/lease/condominium documents for future tenants). Please note that CN's comments regarding the zone change application are addressed later in this report.

Furthermore, no land use compatibility impacts are expected on other neighbouring industrial uses as a result of the proposed residential development, in accordance with the PPS. As a result, Planning Staff are of the opinion that subject to appropriate measures being implemented to mitigate any nuisance impacts effectively, that the proposed application will not result in adverse land compatibility concerns for existing properties and potential future residents.

Long Term Economic Prosperity

The PPS promotes the long-term economic viability of communities by encouraging optimized land development, community investment, and sustainable tourism. The re-purposing of the vacant building and site in proximity of the Downtown Core for residential use will positively impact the long-term economic viability of the City.

Cultural Heritage

The PPS directs municipalities to conserve significant built heritage resources. The subject property is not located within the City's Heritage Conservation District (HCD) and is not designated as a Part IV designated property under the Ontario Heritage Act. However, the proposal includes the adaptive re-use of the existing vacant building in the effort to conserve the heritage attributes of the property and neighbourhood.

As such, the application to re-zone 93 Trinity Street is consistent with the Provincial Policy Statement.

City of Stratford Official Plan

The subject lands are designated "Industrial Area" in the City of Stratford's Official Plan and further identified as being within the "Factory District Area" special policy area and "Heritage Area" on Schedule "E".

Goals and objectives of the Industrial Area Designation include the continued development of manufacturing and industrial services, efficient use of the City's infrastructure, and protection of employment areas. As the zone change application proposes to develop the subject lands for residential purposes rather than manufacturing and industrial services, it does not conform to the goals and objectives of the Industrial Area Designation.

However, as the subject lands are within the Factory District Area, in addition to the Goals and Objectives of the Industrial Area Designation, the proposal is subject to the policies of Section 4.9 of the Official Plan. The Factory District Area policies of the Official Plan encourage the conversion of former industrial sites into alternative uses,

including residential purposes, provided that the buildings are no longer required or in demand for industrial purposes and that the proposed residential uses do not conflict with the remaining industrial uses in the area. Further, the conversion of lands within the Factory District Area to residential use does not require a comprehensive review in accordance with Section 3.2.4 of the Official Plan.

Lands within the Factory District Area have been steadily converting to alternative uses, as the demand for residential spaces has outgrown the demand for industrial development opportunities. Production at the former furniture factory on the subject lands decreased over the course of several decades and the existing buildings were left vacant as production shifted to other locations. The ultimate sale of the property in 2023 to a non-industry purchaser further demonstrates that the property is no longer in demand for industrial use and that residential redevelopment should be encouraged to repurpose the property and promote growth. Additionally, it is not anticipated that the proposed conversion to residential use will conflict with the remaining Factory District Area Industrial uses as the abutting industrial uses are all low-impact industrial uses. As such, Staff is of the opinion that the conversion to residential use will conform to the Industrial Area and Factory District Area policies of the Official Plan.

Heritage Area

These lands are subject to the Heritage Area policies of the Official Plan, which ensure that where infill is proposed in heritage areas or corridors, the inherent heritage qualities of the area or corridor are retained, restored, or enhanced. The applicant is proposing to repurpose the existing vacant buildings on the subject lands into residential uses, while retaining the heritage attributes of the buildings and character of the neighbourhood. Though the existing buildings do not have Official Heritage Designation status, the preservation of the property will maintain the continuous heritage frontage along Douro and Trinity Street and meets the Heritage goals of the Official Plan.

City of Stratford Zoning By-law

The subject lands are zoned Factory District (I4) Zone. The zone change application requests to amend sections 4.20.1, 4.30.1, 5.1, 6.2, and 6.4.5 of the City's Zoning By-law, which include Permitted Yard Encroachments, Minimum Parking Space Requirements, Permitted Uses in Residential Zones, and Regulations in the Residential Fifth Density (R5) Zone. The request is to change the Factory District (I4) Zoning to a site-specific Residential Fifth Density (R5(3)-__) Zoning and add the following:

- To add the uses of "Cluster Townhouse Dwellings", "Stacked Townhouse Dwellings", and "Street Townhouse Dwellings" to the permitted uses, in addition to all other uses permitted in the R5 Zone.
- Notwithstanding Section 3, the lot lines shall be deemed as follows:
 - a) Douro Street – Front Lot Line
 - b) Trinity Street – Exterior Side Lot Line
 - c) King Street – Exterior Side Lot Line

- Notwithstanding Section 4.20.1, balconies, porches, and decks are permitted to encroach into the required front yard setback and exterior side yard setback and shall be no closer than 0 metres from the lot line of an existing building.
- Notwithstanding Section 4.20.1, architectural adornments including but not necessarily restricted to, sills, belt courses, chimneys, cornices, eaves, gutters, parapets, and pilasters, shall be no closer than 0 metres from any lot line to an existing building.
- Notwithstanding Section 4.30.1, a walkway connecting to a dwelling unit shall have a maximum width of 2.0 metres.
- Notwithstanding Section 5.0, off-street parking shall be provided as follows:
 - a) Studio/1 Bedroom Dwelling Unit: 0.75 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - b) 2 and 3-Bedroom Dwelling Unit: 1 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - c) Any form of Townhouse Dwelling: 1.25 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
- Notwithstanding Table 5.4.4, one (1) loading space per 100 dwelling unit is required.
- Notwithstanding Table 6.4.5:
 - a) Maximum Density: 1.45 Floor Space Ratio
 - b) Maximum Lot Coverage: 40%
 - c) Maximum Height: 36 metres
 - d) Minimum Front Yard Setback:
 - i) Existing Buildings: 0 metres
 - ii) New buildings: 3.0 metres
 - e) Minimum Exterior Side Yard Setback (Trinity Street):
 - i) Existing Buildings: 0 metres
 - ii) New buildings: 1.5 metres
 - f) Minimum exterior Side Yard Setback (King Street):
 - i) New Buildings: 3.0 metres
 - g) Minimum setback to a property line for any building or structure with a height greater than 22 metres: 17 metres
 - h) Minimum Rear Yard Setback:
 - i) Any Townhouse Dwelling: 1.5 metres
 - ii) Apartment Building: 7.5 metres
- For the purposes of the R5(3)-___ Zone, Floor Space Ratio shall mean the figure obtained when the gross floor area on a lot is divided by the lot area. Only gross floor area that constitutes a storey shall contribute to the calculation of the Floor Space Ratio.

Permitted Uses

The applicant is requesting to rezone the subject lands from a Factory District (I4) Zone to a Site Specific Residential Fifth Density (R5(3)-2) Zone. As part of this Zone Change request, the permitted uses on the property would be changed, from a variety of factory industrial uses to residential use. The permitted uses of the R5 zone include

apartment buildings, as shown on the proposed Site Plan. The proposed development consists of seven apartment buildings, containing a total of 343 dwelling units. As part of the submitted zone change application, a Record of Site Condition was received, which confirmed that the subject lands are uncontaminated and safe for residential use. Additionally, the applicant is requesting site-specific provisions to permit the use of townhouse dwellings within the R5 zoning. Townhouse dwellings are currently only permitted in the Residential Fourth Density Zone R4 Zone, the intent of which is to categorize these dwelling types as separate from lower density residential uses.

However, the City's Zoning By-law does not take into consideration residential developments of this scale, where a mix of apartment and townhouse dwellings are proposed on the same parcel of land. Planning staff are supportive of residential development that includes a mix of dwelling types, as it can provide a range of housing opportunities and densities within a community. As such, Staff support the request to rezone the subject lands to R5 to permit the use of apartment buildings and townhouse dwellings on the site.

Height

The existing vacant buildings on the subject lands have an approximate height of 16 metres, and three of the proposed new apartment buildings have a range of heights between 14-18 metres. The Residential Fifth Density R5(3) zone permits a maximum height of 22.0 metres, and as such, the existing and all but one of the proposed buildings comply with the proposed R5(3) zoning. However, the proposal also requests to increase the maximum height for the Residential Fifth Density (R5) Zone to 36 metres, to facilitate the development of a 10-storey apartment building. The current Factory District (I4) Zoning permits a maximum height of 30 metres (approximately 8-storeys). This maximum height increase is an increase of 14 metres from the current provisions of the R5(3) zone and an increase of 6 metres from what is currently permitted. Staff acknowledge that this is a significant height increase from the current Residential Fifth Density Zone provisions and significant height for a building in Stratford overall. However, Planning Staff are supportive of increased building height in residential developments where land use compatibility concerns are addressed, as it is an efficient way to utilize land within a built-up area (as opposed to expanding into agricultural areas, as an example), provide additional housing stock, and meet provincial intensification targets. Increased building heights also provide the opportunity for additional landscaped open space and site amenities, such as underground parking.

The proposed 10-storey building is positioned centrally towards the southern end of the subject lands so that it is visually screened from Douro Street by the existing vacant buildings, and setback from all property lines by a minimum of 17 metres, limiting negative impacts on neighbouring lands with respect to privacy, overlook, and shadowing. Planning Staff are of the opinion that the requested height increase will be compatible with the proposed buildings on the subject lands and the overall neighbourhood, subject to the condition that only one building on the subject lands is

greater than 22 metres in height, and that the location of the building is consistent with the submitted Site Plan.

Parking

The applicant is proposing to develop 361 dwelling units on the subject lands, consisting of a combination studio, 1–3-bedroom apartments, and townhouse dwellings. Based on the current minimum parking requirements in the City’s Zoning By-law, the proposed development will require 456 parking spaces. The applicant is requesting reduced parking requirements for each type of dwelling, for a total of 371 parking spaces on the site. This is relief of 85 parking spaces. The requested parking rates for each dwelling type are outlined below compared to existing zoning requirements:

Table 1: Requested Parking Rates compared to existing Zoning By-law provisions

Unit Type	Parking Rate in Zoning By-law (10-2022)	Z01-24 Requested Parking Rate
Studio/1 Bedroom Apartment	1 parking space per unit	0.75 parking spaces per unit
2- & 3-Bedroom Apartment	1 parking space per unit	1 parking space per unit
Townhouse Dwelling	1.5 or 2 parking spaces per unit	1.25 parking spaces per unit
Visitor Parking	0.25 parking spaces per unit	0.14 parking spaces per unit.

Please note that the City of Stratford’s Zoning By-law requires 1 parking space per unit for apartment dwellings, regardless of the number of bedrooms per unit. The required number of parking spaces differs for different types of townhouse dwelling (ex: back-to-back townhouses vs street townhouses).

Based on these parking rates, 320 designated spots are to be provided, alongside 51 visitor spaces. The spaces will be located on the subject lands through a combination of surface and underground parking.

As part of the zone change application, a Traffic Impact and Parking Justification Study was submitted in support of the reduced on-site parking request. Based on feedback from the public meeting and site revisions, an updated Parking Justification Study was received as part of the revised application. The Parking Justification Study supports the reduced parking rates through a comparison of parking utilization rates for other apartment dwellings in Stratford, as well as an analysis of non-automotive connection opportunities within or near the proposed development. The subject lands are within walking distance to the Downtown Core, Stratford’s Transit Terminal, and the commercial lands surrounding Stratford’s shopping mall. Additionally, the property is along two transit routes within the City (Route 2 and Route 6), and carshare spaces are proposed on-site as well.

Based on feedback from the public meeting, Planning Staff procured a peer-review from a 3rd party firm, "Paradigm Transportation Solutions Limited", of the updated submitted Parking Justification Study to assess if the requested parking rates are appropriate for the proposed development. The conclusions from the peer-review are:

- *The Site Plan has been revised to include an additional nine apartment units and 30 fewer townhouse units. The proposed total of 361 units is 21 units less than the originally proposed 82 units.*
- *The Site Plan has been revised to accommodate 371 parking spaces, 22 less than reported by the consultant in January 2024. The overall parking supply rate remains the same at 1.03 spaces per unit. The total parking supply allocation has been revised from 0.96 spaces per apartment unit to 1.00 space per unit, and from 1.50 spaces per townhouse unit, to 1.44 spaces per unit. Most notably, the apartment visitor parking supply has been increased from 0.04 spaces per unit to 0.14 spaces per unit. The proposed visitor parking rate now falls into an acceptable range for the proposed residential use and site location within Stratford.*
- *The updated parking supply rates fall within ranges identified in the ITE Parking Generation Manual and exceed the peak parking demand observed by the consultant in a survey of an apartment site in a suburban area of Stratford (59 Campbell Court).*
- *The proposed development is reported to include a bike parking supply that would exceed the Zoning By-law requirement and two carshare spaces. We conclude that both measures should reduce auto dependency and contribute to lower automobile parking demands.*

Overall, the technical review response and updated Site Plan addresses the concerns expressed by Paradigm in our July 2024 technical review. The now proposed resident and visitor parking supply is consistent with the observed parking demand in Stratford and similar municipalities, and within industry guidelines. In consideration of the subject site's proximity to the downtown area, the service provided by multiple transit routes, and with the future implementation of the updated TDM plan provided in the latest report, the proposed parking supply would be expected to accommodate the forecast demand.

As a result of the revised parking rates, the site's proximity to the Downtown Core and surrounding commercial areas, non-automotive connection opportunities, and the conclusions of the peer-review study, Planning Staff are in support of the requested parking reductions. In essence, the proposed parking reductions are considered appropriate given the above-noted factors.

Yard Setbacks

The Zone Change application is requesting various site-specific provisions to reduce yard setbacks on the site. For the existing buildings on the site, the applicant is requesting a 0-metre front yard and exterior side yard setback. This reduction will allow the developers to redevelop the existing vacant buildings for residential use, rather than demolish the buildings and build anew. Planning Staff are not aware of any concerns caused by the reduced building setbacks that have existed since the factory buildings were first constructed on the site. Additionally, the application is requesting reduced front and exterior side yard setbacks for the new proposed buildings. These setbacks are intended to maintain consistency with the existing buildings and enhance the streetscape along Douro, Trinity, and King Street. Reduced setbacks also provide greater opportunity for amenity areas and parking onsite. It is not anticipated that any privacy or safety concerns will occur due to the reduced setbacks and as such, Planning Staff support this request.

Lot Coverage

The application is requesting an increased maximum lot coverage of 40% as opposed to the required maximum of 30% for R5(3) zones. Lot coverage maximums are intended to prevent stormwater management concerns, low-density sprawling development, and minimized landscaped open space. Planning Staff are of the opinion that, given the nature of the development (increased density) and that the proposed Site Plan exceeds the landscaped open space requirement of the Zoning By-law, no lot coverage concerns are expected. Stormwater Management concerns will be addressed as part of the Site Plan process to satisfy City criteria.

Density

The zone change application is proposing to use a different approach to calculating density than what is currently used in the City's Zoning By-law. The City's Zoning By-law measures density by units per net hectare whereas the applicant is proposing to use "Floor Space Ratio" alternatively. A definition for "Floor Space Ratio" is included in the draft by-law but can be summarized as follows: "a method of measuring density that determines the amount of total floor area that can be developed on a property based on the size of the property". Essentially, the unit per net hectare approach measures density by the number of units on the lot versus the "Floor Space Ratio" approach which measures density by the amount of floor area developed. Using a "Floor Space Ratio" approach incentivizes a greater number of dwelling units on a lot whereas a "Units Per Net Hectare" approach incentivizes increased floor area of each unit. Based on the submitted Site Plan, the applicant is in favour of using the "Floor Space Ratio" approach to calculating density, as it provides greater opportunity for smaller, more affordable dwelling units. The proposed "Floor Space Ratio" of the submitted Site Plan is 1.45. This translates approximately to 134 units per net hectare, a difference of 34 units per net hectare from the maximum requirement in the R5(3) zone. Planning Staff do not have concerns with utilizing a "Floor Space Ratio" approach to calculating density, understanding that it provides the applicant with greater flexibility to develop dwelling units of varying sizes. However, Staff are of the opinion that density calculation

should remain consistent across the City, and as such believe that both approaches should be evaluated until such time that "Floor Space Ratio" is ever adopted municipally wide. Staff are aware that the proposed density is greater than what is currently permitted, and that the proposal is a significant increase from the low-density industrial development that exists on the site. However, staff are supportive of increased densities where compatible, and recognize that the development of the vacant site is a rare opportunity to promote growth in close proximity to the City's Downtown. Staff are encouraged by the proposed development's landscaped open space exceeding the requirements of the City's Zoning By-law and that sufficient parking will be provided on-site. Though the proposed density of the subject lands exceeds what is currently permitted, the low-density of the surrounding industrial area offsets the overall density of the total neighbourhood. As such, staff are in support of the requested density increase, on the condition that the density calculations and landscaped open space remain consistent with what is shown on the submitted Site Plan.

Additional Regulations

The applicant has also requested a few minor requests as part of the Zone Change application. The applicant is requesting a 0-metre setback for balconies, porches, and decks as well as architectural adornments including but necessarily restricted to, sills, belt courses, chimneys, cornices, eaves, gutters, parapets, and pilasters on the existing vacant buildings. This request is a result of the existing buildings being located on the existing property lines. Staff have no concerns with this request as these amenity areas and architectural adornments will enhance the streetscape and no concerns to public safety are anticipated. Any amenity area or architectural adornment that encroaches beyond the property line onto City property will require the applicant to enter into an encroachment agreement. The application also requests a maximum walkway width of 2.0 metres leading to a dwelling. Staff support this request as it will result in improved pedestrian walkability on the site and any stormwater management concerns will be addressed during the Site Plan process. Lastly, the application is requesting a reduction for the amount of loading spaces required on site. The Zoning By-law would require 6 loading spaces to be provided whereas the applicant is requesting to provide 4 loading spaces. Planning Staff have no concerns with this request as the intent is to limit the amount of truck traffic in the neighbourhood and are of the opinion that 4 parking loading spaces will be sufficient for the proposed development.

Public and Agency Concerns

The following concerns were raised as part of the application's circulation and public meeting process:

Affordability

Members of Council and the public expressed interest in whether any of the proposed dwelling units will be classified as "affordable". The applicant has confirmed that the development will consist of both condominium and rental units and has committed to providing a minimum of 10% of the proposed development as affordable housing and is currently in the stages of entering into an agreement with the Canadian Mortgage and

Housing Corporation (CMHC). These units would be located throughout the development and consist of various unit types. The CMHC's definition of affordable is units that cost less than 30% of a household's before-tax income. Questions were also raised about whether 10% of all units on site being deemed affordable is the best the applicant can provide. Ultimately, Planning Staff are unaware of the financial implications for the development to provide additional affordable units but recognize that the 10% commitment for a development of this size is one of the largest affordable housing commitments ever in Stratford. It was also requested from members of the public that the commitment to providing affordable housing be included as a condition of any approval. Though Planning Staff are supportive of the applicant's commitment to providing affordable units, changes to the *Planning Act* limit the City's ability to provide bonusing provisions. As a result, the affordable housing commitment cannot be made a condition of approval for the subject application.

Accessibility

Members of Council raised the question of whether any of the proposed dwelling units will be considered "accessible". Planning Staff can confirm all of the proposed units will meet the accessibility requirements of the Ontario Building Code and the *Accessibility for Ontarians with Disabilities Act*. Please note that the proposed apartment buildings and townhouse dwellings have different accessibility requirements. Planning Staff can also confirm that the overall subject property will meet the accessibility requirements of the Building Code, as part of any future Site Plan Agreement.

Stormwater Management

Concerns were raised by members of the public about frequent flooding on the subject lands onto abutting streets. Questions were also asked about the grading of the property and if it would change. Stormwater Management is an integral part of the City's Site Plan approval process, as is the grading of the site. Any stormwater management or grading concerns will be addressed during this time, through criteria enforced by the City's Engineering Division, to ensure amongst other matters, no unacceptable adverse impacts on neighbouring lands.

Applicant Public Consultation

Members of Council and the public expressed interest in the public consultation process undertaken by the applicant ahead of the Zone Change application public meeting.

The following public consultation stages were provided by the applicant:

- Stage 1 – Neighborhood interviews: In February 2023, door-to-door interviews were completed with 45 residents along Trinity, Regent, King, and Douro Street.
- Stage 1 – Stakeholder Interviews: In February 2023, interviews were undertaken with several community heritage stakeholders.
- Stage 2 – Neighbourhood interviews: In September 2023, another door-to-door interview process was completed, engaging 223 properties within a 120 metres radius of the subject lands.

- Stage 2 – Public Open House: On September 21, 2023, a public open house was hosted on the subject lands for residents and community stakeholders.

Building Height

The most common and mixed responses expressed by members of Council and the public were to the applicant's request to permit a maximum height of 36 metres, which equates approximately to 10 storeys. Responses received included both support of the application building upward rather than onto farmland (as an example) and criticism that 10 storeys is too high for Stratford. Concerns included shadowing and privacy impacts, reduced property values, and the impact on neighbourhood character. Planning Staff recognize that the requested height is new for Stratford but also that the subject property is positioned in the City's Official Plan as an area prime for redevelopment. Increasing building height is an effective way to reduce urban sprawl into regional agricultural lands, while meeting intensification targets to help address the province's housing shortage. The proposed 10-storey building will be visually screened from Douro Street and setback from all property lines by a minimum of 17 metres, with the intent of limiting shadowing and privacy impacts on the neighbourhood. Planning Staff are of the opinion that the proposed apartment building will be compatible with the existing buildings on the site and fit in within the overall character of the neighbourhood, contributing to the residential sense of place that exists within the community. It has also been shown that new apartment developments do not reduce neighbouring property values and in most cases, can actually raise them.

Environmental Impact

Members of the public raised concerns about the environmental impact of the proposed development, including the greenhouse gases required to construct and maintain the development and the redevelopment impact on climate change. Members of the public also expressed their support of the adaptive reuse of the vacant buildings, which reduces overall impact of the development on the environment. Requests were made for the development to be designed to withstand hurricanes and well as to accommodate geothermal and solar power to heat the development rather than natural gas. Planning Staff understand the environmental impacts of climate change and agree that thoughtful design should be incorporated into all development within the City to reduce greenhouse gas emissions. However, Planning Staff also acknowledge that the subject application is an adaptive reuse and intensification of a century-old industrial property, within walking distance to the City's Downtown Core and commercial areas. Automobile alternative transportation is significantly prioritized as part of the subject application, promoting reduced individual environmental impacts. Requiring the development be heated entirely through geothermal and solar power will raise the cost of the development significantly, and result in reduced affordable and overall units developed. Regarding hurricane proofing, subject to any construction, the applicant's will be required to meet all requirements of the Ontario Building Code. Additionally, it was raised during the public meeting that the City's Official Plan shows a petroleum well on the subject lands. Through discussions with the applicant and the Ministry of Natural Resources and Forestry, it has been determined that the City's Official Plan is incorrect

and that the petroleum well shown is located north of the subject lands. The City's Official Plan will be updated accordingly as part of the ongoing Official Plan review.

Site Servicing & Infrastructure

Concerns were raised by members of the public about the process to service the proposed development and how it would be paid for. As part of the initial zone change application, a Functional Servicing Report was received and reviewed. The City's Engineering Division has determined that it has no concerns with the zone change application, provided that the development can be serviced as outlined in the Functional Servicing Report. The report concludes that the proposed development can be adequately serviced through a combination of existing municipal infrastructure and the lowering of the Trinity Street Trunk Storm Sewer from Douro Street. Any costs associated with the servicing of the proposed development will be borne by the applicant. At this time, there are no plans to widen Trinity or King Street. As part of any future Site Plan process, a road widening land dedication will be taken on Douro Street up to the existing building.

Density

Members of the public expressed their concerns about the proposed development's request for increased density, stating that the proposed development will result in intensification too great for the neighbourhood. Planning Staff acknowledge that the proposed density is significantly greater than the surrounding neighbourhood, however, are supportive of increased densities where proposed growth is compatible. The subject lands are in a favourable location for intensification and the submitted Traffic Impact Brief concludes that the surrounding road network will operate within acceptable levels of service. Additionally, the proposed development is providing sufficient parking on-site and exceeding the City's landscaped open space requirements. As a result, Planning Staff have determined that the subject lands are a compatible area for the density proposed.

Notice of Application

Concerns were raised by members of the public regarding the public notice procedure for the public meeting held on June 28. Specifically, the inclusion of a rendering of the potential redevelopment of the existing Krug building on the Notice of Application sign posted on the site and on Engage Stratford, rather than a rendering of the proposed 10-storey building. The image used on the public notice sign and on the Engage Stratford website was provided to the City by the applicant and showcases one of the prominent aspects of the proposed application, being the preservation and conservation of the existing factory building into apartments. Furthermore, the noted image was a rendering of the entrance of the existing Krug building, facing Trinity Street. The proposed 10-storey building, as per submitted Site Plan concept, will not be located behind the existing building from this view but rather to the south (towards the rail yard) and as such, was not viewable in the displayed image. Planning Staff acknowledge that a rendering of the proposed 10-storey building could have been used in its place, but as that design is more conceptual at this stage, determined that the

existing building was more recognizable to members of the public. The applicant's request for a height of 36 metres was included on all notices available to the public. Questions were also raised about the 120-metre radius of the circulation of the notice and if another public meeting would be conducted. The 120-metre radius is set out in the requirements of the *Planning Act* for all Zone Change notices. Though the City of Stratford has the opportunity to expand the notice radius, the City of Stratford follows the specific and detailed direction and requirements of the *Planning Act* in its processing of planning applications. Further, the decision to not schedule another public meeting was also to remain consistent with past applications. Additionally, as the revised application has not changed significantly from the first submission, Planning Staff have determined another public meeting to be unnecessary.

CN Rail

As part of the required Formal Consultation application and public meeting process, CN Rail expressed several concerns and requirements for the subject application. These concerns were received on May 9, 2024, in response to a Formal Consultation submission by the applicant sent to CN on February 26, 2024. As a result of not receiving a response within the expected comment timeline, it was determined that the requested Noise, and Land compatibility reports submitted by the applicant were satisfactory to CN. A subsequent zone change application was then received, and the public meeting scheduled accordingly. Once CN comments were received on May 9, they were forwarded to the applicant, who on May 18, 2024, responded to CN's concerns. The applicant's response to CN was sent to them on May 24, 2024, in advance of the public meeting. CN's original comments were included in the Public Meeting Report, given the tight comment timeline ahead of the public meeting, with the intent that their response would be included and further addressed in this Planning Recommendation Report. However, as of the writing of this report, no response from CN has been received. Given the length of time that has passed since CN's last comments, Planning Staff have concluded that CN is satisfied with the measures proposed to be taken by the applicant in response to CN's initial concerns. Planning Staff are of the opinion that any additional concerns raised by CN can be addressed as part of any future Site Plan Agreement.

Short-term Rentals

Members of the public raised concerns about the proposed dwelling units being used for short-term rentals or investment properties as opposed to long-term housing. Planning cannot limit the use of the proposed dwelling units as investment properties, as is the right of any property owner in Stratford. However, as per Table 4.3.2 of the City's Zoning By-law, short-term rentals/bed and breakfast establishments are not permitted in apartment buildings. As such, 343 of the total 362 proposed dwelling units on the site will only be permitted to be used for long-term housing. The remaining 18 townhouse dwelling units are permitted to be used as short-term rentals, in accordance with the City's Zoning and Licensing By-law, as are all other townhouse dwellings in the City.

Parking

Members of Council and the public expressed concerns about the number of parking spaces provided on site. Though the number of parking spaces has changed since the initial submission, the ratio of spaces to units remains the same. Concerns included potential overflow onto abutting streets, insufficient visitor parking spaces, the possibility of a peer review of the submitted Parking Justification Study, that comparable sites reviewed as part of the Parking Justification Study were unrepresentative, and whether electric vehicle charging stations and underground parking would be provided. The applicant has confirmed that underground parking and electric vehicle charging stations will be provided on site.

Planning Staff have also contracted a third-party engineering firm to peer-review the submitted Parking Justification Study to determine if the parking reduction requests are appropriate for the proposed development. The peer-review concluded that:

“the apartment visitor parking supply has been increased from 0.04 spaces per unit to 0.14 spaces per unit. The proposed visitor parking rate now falls into an acceptable range for the proposed residential use and site location within Stratford and that the updated parking supply rates fall within ranges identified in the ITE Parking Generation Manual and exceed the peak parking demand observed by the consultant in a survey of an apartment site in a suburban area of Stratford.”

As a result of the third-party peer-review, it has been determined that the parking reduction request and the total visitor parking provided on site are appropriate for the proposed development. A question was also raised at the public meeting about the nearby Oxford Street Apartments and why the requested parking reductions did not use that site as a comparable. Though Planning Staff agree that the Oxford Street Apartments could have been used as a comparable, ultimately the applicant and their consultant are able to use any comparable site they deem reasonable, and the peer review of the Parking Justification Review had no concerns with the use of 59 Campbell Court. Additionally, it is worth noting that the Oxford Street Apartments received a reduction to their required parking rate in 2016, from 1.5 spaces per unit to 1.25 spaces. Regarding the potential for on-street parking on abutting streets, Planning Staff acknowledge that as a result of the development, on-street parking may increase within the surrounding neighbourhood. However, given that the on-site parking has been determined to be appropriate for the proposed development, staff do not anticipate significant overflow onto abutting streets. Additionally, the City’s Traffic and Parking By-law will still be in effect, which enforces parking regulations across the City, and prevents overnight parking on City streets. All of Douro Street and one side of both Trinity Street and King Street will remain as no parking zones as well.

Traffic

Members of the public expressed their concerns about the increase in traffic resulting from the proposed development. As part of the initial Zone Change application, a Traffic Impact Brief was received and reviewed by the City’s Engineering Division. The

conclusion of the Traffic Impact Brief was that all future movements at the studied intersections are expected to operate with acceptable levels of service and residual capacity during the weekday AM and weekday PM peak hours. The one mitigation measure recommended by the study is to increase the cycle length from 74 seconds to 80 seconds at the Romeo/Douro Street intersection during the weekday PM peak hour, which Engineering Staff will consider for future implementation. Questions were also raised about future expansions of abutting streets as a result of the development. As per Schedule B of the Zoning By-law, Douro Street does have a design width of 23 metres, which is a 3-metre increase from its current width. A road widening will need to be conveyed to the City as part of any future Site Plan application, however there are no plans to physically widen Trinity or King Street.

Noise Impacts

Concerns were raised from neighbouring properties about the noise the proposed development would produce in the neighbourhood. Planning Staff acknowledge that the construction of the proposed development would result in increased noise within the area, as would the completed project compared to the vacant property. However, the construction noise will be temporary and the City's Noise Control By-law will remain in effect, limiting any significant noise impacts on neighbouring properties.

Greenspace

Concerns were raised by neighbouring residents about the proposed development's impact on the greenspace of the area; including loss of trees, shade, places for kids to play, and impacts on local biodiversity. The proposed application includes 0.99 hectares (37%) of landscaped open space, which exceeds the required 30% minimum required by the Zoning By-law. The applicant has also included Landscape Architects as part of the design process for the proposed development, to maximize the landscaped open space on the site. Any trees proposed to be removed will be subject to the City's Tree By-law, which can include the replanting of such trees elsewhere on the property. And as part of any future Site Plan process, Parkland Dedication will be required for the purpose of creating or enhancing existing parks within the City. It was noted that children in the area use the vacant property as a place to play and that a community garden was created by local residents. However, as the subject lands are private property, the applicant is permitted to redevelop such aspects of the property, in accordance with the provisions of the Zoning By-law. Additionally, given the property's historical use as an industrial property, Planning Staff are of the opinion that the proposed application will have minimal impacts on local biodiversity.

Asbestos

Members of the public raised concerns about the potential of asbestos existing within the vacant building and its potential harmful impacts on neighbouring properties. The applicant is unaware of any asbestos concerns as part of the existing site works, but has confirmed that if any is discovered, that appropriate removal will follow the requirements of the Building Code.

Permitted Uses of the Current I4 zone

A question was raised during the public meeting about what uses are currently permitted on the property. Planning Staff can confirm that the following uses are currently permitted on the property; business or professional office, car wash, commercial school, data centre, dry cleaning establishment, equipment service establishment, factory store, food processing establishment, industrial use (the use of land, buildings or structures for manufacturing, assembling, preparing, processing, inspecting, finishing, treating, altering, ornamenting, repairing, refinishing, restoring, producing, or adapting for sale of any goods, substances or articles, and includes the warehousing or storing of such products), motor vehicle repair, sales, or rental shop, private club, recreational park, scientific or medical laboratory, veterinarian clinic, and a warehouse.

Maximum building height permitted in Stratford

Questions were raised during the public meeting regarding the maximum permitted height in Stratford. Maximum height is permitted through both the City's Official Plan and Zoning By-law. Currently the maximum permitted height in Industrial zones is 30 metres, whereas the maximum permitted height in residential zones is 22 metres.

Precedent Setting

Members of the public expressed concern that the decision of this zone change application will be precedent setting for the City of Stratford. Though past planning decisions can serve as relevant examples for future applications, planning decisions are ultimately determined on a case-by-case basis taking into consideration all elements and merits of a subject application.

Construction

Questions were raised during the public meeting about the construction of the development and potential phasing of the project. While no timeline is official, the applicant has confirmed that the proposed development would be completed in phases, starting with the existing vacant buildings. In addition, concerns were raised regarding noise and dust mitigation during the construction process. Impacts of dust and noise are to be mitigated as part of the required Site Plan and Building Permit process. The City's Noise Control By-law will remain in effect as well during the phases of construction.

Setbacks

Concerns were raised by members of the public that the requested setbacks are too short. More specifically, there were two types of concerns regarding the requested reduced setbacks. Firstly, concerns were raised about the requested 0 metre setback for the existing buildings. This setback is required to preserve the vacant buildings as they are located on the property line. Without this setback request, the existing buildings would not be able to be conserved. Secondly, concerns were raised about the requested setbacks for the proposed new buildings. These include the requested 1.5 metre side and rear yard setback for the proposed townhouse dwellings on Trinity

Street and the front and side yard setback for the proposed new apartments on King Street. Concerns included shadowing impacts and massing on the street. Planning Staff have no concerns with the proposed townhouse dwelling setbacks on Trinity Street, as this reduced setback will facilitate parking spaces on the subject lands and enhance the streetscape. Staff acknowledge that the reduced setbacks for the apartment buildings on King Street are significantly greater than what is required by the City's Zoning By-law. The intent of these reductions is to match the built form of the existing buildings on site and enhance the neighbourhood streetscape, while providing for additional parking within the proposed development. Staff have reviewed the submitted Shadow Analysis submitted as part of the initial zone change application and are of the opinion that the requested setbacks will not result in significantly increased shadowing impacts on neighbouring properties.

Heritage

During the public meeting, questions were raised from members of Council and the public about the heritage status of the existing vacant buildings on the subject site. The former Krug factory buildings are not heritage designated buildings under the Ontario Heritage Act. Despite this, the applicant submitted a Heritage Impact Assessment Brief as part of the zone change application that concluded that the conversion of the vacant factory buildings to residential use is appropriate for conservation of the building's character. The heritage brief also concluded that the impact on the character of the neighbourhood as a result of the proposed redevelopment will be *moderate but mitigated through a balanced approach to conversion and exceptional redesign*. Additionally, support of the application was received from the Stratford & District Historical Society, the Architectural Conservancy of Ontario, and Stratford's Heritage Committee.

Tax cost to neighbourhood

Concerns were raised by members of the public about the potential for their taxes to increase due to the proposed development. Any infrastructure upgrades required as a result of the development will be covered by the applicant, and property taxes are assessed based on the use of a property, not the use of neighbouring properties. Therefore, the creation of new residential units will not directly affect the municipal taxes of adjacent properties.

Impact on firefighting ability

Concerns have been raised about the City's Fire Department being unable to fight fires at the top floor of the proposed 10-storey building. Discussions have taken place with the City's Fire Department regarding the proposed development's impact on the City's firefighting ability. When evaluating development proposals, the City's Fire Department upholds strict criteria based on the Ontario Building and Fire Codes, including sprinkler systems, number of exists, areas of refuge, fire separation ratings, standpipe or fire dept connections, and accessible water supplies and flows. These criteria are evaluated as part of the Site Plan Approval and Building Permit process. The City's aerial truck can

shoot water onto the roof of a 10-storey building and as such, the City's Fire Department has no concerns with the current Zone Change application.

Schools

Members of the public expressed concerns that there are not enough schools in proximity of the subject site. Notice of the application was circulated to the Avon Maitland District School Board, the Huron-Perth Catholic District School Board, and the Scholastic Council of Catholic Schools Southwest Region. At the time of writing this report, no comments were received from these agencies.

Site Plan Requirements

As per the City of Stratford's Site Plan Control By-law, the development of the subject lands to residential use will require Site Plan Approval.

Financial Implications:

Financial impact on future year operating budget:

If approved, the proposed development will create 361 new residential units on the subject lands, contributing to the City's property assessment base. Additionally, the City's Director of Corporate Services/Treasurer has noted that property taxes are primarily determined by the City's budgetary needs, which are distributed across all properties in the City. Generally, adding new residential units to the housing supply can reduce the relative tax burden for other property owners.

Alignment with Strategic Priorities:

Build Housing Stability

This report aligns with this priority as if approved, the subject application will facilitate the development of 361 residential units within the City.

Alignment with One Planet Principles:

Culture and Community

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

Land and Nature

Protecting and restoring land for the benefit of people and wildlife.

Travel and Transport

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

Staff Recommendation: THAT Application Z01-24 to amend the zoning of 93 Trinity Street from a Factory District I4 Zone to a Residential Fifth Density R5(3) Special R5(3)-2 Zone with site specific regulations BE APPROVED to allow:

- a) the uses of "Cluster Townhouse Dwellings", "Stacked Townhouse Dwellings", and "Street Townhouse Dwellings" to the permitted uses, in addition to all other uses permitted in the R5 Zone.
- b) Notwithstanding Section 3, the lot lines shall be deemed as follows:
- i. Douro Street – Front Lot Line
 - ii. Trinity Street – Exterior Side Lot Line
 - iii. King Street – Exterior Side Lot Line
- c) Notwithstanding Section 4.20.1, balconies, porches, and decks are permitted to encroach into the required front yard setback and exterior side yard setback and shall be no closer than 0 metres from the lot line of an existing building.
- d) Notwithstanding Section 4.20.1, architectural adornments including but necessarily restricted to, sills, belt courses, chimneys, cornices, eaves, gutters, parapets, and pilasters, shall be no closer than 0 metres from any lot line to an existing building.
- e) Notwithstanding Section 4.30.1, a walkway connecting to a dwelling unit shall have a maximum width of 2.0 metres.
- f) Notwithstanding Section 5.0, off-street parking shall be provided as follows:
- i. Studio/1 Bedroom Dwelling Unit: 0.75 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - ii. 2 and 3-Bedroom Dwelling Unit: 1 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - iii. Any form of Townhouse Dwelling: 1.25 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
- g) Notwithstanding Table 5.4.4, one (1) loading space per 100 dwelling unit is required.
- h) Notwithstanding Table 6.4.5:
- i. Maximum Density:
 - 1.45 Floor Space Ratio
 - ii. Maximum Lot Coverage: 40%
 - iii. Maximum Height: 36 metres
 - iv. Minimum Front Yard Setback:
 - Existing Buildings: 0 metres
 - New buildings: 3.0 metres
 - v. Minimum Exterior Side Yard Setback (Trinity Street):
 - Existing Buildings: 0 metres
 - New buildings: 1.5 metres
 - vi. Minimum exterior Side Yard Setback (King Street):
 - New Buildings: 3.0 metres

- vii. **Minimum setback to a property line for any building or structure with a height greater than 22 metres: 17 metres**
- viii. **Minimum Rear Yard Setback:**
 - **Any Townhouse Dwelling: 1.5 metres**
 - **Apartment Building: 7.5 metres**
- i) **For the purposes of the R5(3)-2 Zone, Floor Space Ratio shall mean the figure obtained when the gross floor area on a lot is divided by the lot area. Only gross floor area that constitutes a storey shall contribute to the calculation of the Floor Space Ratio.**

SUBJECT TO THE FOLLOWING CONDITIONS:

1. **THAT only one building with a height greater than 22 metres be developed on the subject land and;**
2. **THAT the overall density and landscaped open space of the development remain consistent with what is shown on the submitted preliminary Site Plan;**

THAT the approval be granted for the following reasons:

1. **The request is consistent with the Provincial Policy Statement;**
2. **The request is in conformity with the goals, objectives, and policies of the Official Plan;**
3. **The zone change will facilitate the redevelopment of a vacant industrial property for residential purposes appropriate for the subject lands;**
4. **Inclusion and comprehensive analysis of public feedback received during the application circulation and at the public meeting has been appropriately addressed within the Planning Report;**

AND THAT no further notice be required under Section 34 (17) of the Planning Act.

Prepared by: Alexander Burnett, Planner

Recommended by: Marc Bancroft, MPL, MCIP, RPP, Manager of Planning & Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services
Joan Thomson, Chief Administrative Officer

Draft

BY-LAW NUMBER XX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD

BEING a By-law to amend By-law 10-2022 as amended, with respect Zoning Bylaw Amendment application Z01-24, 93 Trinity Street, legally described as all of Lots 501-504, 531-534, 551-558, 575-582, 599, 600, 630-632, 649-651 and 656 of Part of College Street (Closed), Registered Plan No. 47, City of Stratford.

WHEREAS authority is given to the Council of The Corporation of the City of Stratford by Section 34 of the *Planning Act, R.S.O. 1990, c. P.13*, as amended, to pass this by-law;

AND WHEREAS the said Council has provided adequate information to the public and has held at least one public meeting in accordance with the *Planning Act*;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it in the public interest that By-law 10-2022, as amended, known as the Zoning By-law, be further amended;

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

1. That Schedule "A", Map 5 to By-law 10-2022 as amended, is hereby amended by adding those lands outlined in heavy solid lines and described as Residential Fifth Density Zone with site specific regulations R5(3)-2 on Schedule "A", attached hereto and forming part of this By-law, and more particularly described as 93 Trinity Street legally described as all of Lots 501-504, 531-534, 551-558, 575-582, 599, 600, 630-632, 649-651 and 656 of Part of College Street (Closed), Registered Plan No. 47, City of Stratford.
2. That By-law 10-2022 as amended, be further amended by adding Section 15.5.28 (R5(3)-2), being Zone Exceptions of Residential Fifth Density Zone, to add the following:

15.5.28

- a) the uses of "Cluster Townhouse Dwellings", "Stacked Townhouse Dwellings", & "Street Townhouse Dwellings" to the permitted uses, in addition to all other uses permitted in the R5 Zone.
- b) Notwithstanding Section 3, the lot lines shall be deemed as follows:
 - iv. Douro Street – Front Lot Line
 - v. Trinity Street – Exterior Side Lot Line
 - vi. King Street – Exterior Side Lot Line
- c) Notwithstanding Section 4.20.1, balconies, porches, and decks are permitted to encroach into the required front yard setback and exterior side yard setback and shall be no closer than 0 metres from the lot line of an existing building.
- d) Notwithstanding Section 4.20.1, architectural adornments including but necessarily restricted to, sills, belt courses, chimneys, cornices, eaves, gutters, parapets, and pilasters, shall be no closer than 0 metres from any lot line to an existing building.
- e) Notwithstanding Section 4.30.1, a walkway connecting to a dwelling unit shall have a maximum width of 2.0 metres.
- f) Notwithstanding Section 5.0, off-street parking shall be provided as follows:
 - iv. Studio/1 Bedroom Dwelling Unit: 0.75 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - v. 2 and 3-Bedroom Dwelling Unit: 1 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - vi. Any form of Townhouse Dwelling: 1.25 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
- g) Notwithstanding Table 5.5.4, one (1) loading space per 100 dwelling unit is required.
- h) Notwithstanding Table 6.4.5:
 - ix. Maximum Density:
 - 1.45 Floor Space Ratio
 - x. Maximum Lot Coverage: 40%
 - xi. Maximum Height: 36 metres
 - xii. Minimum Front Yard Setback:
 - Existing Buildings: 0 metres
 - New buildings: 3.0 metres
 - xiii. Minimum Exterior Side Yard Setback (Trinity Street):
 - Existing Buildings: 0 metres
 - New buildings: 1.5 metres
 - xiv. Minimum exterior Side Yard Setback (King Street):

- New Buildings: 3.0 metres
 - xv. Minimum setback to a property line for any building or structure with a height greater than 22 metres: 17 metres
 - xvi. Minimum Rear Yard Setback:
 - Any Townhouse Dwelling: 1.5 metres
 - Apartment Building: 7.5 metres
 - i) For the purposes of the R5(3)-2 Zone, Floor Space Ratio shall mean the figure obtained when the gross floor area on a lot is divided by the lot area. Only gross floor area that constitutes a storey shall contribute to the calculation of the Floor Space Ratio.
3. This by-law shall come into effect upon Final Passage in accordance with the *Planning Act*.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2024.

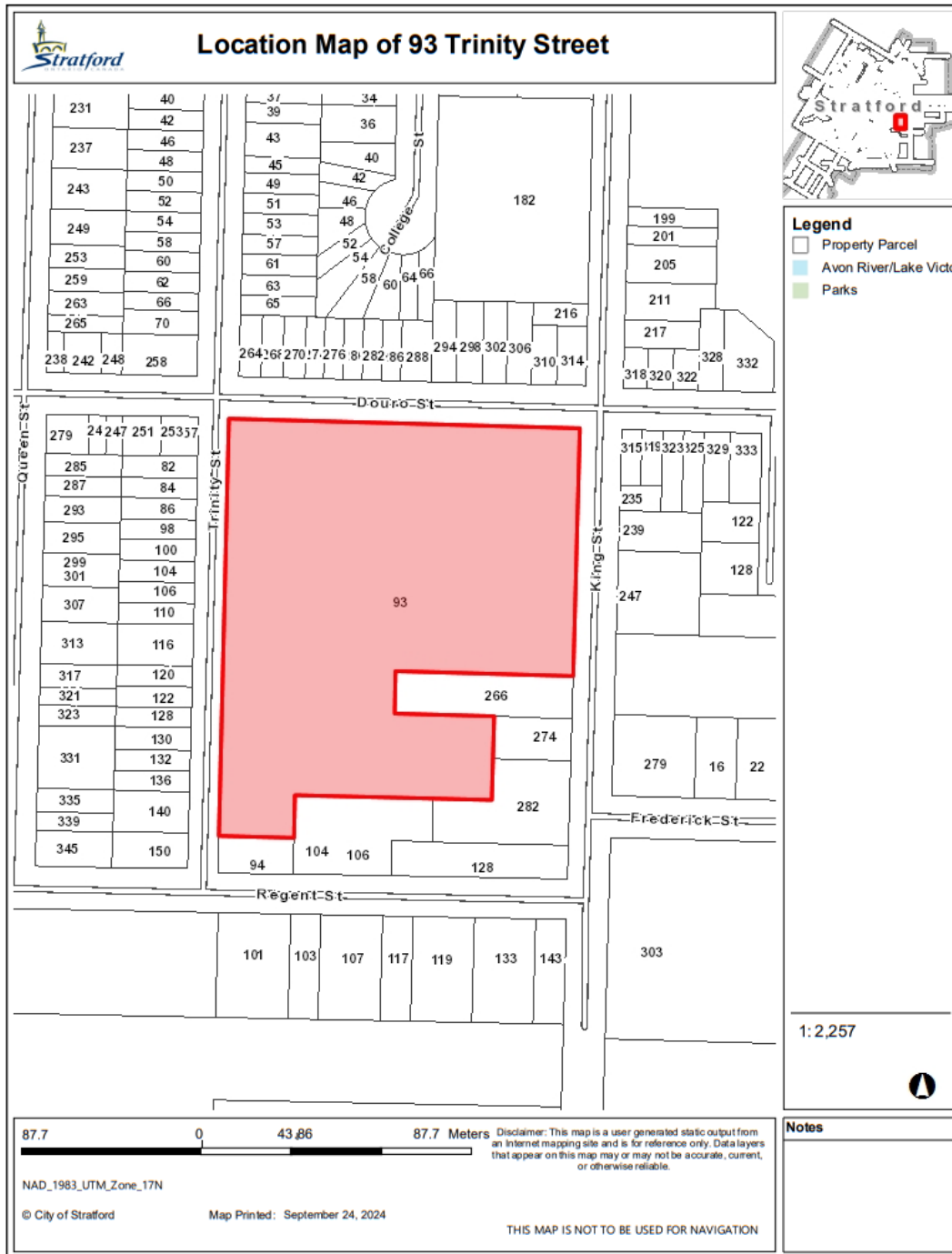
Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

**This is Schedule "A" to By-law XX-2024
Adopted this 15th day of October, 2024**

Amending By-law 10-2022
Of
The Corporation of the City of Stratford

93 Trinity Street





CITY OF STRATFORD PUBLIC MEETING MINUTES

A public meeting was held on Thursday, June 27, 2024, at 7:10 p.m., in the Council Chamber, at Stratford City Hall, 1 Wellington Street. The purpose of the public meeting was to give Council an opportunity to hear and consider comments from the public regarding the to Zone Change Application, Z01-24. The application affects the properties with the municipal address of 93 Trinity Street and 266 King Street, Stratford.

COUNCIL PRESENT: Mayor Martin Ritsma – Chair presiding, Councillor Brad Beatty, Councillor Bonnie Henderson, Councillor Larry McCabe, Councillor Harjinder Nijjar, Councillor Cody Sebben and Councillor Geza Wordofa

REGRETS: Councillor Leslie Biehn, Councillor Taylor Briscoe, Councillor Jo-Dee Burbach, and Councillor Mark Hunter

STAFF PRESENT: Joan Thomson – Chief Administrative Officer, Adam Betteridge – Director of Building and Planning Services, Neil Anderson – Director of Emergency Services/Fire Chief, Taylor Crinklaw - Director of Infrastructure Services, Tim Wolfe – Director of Community Services, Kim McElroy – Director of Social Services, Dave Bush – Director of Human Resources, Karmen Krueger – Director of Corporate Services, Tatiana Dafoe – City Clerk, Audrey Pascual – Deputy Clerk, Alex Burnett – Planner, Danielle Clayton – Recording Secretary

ALSO PRESENT: Members of the public and media

Mayor Ritsma called the meeting to order and stated the purpose of the meeting was to give Council an opportunity to hear and consider comments from the public regarding Zone Change Application, Z01-24. The application affects the properties with the municipal address of 93 Trinity Street and 266 King Street, Stratford.

The Mayor explained the order of procedure for the public meeting.

STAFF PRESENTATION

Alex Burnett, Planner, referring to a PowerPoint presentation, advised that the purpose of the public meeting was to discuss Zone Change Application Z01-24 for 93 Trinity Street and 266 King Street.

The application, submitted by Baker Planning Group on behalf of Juliana Development Inc. proposes a rezoning of the subject lands from Factory District – I4 zone to a Site Specific Residential Fifth Density (R5(3)-___) zone. This proposed change aims to permit Cluster Townhouse Dwellings and other R5 uses, and requests site-specific provisions including:

- reduced parking rates;
- a maximum height of 36 meters which would equate to approximately 10 stories; and
- reduced setbacks for the existing and proposed buildings.

Studies and reports submitted that were included as part of the zone change application include:

- A Planning Justification Report;
- Traffic Impact and Parking Study;
- Land Use Compatibility Assessment;
- Heritage Impact Brief and Urban Design Report;
- Functional Servicing Report;
- Geotechnical Report; and
- Letters supporting the application.

The Planner advised that the site at 93 Trinity Street is predominantly vacant, having been previously used as an industrial factory. The property at 266 King Street is currently a single detached dwelling and owned under separate ownership.

The combined area of these properties is approximately 2.85 hectares or 7 acres. The proposal includes developing the land into a residential neighborhood with eleven buildings and 382 dwelling units.

The land is designated as Industrial and Factory District in the City's Official Plan, which supports the transition from industrial to residential use, provided that the existing buildings are no longer required or in demand for industrial or related purposes and provided that such alternative uses do not conflict or lead to conflicts with the remaining industrial uses in the area. The Planner noted that this point holds significance in that the policies currently in place seek to see this area transition from underutilized industrial land uses towards new residential opportunities. The Planner advised that this demonstrates how important Official Plans are in shaping the future of our cities and towns.

Referring to the map in the PowerPoint presentation, the Planner noted that the site is currently zoned as Factory District (I4), which permits various industrial uses. The current permitted maximum height in the I4 zone is 30 metres.

City Planning Staff received comments from multiple agencies as outlined and detailed in the Management Report COU24-068. The City's Infrastructure Services Department has no objections, provided the development can be serviced per the Functional Servicing Report. CN Rail, who's rail line and shunting yard is located to the south of the site and south of Regent Street, highlighted the need for a Needs and Alternatives Test and appropriate mitigation measures for noise, vibration, and air quality.

Planning Staff advised they are cognizant of the concerns raised by CN. However, it is also recognized that the City's Official Plan supports the transition of this area from industrial to residential use, contingent upon ensuring that this transition does not adversely affect the remaining industrial activities in the vicinity. Planning Staff agree that appropriate measures will need to be implemented to mitigate any nuisance impacts effectively.

The Planner advised that City Staff have received comments from the public, and they were provided on an addendum to the Council agenda for review. Concerns include reduced privacy, site drainage, increased parking and traffic, the development's fit within the neighbourhood, the height of the proposed buildings, potential contamination, lack of greenspace, and infrastructure capacity.

Several letters in support of the proposal have also been received. These letters of support included favor of the proposed infill development rather than developing farmland, the heritage preservation of the existing building, and the inclusion of affordable housing as part of the proposal.

QUESTIONS FROM COUNCIL

Councillor Sebben requested clarification on the process for applying for a multi level storey building that does not currently fit within the Zoning By-law. The Planner advised that the

Planning Act allows developers to apply for a Zoning By-law amendment. The City does go through a formal consultation process where an application is seen prior to a formal Zone Change Application is brought to Council. Once an application is accepted as a complete application by Planning Staff, it is the responsibility of staff to develop a report for Council and a public meeting be scheduled.

Councillor Henderson questioned how an emergency or fire would be handled in a large multi level 10 storey building. The Planner advised that discussions have taken place with the City's Fire Department regarding the proposed development and the impact on the City's firefighting ability. When evaluating development proposals, the City's Fire Department upholds strict criteria based on the Ontario Building and Fire Codes, including sprinkler systems, number of exists, areas of refuge, fire separation ratings, standpipe or fire dept connections, and accessible water supplies and flows. These criteria are evaluated as part of the Site Plan Approval and Building Permit process. The City's aerial truck can project water onto the roof of a 10-storey building. The Planner advised that the criteria for developing a development this size are dealt with at the Site Plan stage which would take place after any zone change.

The Fire Chief advised that their tactical priorities are rescue, fire control, and property conservation. The Fire Chief advised that they look at what type of warning systems there are, are stairwell exits pressurized, and fire connections on each floor. The Fire Chief advised that the department has not received any plans for the building in relation to fire safety systems at this time. The Fire Department is stringent on supporting the Ontario Fire Code and the Ontario Building Code to ensure that the required systems are in place. The Fire Chief confirmed that aerial ladders are mostly used as a tool to assist firefighters.

Taylor Crinklaw, Director of Infrastructure Services, advised that water capacity is looked at an engineering standpoint to ensure that it can service the Fire Department's needs.

Councillor Wordofa questioned if there are any permits for the 10-storey building. The Planner advised that as part of the current zone change, the maximum height of 30m would equate to 10 storeys. At this time, there is no permission from the City to build a 10 storey building.

Councillor Nijjar questioned if a Traffic Study has been completed. The Planner advised that a Traffic Impact and Parking Study was submitted as part of the completed application. It was noted that the conclusions of the studies will be incorporated into Planning's recommendation report.

Adam Betteridge, Director of Building of Planning, advised that the applicant's agent was present and some of these technical questions may be addressed in their presentation.

Councillor Sebben questioned if 30m is for industrial zoning only or if the 30m height limit is also for residential zoning. The Planner advised that the 30m height limit applies only to the I4 zoning which currently permits a variety of industrial uses. The height limit does not currently apply to residential uses.

Councillor Sebben questioned what the height limit is for residential uses. The Planner advised that the current permitted maximum height limit is under the R5(3) zone and has a maximum height limit of 22m.

Councillor Sebben requested clarification on what the 30m height limit in the I4 zoning is for. The Planner advised that the maximum height limit applies to all buildings.

APPLICANT PRESENTATION

Caroline Baker, agent for the applicant from Baker Planning Group, referring to a PowerPoint presentation provided the following information regarding the application:

- the property owner is Juliana Development;
- the site is 7 acres in size;
- this being a large property for an infill opportunity in the central area of Stratford;
- the property having frontage on three municipal streets;
- surrounding uses being industrial uses to south and residential uses to the north;
- there being five new vehicular entrances to the property; and
- there being a number of sidewalks and pedestrian connections to all municipal roads.

The agent advised that the exiting L-shaped building is proposed to have minor breaks in the building to break up the frontage along the streetscapes which will allow light to penetrate through the site. There are a number of newly proposed buildings that range from 3-5 storeys, stacked townhouses and a proposed 10 storey building. There are 393 new proposed dwellings which equates to 134 units per hectare. These units will be a mix of 1 and 2 bedrooms with some 3 bedrooms and studio units.

The agent advised of the following proposed outdoor amenities and landscaping to the property:

- private amenity areas and terraces within each building;
- parkette oriented to Trinity Street;
- outdoor common area internal to the site;
- walking paths throughout the site and to the community; and
- landscaping will differentiate site areas such as parking, courtyards, gardens, and sidewalks to give each component of the site a distinct, clearly defined character.

The agent advised that a new centralized private road connecting Trinity Street to King Street, known as a Woonerf, will prioritize pedestrian and cyclist areas while accommodating vehicular access. The Woonerf will be privately maintained and will be irregular in shape with traffic calming measures such as patterned and textured street paving, planting, bollards and street furniture.

The applicant is proposing 101 surface parking spaces, 159 structure parking spaces and 133 underground parking spaces. The parking areas will be located within the site's interior area. This will minimize their visual impact with planting strips, landscaped traffic islands and/or paving articulations.

The agent provided the following information regarding the requested Zoning By-law amendment to rezone to a site-specific R5(3) Zone with provisions for:

- define the:
 - front and exterior lot lines - what is considered the front and exterior lot lines.
 - location and size of porches and balconies;
- off-street parking requirements which are supported by the Parking Study:
 - Studio/1 Bedroom Dwelling Units: 0.75 parking space/unit
 - 2 and 3-Bedroom Dwelling Units: 1 parking space/unit
 - Cluster Townhouse Dwelling: 1.5 parking spaces/unit
- one loading space per 100 dwelling units being required;
- maximum density being 1.5 floor space ratio;

- maximum lot coverage being 45%;
- maximum height being 36m;
- the increase to the maximum height of 36m not being a blanket permission across the entire site;
- minimum front yard setback being 0m (existing buildings) and 4.5m (new buildings);
- minimum exterior side yard setback being 0m (existing buildings) and 1.5m (new buildings);
- the minimum setback to a property line for any building or structure greater than 22 metres in height being 18 metres; and
- the minimum rear yard being 4m (Cluster Townhouse) and 7.5m (Apartment Building).

The agent reviewed how the floor space ratio was determined and noted that this provides clearer guidance when building dwelling units.

The agent provided the following information regarding public consultation that took place prior to the Public Meeting and comments that were provided by residents:

- two door-to-door campaigns, stakeholder interviews and a public Open House having been held;
- five letters of support from area residents, the Stratford/Perth County Branch of Architectural Conservancy Ontario, and the Stratford and District Historical Society being received;
- there being strong support for preserving the buildings for residential uses;
- some residents raising concerns about increased noise and traffic in the neighbourhood;
- the introduction of the one 10-storey building raising questions about privacy, however given its setback away from the street and to the centre of the site, no opposition being raised; and
- residents appreciating that the site would be cleaned up.

The agent noted that the proposed development will be serviced by existing municipal sanitary sewers, storm sewers and watermains. There will be stormwater management quantity controls incorporated and a quality control through a combination of LID facilities and oil grit separators. It was noted that the overall site grading will generally match existing roads and boundary grades with appropriate slopes. Prior to Juliana Developments owning the property, a Record of Site Conditions was issued by the Ministry of Environment to demonstrate that the site is free of contaminants for residential use.

The agent reviewed the Traffic Impact and Parking Study that was conducted and highlighted the following:

- the study showing the following new auto trips being generated:
 - Weekday AM peak hour = 170 trips (39 In / 131 Out)
 - Weekday PM peak hour = 173 trips (106 In / 67 Out)
- site trips being distributed along five site accesses;
- all movements at study intersections being expected to operate with acceptable levels of service;
- the study recommending the traffic signal cycle length be increased from 74 seconds to 80 seconds at the Romeo Street at Douro Street intersection;
- parking utilization surveys for two existing residential developments in the City showed the highest parking utilization recorded at 59 Campbell Court and 337 Home Street were 57% and 76%, respectively;
- applying the highest utilization rates to the proposed number of dwelling units on the site would require 283 and 377 parking spaces;
- the proposed development including 393 parking spaces, which exceeds the highest utilization rate surveyed; and
- the owner also proposing transportation demand management (TDM) measures.

The agent advised that the property owner is working with CN Rail and are responding to CN Rail's comments.

The agent reviewed the Heritage Impact Assessment Study and noted that this study is not required to be submitted by the City. The following information was provided regarding the study and property:

- the site not being designated/listed under the Ontario Heritage Act, but identified as "Heritage Area" in the Official Plan (entire central area of Stratford);
- the new development retaining, restoring and enhancing the inherent heritage qualities of the area or corridor;
- the new use being appropriate for conserving the factory, capitalizing on the building's embodied energy and contributing to the City's sustainable development objectives;
- proposed alterations being favorable, increasing natural light, improving site permeability, and reducing the canyon effect caused by the factory's long continuous mass; and
- the impact on surrounding area being moderate, but appropriately mitigated through the existing factory's conservation as well as design, thoughtful transitional measures, enhancements, and repairs to the site's broken frontages, well-designed landscaping, and pedestrian safety measures.

The agent outlined the following sustainability impact that the proposed development would provide:

- builder's block, in its compact, intensified form, providing an ideal urban development typology for a broad range of sustainability goals;
- energy consumption of existing buildings being carefully considered when retrofitting to improve efficiency;
- green infrastructure and passive energy design being considered in several locations;
- there being support for local transit and supply of bicycle parking; and
- considering opportunities for district energy, car share opportunities and bike share.

The agent advised that there will be barrier-free parking spaces that are distributed throughout the development. As well, there will be barrier-free dwelling units, access to dwelling units with at-grade entrances and a selection of sidewalk materials for easy movement.

The agent provided the following information regarding housing affordability:

- this form of development contributing to a greater range of housing types in the community;
- the owner working with housing specialists to obtain CMHC funding for affordable housing units within the development;
- aiming for a minimum of 10% of the units to be affordable; and
- it being intended that the development will include a mix of ownership and rental units.

QUESTIONS FROM COUNCIL

Councillor Henderson questioned if the affordable and accessible housing units would be in the same building or spread throughout the development. The agent advised that both would be spread throughout the development.

Councillor Henderson questioned if there would be any condominiums. The agent stated that there will be condominiums that will be available for lease and purchase.

Councillor Henderson noted that a 10-storey apartment building in Stratford is unusual. It was questioned if the design and colour of the building would be different from surrounding buildings. The agent advised that there will be a variety of materials and colours used on all buildings and that there will be projections such as porches and balconies. The apartment building would not be a typical square building.

Councillor Henderson questioned how many units would be in a 10-storey building and if the underground parking would be located under the 10 storey building. The agent advised that the underground parking will be located under the 5-storey building on the northeast corner of the site. Parking for the proposed 10 storey building will have structured parking and approximately 80 units in the building.

Councillor Sebben requested clarification on how the number of types of units were determined. The agent advised that it was based on market research and the interest from the community for various sizes and forms of units.

Councillor Sebben requested clarification on the maximum density of units per hectare. The agent advised that it would be 134.

Councillor Sebben questioned how the comparison site for parking and their density compare to this proposal. The agent advised that the two comparison sites are apartment buildings that range from 3-4 storeys. The density is lower on the comparator sites as the current cap is 100 units per hectare. The parking demand is based on the unit size, site location, and the availability of transit.

Councillor Wordofa questioned what the price would be for the affordable housing units. The agent advised that based on the provincial definition it would be 30% of market value. The rentals would be around \$1,000 a month while the purchase price would be based on construction costs would be between \$400,000-\$700,000.

Councillor Wordofa questioned if the developers would be working with the City to determine pricing. The agent advised that the developers would work with the province in terms of the application for affordable housing and determining affordable rent.

Councillor Wordofa questioned if there is a list of individuals who are looking for affordable housing. The Director of Social Services advised that there is not a list kept of individuals who are looking for affordable housing.

QUESTIONS/COMMENTS FROM THE PUBLIC

Marva Bailey Wisdom questioned if the development has taken children into consideration while designing the site. It was noted that parks and play spaces need to be considered and it was questioned if there are any schools nearby.

On behalf of her mother, Garvia Bailey, Marva Bailey Wisdom provided the following comments:

- affordable housing should be the number one priority;
- not against the development but there are concerns;
- concerned about units becoming investment properties;
- what does the City plan to do to ensure that units do not become short term rentals;
- what would 36m approximately equal in storeys;
- green space and large mature trees act as a natural coolant and provide habitats for various species; and
- concerned with the speed at which the development is progressing.

Henroy Bailey provided the following comments:

- supportive of the proposed zone change;
- would be a positive for the City;
- against the proposed size of the 10 storey building;
- advised that permission has been given by 266 King Street to be included in the initial planning phase;
- wants an opportunity to be able to speak on items such as set backs and other issues that may impact continuing to live at 266 King Street;
- during the construction phase, it is important that Juliana Development be good neighbours;
- how will the noise and dust be mitigated; and
- Krug was a great neighbour.

Caroline Baker, agent for the applicant, advised that there will be park and green space throughout the development with a large common amenity area on site. The agent noted that the applicant has gone above and beyond the statutory requirements that are outlined in the Planning Act with respect to the process. It was noted that the application has been in process for approximately a year prior to the public meeting. There was a pre-consultation last summer with the City, door-to-door conversations with the residents, and a public open house last fall for the community. The agent advised that as a result of Bill 109, the provincial government changed a number of regulations in land development and planning. One change was that a fee refund could happen if a municipality does not process an application within a specific time period. If this is not done by a municipality, the fee must be returned to the applicant. The agent advised that the City has completed a multi-phase consultation.

The agent noted that the Zoning By-law outlines measurements in metres. The 36m height would translate to approximately a 10-storey condominium or apartment building.

Valerie Cotton provided the following comments:

- concerned with the number of variances requested on the proposed site;
- very high-density request for a very small lot in a small community;

- questioned the square footage of the various units;
- concerned with the units being too small;
- concerned with the lack of parking compared to the number of people living at the development; and
- how will the lack of parking be handled when the surrounding streets will have to handle the overflow of parking.

The agent advised that the smaller units will be 500-600sqft and the one to two bedroom units will be 700-900sqft in size. It was noted that the Traffic Study was prepared using data from the peak time of traffic. In regard to parking options, the agent noted that underground parking is always an option to incorporate more parking but it does carry a significant cost compared to grade or structured parking.

Cambria Ravenhill provided the following comments:

- visitor parking is very limited with only 12 spaces;
- concerned with the lack of visitor spaces and how it will affect the surrounding streets;
- questioned how the development will be phased when it comes time for construction;
- how will the construction noise and dust be mitigated; and
- concerned with the height of the proposed apartment building.

The agent advised that on the conceptual site plan there are 12 spaces in addition to the proposed parking rate on site which includes visitor parking. The agent noted that there will be phases to the development with the intent to start on the north side of the site. The applicant is currently having the buildings cleaned up and ensuring that they are structurally sound.

Jason Davis provided the following comments:

- the development is an opportunity to build up and infill housing;
- appreciates that the Official Plan has limitations so that conversations can be had;
- questioned if there will be electric vehicle charging stations;

- disagrees with the number of parking spaces as it does not take into account that many rental places would only allow for one vehicle per household;
- concerned with 10% of units being affordable as it is a very low number;
- would like to see the number of affordable units be increased;
- asked that an official definition of affordability be added to the Official Plan; and
- questioned Bill 109 and the repayment of fees.

The agent advised that the applicant is looking at providing EV Charging stations on site. It was noted that the proposed EV Charging stations would be shown on a site plan application.

Jane Marie Mitchell provided the following comments:

- pleased with the adaptive re-use of the site;
- accessibility and green initiatives need to be considered;
- questioned how many units will be affordable and accessible;
- the proposed density is too high and is not a minor variance;
- concerned with the insufficient amount of parking spaces; and
- questioned whether the strategic priorities and one planet principles be included in the final report to Council.

The Director of Building and Planning advised that as the one planet principles are not built into the City's Official Plan, they are not part of the zoning application or statutory review process.

Tim Forster provided the following comments on behalf of Barb Shaughnessy:

- concerned about short term rentals as these are allowed in the R5 zoning;
- housing is needed for residents;
- concerned that this is a very dense site;
- there is a need for this development and green space;

- concerned with the additional traffic and parking issues;
- suggested that a third party review be done on this application;
- concerned with the height of the proposed apartment building; and
- supports the adaptive reuse of the building.

Lorne Johnston provided the following comments:

- questioned if the storm and sanitary systems had been looked at;
- concerned with the possibility of the surrounding streets continuing to flood when it rains;
- questioned whether the surrounding streets will be torn up during construction on site; and
- questioned whether the developer can change the grade level of the property.

The Director of Building & Planning advised that these questioned would be taken into consideration and would be included in a follow up report.

The agent advised that the current rainwater or rainfall run off cannot exceed the current amount that is currently coming from the site. There has been a Stormwater Management Design prepared and reviewed to ensure that stormwater concerns are addressed. It was noted that there are 140m of storm trunk sewer that will need to be lowered.

The agent advised that if the zoning is approved, a site plan is required to be filed with the City and must outline a grading plan. If approved, a formal legal agreement will be prepared and registered on title.

David Mackey provided the following comments;

- welcomes the reuse of the building and new neighbours;
- questioned if the densification is appropriate to the size of the property and the neighbourhood; and
- encouraged the developers to listen to the neighbours.

Mark Aikman provided the following comments:

- supportive of the repurposing of the building;

- concerns regarding the surrounding land being developed;
- additional buildings on the site creates a density that is too high for the neighbourhood;
- housing is needed in Stratford but concerned about the density on the site;
- concerned about the height of the proposed apartment building;
- concerned about the parking study and lack of parking spaces; and
- encouraged the development to have green space and be reasonable within the existing rules.

Dave Zordrager provided the following comments:

- spoke on behalf of his wife and business;
- concerned with the large amount of residents that could be moving into the area; and
- concerned with the impact that this proposed development will have on traffic and parking.

Sharon Collingwood provided the following comments:

- noted that the rezoning could increase the property value;
- concerned that a crucial precedent could be set;
- questioned who is financing the proposed development; and
- questioned how short-term rentals will be prevented.

On behalf of Mike Sullivan, Sharon Collingwood presented the following comments:

- concerns were raised from a climate perspective and climate targets;
- opportunity to ensure that new developments do not add to emissions;
- concerned with the requested easements, fewer parking spaces and density requests;
- unit sizes are not appropriate for encouraging families to settle in Stratford;

- concerned with the proximity of the development to the rail yard and the noise; and
- encouraged the developer to build a noise wall to mitigate the noise from the rail yard.

Marnie Locklier provided the following comments:

- a housing development should reflect the housing that is currently in the area;
- the proposal does not reflect or respect the surrounding neighbourhood;
- concerned with the setbacks of the proposed townhouses;
- this is a precedent setting development;
- concerned with the parking and traffic that will be on local streets and the capacity of the sewers; and
- concerns regarding the petroleum well and the Ministry of Natural Resources comments.

Caroline Baker, agent for the applicant, acknowledged that they are aware of the comments that were provided by the Ministry of Natural Resources. It was noted that the petroleum wells were incorrectly identified on the schedule and are not located on this property.

Donna Sobura provided the following comments:

- questioned what the development will cost the taxpayers of the City; and
- requested that another meeting be held to bring additional information and everyone up to date.

Caroline Baker, the agent for the applicant, stated that the developer will incur the infrastructure improvement costs.

Joy Pullman provided the following comments:

- requested clarification on when the developer did door-to-door conversations;
- questioned what the community's response to the proposed 10-storey building was;
- questioned whether Regent Street was considered for the updated sewer systems; and

- concerns that residents were not informed regarding the building being torn down with asbestos.

Caroline Baker, the agent for the applicant, advised that the second round of door-to-door conversations with the neighbourhood occurred during September 2023 and that discussions took place with residents regarding the proposed 10-storey building.

The agent advised that the lowering of the storm sewers will improve the flow and reduce the possibility of flooding. It was noted that the comments regarding asbestos will be taken back to the contractors for more information.

Karen Zamaria provided the following comments:

- concerned that this development will set a precedent for Stratford;
- concerned with the proposed density, traffic increase and parking overflowing onto residential street; and
- requested clarification on what time the developers attended the area for a door-to-door conversation.

The agent for the applicant, stated that they will confirm the exact time with the developers and noted that they spoke to approximately 50 residents. It was noted that conversations around the density, proposed 10-storey building, and privacy and height concerns were had with the residents.

Justin Morris provided the following comments:

- acknowledged that the development is important and needed;
- concerned with the proposed density; and
- concerned with the lack of green space and loss of habitats.

Valerie Cotton questioned if all units would have air conditioning. The agent advised that all units would include air conditioning.

Jordan Aikman provided the following comments:

- concerned with the lack of green space in a 7 acre property; and
- concerned with future generations growing up in this area and not having access to enough green space.

The agent advised that 42% of the 7 acres are landscaped spaces, common amenities, walkways, and plants/trees.

Jason Davis provided the following comments:

- encouraged that the developer has taken an interest in developing an old building and providing much needed housing; and
- questioned if this proposal for the land is the best that Stratford can get.

Karen Zamaria provided the following comments:

- requested clarification on the fire that took place on site;
- questioned whether there will be any bike lanes installed; and
- questioned what will happen to the animals that currently live within the building.

The Fire Chief advised that the fire took place when a steel hopper was being removed. It was noted that there were fire extinguishers on site and that the Fire Department attended. The Fire Chief advised that the fire did not spread and there was no damage to the interior of the building.

The agent advised that the Transportation Master Plan identifies cycling routes, and the surrounding streets of this development were not identified. The Director of Infrastructure Services noted that the Transportation Master Plan recommends various cycling routes throughout the City. It was noted that the closest area of recommendation was Albert Street and Brunswick Street, along with sections of Douro Street east of Romeo Street.

QUESTIONS FROM COUNCIL

Councillor Henderson questioned if the City had received complaints of parking concerns in the area of the proposed development. The Director of Building and Planning advised that this will be included in the follow up management report.

Councillor Henderson questioned if there is a definition in the Official Plan for affordable housing and if it can be different than the provincial definition. The Director of Building and Planning advised that Council could implement a definition.

Councillor Henderson raised concerns regarding the flooding street problems that have taken place during heavy rainfall. Councillor Henderson questioned if porous pavement has been considered. The agent advised that a variety of options are being considered.

Councillor Henderson questioned if the reconstruction of Queen Street helped with the street flooding problems. The Director of Infrastructure Services advised that the installation of the Queen Street Trunk Sewer did alleviate the capacity. It was noted that when a site plan application is submitted, engineering staff does a review to ensure that there are no further impediments to the existing system.

Councillor Henderson questioned if it was possible to restrict the development on McCarthy Road until there is a new drainage system in the area that can handle more development. The Director of Infrastructure Services advised that the Quinlan Pumping Station does have the capacity to absorb the McCarthy Road development but is not associated with this proposed development.

Councillor Henderson questioned if there would be elevators. The agent advised that there would be multiple elevators on the site but not located in the stacked townhouses.

Councillor Sebben questioned whether the proposed 36m building height limit would apply to the entire site. The agent advised that the proposed application sought to restrict where a building of that height could be located so that there would not be multiple buildings of that height on the site.

Councillor Sebben questioned how the proposed parking rate compared to what is permitted in that zone. The agent advised that it is the same requirements for all dwelling types and that there would be 1.25 parking spaces per unit and 0.25 for visitor parking.

Councillor Sebben requested clarification if this is what is being proposed for the site. The agent noted that a smaller unit would have less parking than a larger unit.

The Mayor noted that this matter will be considered at a future Regular Council meeting and that a video recording of the meeting would be posted to the City's website.

The Mayor adjourned the meeting at 10:11 p.m.

The following individuals requested to receive further information from the public meeting on June 27, 2024:

- **Liz Mountain**



MANAGEMENT REPORT

Date: October 15, 2024
To: City Council
From: Kendra Fry, Housing Specialist, investStratford
 Joani Gerber, CEO, investStratford
 Joan Thomson, Chief Administrative Officer
 Kim McElroy, Director of Social Services
Report Number: COU24-123
Attachments: Figure 1A -161 East Gore Street Brief;
 Figure 1B -161 East Gore Street Aerial;
 Figure 2A -38 Coriano Street Brief;
 Figure 2B -38 Coriano Street Aerial;
 Figure 3A -246 Railway Avenue Brief;
 Figure 3B -246 Railway Avenue Aerial

Title: Proposed Redevelopment of Surplus Municipal Properties for Affordable and Attainable Housing

Objective: To progress in the goal of creating more affordable and attainable housing units via:

- 1) Approving the release of two Requests for Expressions of Interest (REOI) for 161 East Gore Street and 38 Coriano Street.
- 2) Approving the usage of the city owned building and lands at 246 Railway Avenue for affordable housing with a budget of up to \$350,000 to repurpose the building to two permanent affordable housing units.

Background: In the Stratford Housing Project: A Road Map for Attainable Market Housing Development report of May 2023, it was identified that surplus municipal lands should be activated to create affordable and attainable housing in Stratford.

The Building and Planning Services Department and investStratford along with the CAO, have identified 161 East Gore and 38 Coriano Street as potential municipal lands that are available to be redeveloped. The Team has additionally identified 246 Railway Avenue as a potential municipal building, available to repurpose into housing.

A base level report was prepared by Caroline Baker of the Housing Consortium identifying the possibility of 15 to 18 housing units on 161 East Gore Street and 12 housing units on 38 Coriano Street without any required zoning amendment. Zoning amendments or changes to the official plan could increase the unit count.

A square footage investigation of 246 Railway Avenue indicates that it could accommodate two bachelor or one-bedroom affordable units or one two-bedroom unit once repurposed.

Social Services, investStratford and the Housing Consortium recommend:

- 1) Developing a Request for Expressions of Interest (REOI) to release publicly to gauge the interest and ability of housing developers to develop affordable and attainable housing on 161 East Gore and 38 Coriano Street without commitment from the City at issuance.
- 2) Approving a budget of up to \$350,000 dollars to renovate 246 Railway Avenue into two housing units or a single two room unit, working in collaboration with local construction companies. A Request for Proposal (RFP) would be developed with the goal of attracting local developers to undertake the construction with provisions for components of the work to be potentially donated. In addition to other project components, the RFPs would be partially evaluated based on paid versus donated work.

Analysis:

161 East Gore Street and 38 Coriano Street: The REOI process reduces the unpaid administrative burden on housing developers that comes with submitting proposals for new projects. Housing developers across Ontario are receiving large plots of donated land to assist with the housing crisis. This influx of projects has made it very difficult for social purpose housing developers to be responsive to small scale projects. Thus, an REOI is proposed as it is a less laborious standard submission than a Request for Proposals but allows the municipality to gauge the possibilities on the site as well as interested partners with whom further possibilities could be explored.

A standard matrix of assessment of the REOIs will be developed and utilized by the evaluation committee to select desired proponents to submit a more fulsome vision for the sites. The evaluation committee will be determined in accordance with the City's procurement process.

Following the evaluation of proponents a more detailed submission would be requested from the proponents, to be brought to council with recommendations from the committee.

Timeline: Approximately 3 years to occupied units, 4 months for the REOI process.

The City will explore innovative funding and service delivery opportunities, including but not limited to grant programs, public-private partnerships (P3), alternative financing and procurement (AFP) approaches, and shared provision of services, as appropriate.

This alternate procurement approach allows Stratford to share the provision of affordable housing. Approximately 80 to 120 hours of staff time in the development and administration of the REOI and selection process for the REOIs will be required. This work will be completed by the Housing Consortium with the assistance of the Building and Planning Department, Social Services and investStratford.

246 Railway Avenue: 246 Railway Avenue is an unserviced site that has been used as storage and has now been internally identified as a potential building by staff. The site would need to be serviced and renovated as it is currently a bare concrete block building (brick facade) with no interior finishes.

The construction estimate is approximately \$350,000 to create two units of permanent affordable housing, which is half the cost of a new construction and on a much-expedited timeline.

InvestStratford is approaching construction companies and developers to donate materials and time. Dependent upon the results of this exploration, an RFP will be developed to complete the construction work.

Timeline: 9 months to one year.

The cost of building these two units is approximately half the cost of building new affordable housing units and significantly less than the cost of long-term emergency housing in hotels.

The lost opportunity cost of 246 Railway Avenue would be dependent on severing the portion of land that is usable, from the portion with the wellhead and pumping station. The lost opportunity of the sale of the land is more difficult to estimate but is estimated at \$200,000.

The City will explore innovative funding and service delivery opportunities, including but not limited to grant programs, public-private partnerships (P3), alternative financing and procurement (AFP) approaches, and shared provision of services, as appropriate.

This alternate procurement approach allows Stratford to share the provision of affordable housing.

	246 Railway Avenue	161 East Gore	38 Coriano Street
Opportunity- Number of possible units	2 units	15 to 18 units	12 units
Developed by	City of Stratford with construction companies	REOI process for NFP or mixed market developer	REOI process for NFP or mixed market developer
Timeline	9 months to 1 year	3 years	3 years
Cost	\$350,000	80 to 120 hours of staff time	80 to 120 hours of staff time
Approximate land value	Nominal due to need to sever well head and scale of land	\$550,000 to \$600,000	\$850,000 to \$1,050,000

Financial Implications: REOI Process 161 East Gore and 38 Coriano Street

Financial impact to current year operating budget:

There is no anticipated financial impact to the current year operating budget for the in-kind staff time required.

Financial impact on future year operating budget:

An analysis of the future financial implications of servicing the sites with water and sewage infrastructure will be forthcoming before an agreement is made to develop the sites. Any additional financial impacts would be considered and quantified at that time.

Should Council elect to proceed with a proponent, there will be legal and staff time in developing the contractual agreement and potential transfer of land. It is possible that the land would be donated to the project, dependent on the level of affordability and number of units proposed at each site. The lost opportunity cost of not selling these sites is at approximately \$550,000 to \$600,000 on 161 East Gore Street and \$850,000 to \$1,050,000 on 38 Coriano Street. This is estimated based on GeoWarehouse only and is not a full market valuation.

Link to asset management plan and strategy:

These initiatives do not directly link to the asset management plan and strategy. Any lands donated or potential structures developed or acquired will impact the City's asset holdings and subsequent management, including planning lifecycle events and ultimate replacement.

Legal considerations:

The development of the final agreement for development, once the proponent is selected, will require the review and services of the City Solicitor.

Insurance considerations:

Any insurance considerations would be reflected in final agreements to ensure the City's interests are protected, and liabilities mitigated as much as possible.

Financial Implications: Repurposing of 246 Railway Avenue to two housing units**Financial impact to current year operating budget:**

To bring services to 246 Railway Avenue, the estimated cost would be \$30,000 based on a typical house servicing cost under the City's HSA program. This work however, would impact the City's bottom line, as there would not be recovery from the property owner as in the case of other HSAs and would impact the Engineering division's contracted services expenses for 2024. This could result in the division being over-budget.

Financial impact on future year operating budget:

The anticipated financial impact on the 2025 budget would be \$320,000 to construct the two interior units with finishes, ready for occupation. The Housing Consortium continues to work with local builders and developers to reduce these costs via in kind donations in exchange for recognition and signage on the site as well as tax receipts. This amount would need to be included in the 2025 budget for consideration and may impact the tax levy, depending on any other funding sources that may be identified.

Link to asset management plan and strategy:

This initiative does not directly link to the asset management plan and strategy. Any lands donated or potential structures developed or acquired will impact the City's asset holdings and subsequent management, including planning lifecycle events and ultimate replacement.

Legal considerations:

Legal review may be required for contracts and to ensure that programming is compliant with legislation.

Insurance considerations:

The property will continue be insured at fair market value to ensure the City's interests are protected, and liabilities mitigated as much as possible.

Other:

The site would become a part of the City's portfolio of housing properties.

Alignment with Strategic Priorities:**Enhance our Infrastructure**

This report aligns with this priority as water and sewage infrastructure will be further developed as a part of new housing builds on all three sites.

Build Housing Stability

This report aligns with this priority as the City would be activating three surplus sites to create additional affordable and attainable housing units.

Intentionally Change to Support the Future

This report aligns with this priority as the City would be increasing Stratford's density, enhancing our affordability and activating long vacant sites.

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 Council directs City staff to develop a Request for Expression of Interest [REOI] process to gauge developer interest in the municipal lands at 38 Coriano Street and 161 East Gore Street;

THAT the REOI be developed to attract developers engaged in the creation of affordable and attainable units of housing on the lands in question;

THAT a report be prepared for Council's consideration following the evaluation process;

THAT the City issue an RFP to create two new affordable housing units at 246 Railway in the most efficient and economically sustainable way possible;

AND THAT the Matrix of evaluation criteria account for donated goods and in kind services.

Prepared by: Kendra Fry, Housing Specialist, investStratford

Recommended by: Joani Gerber, CEO, investStratford
Joan Thomson, Chief Administrative Officer
Kim McElroy, Director of Social Services

Figure 1A -161 East Gore Street Brief:

The Housing Consortium - Kendra Fry and Caroline Baker

Approximate value - Kendra Fry

Recognizing that only a full appraisal can provide this information, like properties and land value trends were used to project a value if sold of approximately \$550,000 to \$600,000. Please note that this is not a formal valuation and should not be relied on to set a sale price, but simply as a ballpark figure that requires further validation by an appraiser.

Proposed Development Options – Caroline Baker

As discussed, the purpose of this brief is to summarize theoretical densities on 161 East Gore for a residential development.

- The property is approximately 0.24 hectares in size, with 54 metres of frontage (to be confirmed by a legal survey).
- The property is designated as "Residential Area" in the SOP, which may permit up to 65 units per hectare for residential uses. To achieve the 65 uph, the application would need to demonstrate land use compatibility with the surrounding area.
- Using 65 uph, a theoretical maximum on property is around 15 dwelling units. This is the maximum number of dwelling units that could be permitted without needing an Official Plan Amendment.
- The Site is zoned as "R2(1)", which permits a range of low-density residential uses, including single detached dwelling and semi-detached dwellings. There are no specific maximum uph figures in the R2(1) Zone, but there are minimum lot sizes and lot frontages.
- An option, subject to confirmation on size of the property, would be to create 3 semi-detached buildings (this would equate to 6 dwellings units, each on their own legal lot). Within each of the 6 dwellings, a ADU could be provided (increasing the unit count to 12). This would require a double driveway on each legal lot.
- Extending on this option, consideration could be given to a third suite, that would be detached and located in the rear yard. This would increase the total units to 18. Of note, on this option, sufficient parking may not be possible to permit a third unit on each lot.
- This option could avoid a Zoning By-law Amendment Application. Severance applications, along with a potential minor variance (TBD).

- Should townhouses or multi-unit buildings be considered for the property, a Zoning By-law Amendment Application would be required.
- Any development application will require the completion of a Noise Study to address the noise source at the CN railyard. They may likely object to any application.
- Additional studies/reports may be required for proposed applications, including planning, traffic, and legal surveying.

Figure 1B -161 East Gore Street Aerial:



Figure 2A -38 Coriano Street Brief:

The Housing Consortium - Kendra Fry and Caroline Baker

Approximate Value - Kendra Fry

Recognizing that only a full appraisal can provide this information, like properties and land value trends were used to project a value if sold of approximately \$850,000 to \$1,050,000. Please note that this is not a formal valuation and should not be relied on to set a sale price, but simply as a ballpark figure that requires further validation by an appraiser.

Proposed Development Options - Caroline Baker

- The property is approximately 0.15 hectares in size, with 15 metres of frontage on Coriano Street. There is a secondary frontage on Waddell Street to the north (to be confirmed by a legal survey).
- There is an unopened road allowance from Coriano Street, connecting to the former fairgrounds (now the Bromberg subdivision). In liaising with City staff, a road connection from Coriano Street to the new subdivision is not anticipated, given the approved design for the Bromberg subdivision. A walkway connection will be maintained to connect Coriano Street with the new development. There is an opportunity to explore with Council and staff to declare a portion of the unopened road allowance and therefore increase the lot area an additional approximately 440 square metres. This would increase the overall property size to approximately 0.19 ha.
- The property is designated as "Residential Area" in the existing Stratford Official Plan, which may permit up to 65 units per hectare for residential uses. To achieve the 65 uph, the application would need to demonstrate land use compatibility with the surrounding area.
- Using 65 uph, a theoretical maximum on property is around 12 dwelling units. This is the maximum number of dwelling units that could be permitted without needing an Official Plan Amendment.
- The Site is zoned as "R1(4)", which limits uses to single detached dwellings and group homes. There are no specific maximum uph requirements in the R1(4) Zone, but there are minimum lot sizes and lot frontages.
- In any development scenario, it would be recommended that the walkway connection from Coriano Street to Waddell Street be maintained for pedestrian connectivity.

Option 1: Consent and Minor Variance

- Sever the land, such that there are two lots

- Both lots would have access to Coriano Street
- Each lot could theoretically be permitted for three (3) dwelling units (one main unit and two accessory units) = 6 total dwelling units
- A Minor Variance would be required to address the minimum lot frontage width and potentially building setbacks

Option 2: Zoning By-law Amendment

- Rezone the site to a medium density residential zone to permit the construction of multi-unit buildings, with up to 12 dwelling units
- Application would require a Planning Justification Report, Servicing Reports, Conceptual Site Plan/Elevations at a minimum, subject to confirmation by City staff
- Should the Zoning By-law Amendment be approved, a Site Plan Application would be required. If the selected builder reduced to 10 units, Site Plan Approval would not be required.

Figure 2B -38 Coriano Street Aerial:



Figure 3A -246 Railway Avenue Brief:

The Housing Consortium- Kendra Fry

Approximate Value-Kendra Fry

With a well head onsite and the need to sever it in order to sell the land, a sale value can't be determined at this time but is estimated to be between \$200,000 and \$300,000.

Proposed Development Option- Kendra Fry

A review onsite suggests that the cement block, brick façade structure is sound. The site is unserviced and without interior finishes. Thus, water and sewage hooks up will be required. A renovation of the building could create one of:

- Two bachelor or one bedroom units with a shared front entryway
- One two bedroom small home

No changes in zoning are required. Fencing around the well head will be required.

Figure 3B -246 Railway Avenue Aerial:





MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Tatiana Dafoe, City Clerk
Report Number: COU24-116
Attachments: Stratford AI Fresco By-law 37-2021 Amendment Report -
 Destination Stratford

Title: Winter AI Fresco Project Update

Objective: To provide an update on the Winter AI Fresco Pilot Project approved in 2023 and to seek approval to amend the Consumption of Liquor with Food in Destinated Public Places By-law 37-2021, as amended, to change the permitted hours for consumption of liquor with food in designated spaces and the terms and conditions.

Background: At the December 11, 2023, Regular Council meeting, Council adopted the following resolution:

THAT the Consumption of Liquor with Food in Designated Public Places By-law be amended to permit the consumption of liquor in all permitted areas from Thursday to Sunday between December 15, 2023 to January 13, 2024 from 5:00 p.m. to 10:00 p.m.

Following the pilot project, Destination Stratford prepared the attached report detailing the impact of the program over the last four years and providing recommended updates to the By-law for consideration by Council.

Analysis: As noted in the report prepared by Destination Stratford, they are requesting the following amendments be made to the Consumption of Liquor with Food By-law 37-2021, as amended:

1. Change the Permitted Spaces and Hours in section 3(B) to:

The hours that Liquor may be consumed in any Permitted Spaces are as follows:

- Sunday to Thursday from 11:00 a.m. to 8:00 p.m.

- Friday to Saturday from 11:00 a.m. to 9:00 p.m.
2. Replace the Terms and Conditions for the Consumption in Permitted Spaces Section 5 to:

The consumption of Liquor in the Permitted Spaces shall only be permitted subject to the following terms and conditions:

- Only Liquor purchased from City restaurants registered in the Stratford AI Fresco program shall be allowed in the Permitted Spaces;
- The consumption of Liquor must be in a responsible manner and in compliance with all Applicable Laws including all City policies, by-laws, practices and procedures; and
- Liquor shall not be consumed in any area situated outside of the designated Permitted Spaces.

The following departments identified no concerns with amending the hours that liquor may be consumed with food in the permitted places:

- Community Services Department
- Fire Services
- Infrastructure Services Department
- Corporate Services – Clerk’s Office

Stratford Police Services have advised they are receptive to finding innovative ways to support local businesses and promote Stratford as a progressive city. There are compliance and enforcement limitations with the AI Fresco model, but the last few years have demonstrated that most residents and visitors have been respectful of the rules and conscious of their behaviour.

Financial Implications:

Financial impact to current year operating budget:

Any administrative costs for this pilot project can be completed in existing budgets.

Financial impact on future year operating budget:

Any administrative costs for this pilot project can be completed in existing budgets.

Insurance considerations:

The City’s Insurer has advised previously that there are no concerns from an insurance perspective. Destination Stratford works directly with local restaurants to provide the City with proof of minimum \$5m liability insurance required to participate in the AI Fresco liquor-with-food program.

Alignment with Strategic Priorities:

Work Together For Greater Impact

Stratford is full of creative, innovative, solution-focused people and organizations and the City must support them to respond to the needs of the community. This report aligns with this priority as the continuation of this program has resulted in over \$750,000 of annual economic activity in addition to myriad social, community and economic benefits as noted in the attached report from Destination Stratford.

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.

Staff Recommendation: THAT the Consumption of Liquor with Food in Designated Public Places By-law 37-2021, as amended, be further amended to:

- **Change the Permitted Spaces and Hours in section 3(b) to:**
 - **The hours that Liquor may be consumed in any Permitted Spaces are as follows:**
 - **Sunday to Thursday from 11:00 a.m. to 8:00 p.m.**
 - **Friday to Saturday from 11:00 a.m. to 9:00 p.m.**
- **Replace the Terms and Conditions for the Consumption in Permitted Spaces Section 5 to:**
 - **The consumption of Liquor in the Permitted Spaces shall only be permitted subject to the following terms and conditions:**
 - **Only Liquor purchased from City restaurants registered in the Stratford Al Fresco program shall be allowed in the Permitted Spaces;**
 - **The consumption of Liquor must be in a responsible manner and in compliance with all Applicable Laws including all City policies, by-laws, practices and procedures; and**
 - **Liquor shall not be consumed in any area situated outside of the designated Permitted Spaces.**

Prepared by: Tatiana Dafoe, City Clerk

Recommended by: Joan Thomson, Chief Administrative Officer
 Insert name and title of CAO following approval



Destination Stratford
 47 Downie Street, Stratford, Ontario. N5A 1W7
 P: 519.271.5140 T: 1.800.561.7926
 hello@visitstratford.ca

Stratford Al Fresco By-law 37-2021 Amendment Report

March 18, 2024

Prepared by: Zac Gribble, Executive Director

The Stratford Al Fresco program was originally created in 2020 in response to the pandemic economic crisis to bolster and support outdoor dining opportunities for residents, visitors and local businesses.



On March 22, 2021, the newly created By-Law 37-2021 (full version included below) came into effect after being reviewed by the City's Corporate Leadership Team and then unanimously approved by Stratford City Council:

BEING a By-law to establish consumption of liquor with food in designated public spaces and at permitted times and to repeal By-laws 106-2020 and 118-2020.



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Destination Stratford works directly with local restaurants each year to provide the City with proof of minimum \$5M liability insurance required to participate in the Al Fresco liquor-with-food program, and also staffs and monitors the Al Fresco locations to ensure the public outdoor dining areas are clean and safe.

After 4 years of managing and implementing the Stratford Al Fresco program, Destination Stratford is proud of the results with over \$750,000 of annual economic activity in addition to myriad social, community and economic benefits.



Given the success of the *Consumption of Liquor with Food in Designated Public Places By-law* and experiencing no significant issues arising from it, including the pilot program during the 2023/24 Lights On Stratford winter festival, Stratford has established itself as a progressive leader by adopting a European approach to allowing liquor in designated public spaces.

“The creation of Al Fresco was an idea born out of necessity for a space to dine without health concerns or constraints of indoor dining. This evolved into a true revenue generator for restaurants as most saw their takeout business thrive despite the fact that people now had options for inside. It created a European atmosphere, a community feeling of people dining and sipping on their favourite beverage in what felt like a European Piazza or dining lakeside at a picnic table shaded by weeping willows.”
– Shelley Windsor, Vice-President, Windsor Hospitality Inc. / Mercer



“I sure hope they keep it all going. My customers loved all aspects of it. Market Square, the Island. I had many show us photos of them eating their lunches there...”
– Kelly Ballantyne, Sirkel Foods



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"I wanted to pass along full support for the Al Fresco initiative. As an example, we did a large take-out order that included alcohol for about 30 people and took it to the Tom Patterson island. I think it has been highly useful / needed and successful over the past 2 years."

– Bentley's Bar Inn & Restaurant

"We had multiple customers come in to order mulled wine, hot chocolates and our Lights On Spritz to go while they enjoyed the exhibits. We look forward to watching LOS grow in future years as well as its impact on downtown businesses."

– Megan Jones, Co-owner, The Starlight Bar

STRATFORD

Al Fresco



Alcohol allowed with food

(Alcohol supplied by local restaurants only)

Alcohol may be consumed responsibly with food in approved areas during the listed times

May 1 - September 23

Fri / Sat: 11 am - 9 pm
Sun - Thurs: 11 am - 8 pm

September 24 - October 31

Daily: 11 am - 7 pm

-  Only Liquor purchased with food from participating Stratford restaurants.
-  Only wine bottles, beer cans and mixed drinks in a sealed container permitted.
-  Patrons must have proof of purchase receipt from participating restaurant.

APPROVED AREAS:

Market Square, Tom Patterson Island, approved downtown parkland (see below)



Tom Patterson Island



Downtown Parkland

Does not include bandshell structure or cenotaph/memorial paved areas. Must be 19+ to consume alcohol. Please enjoy responsibly. (All patrons age 19+ must have a valid ID to purchase alcohol.)

The next logical step is to adopt a progressive European approach to liquor in our public spaces by amending this By-law to be effective year-round which will maximize opportunity for the local tourism sector and businesses, in particular allowing our local restaurants increased flexibility to creatively expand their offering while simultaneously bringing vibrancy to our heritage downtown core and park system.



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Requested amendments to the By-law are:

A. Replace the Permitted Spaces and Hours 3(B) section:

—

The hours that Liquor may be consumed in any Permitted Spaces are as follows:

May 1 to September 23

- Sunday to Thursday from 11:00 a.m. to 8:00 p.m.
- Friday to Saturday from 11:00 a.m. to 9:00 p.m.

September 24 to October 31

- Sunday to Saturday from 11:00 p.m. to 7:00 p.m.

—

with:

—

The hours that Liquor may be consumed in any Permitted Spaces are as follows:

- Sunday to Thursday from 11:00 a.m. to 8:00 p.m.
- Friday to Saturday from 11:00 a.m. to 9:00 p.m.

—

B. Replace Terms and Conditions Consumption in Permitted Spaces 5 section:

—

5. The consumption of Liquor in the Permitted Spaces shall only be permitted subject to the following terms and conditions:

1. Only Liquor purchased from City restaurants with food shall be allowed in the Permitted Spaces;
2. The consumption of Liquor and food must be in a responsible manner and in compliance with all Applicable Laws including all City policies, by-laws, practices and procedures;
3. Only wine bottles, beer cans and mixed drinks in a sealed container shall be allowed in the Permitted Spaces; and
4. Liquor shall not be consumed in any area situated outside of the designated Permitted Spaces.



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—
 With:

—
 5. The consumption of Liquor in the Permitted Spaces shall only be permitted subject to the following terms and conditions:

1. Only Liquor purchased from City restaurants registered in the Stratford Al Fresco program shall be allowed in the Permitted Spaces;
 2. The consumption of Liquor must be in a responsible manner and in compliance with all Applicable Laws including all City policies, by-laws, practices and procedures; and
 3. Liquor shall not be consumed in any area situated outside of the designated Permitted Spaces.
-

If this amendment to the By-law is approved, Destination Stratford is committed to its ongoing role in collecting and sharing certificate of insurance documentation for local participating restaurants, as well as providing ongoing support for the Stratford Al Fresco program, such as dedicated staff managing Al Fresco locations during the busy patio season.



The above By-law amendment aligns with our shoulder and winter season destination development goals, supports continued economic recovery and opportunity for our local businesses, and would once again raise Stratford's profile as an innovative and progressive city.



Consumption of Liquor with Food in Designated Public Places By-law 37-2021

Consolidated Version

As amended by:

- By-law 153-2023 adopted December 11, 2023



**BY-LAW NUMBER 37-2021
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to establish consumption of liquor with food in designated public spaces and at permitted times and to repeal By-laws 106-2020 and 118-2020.

WHEREAS section 11 of the *Municipal Act, 2001* S.O. 2001, c. 25 ("**Municipal Act**") provides that a municipality may pass by-laws respecting matters within the spheres of jurisdiction of culture, parks, recreation and heritage;

AND WHEREAS section 8.(1) of the *Municipal Act* provides that the powers of the municipality 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)(d) of the *Liquor Licence Act* R.S.O. 1990, Chapter L.19 ("**Liquor Licence Act**") allows a municipality to designate by by-law a public space that is owned or controlled by the municipality as a place where the consumption of liquor is permitted;

AND WHEREAS Regulation 719 under the *Liquor Licence Act* subject to the specified restrictions and conditions allows liquor sales licenses to sell liquor for takeout and delivery;

AND WHEREAS section 425 of the *Municipal Act* provides that the City may pass by-laws providing that a person who contravene a by-law passed under the provisions of the *Municipal Act* is guilty of an offence;

AND WHEREAS section 429 of the *Municipal Act* allows the City to establish a system of fines for offences under a by-law of the City passed under the *Municipal Act*;

AND WHEREAS the Council of The Corporation of the City of Stratford (the "**City**") deems it in the public interest to allow for the consumption of liquor with food from area restaurants in the designated public spaces;

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

Short Title

1. This By-law shall be known and referred to as "Consumption of Liquor with Food in Designated Public Places By-law".

Definitions

2. In this By-law the following definitions shall apply:

"*Applicable Laws*" means all applicable statutes, regulations, enforceable and published rules, guidelines and policies, laws and by-laws of Canada, the Province

of Ontario, and the City or other Regulatory Authorities, including without limitation the Alcohol Gaming Commission of Ontario;

"*By-law Enforcement Officer*" means a police officer of Stratford Police Services, commissionaire, assistant or any other officer, peace officer or civilian person engaged by Stratford Police Services and/or appointed by The Corporation of the City of Stratford to enforce or carry out the provisions of this by-law or any part thereof;

"*City*" means The Corporation of the City of Stratford;

"*City Property*" means a parcel, lot, block, strata lot, public park or other area of land that is located in the City and which is either owned or occupied by the City, or in which the City has vested interest pursuant to a statute and includes a "Highway";

"*Highway*" includes a common and public highway, street, avenue, parkway, driveway, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property line thereof;

"*Liquor*" has the meaning set out in the *Liquor Licence Act* as may be amended from time to time;

"*Liquor Licence Act*" means the *Liquor Licence Act* R.S.O. 1990, Chapter L.19, as may be amended and/or replaced from time to time;

"*Permitted Space*" means a Public Space or part of a Public Space that has been designated by the City by this By-law as a place where Liquor may be consumed, but does not include a building, structure, vehicle or other installation within the Public Place unless specifically designated by Council by this By-law;

"*Public Space*" includes a place, building or vehicle to which the public is invited or has or is allowed access;

"*Regulatory Authorities*" includes but are not limited to the Alcohol Gaming Commission of Ontario, and Ontario Ministry of Transportation.

Permitted Spaces and Hours

3. The following Public Spaces shall be designated as a Permitted Space where the City shall allow, during the specified hours, the consumption of Liquor subject to the terms and conditions set out in this By-law:
 - a. The Public Spaces or parts thereof listed on the attached Schedule A to the By-law and which Public Spaces shall be further identified by signage posted in accordance with this By-law are hereby designated as Permitted Spaces where Liquor may be consumed subject to the provisions set out in section 5 of this By-law.
 - b. The hours that Liquor may be consumed in any Permitted Spaces are as follows:

May 1 to September 23

 - Sunday to Thursday from 11:00 a.m. to 8:00 p.m.
 - Friday to Saturday from 11:00 a.m. to 9:00 p.m.

September 24 to October 31

 - Sunday to Saturday from 11:00 p.m. to 7:00 p.m.

Consolidated to December 11, 2023

December 15, 2023 to January 13, 2024

- Thursday to Sunday from 5:00 p.m. to 10:00 p.m.”
- c. Liquor may not be consumed in any part or portion of the Public Space that are outside of the boundaries of the Permitted Spaces as identified by signage posted in accordance with this By-law.

Signage

4. The City shall post the appropriate signage setting out the boundaries of the Permitted Space and the hours during which Liquor may be consumed in the Permitted Spaces.

Terms and Conditions Consumption in Permitted Spaces

5. The consumption of Liquor in the Permitted Spaces shall only be permitted subject to the following terms and conditions:
- a. Only Liquor purchased from City restaurants with food shall be allowed in the Permitted Spaces;
 - b. The consumption of Liquor and food must be in a responsible manner and in compliance with all Applicable Laws including all City policies, by-laws, practices and procedures;
 - c. Only wine bottles, beer cans and mixed drinks in a sealed container shall be allowed in the Permitted Spaces; and
 - d. Liquor shall not be consumed in any area situated outside of the designated Permitted Spaces.

Offence

6. Any person who contravenes any provision of this By-law is guilty of an offence and liable to the maximum fine and such other penalties as provided in the *Provincial Offences Act*, R.S.O. 1990, c.P 33, as amended, and the Municipal Act, and every fine is recoverable under the *Provincial Offences Act*.

Interpretation

7. In this By-law, unless the context otherwise requires words importing the singular number shall include the plural.
8. If a Court of competent jurisdiction declares any section or part of a section of this By-law invalid, it is the intention of Council that the remainder of the By-law shall continue to be in force.

Repeal

9. By-laws 106-2020 and 118-2020 are hereby repealed upon final passage of this By-law.

Effective

10. This By-law shall come into force and take effect upon final passage thereof.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 22nd day of March, 2021.

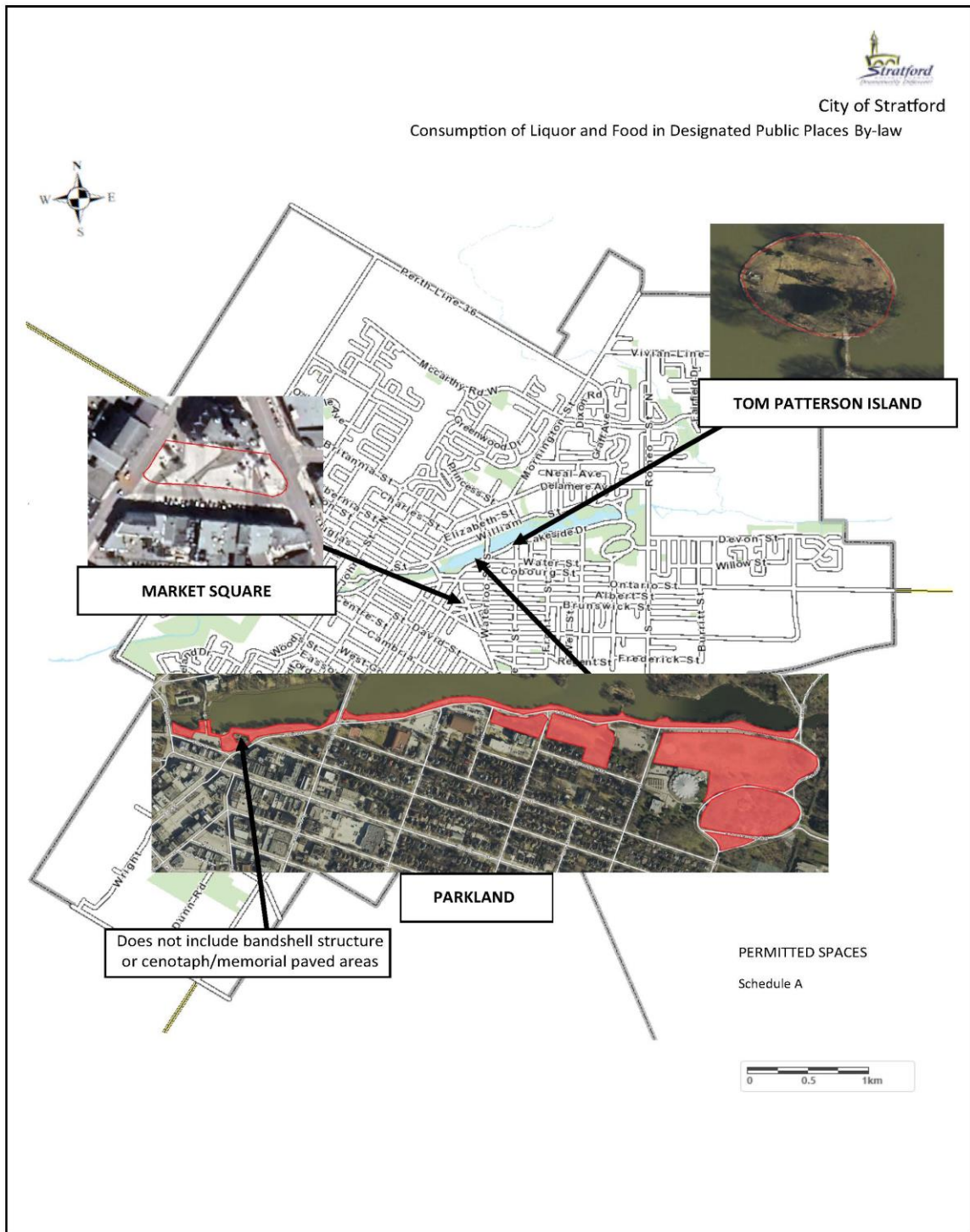
“Daniel B. Mathieson”

Mayor – Daniel B. Mathieson

“Chris Bantock”

Deputy Clerk – Chris Bantock

SCHEDULE A to By-law 37-2021
Adopted this 22nd day of March, 2021





MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Members of Council
From: Vicky Trotter, Council Committee Coordinator
Report Number: COU24-115
Attachments: None

Title: Destination Stratford Board and Councillor Representative Request

Objective: To consider a request from the Destination Stratford Board of Directors to appoint an additional City Councillor to the Board.

Background: The current composition of the Destination Stratford Board of Directors includes one City Councillor who is appointed at the start of each council term.

At the January 10, 2024 Destination Stratford Board meeting the following motion was passed:

To request that the City of Stratford appoint a second City Councillor for Board Member representation.

It is staff's understanding that this was requested by the current Council representative and that the Board supports the request.

Analysis: Section 4.3 of the Procedural By-law 140-2007 states Council may make amendments to council representation on boards at any time during the term of Council.

Should Council wish to nominate an additional Councillor representative to the Destination Stratford Board a resolution nominating a member would need to be adopted and By-law 4-2023, amended. Destination Stratford would then be responsible for amending any relevant by-laws or policies governing the Board and making the appointment.

The Remuneration By-law 20-98 provides for a stipend or remuneration to members of Councils who sit on local boards in the amount of \$60.00 for a meeting which is three (3) hours or less in duration and \$90.00 for a meeting which is more than three (3) hours in one day. The additional costs for a Councillor attending twelve (12) meetings

per year is approximately \$720.00 to \$1,080.00. A budget line currently exists for such remuneration.

Options:

1. Council could decide to nominate a second Council member to the Board. Under this option, members of Council interested in serving on the Destination Stratford Board for the remainder of the Council term, would submit their names to the City Clerk. A report would be brought forward at a subsequent Council meeting to select the nominee.
2. Council could decide to file the request from the Board and take no action;
3. Council could decide to table or defer the request from the Board.

Financial Implications:

Financial impact to current year operating budget:

Remuneration for an additional councillor would be paid from the current year budget line for remuneration for Council Members.

Financial impact on future year operating budget:

Remuneration for an additional councillor would be included in future years operating budget under remuneration for Council members.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose of the report is to consider an additional councillor appointment to the Destination Stratford Board.

Alignment with One Planet Principles:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose of the report is to consider an additional councillor appointment to the Destination Stratford Board.

Staff Recommendation: THAT the request to nominate a second member of Stratford City Council to the Destination Stratford Board of Directors be received;

AND THAT direction be given with respect to Option 1 or Option 2.

Prepared by: Vicky Trotter, Council Committee Coordinator
Tatiana Dafoe, City Clerk

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



MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Nicolette van Oyen, Consulting Senior Planner MHBC Planning;
 Juliane von Westerholt, Consulting Associate MHBC Planning
Report Number: COU24-121
Attachments: Draft By-law 53-55 Worsely Part Lot Control Exemption

Title: Part Lot Control Exemption for Lot 3, Registered Plan 44M-91, further identified as Parts 1-13, Reference Plan 44R-6259, municipally addressed as 53-55 Worsley Street

Objective: The purpose of this report is to consider a request by the owner/developer to grant a Part Lot Control Exemption By-law to permit creation of separate lots for each of the semi-detached dwellings such that each unit will be under separate ownership.

Background: The subject lands are located within a registered plan of Subdivision, registered as Plan 44M-91 which plan contains lots for single-detached dwellings as well as Lot 3 which was intended for a semi-detached dwelling as permitted in the R2(1)-41 zoning applying to the lands. The proposed lots and semi-detached dwellings meet the minimum requirements of the City of Stratford Zoning By-law.

Subject Site: The subject lands are located on the south side of Worsley Street approximately midway between St. Vincent Street South and Birmingham Street, legally described as Lot 3 of Registered Plan 44M-91. Each of the proposed lots have an approximate lot area of 306.3 square metres (3,297 square feet) and frontage of 11.82 metres (38.8) feet per dwelling unit.

Site Characteristics:

Existing use: Semi-detached dwelling (2 semi-detached dwelling units)

Frontage: 11.82 metres each per dwelling unit (38.8 feet)

Depth: 25.92 metres (85.04 feet)

Area: 306.3 square metres (3,297 square feet)

Surrounding Land Uses:

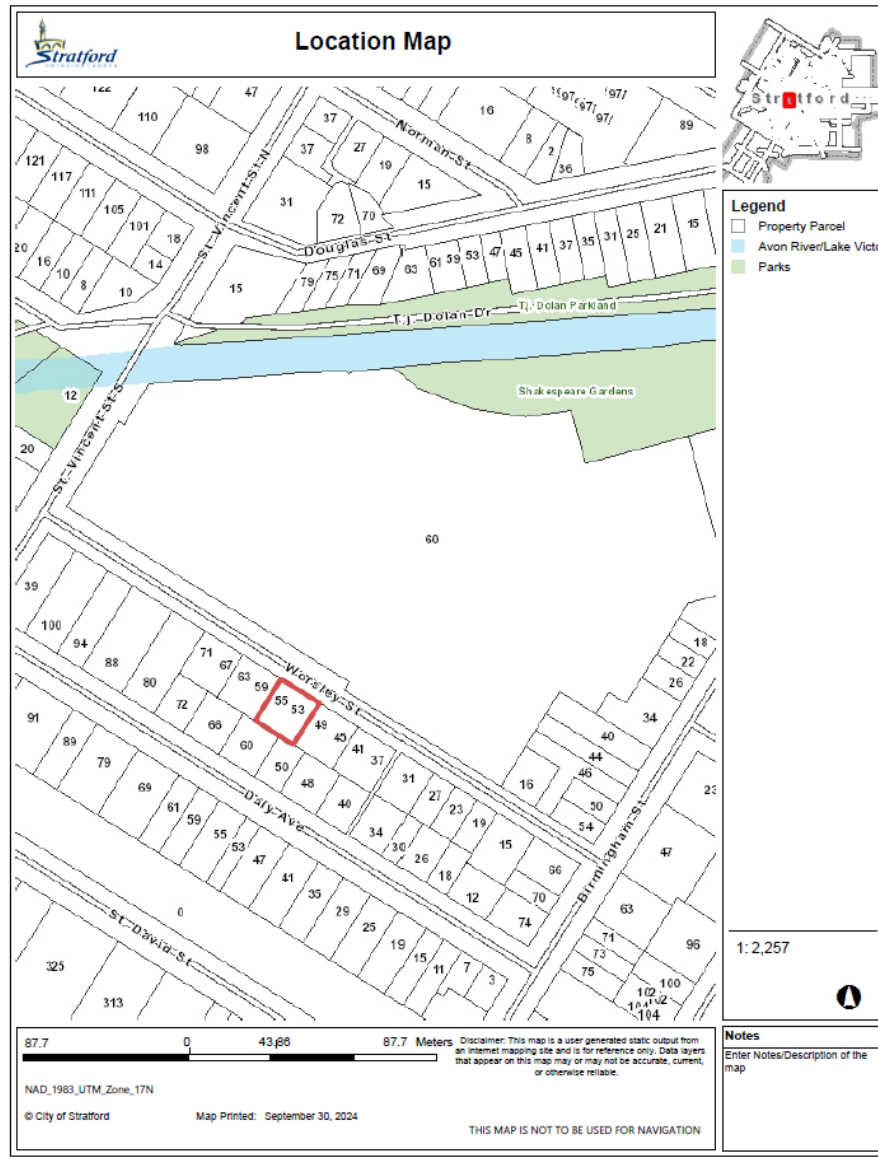
North: Stratford Intermediate School

East: Low rise residential

West: Low rise residential

South: Low rise residential

Location Map:



Financial Implications:

There are no direct financial implications from this report, however, approval for this exemption results in the creation of additional lots that will ultimately contribute to the taxable assessment base of the City.

Alignment with Strategic Priorities:

Building Housing Stability

This report aligns with this priority as this proposal supports increasing housing availability.

Alignment with One Planet Principles:

Equity and Local Economy

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

Staff Recommendation: THAT Council approve the application for part lot control exemptions for a one (1) year term from the date of this Council approval for lands legally described as Lot 3 of Registered Plan 44M-91 and more specifically as Parts 1-13 of Reference Plan 44R-6259, municipally addressed as 53-55 Worsley Street.

Prepared by:

Nicolette van Oyen, Consulting Senior Planner MHBC Planning
Juliane von Westerholt, Consulting Associate MHBC Planning

Recommended by:

Marc Bancroft, MPL, MCIP, RPP, Manager of Planning
Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services
Joan Thomson, Chief Administrative Officer



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to exempt Lot 3, Registered Plan 44M-91 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying semi-detached dwelling units to individual owners.

WHEREAS Section 50 subsection 7 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, (hereinafter referred to as the "Planning Act") provides that Council of a local municipality may, by by-law, provide that the part-lot control provisions contained in Section 50 subsection 5 do not apply to the lands designated in the by-law;

AND WHEREAS an application has been made to The Corporation of the City of Stratford to remove certain lands described in Section 1, and as shown on Plan 44R-6259 herein from the part-lot control provisions of the Planning Act for the purpose of conveying semi-detached dwellings to individual owners;

AND WHEREAS with the passing of legislation by the Province of Ontario proclaimed on May 22, 1996, whereby Ministry of Municipal Affairs and Housing approval of part-lot control exemption by-law authorized by council, including Council of The Corporation of the City of Stratford, is no longer required;

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

1. That Subsection 5 of Section 50 of the Planning Act, as amended, does not apply to those parcels of land and premises situated in the City of Stratford, in the County of Perth and Province of Ontario as described as Parts 1 to 13 on Plan 44R-6259 for the purpose of conveying semi-detached dwelling units to individual owners.
2. This exemption shall be in effect for a period of one (1) year from the date of passage of this By-law.
3. That the City Solicitor is authorized to have this By-law registered in the Perth County Land Titles Office.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Dave Bush, Director of Human Resources
Report Number: COU24-111
Attachments: None

Title: Agreement Extension Benefits Consultant 2024

Objective: Extend the pre-existing agreement with the benefits consultant.

Background: The current benefits consultant is Mosey & Mosey, a full-service benefits consulting firm that focuses solely on group benefits. They deliver proactive plan management strategies and innovative solutions that help employers manage costs, while delivering a meaningful benefit program aligned with strategic goals and objectives. Mosey & Mosey provides the following services: plan design consulting, market survey & analysis, innovative cost containment strategies, effective risk management strategies, superior client support, budget forecasting, benchmarking & data analysis, collective bargaining support, financial management & renewal negotiation and employee education/communication services.

The City of Stratford issued RFP-2018-55 and the successful bidder was Mosey & Mosey. The initial agreement was signed January 28, 2019, with a start date of April 1, 2019, for a three-year term with two, one-year extensions. The initial agreement ended in March of 2024 and Mosey & Mosey has offered an extension of their agreement with the City of Stratford for the identical terms and conditions of the 2019 agreement. The term of the new agreement would be for the period ending August 26, 2027.

The benefit packages managed by Mosey & Mosey are for all the City's internal employee groups:

- ATU Local 741
- CUPE Local 197 Outside
- CUPE Local 1385 Inside
- IBEW Local 636 Parallel Transit
- IBEW Local 636 Water
- Stratford Professional Fire Fighters

- Administration

Analysis: Our experience with Mosey & Mosey has been excellent. They have provided great customer service, accurate and fast response, solid advocacy and a great value add relationship. They successfully led a platform change in 2023 with our carrier to upgrade the online platform for better access and claims support.

They are currently underway in negotiating our benefits package in the market (current provider is Manulife) and it is beneficial to the City that the relationship for continuity purposes continues.

The extension agreement has identical terms and conditions of the initial agreement. The annual remuneration, services provided, terms and renewal period remain identical.

Given the costs to extend the agreement remain as accepted in 2019 through RFP-2018-55 it makes fiscal sense to continue the established relationship versus returning to the market with a new request for proposal.

The cost for the service is not a separate line item, rather is built into the costs to the underlying provider, Manulife. The fee is 1.25% of the annual premium costs, currently \$24,000 up to a maximum cap of \$26,000 annually for the duration of the agreement. The cap is designed as a buffer related to staffing complement, rather than the percentage.

Mosey & Mosey carries insurance commercial general liability and errors and omission coverage consistent with the City's established requirements.

Financial Implications:

Financial impact to current year operating budget:

Nominal, if any, as the costs are part of the 2024 approved benefits budget lines for each employee.

Financial impact on future year operating budget:

None, as the benefit renewal pricing is being held at current (2019) levels to the cap of \$26,000.

Alignment with Strategic Priorities:

Intentionally Change to Support the Future

This report aligns with this priority as we look ahead to the future, it is crucial to base our decisions on this evolving change context. We must be people-centered in our decision making, lead from our values and continue to support staff.

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.

Staff Recommendation: THAT Council authorize the extension agreement with Mosey & Mosey benefit consultants;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to execute the agreement.

Prepared by: Dave Bush, Director of Human Resources
Recommended by: Dave Bush, Director of Human Resources
Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Nancy Roulston
Report Number: COU24-118
Attachments: Management Report COU19-086

Title: Connecting Link Program 2025-2026 for Huron Street Phase 2

Objective: To obtain Council's support for Connecting Link funding application for the second phase of reconstruction on Huron Street.

Background: Huron Street, Highway 8, is subject to a Connecting Link agreement with the Ministry of Transportation that enables the City to be eligible to receive funding for up to 90% of the cost of eligible road works required for maintenance and operation of the highway. Phase 1 of the Huron Street reconstruction project from John Street to the Huron Street bridge used Connecting Link funds. The poor condition of the road and underground municipal infrastructure made this a priority project for the City. Additional details for the first phase of this project are in the attached Council report COU19-86 provided for reference.

Phase 2 focuses on the next section of Huron Street, from Matilda Street to John Street. This section of road was recently evaluated and has a pavement quality index rating of 29-50 with an average of thirty-six, which is considered extremely poor for an arterial road. The storm sewers range in size from 250mm to 675mm, are approximately 65 years old and undersized. The sanitary sewers are in poor condition and 65 to 120 years old. The watermains are 65 to 90 years old, and many sections have experienced historical breaks.

Analysis: The Province announced the 2025-26 Connecting Links Intake August 2024, and applications for funding are due by November 13, 2024. The application must include a resolution that:

- a) demonstrates council's support of the project identified in application;
- b) confirms that capital funding is available for the municipal contribution component;
- c) indicates that if the application is successful, that the municipality will proceed with the project in accordance with the timelines specified in the application.

Staff intend to apply for funding to reconstruct the roadway and upgrade the storm drainage system. Additional works planned at the same time include the replacement of the watermains and sanitary sewers.

The maximum amount of funding is \$3,000,000. The entire project, from Matilda Street to John Street, is estimated at \$6,300,000. Because of the scope of work, staff have proposed funding and constructing the project over two years.

The project is planned over two years, with Year 1 of 2 funding planned as follows in the draft 2025 budget:

Connecting Link Intake 8	\$	1,500,000	
Public Works Capital Reserve	\$	100,000	R-R11-PWCA
Storm Reserve	\$	150,000	R-R11-STRM
Water Reserve	\$	500,000	R-R11-WATR
Sanitary Reserve	\$	700,000	R-R11-WWTR
Total	\$	2,950,500	

If council supports the project and the funding application is successful, final design and tendering for the full project cost is estimated at \$6,300,000 and first stage of construction will commence in 2025, with construction completing in 2026. This project is in the 2025 and 2026 workplan and capital program.

Financial Implications:

Financial impact to current year operating budget:

None.

Financial impact on future year operating budget:

The Connecting Link Intake Highway 8 funding along with current and planned reserve funds will be sufficient to complete this project with no additional impacts to the operating budgets. Once completed, an overall reduction of annual maintenance costs, less patching, pothole and emergency repairs will result. This investment will help minimize the continuing deficit of pavement and underground infrastructure renewal.

Link to asset management plan and strategy:

These assets are in the City's asset management plan. Subsequent asset replacements are based on estimated useful life. The resurfaced roads will have an extended useful life, and replacement of the infrastructure will not be necessary for a further 25 years.

Alignment with Strategic Priorities:

Enhance our Infrastructure

This report aligns with this priority as ongoing and increasing renewals of our existing infrastructure is essential to support the community's overall well-being.

Alignment with One Planet Principles:

Equity and Local Economy

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

Staff Recommendation: THAT Council support the City's application to the Connecting Links Program 2025-2026 of \$3,000,000 for Phase 2 of the Huron Street Reconstruction project, with the remainder of the project funded from capital reserve funds committed to this project;

THAT Council authorizes proceeding with the Huron Street Reconstruction Phase 2 project, from Matilda Street to John Street, as outlined in the ten-year capital program at an estimated cost of \$6,300,000;

AND THAT the Director of Corporate Services be authorized to sign and submit the application on behalf of the City.

Prepared by: Nancy Roulston, Manager of Engineering

Recommended by: Taylor Crinklaw, Director of Infrastructure Services

Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: October 21, 2019
To: Mayor and Council
From: Nancy Roulston, Manager of Engineering
Report#: COU19-086
Attachments: None

Title: Connecting Link Program for Huron Street

Objective: To obtain Council's approval to apply for Connecting Link funding for the Reconstruction of Huron Street.

Background: Huron Street, Highway 8, is subject to a connecting link agreement with the Ministry of Transportation. As such, we are eligible to receive funding for up to 90% of the cost of eligible works required for maintenance and operation of the highway.

The condition of the road from Matilda Street to the Huron Street bridge has been recently assessed and has a pavement quality index rating of 28-56 with an average of 53, which is considered poor for an arterial road. The storm sewers range in size from 250mm to 525mm, are 60 to 100 years old and undersized. The sanitary sewers are in poor condition and 80 to 110 years old. The watermains are 30 to 90 years old, many sections with historical breaks.

Analysis: The 2020-21 Connecting Links program was announced on October 3, 2019, and staff would like to apply for funding to complete the design, reconstruct the roadway, and upgrade the storm drainage system. Additional works that would be done at the same time include the replacement of the watermains and sanitary sewers.

The maximum amount of funding that can be applied for is \$3,000,000. The entire project, from Matilda Street to the bridge, including engineering costs, is estimated to be in the range of \$8,000,000. Because of the scope of work, staff intend to complete the project in two phases. The first phase is to retain a consultant and complete the construction of the first phase of the project. The consultant would complete both phases of design, including a review of all signalized intersections, obtain all relevant approvals, and produce two tender documents – Phase 1 of construction and Phase 2 of construction. The construction

of the second phase would be dependent on a subsequent intake for the Connecting Link program and future budget approvals.

Design of the project would take place in 2020, with construction of Phase 1 taking place in 2021-2022.

Financial Impact: Our current estimate for design of Phase 1 and 2 plus construction of Phase 1 is \$4,210,000. The City would receive approximately \$2,800,000 in connecting link funding for the eligible works (road and storm sewers), with the remainder of the funds being provided by the City.

In 2020, the estimated costs for the project are \$400,000, with approximately \$306,000 of those costs covered by connecting link funding. The remaining \$94,000 will be financed by long term debt.

Construction costs would be budgeted in 2021 and 2022, with long term debt used to finance those costs not covered by funding.

Staff Recommendation: THAT the City submit an application to the Connecting Links Program 2019-2020 for the Huron Street Reconstruction project;

AND THAT the Director of Corporate Services be authorized to sign and submit the application on behalf of the municipal corporation.



Manager of Engineering



Director of Infrastructure and Development Services



Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Tatiana Dafoe, City Clerk
Report Number: COU24-119
Attachments: Draft Plan of 370 Ontario Street

Title: Encroachment Application for 370 Ontario Street

Objective: To consider a request to enter into an Encroachment Agreement with the owner of 370 Ontario Street to permit several items to encroach onto the Ontario Street road allowance.

Background: An encroachment agreement is a formal agreement signed between the City and a property owner, approved by by-law and registered on title against the property that is benefited by the agreement (not the municipal property). The intent of the encroachment agreement is to formally recognize the encroachment and clearly establish the terms and conditions specific to the encroachment if it is permitted to remain.

The City adopted an Encroachment Policy P.3.2 (the Policy) which states:

“It is the policy of the City of Stratford that there shall be no unauthorized encroachments onto road allowances or municipal property, including park property. A property owner shall seek prior permission from the City to encroach onto a road allowance or municipal property and subject to Council approval, enter into an encroachment agreement with the City and pay the required fees.

Where an encroachment exists without City approval, the owner shall be required to remove the encroachment at their own expense or seek permission from the City for the encroachment to remain.

No new encroachments onto park property will be permitted.”

The Policy further states:

“7. When Encroachments will not be granted

It is the policy of the City of Stratford that approval for the following will not be granted:

- new encroachments onto park property;
- additions to existing buildings or other structures that would encroach or do encroach onto municipal property or road allowances;
- the encroachment poses a danger to the public;
- when construction has commenced prior to the issuance of a required permit from the City.”

In 2024, Consent Application B01-24 was approved which permitted the severing of 370 Ontario Street from 380-396 after the parcels had merged on title. A condition of approval was that a road widening and daylight triangle be provided along Ontario Street. As a result of the road widening and daylight triangle, existing structures are now located on City property, thus requiring this encroachment agreement application.

The encroachment application submitted by the Owner requested the following items be permitted to encroach onto the municipal road allowance:

- porch,
- stairs,
- concrete pad,
- sidewalk,
- parking space.

Analysis: In accordance with the Policy, the encroachment application was submitted for review to the following divisions: Planning, Engineering, and Building. The department comments are summarized below.

Planning Services

Planning Services advised that they have no concerns with this application. The Director of Building and Planning noted that the parking space could remain subject to an encroachment agreement with the City up until such time that there is any redevelopment of the site. At which point the property owner would need to remove and reconfigure the parking space to not encroach and to comply with all City By-laws and requirements.

Building Services

Building Services advised that they have no concerns with the encroachments. It was noted that the building proposed to be demolished for 380-396 Ontario Street will need

to be completed under a demolition permit which will be completed through the re-development of the site and is not required to be addressed under this encroachment agreement.

Engineering Division

The Engineering Division advised they do not have any concerns with this encroachment application. It was recommended the following additional structures be included in the encroachment agreement: gravel walkway, bushes/garden and existing sign.

Financial Implications:

The annual fee for the encroachments is adjusted yearly by the CPI and added to the property tax bill for the property. The annual fee is based on the size of the encroachment and is calculated by taking the current property tax times the size of the encroachment (area) divided by the total area of the owned property.

Financial impact to current year operating budget:

If the encroachment agreement is approved as recommended, the annual fee of \$414.91, adjusted yearly by the CPI, would be added to the property tax bill for this property.

Financial impact on future year operating budget:

If approved as recommended, the annual fee of \$414.91, adjusted yearly by the CPI, would be added to the property tax bill annually until the agreement is terminated or the encroachment is removed.

Alignment with Strategic Priorities:

Not applicable: The encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Alignment with One Planet Principles:

Not applicable: The encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Staff Recommendation: THAT the encroachment application for 370 Ontario Street to permit the existing asphalt parking space, concrete walkway, concrete pad with stairs, covered porch, gravel walkway, garden/bushes and sign to encroach onto the Ontario Street road allowance for a total encroachment area of 55.69m², be approved;

THAT the annual fee of \$414.91 adjusted yearly by the CPI, be added to the property tax bill for 370 Ontario Street;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 370 Ontario Street.

Prepared by: Tatiana Dafoe, City Clerk

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

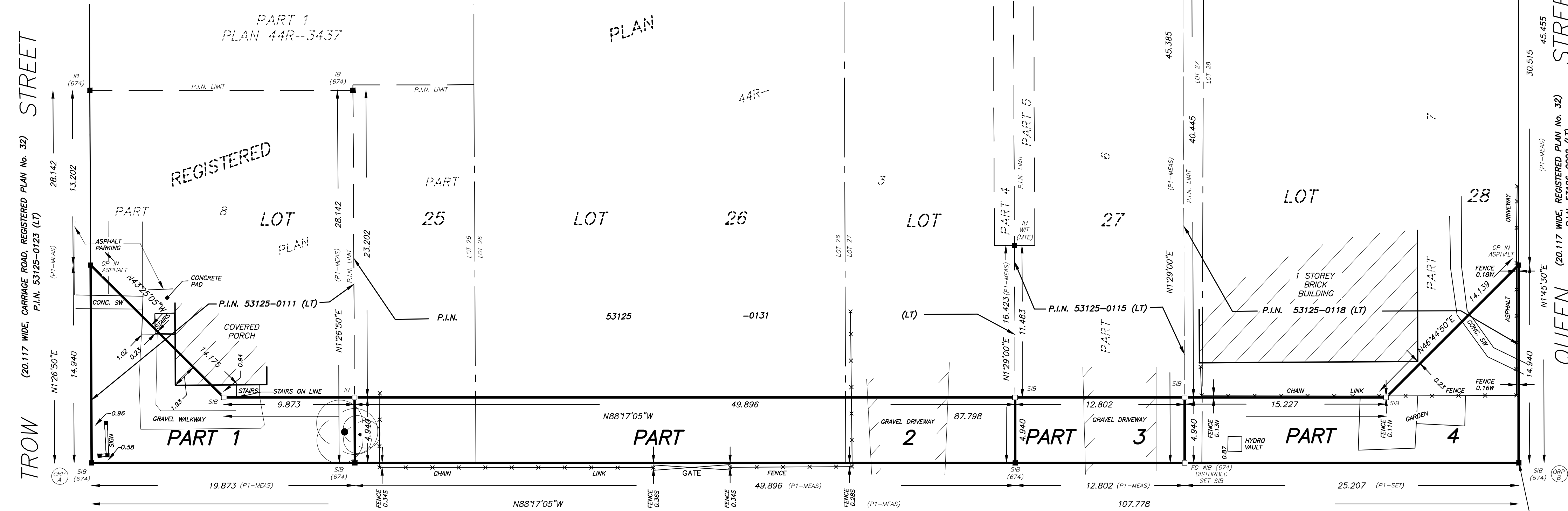
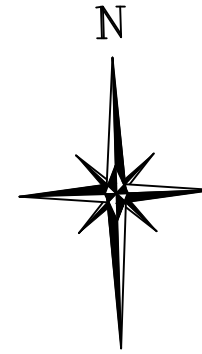
NOTES:

BEARINGS ARE UTM GRID, DERIVED FROM SPECIFIED CONTROL POINTS 09620020062 AND 09620020068, UTM ZONE 17, NAD83 (ORIGINAL).

DISTANCES ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999600.

SPECIFIED CONTROL POINTS (SCPs) AND OBSERVED REFERENCE POINTS (ORPs): UTM ZONE 17, NAD83 (ORIGINAL) COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10		
POINT ID	NORTHING	EASTING
SCP 09620020062	4802040.199	501882.176
SCP 09620020068	4802049.476	502425.397
ORP A	4802053.348	502314.932
ORP B	4802050.114	502422.614

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN



METRIC:

DISTANCES AND CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO SQUARE FEET BY MULTIPLYING BY 10.7639.

ONTARIO (20.117 WIDE, REGISTERED PLAN No. 32) STREET

(ORIGINAL ROAD ALLOWANCE BETWEEN TOWNSHIPS OF SOUTH EASTHOPE AND NORTH EASTHOPE)

PLAN 44R-
RECEIVED AND DEPOSITED

DATE _____ DATE _____

TREVOR D.A. McNEIL, O.L.S. REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF PERTH (No. 44)

SCHEDULE				
PART	LOT	REG'D PLAN	P.I.N.	AREA (m ²)
1	PART OF 25	32	PART OF 53125-0111 (LT)	148.2
2	PART OF 25, 26, 27		PART OF 53125-0131 (LT)	246.5
3	PART OF 27		PART OF 53125-0115 (LT)	63.2
4	PART OF 27, 28		PART OF 53125-0118 (LT)	174.7

PART 1 COMPRISES PART OF P.I.N. 53125-0111 (LT)
 PART 2 COMPRISES PART OF P.I.N. 53125-0131 (LT)
 PART 3 COMPRISES PART OF P.I.N. 53125-0115 (LT)
 PART 4 COMPRISES PART OF P.I.N. 53125-0118 (LT)

PLAN OF SURVEY
OF PART OF
LOTS 25, 26, 27 & 28
REGISTERED PLAN No. 32

IN THE
CITY OF STRATFORD
COUNTY OF PERTH
SCALE 1:200
0 1 2 3 4 8 12 METRES

MTE OLS LTD.
ONTARIO LAND SURVEYORS

- LEGEND:**
- DENOTES PLANTED MONUMENT
 - DENOTES FOUND MONUMENT
 - SIB DENOTES STANDARD IRON BAR
 - IB DENOTES IRON BAR
 - IBØ DENOTES ROUND IRON BAR
 - MEAS DENOTES MEASURED
 - MTE DENOTES MTE OLS LTD.
 - 1245 DENOTES DONALD W.J. McNEIL LIMITED, O.L.S.'s
 - 674 DENOTES F.J.S. PEARCE, O.L.S.
 - RP DENOTES REGISTERED PLAN
 - P1 DENOTES PLAN 44R-5403

SURVEYOR'S CERTIFICATE:

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 - THE SURVEY WAS COMPLETED ON THE 10TH DAY OF APRIL, 2024.

DATE _____ TREVOR D.A. McNEIL
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER:
V-64103

MTE MTE ONTARIO LAND SURVEYORS LTD.
365 HOME STREET
STRATFORD, ONTARIO, N5A 2A5
TEL: 519-271-7952



MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Alexander Burnett, Planner
Report Number: COU24-122
Attachments: None

Title: Road Widening for Consent Application B01-24, 370-396 Ontario Street

Objective: The purpose of this report is to authorize the conveyance of Part 1, 2, 3, and 4 on Reference Plan 44R-6254 from Chancery Development Ltd. to The Corporation of the City of Stratford and to dedicate these lands as public highway for the purpose of a road widening and daylight triangle along Ontario Street, Trow Avenue, and Queen Street.

Background: Chancery Development Ltd. received provisional consent for application B01-24 on January 17, 2024, to sever the western portion of the subject lands to recreate an existing residential lot (the properties were originally separate but had merged on title). Conditions 4 and 5 of the approval require the owner, prior to the stamping of the deed, to dedicate a 4.94-metre-wide strip of land to the City of Stratford along the Ontario Street frontage for road widening purposes, along with a 10 metre by 10 metre daylight triangle at the northeast corner of Trow Avenue and Ontario Street, and at the northwest corner of Queen Street and Ontario Street. This dedication shall be free and clear of all encumbrances and all costs borne by the applicant.

Analysis: Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 is required to be dedicated to the City of Stratford to satisfy the above-described condition and this dedication is for road widening purposes along Ontario Street. These Parts, upon being transferred to the City, should be dedicated as public highway.

Financial Implications:

Financial impact to current year operating budget:

Upon assumption of the road widening, there will be negligible impact on annual operating and maintenance costs for the grassed boulevard. The owner will be responsible for all costs associated with the transfer of the land to the City of Stratford.

Link to asset management plan and strategy:

As with any property conveyance, the parcel becomes part of the City's land inventory. In the case of minor sections intended to widen the existing road asset, they do not result in an acquisition, rather just an expansion of the existing asset, with no asset management consequences of the nominally valued addition.

Alignment with Strategic Priorities:**Enhance our Infrastructure**

This report aligns with this priority as the conveyance of the road widening and daylight triangle will enhance pedestrian and vehicle transportation along Ontario Street.

Alignment with One Planet Principles:

Not applicable: The conveyance of the road widening will help meet the Design Width of Ontario Street and provide the opportunity for improved road design.

Staff Recommendation: THAT Council authorize the conveyance of Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 from Chancery Development Ltd. to The Corporation of the City of Stratford;

AND THAT upon conveyance of Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 to the City of Stratford, these lands be dedicated as public highway forming part of Ontario Street.

Prepared by:

Alexander Burnett, Planner

Recommended by:

Marc Bancroft, MPL, MCIP, RPP, Manager of Planning &

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

Joan Thomson, Chief Administrative Officer

Figure 1: PLAN 44R-6254

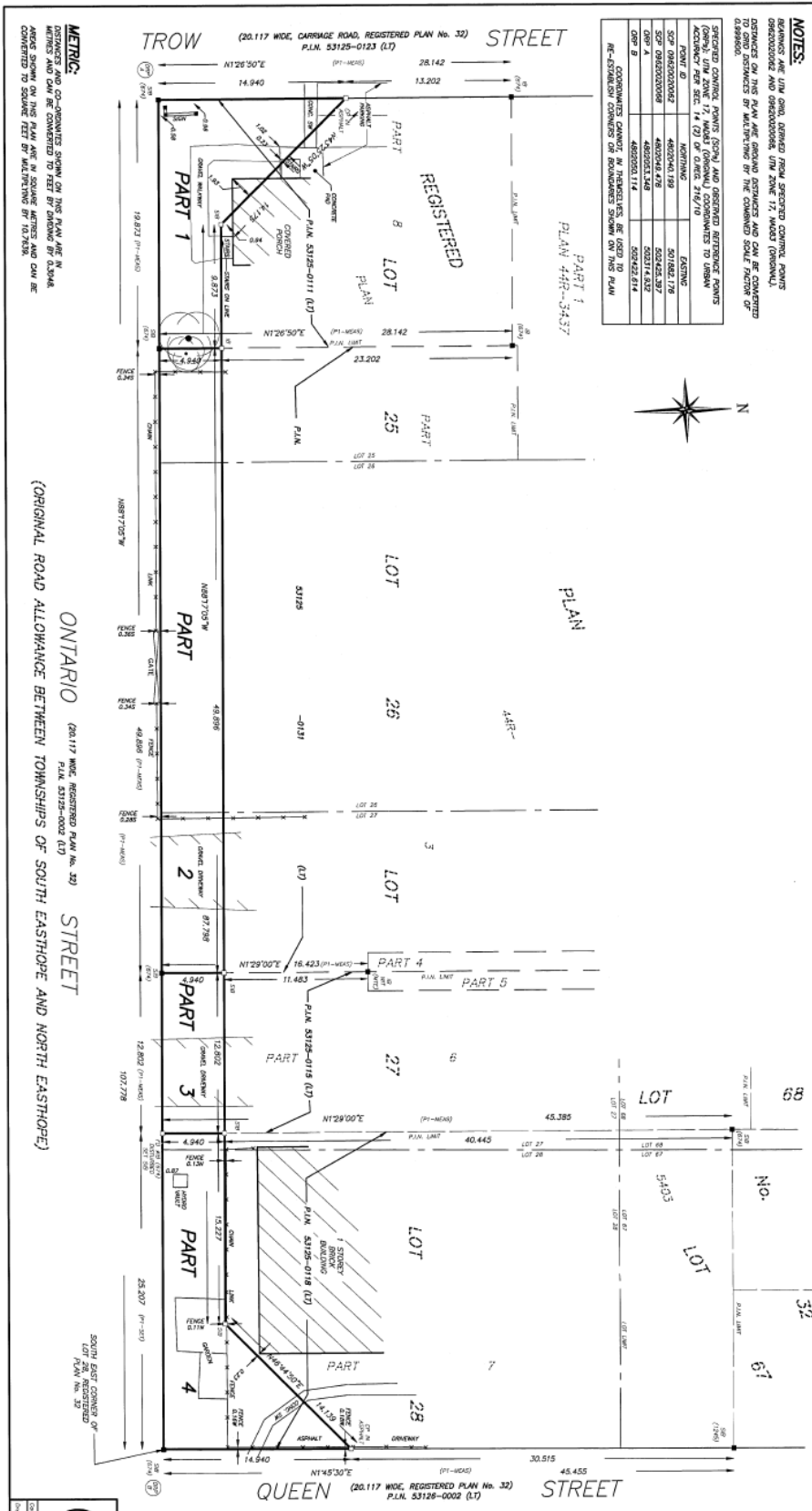
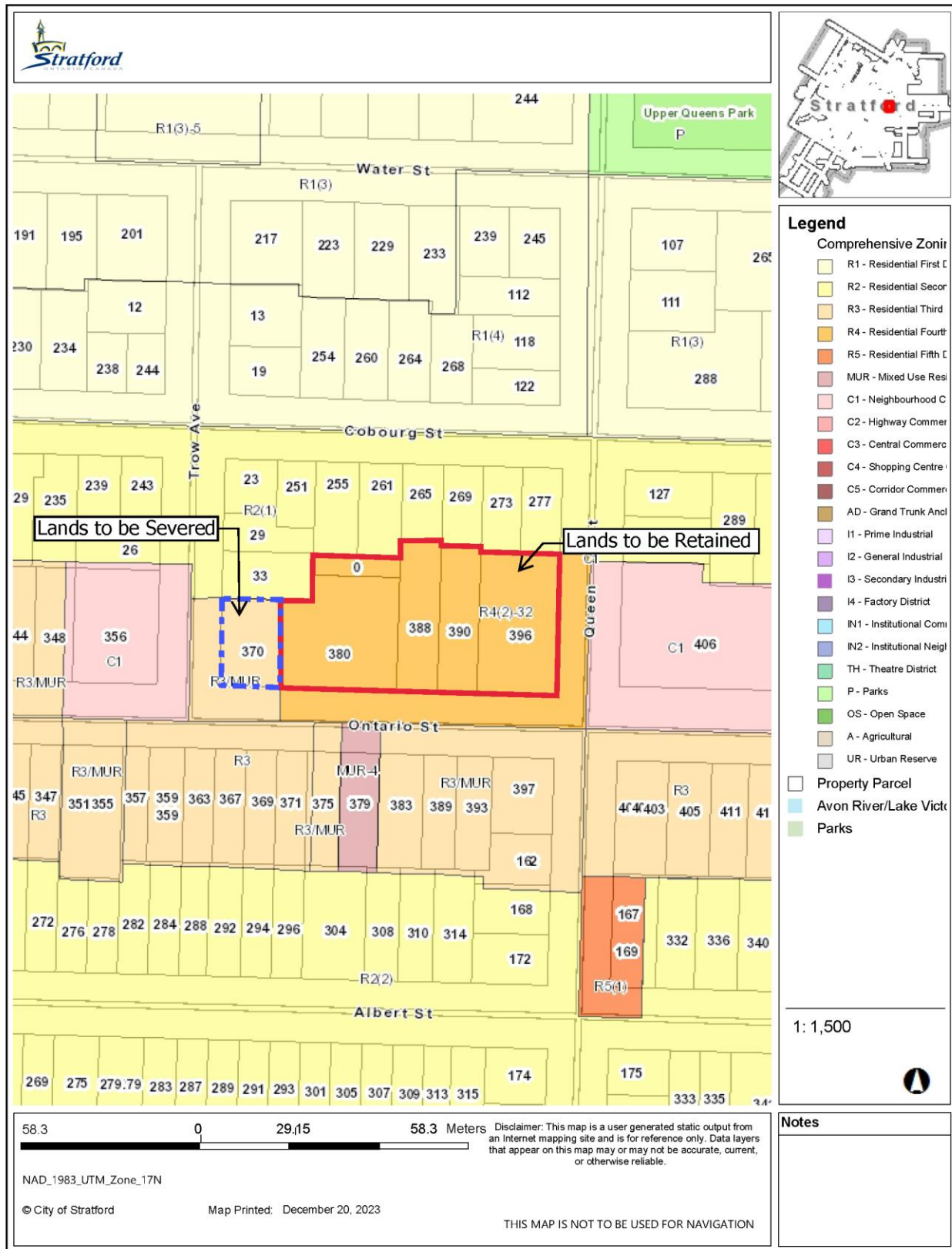


Figure 2: Location and Severance Map





MANAGEMENT REPORT

Date: October 15, 2024
To: Mayor and Council
From: Tatiana Dafoe, City Clerk
Report Number: COU24-120
Attachments: Draft Plan of 639, 649 and 663 Ontario Street

Title: Encroachment Application for 639, 649 and 663 Ontario Street

Objective: To consider a request to enter into an Encroachment Agreement with the owner of 639, 649 and 663 Ontario Street.

Background: The purpose of this report is to consider:

1. Entering into an encroachment agreement to permit the following to encroach onto the Ontario Street road allowance:
 - a. the existing wood porch and associated steps at 639 Ontario Street (Lot 49);
 - b. concrete walkways, sidewalk (ramped), sign, garden with a brick retaining wall and gardens at 649 Ontario Street (Lots 50, 51, 52);
 - c. enclosed porch and steps located at 663 Ontario Street (Lot 53);

This encroachment application was submitted as part of a condition for Consent Application B04-23 which was approved on December 18, 2023. The purpose of the application was to sever 639 Ontario Street from 649-663 Ontario Street after the parcels had merged on title. As a condition of approval, a road widening was requested by the City's Engineering Division along Ontario Street. As a result of the road widening, existing structures are now located on City property, thus requiring this encroachment agreement application.

An encroachment agreement is a formal agreement signed between the City and a property owner, approved by by-law and registered on title against the property that is benefited by the agreement (not the municipal property). The intent of the encroachment agreement is to formally recognize the encroachment and clearly

establish the terms and conditions specific to the encroachment if it is permitted to remain.

The City adopted an Encroachment Policy P.3.2 (the Policy) which states:

“It is the policy of the City of Stratford that there shall be no unauthorized encroachments onto road allowances or municipal property, including park property. A property owner shall seek prior permission from the City to encroach onto a road allowance or municipal property and subject to Council approval, enter into an encroachment agreement with the City and pay the required fees.

Where an encroachment exists without City approval, the owner shall be required to remove the encroachment at their own expense or seek permission from the City for the encroachment to remain.

No new encroachments onto park property will be permitted.”

The Policy further states:

“7. When Encroachments will not be granted

It is the policy of the City of Stratford that approval for the following will not be granted:

- new encroachments onto park property;
- additions to existing buildings or other structures that would encroach or do encroach onto municipal property or road allowances;
- the encroachment poses a danger to the public;
- when construction has commenced prior to the issuance of a required permit from the City.”

Analysis: In accordance with the Policy, the encroachment application was submitted for review to the following divisions: Planning, Engineering, and Building. The department comments are summarized below.

Planning Services advised that they have no concerns with this application.

Building Services advised that 639 Ontario Street has an outstanding property standards order against it. An item within the order is in relation to the front porch and steps. Staff have advised the repairs should be completed, and the property standards order closed by the By-law Division prior to the completion of the encroachment agreement.

The Engineering Division provided the following comments:

- recommend the removal of the retaining wall garden where a mature tree was removed at 649 Ontario Street, encroaching within the City right-of-way along the frontage of the property as this will allow for the sidewalk to be straightened when future work occurs;
- recommend the removal of the concrete sidewalk and step off the City sidewalk at 649 Ontario Street and utilize the existing sidewalk (ramp) access along the building frontage; and
- as per Section 3 of Policy P.3.2 an encroachment agreement is not required for the garden along the front of the commercial building as it falls within the road allowance.

The Engineering Division supports entering into an encroachment agreement for the following items:

- wood porch and steps located at 639 Ontario Street (Lot 49);
- sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52); and
- enclosed porch and steps located at 663 Ontario Street (Lot 53).

Financial Implications:

The annual fee will be adjusted yearly by the CPI and would be added to the property tax bill for this property for the encroachment agreement. The annual fee is based on the size of the encroachment and is calculated by taking the current property tax times the size of the encroachment (area) divided by the total area of the owned property.

Financial impact to current year operating budget:

If the encroachment agreement is approved as recommended, the annual fee of \$133.56, adjusted yearly by the CPI, would be added to the property tax bill for this property for the encroachment agreement. The annual fee is based on the size of the encroachment and is calculated by taking the current property tax times the size of the encroachment (area) divided by the total area of the owned property.

Financial impact on future year operating budget:

If approved as recommended, the annual fee of \$133.56, adjusted yearly by the CPI, would be added to the property tax bill annually until the agreement is terminated or the encroachment is removed.

Alignment with Strategic Priorities:

Not applicable: The encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will

exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Alignment with One Planet Principles:

Not applicable: The encroachment policy is a service offered by the City to permit existing building or structures to encroach onto municipal property. The City will exercise its right to require an encroachment agreement if the City intends to allow the encroachment to remain under certain terms and conditions.

Staff Recommendation: THAT the encroachment application for 639, 649 and 663 Ontario Street to permit the following:

- **wood porch and steps located at 639 Ontario Street (Lot 49);**
- **sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52); and**
- **enclosed porch and steps located at 663 Ontario Street (Lot 53)**

to encroach onto the Ontario Street road allowance for a total encroachment area of 44.04m², be approved;

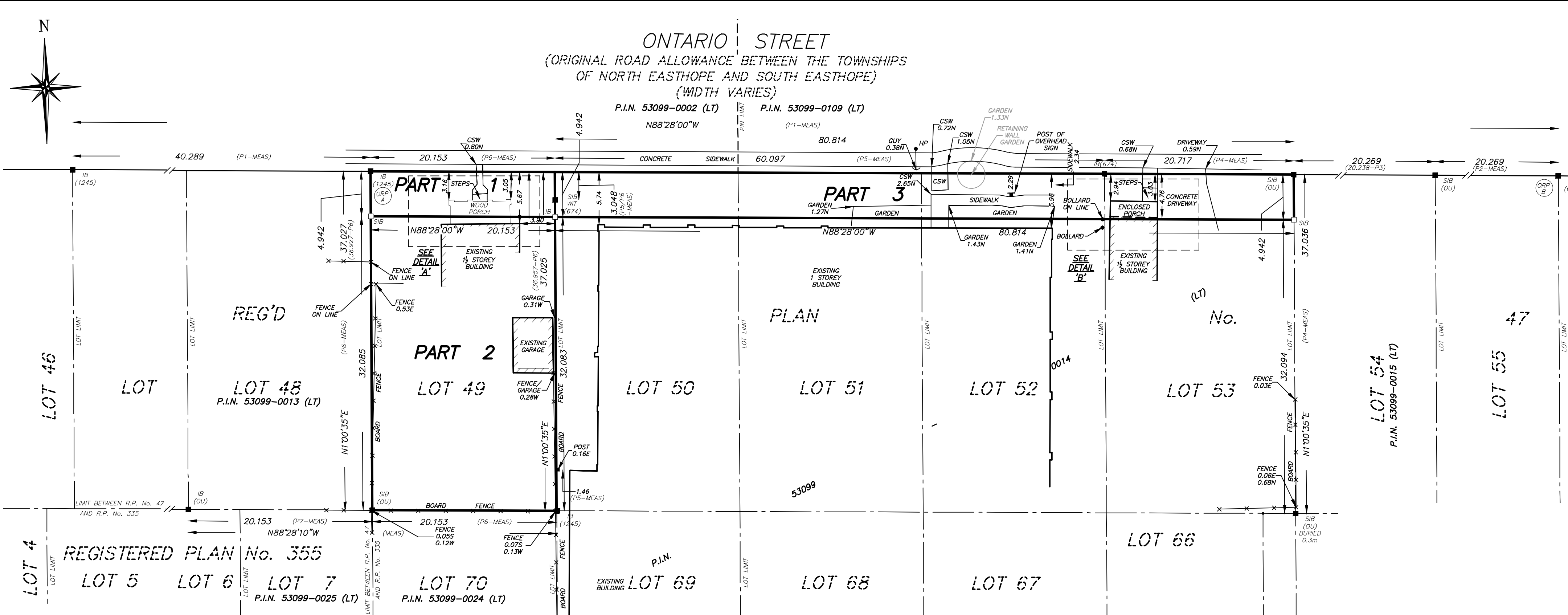
THAT the retaining wall garden where a mature tree was removed at 649 Ontario Street be removed at the sole cost of the owner;

THAT the concrete sidewalk and step off the City sidewalk at 649 Ontario Street be removed at the sole cost of the owner;

THAT the annual fee of \$133.56 adjusted yearly by the CPI, be added to the property tax bill for 639, 649, and 663 Ontario Street;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 639, 649, and 663 Ontario Street.

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



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

PLAN 44R-
RECEIVED AND DEPOSITED

DATE _____ DATE _____

TREVOR D.A. McNEIL, O.L.S. REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF PERTH (No. 44)

SCHEDULE				
PART	LOT	REG'D PLAN	P.I.N.	AREA (m ²)
1				99.6
2	PART OF 49	47	PART OF 53099-0014 (LT)	646.6
3	PART OF 50,51,52,53			399.4

PARTS 1, 2 AND 3 COMPRISE PART OF P.I.N. 53099-0014 (LT)

PLAN OF SURVEY
OF ALL OF
LOT 49
AND PART OF
50, 51, 52 AND 53
REGISTERED PLAN No. 47
IN THE
CITY OF STRATFORD
COUNTY OF PERTH
SCALE 1:300

MTE OLS LTD.
ONTARIO LAND SURVEYORS

SURVEYOR'S CERTIFICATE:
I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE XTH DAY OF X, 2024.

NOTES:
BEARINGS ARE UTM GRID, DERIVED FROM GPS OBSERVATIONS USING THE CAN-NET NETWORK AND ARE REFERRED TO UTM ZONE 17, NAD83 (CSRS v6) EPOCH 2010.00.
DISTANCES ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9996.
ALL COORDINATES ARE DERIVED FROM GPS OBSERVATIONS USING THE CAN-NET NETWORK AND ARE REFERRED TO UTM ZONE 17, NAD83 (CSRS v6) EPOCH 2010.00 TO AN URBAN ACCURACY IN ACCORDANCE WITH SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP A	4802009.744	503177.329
ORP B	4802005.972	503318.750

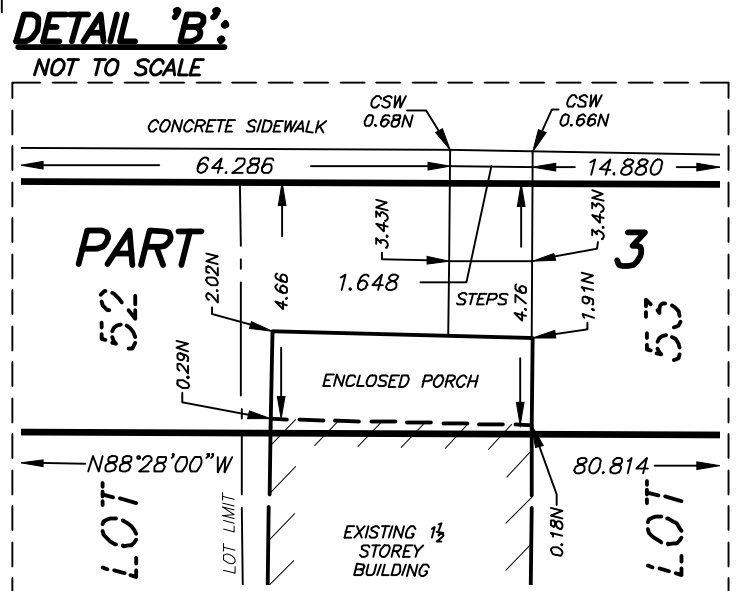
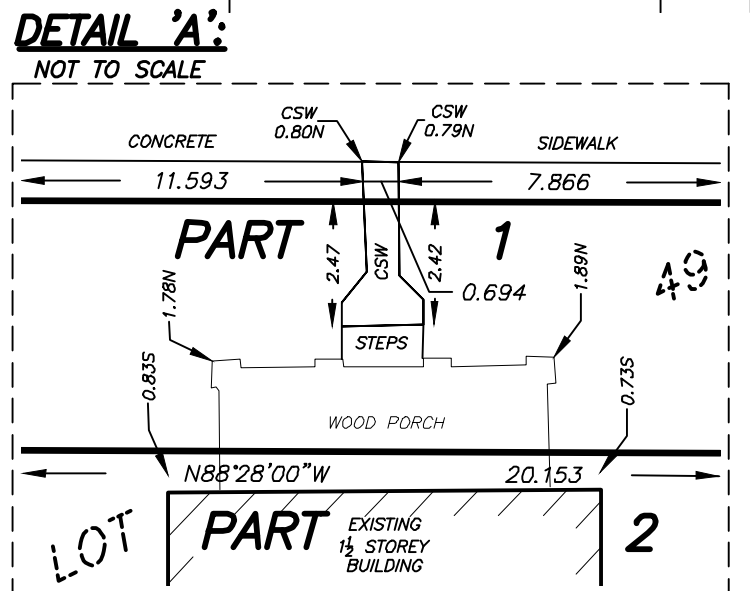
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN

METRIC:
DISTANCES AND CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO SQUARE FEET BY MULTIPLYING BY 10.7639.

PLAN ID	ROTATION AMOUNT	DIRECTION
R.P. No. 47 (P3)	1'32"0"	CLOCKWISE
McNEIL NOTES 8848 (P4)	0'01'40"	CLOCKWISE
McNEIL 93-4895 (P6)	0'01'40"	CLOCKWISE
McNEIL 93-5592 (P7)	0'01'40"	CLOCKWISE
R.P. No. 355 (P8)	1'32"0"	CLOCKWISE

LEGEND:

- DENOTES PLANTED MONUMENT
- DENOTES FOUND MONUMENT
- SIB DENOTES STANDARD IRON BAR
- IB DENOTES IRON BAR
- OU DENOTES ORIGIN UNKNOWN
- WIT DENOTES WITNESS
- MEAS DENOTES MEASURED
- 1245 DENOTES DONALD W.J. McNEIL LIMITED, O.L.S.'s
- 674 DENOTES F.J.S. PEARCE, O.L.S.
- RP DENOTES REGISTERED PLAN
- P1 DENOTES PLAN 44R-5820
- P2 DENOTES PLAN 44R-4923
- P3 DENOTES REGISTERED PLAN No. 47
- P4 DENOTES DONALD W.J. McNEIL NOTES, FILE No. 8848
- P5 DENOTES F.J.S. PEARCE PLAN OF SURVEY, FILE No. 113-47-ST
- P6 DENOTES DONALD W.J. McNEIL SURVEY, FILE No. 93-4895
- P7 DENOTES DONALD W.J. McNEIL SURVEY, FILE No. 96-5592
- P8 DENOTES REGISTERED PLAN No. 355
- CSW DENOTES CONCRETE SIDEWALK
- HP DENOTES HYDRO POLE



DATE _____ TREVOR D.A. McNEIL, O.L.S. ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER: V-64071

MTE ONTARIO LAND SURVEYORS LTD.
365 HOME STREET
STRATFORD, ONTARIO, N5A 2A5
TEL: 519-271-7952

Cad File: P:\54721\100\54721-100-R1.DWG COGO : 54721-100-UTMGROUND.ASC
Drawn By: CJ/MM Checked By: T. MCNEIL, OLS File No.: 54721-100-R1 (L)



September 3, 2024

Re: Proclamation – Ontario Public Library Week and Canadian Public Library Month

Dear Mayor Martin Ritsma and Members of City Council,

The Stratford Public Library joins libraries all across Ontario in celebrating Ontario Public Library Week from October 20 to 26. To recognize the contributions of the public library in our community, Stratford Public Library would appreciate your support by proclaiming October 20-26, 2024 as “Ontario Public Library Week” in the City of Stratford.

October is also Canadian Library Month. During this month, libraries and library partners across Canada raise awareness of the valuable role libraries play in the lives of people in Canada.

Ontario Public Library Week holds immense significance for the library and the community. The week is a celebration of libraries as a lifelong institution and how we continue to be a reliable and trustworthy organization capable of serving the needs of our entire community. This year’s theme is “Libraries for Life”.

By requesting a proclamation from the City of Stratford, the Library aims to enhance the reach and impact of Stratford Public Library by showcasing the library as a place where hope and wonder fly—a place where everyone can explore, learn, create, connect, and be inspired to spark change for a better community.

Thank you for your attention to this request.

Sincerely,

Krista Robinson
Library Director / CEO
Stratford Public Library

STRATFORD PUBLIC LIBRARY
19 ST. ANDREW STREET, STRATFORD ON
www.splibrary.ca askspl@splibrary.ca 519-271-0220





WHEREAS during this week, libraries and library partners raise awareness of the valuable role that libraries play in our lives and in our communities; and

WHEREAS the Stratford Public Library serves as a community hub for lifelong learning and plays a vital role in helping citizens of all ages access the information and tools that they need to live, learn and work; and

WHEREAS the board, staff and volunteers of the Stratford Public Library provide a vital service to our community; and

WHEREAS this year the theme for Ontario Public Library Week is “Libraries For Life” focusing on the role that libraries play in supporting individual and collective connections to the past and future of our communities, nations and civilizations; and

THEREFORE BE IT RESOLVED THAT Stratford City Council PROCLAIMS October 20 to 26, 2024 as “Ontario Public Library Week” in the City of Stratford and encourages all residents of Stratford to show their support for our local public library by visiting, not just this week, but all year long, and utilize the wide variety of services that they have to offer.



September 25th, 2024

From:

Pauline Shore,
188, Elizabeth Street,
Stratford, ON, N5A 4Z3

To:

Mayor Martin Ritsma,
1, Wellington Street,
Stratford, ON, N5A 2L3

Dear Mayor Ritsma,

I would like you to make a proclamation on behalf of Probus Club Stratford.

October is PROBUS Month, and PROBUS Club Stratford would like create awareness of this with the City of Stratford.

Probus Club serves as a social group for retired individuals. Members of PROBUS Stratford meet monthly at The Army and Navy and Airforce Hall, at 151, Lorne Avenue, at 9:30am, on the second Wednesday of the month. There, members maintain and expand social networks. The organization offers a friendly and welcoming environment, free of political or religious affiliations. It also aims to enrich members' lives by organizing outings and activities that encourage lifelong learning, and active engagement in various activities.

Sincerely,

Pauline Shore
(Probus Stratford - Promotion)



MANAGEMENT REPORT

Date: September 10, 2024
To: Social Services Sub-committee
From: Colleen Steckly, Administrative Assistant to the Director of Social Services and Kim McElroy, Director of Social Services
Report Number: SOC24-009
Attachments: None

Title: Annual Community Income Tax Clinic for Completion of 2023 Returns

Objective: To provide Council with an update on the annual community income tax clinic serving low-income residents of the City of Stratford, Town of St. Marys, and County of Perth.

Background: The City of Stratford has coordinated an annual income tax clinic for low-income residents since 1989, with the support of local accounting firms. Services continued to be provided this year free of charge by two local accounting firms, Famme & Co. Professional Corporation, and McCutchen & Pearce Professional Corporation. Together they provided the opportunity for 124 participants to have returns completed.

Analysis: Pre-pandemic, appointments were scheduled for in-person attendances with the accountants at various locations in Stratford on one day mid-March. Throughout the pandemic, the City of Stratford Social Services Department coordinated these services without interruption to residents by moving to a drop off/pick up approach and after consultation with the accounting firms involved, this method continues. We can serve more participants and allow more time to the agencies preparing the returns free of charge. We communicated well in advance of the clinic, providing details to partner agencies, posting to various media platforms, including displaying details on screens on the city transit buses, as well as reminders to Ontario Works clients. Caseworkers, reception, and intake staff were informed of the details to share with clients.

We had the same commitment as previous years of 132 appointment times from Famme & Co. Professional Corporation and McCutchen & Pearce Professional Corporation for completion of the 2023 tax returns. The program is offered on a first come first served basis with every effort made to accommodate as many participants as possible. Initially the 132 spaces were booked completely but there were several

cancellations, so every attempt was made to backfill the remaining spots. By the end of the clinic 124 returns were completed.

This year participation was open to any participant on Social Assistance (Ontario Works, ODSP) with a Form T5007, Seniors 65+ with single income of \$25,396 or less and couple income of \$34,346 or less. Finally, all other participants with a single income of \$16,000 or less and couple income of \$32,000 or less. This allows the service to be provided to individuals who may not otherwise be able to afford to file taxes through private corporations or accountants. Only current year returns are completed during the clinic. As an alternative, referrals were made to a program offered through The Salvation Army under Purchase of Service Agreements with the City for anyone unable to meet our submission deadline, or if they had multiple years of returns or estate returns to be completed. The Salvation Army offers sites in St. Marys and Listowel which enables participants without the means to travel to Stratford to still participate in this very worthwhile opportunity.

Since its inception, this well-received program has been beneficial to residents of Stratford, St. Marys, and Perth County. It provides an essential service that helps residents access further resources and ensure they are receiving all federal benefits available to them to maximize incomes. It has been helpful for individuals requiring income tax returns for applications such as Rent-Geared-to-Income Housing or the Canada Child Benefit and fosters greater financial stability when receiving federal benefits such as GST/HST credit.

All professional accounting services are provided free of charge to participants.

Financial Implications:

Financial impact to current year operating budget:

There is no cost to the Corporation other than some administrative staff time to coordinate with the accounting firms and schedule appointments, which did not have an impact on this year's budget or to service delivery.

Financial impact on future year operating budget:

There would be no future year impact relating to the 2023 clinic.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report highlights the coordination of a program that supports residents accessing further resources, so they receive all federal benefits available to them to maximize incomes.

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 issue a thank you to all businesses that provided their support and services during the Annual Community Income Tax Clinic.

Prepared by: Colleen Steckly, Administrative Assistant to the Director of Social Services

Recommended by: Kim McElroy, Director of Social Services
Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: September 10, 2024
To: Social Services Sub-committee
From: Kim McElroy, Director of Social Services
Report Number: SOC24-010
Attachments: Infographics – Social Housing Report (July 2024), Ontario Works Report (June 2024), Children’s Services Report (July 2024), and Homelessness Report (July 2024)

Title: Introduction to Quarterly Infographics

Objective: To inform Council and the public of the Social Services Department’s initiative to create quarterly infographics that will visually represent key statistics related to the Housing, Homelessness, Children Services and Ontario Works divisions reflective of the City of Stratford Consolidated Municipal Service Management (CMSM) area.

Background: The City of Stratford CMSM strives to base its service delivery on evidence-based approaches to best serve our clients’ needs. This approach ensures that decisions are grounded in empirical evidence and current data. Utilizing the data we can proactively attempt to predict trends and mobilize our programming, service delivery and resource allocations accordingly.

Analysis: Staff have compiled some of the key statistics and were able to transform the statistics into easily digestible infographic formats, enabling the public to quickly comprehend the information. These reports will be updated internally, monthly, with variances reviewed quarterly. By presenting data over time, the infographics allow for the identification of trends in Housing and Homelessness as well as Children’s Services and Ontario Works. It is hoped this initiative enhances data accessibility, improves understanding of trends and enhances community engagement and awareness regarding social issues, fostering a more informed public dialogue around these critical areas. The infographics will be distributed quarterly to council as part of the Social Services sub-committee updates, as well as made available to the public through the City of Stratford website.

Financial Implications:

Financial impact to current year operating budget:

This initiative is being performed within our current staff resources, with no impact on the operating budget.

Financial impact on future year operating budget:

The initiative itself does not have impact on future operating budgets, the findings of the initiative may impact future programming, service delivery and resource allocations.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority as it allows for identification of trends, enhances community engagement and awareness regarding social issues.

Intentionally Change to Support the Future

This report aligns with this priority as it is a proactive attempt to predict trends and mobilize programming, service delivery and resource allocations accordingly.

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 report titled, "Introduction to Quarterly Infographics" (SOC24-010), be received for information.

Prepared by: Kim McElroy, Director of Social Services
Recommended by: Kim McElroy, Director of Social Services
 Joan Thomson, Chief Administrative Officer

SOCIAL SERVICES MONTHLY SOCIAL HOUSING REPORT

Stratford, Perth County, & St. Marys

546 Total number of Households on the waitlist

Applicant Type

Single/ Couple	55%
Family	34%
Senior	11%

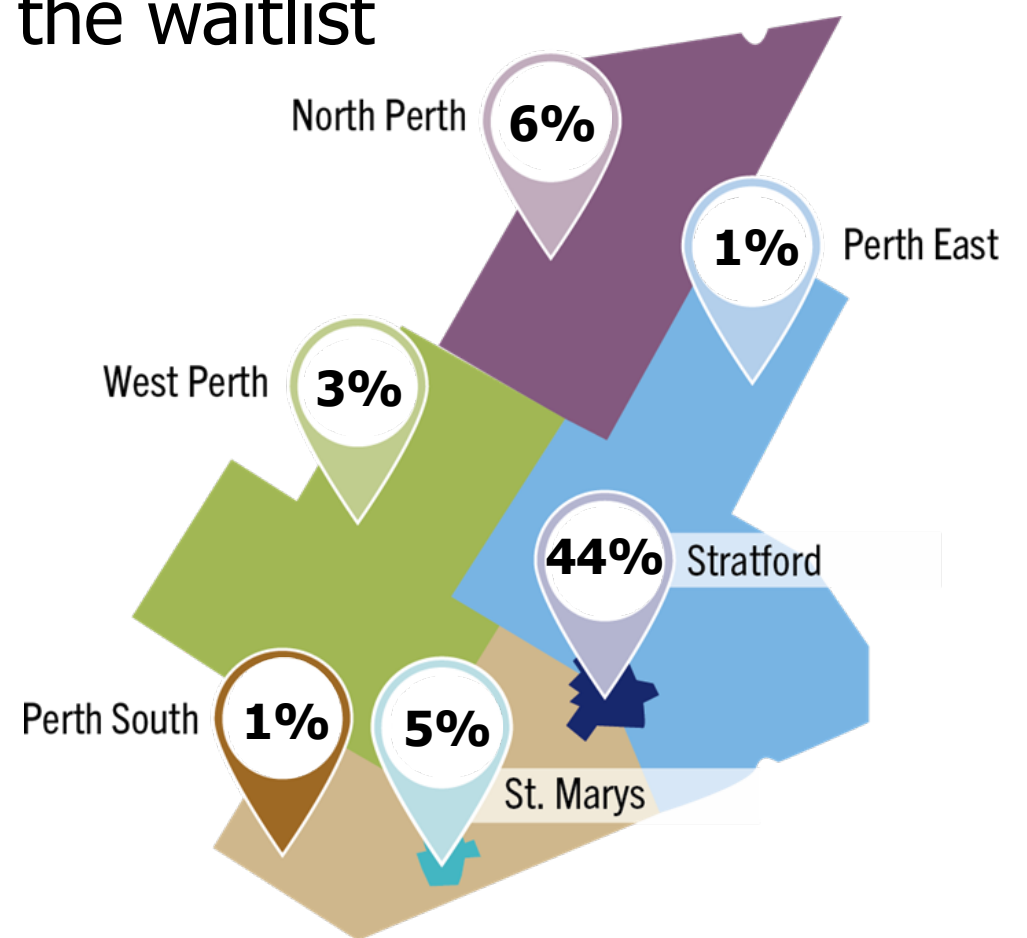
Unit Size

1 Bedroom	62%
2 Bedroom	16%
3 Bedroom	11%
4+ Bedroom	11%

Priority Status

Chronological Order	86%
Homeless	10%
Special Provincial Priority (SPP)	4%

*SPP: Survivor of domestic abuse or trafficking



Unknown: **7%**
Outside Perth County: **33%**

*Current applicant address

Move ins & Move outs

5 Total number of move outs

10 Total number of move ins

Maintenance



369

Number of Work orders requested

i Information Bulletin

For a number of years now Tenant Appreciation BBQs have been a yearly event coordinated by the Housing Division. We are currently wrapping up summer BBQs and by the end of September we will have hosted 10, with attendance from tenants and their guests from 20 different multi-residential homes within the Perth & Stratford Housing Corporation. These events are always a great success and offer an opportunity for tenants to socialize with staff and their peers, as well as with emergency services personnel who are generally also in attendance. We are already looking forward to lunch in 2025!

For more information about housing services and supports please visit: <https://www.stratford.ca/en/inside-city-hall/housing.aspx>



SOCIAL SERVICES MONTHLY ONTARIO WORKS REPORT

Stratford, Perth County, & St. Marys



751 Total number of active caseloads

56 Total number of active temporary care cases

*If you are an adult and you are temporarily responsible for the care of a child who is in financial need, you may be eligible for temporary care assistance on their behalf.



22%

Percentage of caseload terminations exiting to employment



6%

Percentage of Caseload terminated



91

New applications received



12%

Percentage of caseloads with employment earnings



\$983

Average monthly employment earnings

Population Specific Information



60%

Singles without dependents



30%

Lone parent families



5%

Couples with or without dependents

2.4

Years

Average time on Assistance

\$733

The maximum amount a Single on Ontario works receives per month

Information Bulletin

Ontario Works provides income and employment supports to people in temporary financial need. If you qualify, Ontario Works can provide you with:

- Financial assistance to help you cover the costs of your basic needs (example: food and housing costs, and
- Employment assistance to help you prepare for and find a job.

You may also be eligible for health benefits for yourself and your family, including drug and dental coverage.

For more information about Ontario Works and Social Assistance please visit: <https://www.stratford.ca/en/inside-city-hall/ontarioworks.aspx#How-to-Apply-for-Financial-Assistance>

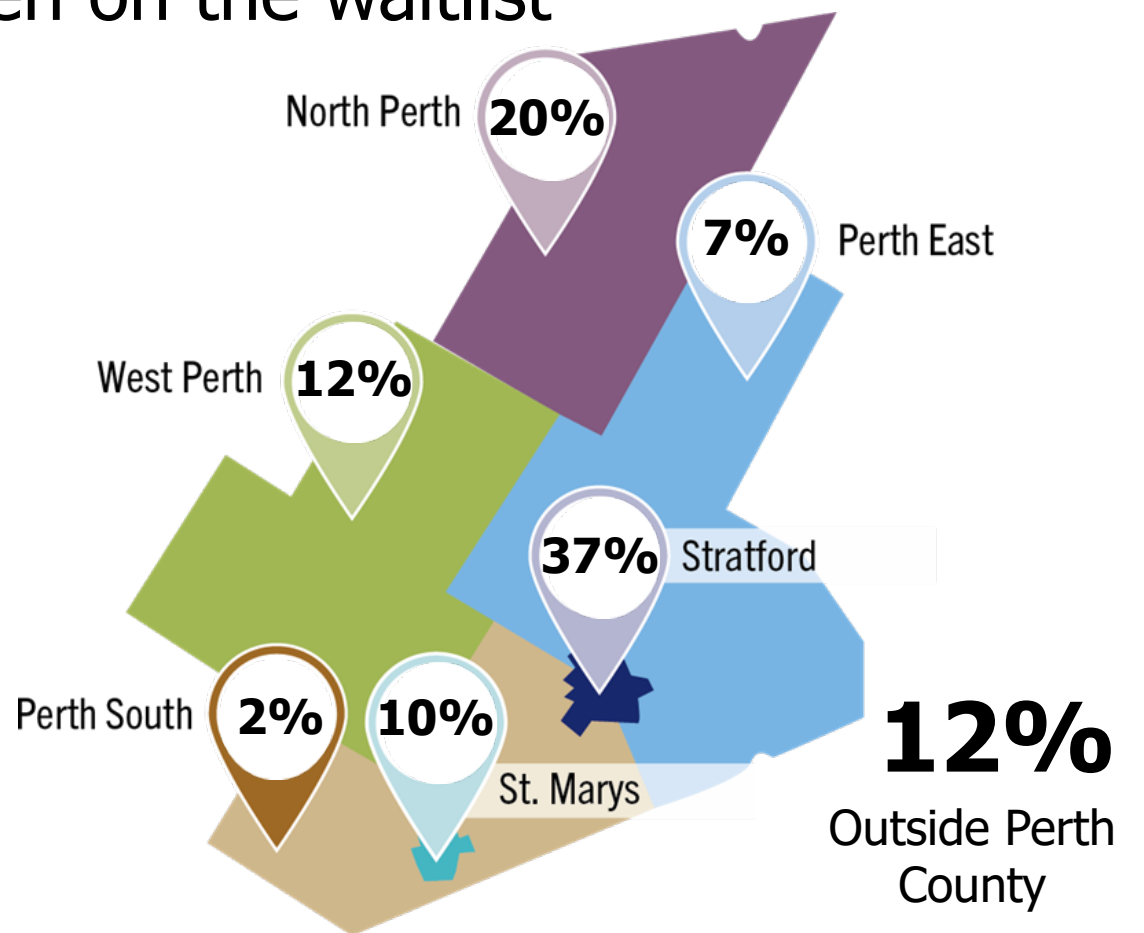
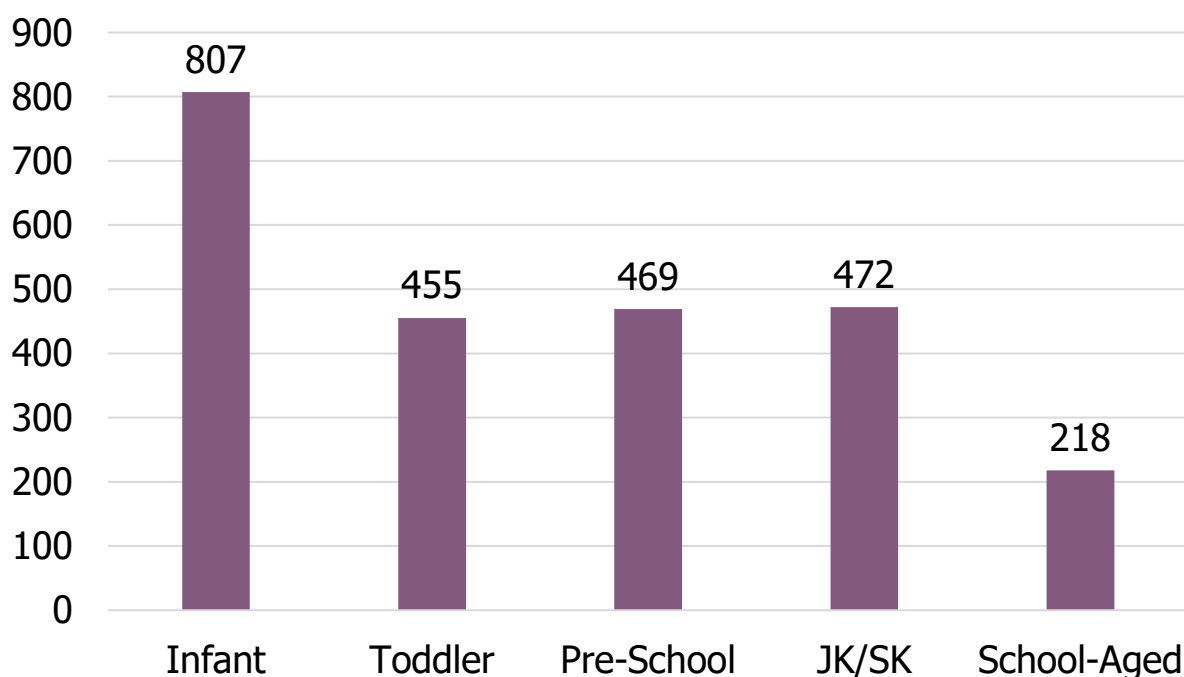


SOCIAL SERVICES MONTHLY CHILDREN'S SERVICES REPORT

Stratford, Perth County, & St. Marys

2421 Total number of Children on the waitlist

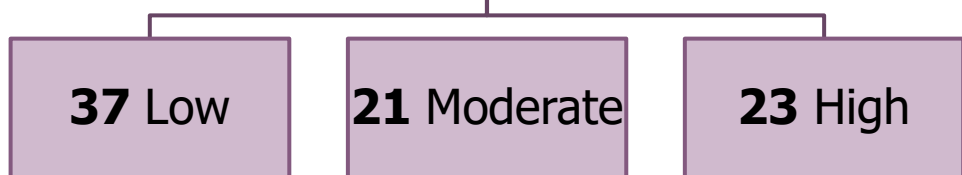
Age Category on the waitlist



Resource Consulting

81 Total Children supported by the Program

Level of Support



EarlyON

802 Unique children (0-6 years) served

632 Unique Parents/Caregivers served

1934 Visits by children (0-6 years)

1513 Visits by Parents/Caregivers



Information Bulletin

Join us for a unique EarlyON experience at Wildwood Conservation Area on Mondays from 9-11am, no entrance fee to access and you're welcome to explore the grounds beyond the scheduled program time! This program is supported by Perth Care for Kids, the YMCA of Three Rivers and the Town of St. Marys.

For more information about Children's Services and supports please visit: <https://www.stratford.ca/en/inside-city-hall/childcare.aspx>



JULY
2024

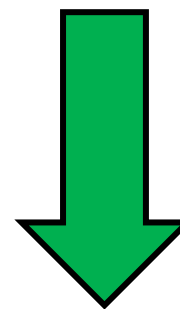
SOCIAL SERVICES MONTHLY HOMELESSNESS REPORT

Stratford, Perth County, & St. Marys



165

Total number of households experiencing homelessness



This is a decrease from June 2024, when there were **172** households experiencing homelessness



8

New households entering into homelessness



4

Households returned to service area or reconnected with services



6

Households who lost their housing



9

Households who became housed



16

Households who left the service area or had no contact with service provider

Population Specific Information

118 Single Adults

18 Youth (16-24)

29 Families

144 Chronic

34 Unsheltered

27 Identify as Indigenous

Information Bulletin

A variety of different factors can contribute to an individual's experience of homelessness. Often, people experience homelessness when all other options have been exhausted, and/or they are dealing with circumstances that make it difficult to maintain housing. Some of these obstacles that may lead people to their experiences of homelessness include:

- Eviction
- The affordable housing crisis
- Coping with mental illnesses or addictions, which makes it difficult to maintain independent housing

Source: The Canadian Observatory on Homelessness - The Homelessness Hub

For more information about housing and homelessness services and supports please visit: <https://www.stratford.ca/en/inside-city-hall/Homelessness.aspx>





MANAGEMENT REPORT

Date: September 10, 2024
To: Social Services Sub-committee
From: Kelly Stone, Supervisor of Social Services
Report Number: SOC24-011
Attachments: None

Title: Supported Transitional Housing Pilot Project

Objective: To provide information on an operational pilot project, known as Supported Transitional Housing, where a limited number of units will be allocated within the Perth & Stratford Housing Corporation, to be utilized for transitional housing for individuals who have an active application for Rent-Geared-to-Income housing and are experiencing chronic, unsheltered homelessness.

Background: Local By-Name List (BNL) data demonstrates that the number of individuals experiencing chronic homelessness has significantly increased over the last three years. In January of 2021, in our service area, 91 households were identified as experiencing chronic homelessness ('chronic' is defined as a period of homelessness lasting 6 months or longer),¹ while BNL data in June of 2024 was indicative of 150 households meeting the criteria for chronicity.

The Supported Transitional Housing pilot project intends to function as a support available to individuals who could benefit from intensive in-home support services, with a focus on providing guidance on developing the skills required to live independently. This type of support could include education on tasks such as housekeeping, laundry, grocery shopping, budgeting, how to be a good neighbour, making and attending appointments, conflict resolution, and guest management. The program will see participants receive in-home support a minimum of three times per week and will serve as a transition between living outdoors and living in a traditional landlord/tenant relationship where rules are expected to be followed under the Residential Tenancies Act.

¹ Housing, I. a. C. C. (2024, August 7). *Housing, Infrastructure and Communities Canada - Reaching Home: Canada's Homelessness Strategy Directives*. https://housing-infrastructure.canada.ca/homelessness-sans-abri/directives-eng.html#_toc2

Analysis: Individuals who experience chronic homelessness can require highly individualized care plans in relation to their varying depth of needs and success in a transitional housing program will vary from person to person. Eligibility for the program will be determined on a case-by-case basis, however all eligible participants will be active and 'chronic' on the local homelessness By-Name List, will have an active application for Rent-Geared-to-Income housing, and will have demonstrated, over time, that they could benefit from an intensive support transition program to work toward long-term success once housed, either in the private market or within Rent-Geared-to-Income housing. Program success factors will be measured by level of engagement with supports, program participation, progression of life skills development, connections to health and social services, guest management strategies, and the length of time in transitional housing before becoming housed.

Understanding that safe and stable housing is an integral part of the overall Social Determinants of Health², program success will also be measured by improved overall health outcomes related to **financial stability**: learning to make and keep appointments with Social Assistance Caseworkers; **health care access and quality**: bringing health care to the home by working closely with the Community Paramedic team who can facilitate connections to Family Health Teams, pharmacies for medication management, wound care, and ongoing health monitoring; **neighbourhood and built environment**: safe housing, transportation, and the ability to access nutritious foods; **social and community context**: social support, community engagement, and freedom from discrimination and violence. All these factors contribute to ongoing physical and mental wellness.

² *Social Determinants of Health - Healthy People 2030* | Health.gov. (n.d.).
<https://health.gov/healthypeople/priority-areas/social-determinants-health>

The average rental income on a one-bedroom unit in Rent-Geared-to-Income housing, for a single adult in receipt of Ontario Works (OW), is \$122.00; \$146.00 for a single adult in receipt of the Ontario Disability Support Program (ODSP).

As participants in the Supported Transitional Housing Program will be signing occupancy agreements rather than traditional leases, there will be no rent charged. Therefore, the potential monthly revenue loss on the unit is \$122.00 x 12 months totaling \$1,464.00 per year for OW recipients, and \$146.00 x 12 months totaling \$1,752.00 for ODSP recipients. The benefits of this program would be seen through increases to individuals' overall wellness, and opportunities for long-term independence. Additionally, it is intended that there would be less pressure on the social, health, and criminal justice systems, through a wrap around support approach. This is more cost-effective than using emergency housing solutions through motels.

Financial Implications:

Financial impact to current year operating budget:

This program began in August 2024, and it is anticipated that any costs in 2024 will be managed within the 614 – Perth & Stratford Housing Corporation budget.

Financial impact on future year operating budget:

Potential impacts would include lost rental revenues for 1-2 units and the value of these is based on the income levels of the individuals. With increased transitions, there could also be increased replacement of in-unit appliances required for transitions including refrigerator, induction cooktop, microwave, and more significant repairs such as flooring, drywall, plumbing, electrical. An additional \$50,000 has been included in the draft 2025 budget to address these estimated costs.

Alignment with Strategic Priorities:

Build Housing Stability

This pilot program aligns with this objective as the primary focus of transitional housing is to stabilize housing for individuals experiencing unsheltered homelessness, through a variety of in-home supports.

Work Together For Greater Impact

This pilot program aligns with this objective as the program will require collaboration with a variety of internal and external agencies who can assist individuals with housing stability, as well as physical and mental wellness.

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.

Staff Recommendation: THAT the report titled, "Supported Transitional Housing Pilot Project" (SOC24-011), be received for information.

Prepared by: Kelly Stone, Supervisor of Social Services
Recommended by: Kim McElroy, Director of Social Services
 Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: September 10, 2024
To: Social Services Sub-committee
From: Alex Burgess, Manager of Ontario Works
Shannon Archer, Business Integration Manager
Kim McElroy, Director of Social Services
Report Number: SOC24-008
Attachments: None

Title: Updated Fixed Site Supported Housing Agreements

Objective: To consider approval to enter into two updated agreements to deliver fixed site supported housing services in North Perth and St Marys. The North Perth agreement is an updated agreement with Canadian Mental Health Association Huron-Perth Addiction and Mental Health Services. The St Marys agreement is an updated agreement with Little Lake Residential.

Background: The current agreements with the Canadian Mental Health Association Huron-Perth Addictions and Mental Health Services (herein referred to as CMHA HP) and Little Lake Residential (herein referred to as Little Lake) have been in place since the introduction of the Home for Good funded Supported Housing of Perth Program (SHOPP) in 2018. CMHA operates the facilities in North Perth and provides comprehensive supports for vulnerable youth and families who are experiencing homelessness. Little Lake operates the facilities in St Marys and provides supports for families who were previously experiencing homelessness by providing safe and permanent housing. The agreements have been in place since 2018 and since that time there have been significant enough changes to contract terms, names of agencies and funding sources that a new agreement was warranted to reflect these changes.

In 2022, the Provincial government transitioned homelessness funding from multiple funding streams into one, singular program entitled the Homelessness Prevention Program (HPP). All Home for Good funded programs were included within this program, as was the Community Homelessness Prevention Initiative (CHPI) and the Strong Communities Rent Supplement program. This change in funding represents a change in the language within the contract.

Further to this change, the Social Services Department has recently completed a review of the agreements and modified the language included within the program guidelines so that it reflects current expectations of operations and more closely aligns with program deliverables. As the program has changed since its inception in 2018, the agreement required a fulsome update.

Analysis: The fixed site supported housing agreements operate as a part of the intensive case management program which formerly operated under the Supported Housing of Perth Program (SHOPP) umbrella. Due to changes in service delivery by the service manager, in an effort to consolidate services, clarify program guidelines and provide a high level of service to the most vulnerable community members, changes have been made to the SHOPP program. Please see report SOC 23-019 for more details regarding program modifications.

The goal of the North Perth Fixed Site Supported Housing Service Agreement is designed to offer intensive support and wrap-around services for individuals who are residing at the facilities in Listowel ON. The program operates utilizing occupancy agreements, in a short-term transitional manner, with the end goal of attaining permanent housing and long-term housing stability for participants in the program. Participants receive intensive case management services, coupled with portable housing allowances and other supports as necessary. Program intake will be completed through referrals from the By-Name List. The program is funded through the Homelessness Prevention Program at a rate of \$260,585, per year.

The goal of the St Marys Fixed Site Supported Housing Service Agreement is designed to offer intensive support and wrap-around services for individuals who are residing at the facilities in St Marys, ON. Participants receive intensive case management services, coupled with portable housing allowances/rent supplements and other supports as necessary. Program intake will be completed through referrals from the By-Name List. This component of the program is also funded through the Homelessness Prevention Program (HPP) at a rate of \$184,335 per year.

These rates have not changed since the 2023-24 contract was renewed. The language in the agreement is set up to allow the agreements to renew on a yearly basis, upon receipt of a letter detailing agreement by both parties, unless it is terminated or replaced. Furthermore, the program funding can only be sustained if funding continues to be approved within the HPP application and the municipal budget. The proposed contract will be in effect from April 1, 2024 until March 31, 2025, with options for renewal.

Financial Implications:

Financial impact to current year operating budget:

The yearly cost to operate the two programs is a combined \$444,920 (for the North Perth program- \$260,585 and for the St. Marys program- \$184,335) which is funded

through the Government of Ontario, the Homelessness Prevention Program. There is no anticipated impact on the municipal tax levy because of operating these two programs.

Financial impact on future year operating budget:

The cost to operate the program is expected to remain at a total amount of \$444,920 for the 2025-26 and 2026-27 fiscal years due to no increase in funding being anticipated from the Government of Ontario for the Homelessness Prevention Program. There is no anticipated impact on the municipal tax levy in future years because of funding these programs.

Alignment with Strategic Priorities:

Build Housing Stability

This report aligns with this priority as this program provides housing stability to some of the most vulnerable members of the community. The two fixed site programs help provide housing stability, social and communal supports as well as individualized programming to ensure successful tenancies.

Work Together For Greater Impact

This report aligns with this priority as this program improves and stabilizes community partnerships with two important agencies in our community.

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 Corporation of the City of Stratford enter into an agreement with the Canadian Mental Health Association Huron-Perth Addictions and Mental Health Services for the operation of the North Perth Fixed Site Supported Housing program;

THAT The Corporation of the City of Stratford enter into an agreement with Little Lake Residential for the operation of the St. Marys Fixed Site Supported Housing program;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the agreements with the Canadian Mental Health Association Huron-

Perth Addictions and Mental Health Services and Little Lake Residential on behalf of The Corporation of the City of Stratford.

Prepared by: Alex Burgess, Manager of Ontario Works
Shannon Archer, Business Integration Manager

Recommended by: Kim McElroy, Director of Social Services
Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: September 17, 2024
To: Finance and Labour Relations Sub-committee
From: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
Report Number: FIN24-028
Attachments: None

Title: Update of Natural Gas and Electricity Procurement

Objective: To provide information on the City's electricity and natural gas agreements with Local Authority Services (LAS).

Background: In 2000 and 2006 the City entered into agreements with Local Authority Services (LAS) to purchase electricity and natural gas in hedge and fixed price purchasing agreements respectively.

LAS developed the electricity hedge program to purchase blocks of commodities with the intent of price-fixing some of the annual consumption. It has the effect of ensuring that some of the City's annual procurement is controlled, which can be important in volatile and rising commodity markets. In stable or decreasing commodity markets, the value of a hedge program is less about savings compared to market and more about maintaining the pricing predictability.

Electricity

The LAS Electricity Program allows municipalities to choose between two distinct approaches to electricity procurement – a hedge purchase alongside 135+ other Ontario municipalities, or 100% Spot Market Billing. In both scenarios the Global Adjustment (GA) charge is applied to the monthly usage, with LAS playing no role in determining the monthly GA rate.

1. **Hedge Purchase:** A hedge purchase allows municipalities to purchase **up to 75%** of their annual electricity consumption at a fixed price, with the balance falling at the prevailing average monthly spot market rate. Going to market with the combined volumes of 135+ municipalities allows LAS to secure the best price possible for the program members. This approach adds an element of stability to commodity costs.

2. **100% Spot Market Billing:** Under this option LAS does not make any hedge purchases for the municipality. Instead, municipal accounts ride the ebbs and flows of the electricity (spot) market, meaning the commodity cost will fluctuate from one month to the next based on changes in external market factors (i.e. supply, demand, weather, etc.). This approach provides the biggest opportunity for cost savings over a 12-month period. However, it is also quite volatile and there can be large swings in prices from one month to the next, meaning this approach may not be for every municipality.

Natural Gas

The natural gas program is a bit different and is not a hedge but a fixed price contract per cubic metre. By committing to pooled volumes early in the year, LAS secures the pricing with a discount from the price at that point in time. LAS developed the program to provide municipalities with stable and predictable natural gas prices. Under this agreement, LAS acts as the City's agent related to advice and purchasing activities for its natural gas requirements, which also assists in volatile commodity markets.

Analysis: Annually, LAS provides the City with some reporting information for both commodities.

Electricity

As noted in the table below, the bottom-line financial benefit varies year-over-year when compared to time-of-use pricing. One of the more significant considerations is that the hedge program does stabilize fluctuations so that in years of significant price swings, the City does not experience similar significant variations in costs. Alternatively in years where the market is declining or stable, the savings are less to the City while maintaining stability. The savings presented in the table below compare the City's 50% hedge to the regular Time-of-Use costs.

4 Year Cost Summary

Year	2020 * with COVID relief rates	2020 * without COVID relief rate changes	2021	2022	2023	Average
% Savings	0%	4%	7%	6%	3%	4%
\$ Savings	-\$3,964.32	\$59,599.63	\$80,583.23	\$70,135.46	\$37,630.96	\$184,385.34

Early indicators project 2024 around 13% savings (or \$170,000), which has allowed the estimated 2025 budgeted costs for hydro to remain flat, except in cases where consumption has increased or been previously estimated too low.

This information will be used in part to comply with the energy reporting requirements under Ontario's broader public sector (BPS) energy reporting program. This reporting is currently compiled, tracked and remitted by the Infrastructure Services (IS) Department.

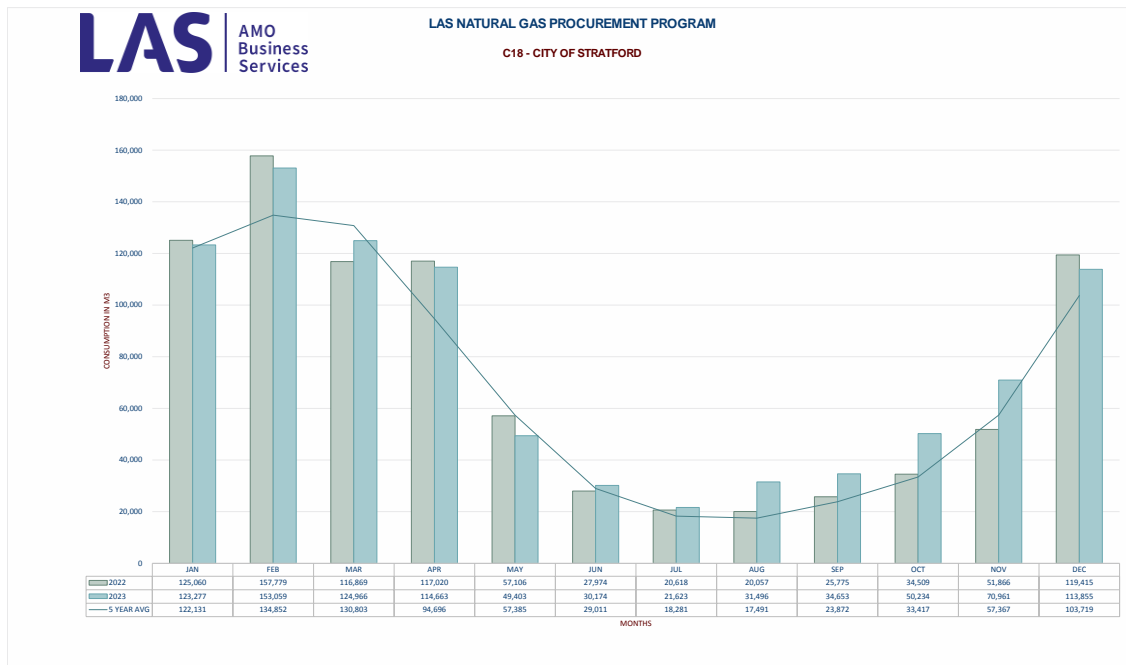
This data will also help meet objectives identified in the Corporate Energy and Emissions Plan (CEEP) to track the City’s decarbonization efforts (e.g., electrification of corporate operations) and gauge progress towards achieving GHG emission reduction targets. Efforts to accelerate the shift towards electrification will support mitigating the financial implications of carbon pricing that is anticipated to increase the cost of fossil fuels including natural gas annually at a rate of \$65 per tonne to \$170 per tonne from 2023-2030.

The current hedge agreement for electricity applies to 50% of the City’s electricity consumption. Annually each fall, the City is offered the option of 0% up to 75% hedge pricing. Based on an analysis done in 2024 and in discussion with LAS, the City has maintained the current hedge at 50%.

This hedging agreement is entered into annually in late August for the coming fiscal year, and as such has been entered into for 50%, like previous years. This level balances cost savings with pricing stability. With spot market pricing being favourable, this level of hedge provides stability, while still taking advantage of the favourable, yet more volatile spot market. This will continue to be reviewed annually.

Natural Gas

Based on a review of facilities included in the program and the budget and actual costs over the past few years, the program’s main value is pricing control in volatile and increasing markets. The chart below shows consumption data only for the City facilities that participate in the natural gas pricing program.



Similarly, to noted uses of the electricity data, the information captured for the natural gas program will better inform and support the initiatives identified in the City's climate priorities. The current agreement was entered into July 2021 and has renewed annually based on analytic review of the reporting.

The natural gas reporting is for City-owned properties. The housing properties owned and managed by Perth Stratford Housing Corporation, are managed under a separate procurement arrangement with Housing Services Corporation (HSC). The Housing Services Act (HSA) mandates that HSC must establish and manage a joint purchase program for natural gas for housing providers prescribed under the Act. The Act further mandates that all local housing corporations must participate in the joint purchase program of natural gas. The HSC program performs similarly to that of LAS.

Commodity consumption costs do require active monitoring and management and changes to expected consumption levels and costs are reflected in the budgeting process, although given the timing of information availability, this does sometimes lag a year or two. The buying agreements for both electricity and natural gas continue to provide value to the City in terms of savings compared to regular rates as well as pricing stability.

Financial Implications:

Financial impact to current year operating budget:

Electricity: As this information is provided for information purposes, there is no direct financial impact in the current year. It can be noted that budgeted hydro costs across the City's various departments in 2024 are \$2,414,850, down slightly from the previous year.

Natural gas: heat costs continue to rise – in 2024 the costs were estimated at \$543,950, compared to 2023 of \$429,345.

There are no direct impacts, however because of this report.

Financial impact on future year operating budget:

Electricity: The 2025 draft budget is seeing a very small increase in only a few departments resulting in budgeted hydro costs of \$2,447,500.

Natural gas: The 2025 draft budget is anticipating a 15% increase, or \$86,000. This is due in part to the significant reductions in consumption that occurred during the pandemic, and budgets are being readjusted as services have resumed to pre-pandemic levels.

Alignment with Strategic Priorities:**Enhance Our Infrastructure**

This report aligns with this priority as regular reporting provides supporting information to meet the City's climate action goals.

Alignment with One Planet Principles:**Zero Waste**

Reducing consumption, reusing and recycling to achieve zero waste and zero pollution.

Zero Carbon Energy

Making buildings and manufacturing energy efficient and supplying all energy with renewables.

Staff Recommendation: THAT the report titled, "Update of Natural Gas and Electricity Procurement" (FIN24-028), dated September 17, 2024, be received for information.

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: September 23, 2024
To: Finance and Labour Relations Committee
From: Karmen Krueger, CPA, CA, Director of Corporate Services
Report Number: FIN24-029
Attachments: 1) 2023 Treasurer's Statement of Development Charge Reserve Fund;
 2) Development Charge Reserve Funds Activity by Fund;
 3) Parkland Reserve Fund Activity

Title: Treasurer's Statement for Development Charges and Parkland Reserve Funds 2023

Objective: To provide Committee and Council with legislatively required reports under the Development Charges Act, 1997 and the Planning Act, as amended with Bill 108, 138 and 197 showing the funds received and outlaid in the year.

Background: In accordance with the Development Charges Act, 1997 (DCA), Planning Act, and the City's Development Charges By-law 41-2022, the Treasurer is required to provide Council with an annual Treasurer's Statement on the Development Charges and the City's Parkland Dedication reserve funds.

Development Charges

Development Charges Reserve Fund Statement Section 12 of O.Reg. 82/98 prescribes the information that must be included in the Treasurer's Statement. The collection of these charges and ultimate spending of the funds is captured in the Development Charges Background Study, the most recent of which was adopted in April 2022.

The information is in addition to the opening and closing balance for the previous year and the transactions relating to that year. For each reserve fund, the following information is provided:

1. A description of the service for which the fund was established. If the fund was established for a service category, the service is the category.
2. For the credits in relation to the service or service category for which the fund was established,

- i. the amount outstanding at the beginning of the previous year, given in the year, used in the year and outstanding at the end of the year,
 - ii. the amount outstanding at the beginning of the previous year and outstanding at the end of the year, broken down by individual credit holder.
3. The amount of any money borrowed from the fund by the municipality during the previous year and the purpose for which it was borrowed.
4. The amount of interest accrued during the previous year on money borrowed from the fund by the municipality.
5. The amount and source of any money used by the municipality to repay, in the previous year, money borrowed from the fund or interest on such money.
6. A schedule that identifies credits recognized under section 17 and, for each credit recognized, sets out the value of the credit, the service against which the credit is applied, and the source of funds used to finance the credit.

The following is also prescribed as information to be included in the Statement of the Treasurer:

1. For each project that is financed, in whole or in part, by development charges,
 - i. the amount of money from each reserve fund established under section 33 of the Act that is spent on the project, and
 - ii. the amount and source of any other money that is spent on the project.
2. For each service for which a development charge is collected during the year,
 - i. whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law, and
 - ii. if the answer to subparagraph i is no, the amount the municipality now expects to incur and a statement as to why this amount is expected.
3. For any service for which a development charge was collected during the year but in respect of which no money from a reserve fund was spent during the year, a statement as to why there was no spending during the year. As per item (2) the City expects to incur the amount of capital costs that were estimated in the development charge background study during the term of the development charge by-law. Further, spending occurred from each reserve fund in which development charges were collected as per item (3). The Treasurers' Statement to be completed as part of the above requirements are included as Attachments 1 and 2 to this report.

Parkland Dedication

Park Dedication Reserve Fund Statement Section 42 of the Planning Act and Section 7 of O.Reg. 509/20 prescribes the information that must be provided to Council with the annual Treasurer's statement on the City's Cash in Lieu of Park Land, known as the Parkland Dedication Reserve Fund. For this reserve fund:

1. All money received by the municipality and all money received on the sale of land less any amount spent by the municipality out of its general funds in respect of the land, shall be paid into a special account and spent only for the acquisition of land to be used for park or other public recreational purposes, including the erection, improvement or repair of buildings and the acquisition of machinery for park or other public recreational purposes.
2. The money in the special account may be invested in securities in which the municipality is permitted to invest, and the earnings derived from the investment of the money shall be paid into the special account.
3. The Treasurer of the municipality shall each year, on or before the date specified by the council, give Council a financial statement relating to the special account.
4. The statement shall include, for the preceding year:
 - a) statements of the opening and closing balances of the special account and of the transactions relating to the account.
 - b) statements identifying,
 - i. any land or machinery acquired during the year with funds from the special account,
 - ii. any building erected, improved or repaired during the year with funds from the special account,
 - iii. details of the amounts spent, and
 - iv. for each asset mentioned in subclauses (i) and (ii), the manner in which any capital cost not funded from the special account was or will be funded.
5. The amount of money borrowed from the special account and the purpose for which it was borrowed.

6. The amount of interest accrued on any money borrowed from the special account.
7. The Treasurer shall give a copy of the statement to the Minister on request.
8. The Council shall ensure that the statement is made available to the public.
9. The report shall explain how land conveyed to the municipality and funds from the special account spent during the preceding year contributed to addressing the need for parkland in the municipality that was set out in the parks plan.

Per item (9) land conveyed to the City and funds collected under park dedication are pivotal to addressing the City's parkland needs to strengthen the community's wellbeing. The City annually uses these funds to address land acquisition, new park and park related infrastructure and manage existing park needs as per the City's parks plan. The Treasurer's Statement is included as Attachment 3 to this report.

Similarly, Section 42 of the Planning Act allows municipalities to accept cash-in-lieu of parkland equal to the value of the land that would otherwise be conveyed. Annual reporting on the revenues earned and expended in the year is required.

Both sources represent fundamental funding tools for the City.

Once these reports are reviewed by Council, they must be made available for the public, and are forwarded to the Ministry of Municipal Affairs & Housing upon request.

Analysis:

Development Charges

In 2023, the City collected \$1,864,755 in development charges (2022, \$1,556,868) from developers and contributed from the City's taxpayers to keep the funds whole of \$352,133. The funds earned a total of \$436,036 in interest (2022, \$611,284). There was a prior year adjustment required of \$278,990 due to an incorrect year-end accrual in 2021.

Eligible projects outlined in the Development Charges Background Study (2022) were funded in part with development charges, which resulted in a year-end balance of \$17,274,800 as outlined in the report attached.

The specific projects supported by development charges included Growth Studies including beginning the updated Official Plan Review, Transportation Master Plan and Sanitary Master Plan. Library collection materials were purchased, and sidewalk and road capital projects outlined in the DC background study. Activity in the water DC reserve funds included upsizing watermains relating to the Countryside Phase 4 development.

Debt repayment towards the Quinlan pumping station and recreation centres respectively, completed in previous years is also reflected.

Parkland Dedication

Also in 2023, the City collected \$26,500 in parkland dedication fees (2022, \$358,558.66). The funds earned a total of \$32,702.40 (2022, \$35,642.38) in interest.

In 2023, there were no projects specifically funded from Parkland Dedication funds.

The fund balances for Development Charges, Parkland Dedication and all other Reserve Funds recorded in the City's records are substantially supported by cash held in reserve fund bank accounts and reserve fund investment accounts.

Planned utilization of Development Charges funds and Parkland Dedication funds are included in the 10-year capital plans as applicable and as allowed within the legislation.

Financial Implications:

Financial impact to current and future year operating budgets:

There is no direct financial impact from these reports, as they are prepared retrospectively to report on historical transactions to meet the City's legislated reporting requirements.

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.

Alignment with One Planet Principles:

Not applicable: There is no alignment with One Planet Principles, as they are prepared retrospectively to report on historical transactions to meet the City's legislated reporting requirements.

Staff Recommendation: THAT the 2023 Treasurer's Statement for City of Stratford Development Charges Reserve Funds be received for information;

AND THAT the 2023 Treasurer's Statement for City of Stratford Parkland Dedication Reserve Fund be received for information.

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

THE CORPORATION OF THE CITY OF STRATFORD
ANNUAL TREASURER'S STATEMENT OF DEVELOPMENT CHARGE RESERVE FUNDS FOR BY-LAW 2022-41
- for Year Ending December 31, 2023

ATTACHMENT 1												
								INFRASTRUCTURE SERVICES			AREA SPECIFIC	
Development Charge Category	Public Works (Facilities & Fleet)²	Fire Protection Services	Police Services	Parks & Recreation Services³	Library Services	Growth Studies⁴	Waste Diversion	Services Related to Highways⁵	Wastewater Services	Water Services	Storm Water & Drainage	Total
Opening Balance - January 01, 2023	602,330	1,423,623	980,565	6,263,845	1,173,826	317,318	85,239	2,884,472	1,150,176	635,345	-269,531	15,247,206
Plus:												
Adj to 2022 Collections from Developers ¹	8,004	5,658	5,474	109,158	5,934	2,530	1,150	62,100	70,426	8,556		278,990
Development Charge Collections from Developers	77,813	37,048	53,225	449,867	83,883	29,114	87,528	451,182	502,791	45,356	46,948	1,864,755
Contributions from City per Bill 23	17,478	8,314	11,984	81,609	15,118	6,667	15,831	84,333	94,076	8,451	8,272	352,133
Interest	9,583	38,703	32,173	175,446	27,331	2,550	17,255	83,754	38,089	17,731	-6,577	436,036
Repayment of Monies Borrowed from Fund	0	0	0	0	0	0	0	0	0	0	0	0
Sub Total	112,878	89,723	102,856	816,081	132,266	40,861	121,763	681,368	705,382	80,094	48,643	2,931,914
Less:												
Adj to 2022 Amounts Refunded ¹	7,182	3,403	4,902	33,414	6,209	2,727	6,485	34,529	38,542	3,474		140,867
Amounts Transferred to Capital (or Other) Funds			218,657	142,563	20,000	152,114		79,974		21,709		635,016
Amounts Loaned to Other DC Service Category Credits												0
SubTotal	7,182	3,403	223,559	175,977	26,209	154,841	6,485	114,503	38,542	25,183	0	775,883
Closing Balance - December 31, 2023	708,026	1,509,942	859,862	6,903,949	1,279,883	203,338	200,517	3,451,338	1,817,016	690,256	-220,889	17,403,237
¹ Late accrual entry resulting in adjustment after prior year statement issued. ² Previously known as Other Transportation ³ Service Category includes previously labelled "Indoor and Outdoor Recreation" ⁴ Previously known as Administrative Services ⁵ Previously known as Roads & Traffic												
Public Works, Fire, Police, Waste Diversion, Water and Storm Development Charge Reserve funds had no planned spending in the year, but planned spending is outlined in the DC background study and 10-year capital forecasts, updated annually												
The Municipality is compliant with S.S. 59.1 (1) of the Development Charges Act, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed except as permitted by the Development Charges Act or another Act												

THE CORPORATION OF THE CITY OF STRATFORD								
Amounts Transferred to Capital (or Other) Funds - Capital Fund Transactions								
Development Charge Reserve Funds Activity (by fund)								
- for Year Ending December 31, 2023								
ATTACHMENT 2								
Project Name	Gross Capital Cost	DC Reserve Fund	Other Reserves	Grants	Funding Source			Total
					Other Contributions	Debt Financing	Tax Levy	
Police Services								
789 Erie St Reno	748,171	126,215	621,956	0	0	0	0	748,171
Radio System Upgrade	586,937	92,443	494,494	0	0	0	0	586,937
Sub-Total - Parks & Recreation	1,335,107	218,657	1,116,450	0	0	0	0	1,335,107
Parks & Recreation Services								
Transfer for Debt Servicing - Recreation Centre	1,064,609	142,563	0	0	0	0	922,047	1,064,609
Sub-Total - Parks & Recreation	1,064,609	142,563	0	0	0	0	922,047	1,064,609
Library								
Library Collection	274,266	20,000	219,020	0	35,247	0	0	274,266
Sub-Total - Library	274,266	20,000	219,020	0	35,247	0	0	274,266
Growth								
Official Plan Review	60,367	54,330	6,037	0	0	0	0	60,367
Sanitary Master Plan	142,933	71,466	71,466	0	0	0	0	142,933
Transportation Master Plan	26,317	26,317	0	0	0	0	0	26,317
Sub-Total - Growth	229,617	152,114	77,503	0	0	0	0	229,617
Services Related to Highways								
McCarthy Rd - Ext from Orr to O'Loane	131,282	69,579	61,702	0	0	0	0	131,282
New Sidewalks	20,789	10,394	10,394	0	0	0	0	20,789
Sub-Total - Services Related to Highways	152,071	79,974	72,097	0	0	0	0	20,789
Wastewater Services								
Trf for Debt Servicing - Quinlan Pumping Station	375,381	67,295	0	0	0	0	308,086	375,381
Sub-Total - Wastewater Services	375,381	67,295	0	0	0	0	308,086	375,381
Water Services								
Watermain Upsizing-Countryside Developmts Ph4	21,709	21,709	0	0	0	0	0	21,709

THE CORPORATION OF THE CITY OF STRATFORD

Treasurer's Statement Under Section 42 of the Planning Act

Parkland Reserve Fund Activity

For the Year Ended – December 31, 2023

Item/Entry	Sub-Totals	Totals
Opening Balance January 1, 2023		\$1,163,695.15
Cash in Lieu Collected during 2023:		
143 Glendon Road-M. Thibeault	\$14,750.00	
26 Cobourg Lane-Next Generation	11,750.00	
Daly Developments File No. 31T18-001A	138,000.00	
2023 Reserve Fund Interest	32,702.40	
Total Cash in Lieu Collected during 2023		\$197,202.40
Total Funds Available		\$1,360,897.55
Less: Funds Spent During 2023		0
Closing Balance-December 31, 2023		\$1,360,897.55



MANAGEMENT REPORT

Date: September 17, 2024
To: Finance and Labour Relations Sub-committee
From: Michael Koktan, CPA, CA, Manager of Financial Services
Report Number: FIN24-027
Attachments: Second Quarter 2024 Operating Variance Report

Title: Second Quarter 2024 Operating Variance Report

Objective: To provide Committee and Council with a summary and analysis of variances to date, and preliminary projections to year-end.

Background: Regular monitoring of budgetary performance provides both early warnings of potential problems and ongoing tools to flag areas requiring attention. It gives decision makers time to consider actions if major deviations in budget to actual results become evident.

Analysis: As this data represents the first six months of the year, the attached variance summary is preliminary. The overall projected operating deficit for the year is \$165,500 (less than 1% of total budgeted expenditures) which would customarily be covered from the budgeted transfer from the tax stabilization reserve if required. Overall corporate variances and departmental analysis and notes support this on the report attachment. No concerns have been identified to date.

The forecasted variance from budget includes planned adjustments relating to year-end and represents department and finance staff's best preliminary estimate of the final financial position.

Detailed commentary on each of the departments' variances is in the attachment with this report. A high-level departmental overview is discussed below.

Mayor, Council, Committees

A surplus may occur in the operating division depending on strategic priority plan implementation. However, certain budgeted expenses such as special events and strategic priorities will not occur until Q3 and Q4 of 2024. A significant variance is not anticipated.

Chief Administrative Officer

Department is tracking close to budget. A significant variance is not anticipated.

Human Resources

The surplus resulting from staffing vacancies will be offset by payroll costs related to the newly approved roles in the department which are expected to commence in September 2024. No significant variances are anticipated in 2024.

Corporate Services (including Finance, Taxation, Clerks, Information Technology)

Overall, there is a projected surplus of about \$54,000. This is due to a timing difference related to the legislative support position that is currently posted.

Infrastructure and Development Services

Financial record-keeping continues to organize both Infrastructure Services and Building and Planning Services within a single file hierarchy.

Building and Planning Services

Building Division permit revenue is tracking higher than budget but any surplus or deficit is managed through the reserve fund so there will be no levy impact.

In the Planning Division, salaries are tracking below budget, but consulting costs are above budget, so this is expected to result in nominal overall variances at year-end.

The By-law Division is currently tracking well below budget due to year-end entries for wages and other administrative overhead.

Infrastructure Services

The Infrastructure Services Department as whole, is reasonably close to budget with a slight deficit expected due to a delay in delivery of fleet purchases which has resulted in higher than anticipated repairs and maintenance costs.

Fire and Airport

No variances are anticipated currently for the fire or airport.

Community Services

As of Q2, a significant year-end variance is not anticipated.

Social Services

Currently projecting a deficit of \$40,000 resulting from unbudgeted City homelessness response costs.

Conclusion

Year-end forecasts as noted in the attached. As there is still half of the year remaining, these estimates are preliminary. The key takeaway is that expenses and revenues are tracking reasonably close to budgeted, and the overall projected surplus/deficit is considered manageable at \$165,500.

Financial Implications:

Financial impact to current year operating budget:

There are no impacts to the 2024 or subsequent operating budgets because of this report as this report is for information only.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as it is a summary financial report for information only to meet legislative requirements and best practices.

Alignment with One Planet Principles:

Not applicable: As this report is being prepared for informational purposes, the One Planet Principles do not apply.

Staff Recommendation: THAT the report titled, "Second Quarter 2024 Operating Variance Report" (FIN24-027) dated September 17, 2024, be received for information.

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

City of Stratford
Q2 Operating Variance Report as at June 30, 2024

Department	2024 Net Budget	Unaudited as at June 30, 2024	% of Budget Spent	(Surplus) / Deficit FORECASTED Variance As at Dec 31, 2024	Variance as a % of Budget	Explanation
<u>Mayor/Council/CAO Office</u>						
101 - Mayor & Council	716,724	287,112	40.1	0	0%	No variance anticipated at this time.
102 - Committees of Council	94,945	14,121	14.9	0	0%	No variance anticipated. Unused dollars will go to committee reserve.
111 - CAO's Office	952,071	410,921	43.2	0	0%	No variance anticipated at this time.
<u>Human Resources</u>						
112 - Human Resources	1,166,301	466,755	40.0	0	0%	Projected surplus due to staffing vacancies offset by approved new hire salaries.
<u>Corporate Services</u>						
100 - Taxation	(80,090,376)	(80,090,364)	100.0	0	0%	No variance anticipated all taxes are billed for the year.
100 - General Revenues	(1,847,077)	(282,750)	15.3	0	0%	No variance anticipated. Festival Hydro dividends tracking/received later in year.
121 - City Clerk	876,443	293,968	33.5	(54,000)	-6%	The legislative specialist position remains vacant and staff are looking to fill it in 2024.
134 - Information Technology	0	(96,975)	0.0	0	0%	No variance anticipated. All amounts are charged back to divisions or transferred to IT reserve fund.
135 - Parking	(587,334)	(145,669)	24.8	0	0%	No variances expected at this time. Parking revenue is tracking in line with 2023 amounts. The budgeted revenue and expenses are forecasted to be in line with budget by the end of the year.
136 - Crossing Guards	257,950	95,418	37.0	0	0%	No variances expected at this time. Current variance due to timing of commissionaires payments.
139 - General Financial Services	761,224	4,187,745	550.1	0	0%	No variance anticipated-timing of transfers, long-term debt transactions, and revenue received \$3 million transfer from tax stabilization may or may not be needed to offset any deficit.
513 - Industrial Land Sales	0	145,151	0.0	0	0%	No variance expected, balanced through industrial land reserve.
810 - Requisitions from Others	10,409,228	6,006,807	57.7	0	0%	No variance expected, timing differences in payments to partner agencies.
872 - Community Supports	1,049,868	625,140	59.5	0	0%	No variance expected, timing differences in timing of Bill 23 transfers.
<u>Infrastructure & Development Services</u>						
250 - Building Permits	0	(56,683)	0.0	0	0%	No variance anticipated. Balanced through building permit reserve fund.
251 - Planning Services	680,617	490,473	72.1	0	0%	No variance anticipated.
252 - By-Law Enforcement	378,632	(76,367)	-20.2	0	0%	No variance anticipated.
310 - Engineering	1,320,212	811,014	61.4	29,500	2%	Community climate consulting costs not covered by grant.
315 - Fleet	1,079,512	713,886	66.1	150,000	14%	Aging fleet repairs due to delays in receiving ordered vehicles.
320 - Roads	7,311,046	3,833,941	52.4	0	0%	No variance anticipated.
330 - Sanitary	0	(873,316)	0.0	0	0%	No variance anticipated as user-fee division is balanced to reserve funds.

City of Stratford Q2 Operating Variance Report as at June 30, 2024						
Department	2024 Net Budget	Unaudited as at June 30, 2024	% of Budget Spent	(Surplus) / Deficit FORECASTED Variance As at Dec 31, 2024	Variance as a % of Budget	Explanation
340 - Storm	4,929,662	1,413,727	28.7	0	0%	No variance anticipated despite extra storm maintenance being performed.
350 - Water	0	560,927	0.0	0	0%	No variance anticipated as user-fee division is balanced to reserve funds.
360 - Waste	882,311	496,496	56.3	0	0%	No variance anticipated.
<i>Fire</i>						
211 - Fire	9,877,547	5,114,054	51.8	0	0%	No variance anticipated.
512 - Airport	73,049	49,882	68.3	0	0%	No variance anticipated.
<i>Community Services</i>						
141 - City Buildings	2,216,487	801,820	36.2	0	0%	Projects such as Building Condition Assessments, Space Utilization (City Hall Annex), and other minor building maintenance initiatives to be completed in Q3/Q4.
711 - Parks	2,779,472	1,260,915	45.4	0	0%	No variance anticipated.
715 - Facilities	2,093,245	967,995	46.2	0	0%	No variance anticipated.
721 - Recreation	6,220,030	2,346,447	37.7	0	0%	No variance anticipated.
731 - Cemetery	503,508	166,423	33.1	0	0%	No variance anticipated.
750 - Transit	3,706,795	1,336,039	36.0	0	0%	No variance anticipated.
751 - Parallel Transit	646,955	279,020	43.1	0	0%	No variance anticipated.
752 - Community Transportation	0	168,800	0.0	0	0%	No variance anticipated, balanced with community transit funding and partner billings
<i>Social Services</i>						
610 - Social Services Administration	21,115	1,096,451	5192.8	40,000	189%	At this time there is a variance of approximately \$40,000 expenditure expected for 2024 as a result of unbudgeted City Homelessness response costs. Please note, journal entries to reallocate amounts are completed at year end as part of the shared service reconciliation and/or funding year end reporting.
611 - Ontario Works	624,920	490,841	78.5	0	0%	No variance anticipated at this time. Please note, journal entries to reallocate amounts are completed at year end as part of the shared service reconciliation and/or funding year end.
612 - Homelessness	239,010	594,748	248.8	0	0%	No variance anticipated at this time. Please note, journal entries to reallocate amounts are completed at year end as part of the shared service reconciliation and/or funding year end.
613 - Anne Hathaway Day Care Centre	47,290	632,854	1338.2	0	0%	No variance anticipated at this time. Please note, journal entries to reallocate amounts are completed at year end as part of the shared service reconciliation and/or funding year end.
614 - Perth & Stratford Housing Corporation	2,131,545	2,347,211	110.1	0	0%	Variance primarily due to capital entries that will be performed at year-end. No variance is expected.
615 - Housing Division - Service Manager	791,270	106,628	13.5	0	0%	No variance anticipated at this time. Please note, journal entries to reallocate amounts are completed at year end as part of the shared service reconciliation and/or funding year end.

City of Stratford Q2 Operating Variance Report as at June 30, 2024						
Department	2024 Net Budget	Unaudited as at June 30, 2024	% of Budget Spent	(Surplus) / Deficit FORECASTED Variance As at Dec 31, 2024	Variance as a % of Budget	Explanation
616 - Child Care	326,421	5,872,466	1799.0	0	0%	No variance anticipated at this time. Please note, journal entries to reallocate amounts are completed at year end as part of the shared service reconciliation and/or funding year end.
618 - Affordable Housing	624,596	185,575	29.7	0	0%	No variance anticipated. Activity in this division is balanced through the reserve fund with no impact to the levy surplus/deficit.
<i>Police</i>						
231 - Police	13,821,228	6,912,606	50.0	0	0%	Any surplus or deficit is managed from the police reserve.
<i>Library</i>						
411 - Library	2,913,558	1,442,392	49.5	0	0%	Revenue is expected to be down due to the Township of Perth South not renewing their library service contract for 2024. Any surplus or deficit is managed from the library reserve
Total Net Expenses (Revenue)	0	(28,595,353)		165,500		Projected Deficit



MANAGEMENT REPORT

Date: September 23, 2024
To: Finance and Labour Relations Committee
From: Vicky Trotter, Council Committee Coordinator
Report Number: FIN24-030
Attachments: None

Title: Stratfords of the World Advisory Committee Funding Request for the 2025 New Zealand Reunion

Objective: To consider the request from Stratfords of the World Advisory Committee for \$7,350 to assist with expenses for members to attend the 2025 Stratfords of the World Reunion in New Zealand. This request represents a pre-budget request and an increase in service level with impact to taxpayers, if approved.

Background: Stratfords of the World reunions are held every two years with members from Stratfords around the globe travelling to participate in the event. Historically, Stratford advisory committee members paid their own registration fees and travel expenses should they choose to attend the reunion. Stratford citizens who attend these reunions also pay their own registration and travel expenses.

The registration fee for the 2025 reunion is \$470.00. Attendees are billeted by local residents and the registration fee includes activities and meals for the duration of the reunion. Currently, Attendees are required to book and pay for their own transportation to and from the reunion.

At the August 8, 2024, Advisory Committee meeting the following motion was adopted:

THAT the Stratfords of the World Advisory Committee requests Stratford City Council consider financial support in the amount of \$7,350.00 for up to five (5) SOTW Ontario members to attend the 2025 New Zealand Stratfords of the World Reunion as outlined below:

Registration Fees (\$470.00 x 5)	\$2,350.00
Travel Expenses	\$5,000.00
Total	\$7,350.00

Analysis: The purpose of this report is to consider the request from the Committee and to seek direction of Council.

Options for consideration:

1. Approve the request: THAT the request from the Stratfords of the World Advisory Committee for a change in service level and to assist members with registration and travel costs relating to the January 2025 New Zealand Reunion, be approved;

AND THAT the Director of Corporate Services report back with funding options for the financial assistance.

2. File the request (meaning take no action): THAT the request from the Committee for a change in service level and for \$7,350.00 to assist members with registration and travel costs relating to the January 2025 New Zealand Reunion, be filed.

As this request was not part of the advisory committee's 2024 approved budget and registration and travel expenditure commitments are required before the 2025 budget will be passed, the Committee is seeking approval from Council.

This request is a change in service level and involves funding for members of a City Advisory Committee to attend the 2025 reunion. If approved by Council, members of the Advisory Committee would also become subject to the Travel and Conference Policy T.2.1, currently under review.

A similar request was approved this year to fund representatives of Communities in Bloom to attend the 2024 National Symposium following the decision of Council to host the 2025 National Symposium in Stratford. As explained at the time, there is an expectation from the National Organization that Stratford would attend the 2024 CIB event to promote attendance at the 2025 Symposium. In the past, citizen members of CIB wishing to attend a National Symposium, where the City was not hosting, would pay their own way.

Financial Implications:

Financial impact to current year operating budget:

The Director of Corporate Services will report on where funding could come from, subject to the direction of Council on the request for financial assistance for the 2025 Reunion.

Financial impact on future year operating budget:

If Option 2 is selected, there are no future year budget impacts.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as the purpose is to consider a funding request from an advisory committee.

Alignment with One Planet Principles:**Health and Happiness**

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

Culture and Community

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

Staff Recommendation: THAT the request from the Stratfords of the World Advisory Committee to assist members with registration and travel costs relating to the January 2025 New Zealand Reunion, be considered;

AND THAT subject to the direction of Council regarding Options 1 or 2, the Director of Corporate Services to identify funding source options at a future meeting.

Prepared by:

Vicky Trotter, Council Committee Coordinator
Tatiana Dafoe, City Clerk

Recommended by:

Karmen Krueger, CPA, CA, Director of Corporate Services
Joan Thomson, Chief Administrative Officer



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the execution of the Benefit Consulting Services Agreement with Mosey & Mosey for a three year term with an option to renew for two additional one year periods.

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, ("the Municipal Act, 2001") provides that a municipal power shall be exercised by By-law;

AND WHEREAS Section 8(1) of 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 Mosey & Mosey was awarded the benefit consulting contract by The Corporation of the City of Stratford in January 2019;

AND WHEREAS Council for The Corporation of the City of Stratford entered into a Benefit Consulting Services Agreement with Mosey & Mosey dated January 28, 2019, for a three year term with options to renew for two additional one year periods;

AND WHEREAS Council for The Corporation of the City of Stratford wishes to enter into a further Benefit Consulting Services Agreement with Mosey & Mosey for a three year term to August 27, 2027, with an option to renew for two additional one year periods;

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

1. That the Benefit Consulting Services Agreement dated the 26th day August, 2024 between The Corporation of the City of Stratford and Mosey & Mosey, 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 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend By-law 79-2024 to reflect the owner of Part 2 on Reference Plan 44R-5971 is Legion Valet Parking.

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 site plan approval required the owner of Part 2 on Reference Plan 44R-5971 to dedicate a 1.5 metre-wide strip of land to the City of Stratford along the St. Patrick Street frontage for road widening purposes;

AND WHEREAS at the July 8, 2024, Regular Council meeting, By-law 79-2024 was adopted to accept the transfer (conveyance) from Waterloo Development Inc. of Part 2 on Reference Plan 44R-5971;

AND WHEREAS The Corporation of the City of Stratford has been advised the owner is Legion Valet Parking;

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

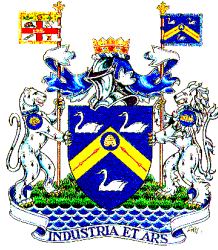
1. That By-law 79-2024 be amended to update the owner of Part 2 on Reference Plan 44R-5971 to Legion Valet Parking.
2. All other provisions of By-law 79-2024 remain in force and effect.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the entering into and execution of an encroachment agreement with 6520910 Canada Corporation to permit the existing wood porch and steps located at 639 Ontario Street (Lot 49), sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52) and the enclosed porch and steps located at 663 Ontario Street (Lot 53) to encroach onto the Ontario Street municipal road allowance at 639, 649 and 663 Ontario Street.

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 registered owner of the municipal property known as the Ontario Street road allowance;

AND WHEREAS the owner of 6520910 Canada Corporation applied to The Corporation of the City of Stratford to permit the existing wood porch and steps located at 639 Ontario Street (Lot 49), sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52) and the enclosed porch and steps located at 663 Ontario Street (Lot 53) to encroach onto the Ontario Street municipal road allowance at 639, 649 and 663 Ontario Street;

AND WHEREAS the Parties hereto agree to enter into an Agreement to permit the existing wood porch and steps located at 639 Ontario Street (Lot 49), sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52) and the enclosed porch and steps located at 663 Ontario Street (Lot 53), as of the date of this by-law and for a total encroachment of 44.04m², to encroach onto the Ontario Street municipal road allowance at 639, 649 and 663 Ontario 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:

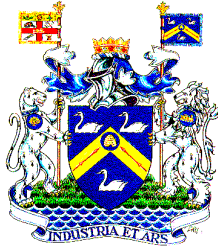
1. That the Encroachment Agreement between The Corporation of the City of Stratford and 6520910 Canada Corporation in Ontario to permit the existing wood porch and steps located at 639 Ontario Street (Lot 49), sidewalk (ramped) and sign located at 649 Ontario Street (Lot 50/51/52) and the enclosed porch and steps located at 663 Ontario Street (Lot 53) as of the date of this by-law for a total encroachment of 44.04m² to encroach onto the Ontario Street municipal road allowances at 639, 649 and 663 Ontario 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 Ontario Street municipal road allowance at 639, 649 and 663 Ontario Street, and more particularly described as:
 - LT 49 PL 47 STRATFORD; LT 50 PL 47 STRATFORD; LT 51 PL 47 STRATFORD; LT 52 PL 47 STRATFORD; LT 53 PL 47 STRATFORD; LT 67 PL 47 STRATFORD; LT 68 PL 47 STRATFORD; LT 69 PL 47 STRATFORD; PT LT 66 PL 47 STRATFORD AS IN R252376; STRATFORD
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 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the entering into and execution of an encroachment agreement with 6520910 Canada Corporation to permit the existing asphalt parking space, concrete walkway, concrete pad with stairs, covered porch, gravel walkway, garden/bushes and sign to encroach onto the Ontario Street municipal road allowance at 370 Ontario Street.

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 registered owner of the municipal property known as the Ontario Street road allowance;

AND WHEREAS the owner of Chancery Development applied to The Corporation of the City of Stratford to permit the existing asphalt parking space, concrete walkway, concrete pad with stairs, covered porch, gravel walkway, garden/bushes and sign to encroach onto the Ontario Street municipal road allowance at 370 Ontario Street;

AND WHEREAS the Parties hereto agree to enter into an Agreement to permit the asphalt parking space, concrete walkway, concrete pad with stairs, covered porch, gravel walkway, garden/bushes and sign, as of the date of this by-law for a total encroachment of 55.69m², to encroach onto the Ontario Street municipal road allowance at 370 Ontario 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 Chancery Development Ltd. in Ontario to permit the existing

asphalt parking space, concrete walkway, concrete pad with stairs, covered porch, gravel walkway, garden/bushes and sign as of the date of this by-law for a total encroachment of 55.69m² to encroach onto the Ontario Street municipal road allowance at 370 Ontario 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 Ontario Street municipal road allowance at 370 Ontario Street, and more particularly described as:
 - PT LT 25 PL 32 STRATFORD AS IN R334791; STRATFORD
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 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to exempt Lot 3, Registered Plan 44M-91 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying semi-detached dwelling units to individual owners.

WHEREAS Section 50 subsection 7 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, (hereinafter referred to as the "Planning Act") provides that Council of a local municipality may, by by-law, provide that the part-lot control provisions contained in Section 50 subsection 5 do not apply to the lands designated in the by-law;

AND WHEREAS an application has been made to The Corporation of the City of Stratford to remove certain lands described in Section 1, and as shown on Plan 44R-6259 herein from the part-lot control provisions of the Planning Act for the purpose of conveying semi-detached dwellings to individual owners;

AND WHEREAS with the passing of legislation by the Province of Ontario proclaimed on May 22, 1996, whereby Ministry of Municipal Affairs and Housing approval of part-lot control exemption by-law authorized by council, including Council of The Corporation of the City of Stratford, is no longer required;

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

1. That Subsection 5 of Section 50 of the Planning Act, as amended, does not apply to those parcels of land and premises situated in the City of Stratford, in the County of Perth and Province of Ontario as described as Parts 1 to 13 on Plan 44R-6259 for the purpose of conveying semi-detached dwelling units to individual owners.
2. This exemption shall be in effect for a period of one (1) year from the date of passage of this By-law.
3. That the City Solicitor is authorized to have this By-law registered in the Perth County Land Titles Office.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the execution of the Purchase of Service Agreement with CMHA Huron Perth Addiction and Mental Health Services for the North Perth Fixed Site Supported Housing Program.

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, (“the Municipal Act, 2001”) provides that a municipal power shall be exercised by By-law;

AND WHEREAS Section 8(1) of 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 The Corporation of the City of Stratford operating as the Consolidated Municipal Service Manager for The Corporation of the City of Stratford, Town of St. Marys and County of Perth established the North Perth Fixed Site Supported Housing Program with funding provided by the Province of Ontario through the Homelessness Prevention Program;

AND WHEREAS Council for The Corporation of the City of Stratford wishes to enter into a Purchase of Service Agreement with CMHA Huron Perth Addiction and Mental Health Services for the continued operation of the North Perth Fixed Site Supported Housing Program;

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

1. That the Purchase of Service Agreement dated the 1st day April, 2024 between The Corporation of the City of Stratford and CMHA Huron Perth Addiction and Mental Health Services, 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 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the execution of the Purchase of Service Agreement with Little Lake Residential for the St. Marys Fixed Site Supported Housing Program.

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, ("the Municipal Act, 2001") provides that a municipal power shall be exercised by By-law;

AND WHEREAS Section 8(1) of 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 The Corporation of the City of Stratford operating as the Consolidated Municipal Service Manager for The Corporation of the City of Stratford, Town of St. Marys and County of Perth established the St. Marys Fixed Site Supported Housing Program with funding provided by the Province of Ontario through the Homelessness Prevention Program;

AND WHEREAS Council for The Corporation of the City of Stratford wishes to enter into a Purchase of Service Agreement with Little Lake Residential for the continued operation of the St. Marys Fixed Site Supported Housing Program;

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

1. That the Purchase of Service Agreement dated the 1st day April, 2024 between The Corporation of the City of Stratford and Little Lake Residential, 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 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend the Consumption of Liquor with Food in Designated Public Places By-law 37-2021, as amended, to change the permitted spaces and hours and the terms and conditions for the consumption in permitted spaces.

WHEREAS section 11 of the Municipal Act, 2001 S.O. 2001, c. 25 (“the Municipal Act, 2001”) provides that a municipality may pass by-laws respecting matters within the spheres of jurisdiction of culture, parks, recreation and heritage;

AND WHEREAS section 8.(1) of the Municipal Act, 2001, provides that the powers of the municipality 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)(d) of the Liquor Licence Act R.S.O. 1990, Chapter L.19 (“Liquor Licence Act”) allows a municipality to designate by by-law a public space that is owned or controlled by the municipality as a place where the consumption of liquor is permitted;

AND WHEREAS Regulation 719 under the Liquor Licence Act subject to the specified restrictions and conditions allows liquor sales licenses to sell liquor for takeout and delivery;

AND WHEREAS section 425 of the Municipal Act, 2001, provides that the City may pass by-laws providing that a person who contravene a by-law passed under the provisions of the Municipal Act is guilty of an offence;

AND WHEREAS section 429 of the Municipal Act, 2001 allows the City to establish a system of fines for offences under a by-law of the City passed under the Municipal Act;

AND WHEREAS the Council of The Corporation of the City of Stratford (the “City”) deems it in the public interest to allow for the consumption of liquor with food from area restaurants in the designated public spaces;

AND WHEREAS the City adopted the Consumption of Liquor with Food in Designated Public Places By-law 37-2021;

AND WHEREAS the Council of the City deems it necessary to amend the Consumption of Liquor with Food in Designated Public Places By-law 37-2021 to change the permitted spaces and hours and the terms and conditions for the consumption in permitted spaces;

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

1. That section 3(b), Permitted Spaces and Hours, be deleted and replaced with the following new section 3(b):

“The hours that Liquor may be consumed in any Permitted Spaces are as follows:

- Sunday to Thursday from 11:00 a.m. to 8:00 p.m.
- Friday to Saturday from 11:00 a.m. to 9:00 p.m.”

2. That section 5, Terms and Conditions for the Consumption in Permitted Spaces, be deleted and replaced with the following new section:

“The consumption of Liquor in the Permitted Spaces shall only be permitted subject to the following terms and conditions:

- a. Only Liquor purchased from City restaurants registered in the Stratford Al Fresco program shall be allowed in the Permitted Spaces;
- b. The consumption of Liquor must be in a responsible manner and in compliance with all Applicable Laws including all City policies, by-laws, practices and procedures; and
- c. Liquor shall not be consumed in any area situated outside of the designated Permitted Spaces.”

3. All other provisions of the Consumption of Liquor with Food in Designated Public Places By-law 37-2021 remain in force and effect.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XXX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to accept the transfer (conveyance) from
Chancery Development Ltd. of Parts 1, 2, 3, and 4 on
Reference Plan 44R-6254.

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 B01-24 requires the owner, being Chancery Development Ltd. to dedicate a 4.94-metre-wide strip of land to the City of Stratford along the Ontario Street frontage for road widening purposes, along with a 10 metre by 10 metre daylight triangle at the northeast corner of Trow Avenue and Ontario Street, and at the northwest corner of Queen Street and Ontario Street;

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:
 - a. Part Lot 25, Plan 32, being part of P.I.N. 53125-0111(LT)
 - b. Part Lots 25, 26, 27, Plan 32, being part of P.I.N. 53125-0131(LT)
 - c. Part Lot 27, Plan 32, being part of P.I.N. 53125-0115(LT)
 - d. Part Lot 27 and 28, Plan 32, being part of P.I.N. 53125-0118(LT)

now designated as Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 for the widening of Ontario Street from Chancery Development 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 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to dedicate Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 as public highway forming part of Ontario Street in the City of Stratford.

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 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 Parts 1, 2, 3, and 4 on Reference Plan 44R-6254;

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 Ontario Street in the City of Stratford.
2. The lands referred to in Section 1 hereof are described as being:
 - a. Part Lot 25, Plan 32, being part of P.I.N. 53125-0111(LT)
 - b. Part Lots 25, 26, 27, Plan 32, being part of P.I.N. 53125-0131(LT)
 - c. Part Lot 27, Plan 32, being part of P.I.N. 53125-0115(LT)
 - d. Part Lot 27 and 28, Plan 32, being part of P.I.N. 53125-0118(LT)

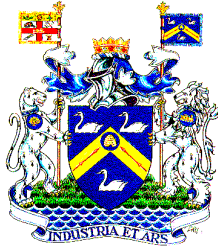
now designated as Parts 1, 2, 3, and 4 on Reference Plan 44R-6254 for the widening of Ontario Street from Chancery Development Ltd.
3. That this By-law shall come into force upon registration with the Land Titles Office for Perth County.
4. That the City Solicitor is hereby authorized to register or have registered, this By-law in the Land Titles Office for Perth County.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



**BY-LAW NUMBER XX-2024
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to amend By-law 10-2022 as amended, with respect Zoning By-law Amendment application Z01-24, 93 Trinity Street, legally described as all of Lots 501-504, 531-534, 551-558, 575-582, 599, 600, 630-632, 649-651 and 656 of Part of College Street (Closed), Registered Plan No. 47, City of Stratford.

WHEREAS authority is given to the Council of The Corporation of the City of Stratford by Section 34 of the *Planning Act, R.S.O. 1990, c. P.13*, as amended, to pass this by-law;

AND WHEREAS the said Council has provided adequate information to the public and has held at least one public meeting in accordance with the *Planning Act*;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it in the public interest that By-law 10-2022, as amended, known as the Zoning By-law, be further amended;

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

1. That Schedule "A", Map 5 to By-law 10-2022 as amended, is hereby amended by adding those lands outlined in heavy solid lines and described as Residential Fifth Density Zone with site specific regulations R5(3)-2 on Schedule "A", attached hereto and forming part of this By-law, and more particularly described as 93 Trinity Street legally described as all of Lots 501-504, 531-534, 551-558, 575-582, 599, 600, 630-632, 649-651 and 656 of Part of College Street (Closed), Registered Plan No. 47, City of Stratford.
2. That By-law 10-2022 as amended, be further amended by adding Section 15.5.28 (R5(3)-2), being Zone Exceptions of Residential Fifth Density Zone, to add the following:

15.5.28

- a) the uses of "Cluster Townhouse Dwellings", "Stacked Townhouse Dwellings", & "Street Townhouse Dwellings" to the permitted uses, in addition to all other uses permitted in the R5 Zone.
- b) Notwithstanding Section 3, the lot lines shall be deemed as follows:
 - i. Douro Street – Front Lot Line
 - ii. Trinity Street – Exterior Side Lot Line

iii. King Street – Exterior Side Lot Line

- c) Notwithstanding Section 4.20.1, balconies, porches, and decks are permitted to encroach into the required front yard setback and exterior side yard setback and shall be no closer than 0 metres from the lot line of an existing building.
- d) Notwithstanding Section 4.20.1, architectural adornments including but not necessarily restricted to, sills, belt courses, chimneys, cornices, eaves, gutters, parapets, and pilasters, shall be no closer than 0 metres from any lot line to an existing building.
- e) Notwithstanding Section 4.30.1, a walkway connecting to a dwelling unit shall have a maximum width of 2.0 metres.
- f) Notwithstanding Section 5.0, off-street parking shall be provided as follows:
- i. Studio/1 Bedroom Dwelling Unit: 0.75 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - ii. 2 and 3-Bedroom Dwelling Unit: 1 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
 - iii. Any form of Townhouse Dwelling: 1.25 parking spaces/unit, plus 0.14 parking spaces/unit dedicated to visitor parking
- g) Notwithstanding Table 5.5.4, one (1) loading space per 100 dwelling unit is required.
- h) Notwithstanding Table 6.4.5:
- i. Maximum Density:
 - 1.45 Floor Space Ratio
 - ii. Maximum Lot Coverage: 40%
 - iii. Maximum Height: 36 metres
 - iv. Minimum Front Yard Setback:
 - Existing Buildings: 0 metres
 - New buildings: 3.0 metres
 - v. Minimum Exterior Side Yard Setback (Trinity Street):
 - Existing Buildings: 0 metres
 - New buildings: 1.5 metres
 - vi. Minimum exterior Side Yard Setback (King Street):
 - New Buildings: 3.0 metres
 - vii. Minimum setback to a property line for any building or structure with a height greater than 22 metres: 17 metres
 - viii. Minimum Rear Yard Setback:
 - Any Townhouse Dwelling: 1.5 metres
 - Apartment Building: 7.5 metres
- i) For the purposes of the R5(3)-2 Zone, Floor Space Ratio shall mean the figure obtained when the gross floor area on a lot is divided by the

lot area. Only gross floor area that constitutes a storey shall contribute to the calculation of the Floor Space Ratio.

3. This by-law shall come into effect upon Final Passage in accordance with the *Planning Act*.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2024.

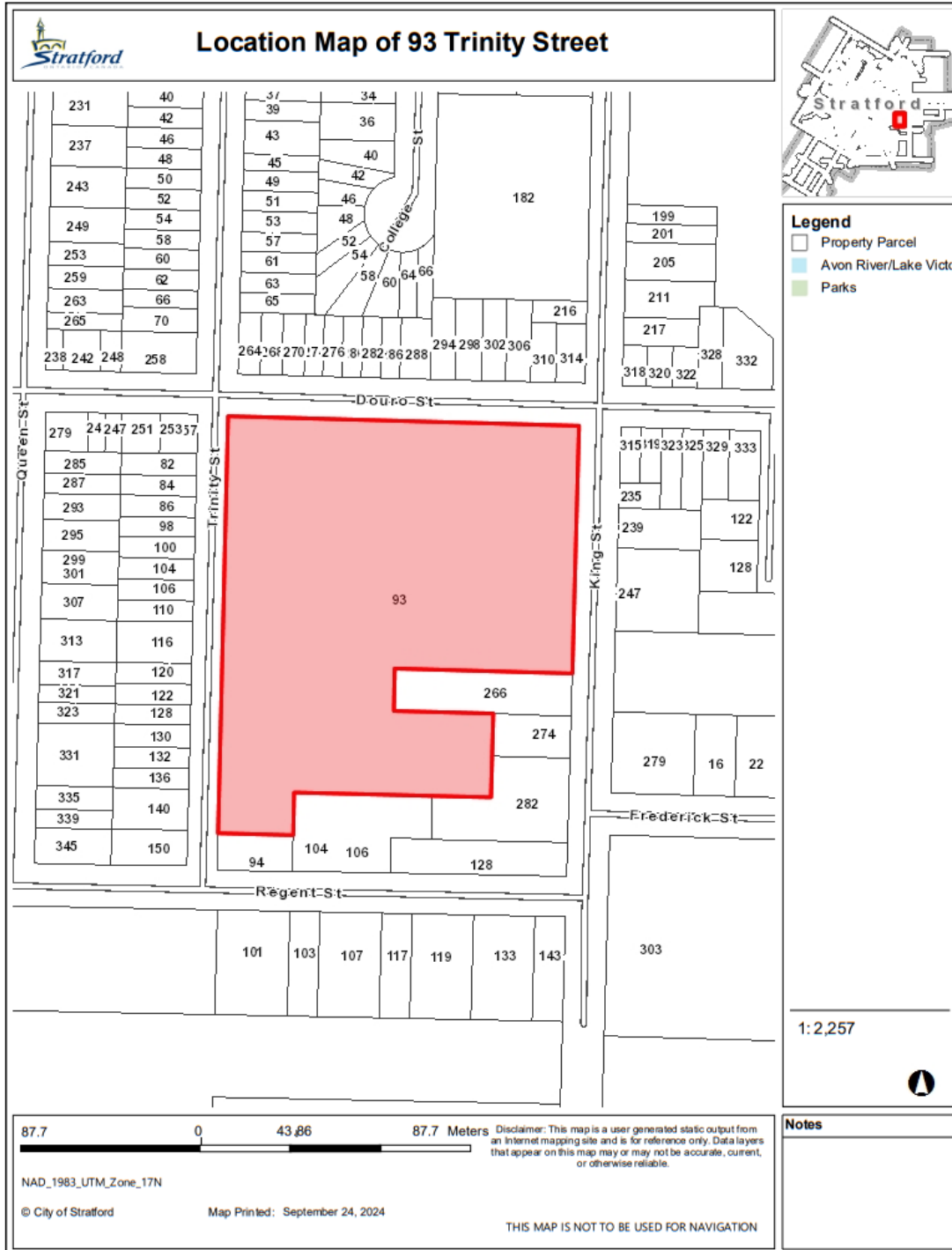
Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

**This is Schedule "A" to By-law XX-2024
Adopted this 15th day of October, 2024**

Amending By-law 10-2022
Of
The Corporation of the City of Stratford

93 Trinity Street





STRATFORD CITY COUNCIL
CONSENT AGENDA

October 15, 2024

REFERENCE NO. CONSENT AGENDA ITEM

CA-2024-159 In accordance with By-law 135-2017, as amended, the Infrastructure Services Department is providing notification that the following streets will be temporarily closed to through traffic on Sunday, October 6 from 6:00 a.m. until 12:00 p.m. for the Local Community Food Centre 5K Run/Walk:

- Martin Street from Delamere Avenue to William Street
- William Street from James Street to Martin Street
- Denison Street
- Lakeside Drive from Waterloo Street to Lakeside Drive North
- Lakeside Drive North
- Queens Park Drive
- Richard Monette Way
- Parkview Drive from Water Street to Richard Monette Way

CA-2024-160 In accordance with By-law 135-2017, as amended, the Infrastructure Services Department is providing notification that Lakeside Drive, westbound only, from Front Street to Waterloo Street was temporarily closed to traffic on Friday, September 13 starting at 3:00 p.m. to allow for Warrior Hockey one-way traffic parking eastbound.

CA-2024-161 Road Closure Notification - Special Event

I, Taylor Crinklaw, Director of Infrastructure Services, as authorized by By-law 102-2008, do hereby authorize the temporary closure to vehicular traffic of the below noted street for the time period noted:

On Saturday, October 5, 2024, from 11:00 a.m. to 2:00 p.m.:

- Portion of Richard Monette Way – Primarily bus parking and parking spaces.

That these temporary street closures are not subject to Ministry of Transportation approval with respect to a connecting link;

That the event organizer provides the Event Coordinator with the required certificate of insurance at least 48 hours prior to the event;

That the Events Coordinator cause notice of these temporary street closures to be posted to the City's website and to be sent to emergency services, Chamber of Commerce, and Stratford Tourism Alliance; and

That the Clerk's Office advise Council of these authorized temporary street closures on the next available Consent Agenda.

CA-2024-162 Resolution from the City of Kitchener regarding Renovictions and Safe and Adequate Housing.

Attachment – Letter from the City of Kitchener dated September 19, 2024.

Endorsement of this resolution is requested.

CA-2024-163 In accordance with By-law 135-2017 as amended, the Infrastructure Services Department is providing notification that Lakeside Drive, westbound only, from Front Street to Waterloo Street, will be temporarily closed on Friday, September 20, 2024 to allow for Warrior Hockey one-way traffic parking eastbound, beginning at 3 p.m. The closure will be removed after the game.

CA-2024-164 Resolution from the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) regarding updating the Municipal Elections Act.

Attachment – Letter from the AMCTO dated September 23, 2024 and Template Council Resolution.

Endorsement of this resolution is requested.

CA-2024-165 Road Closure Notification – Stratford Public Library Boo Bash

I, Taylor Crinklaw, Director of Infrastructure Services, as authorized by By-law 102-2008, do hereby authorize the temporary closure to vehicular traffic of the below noted street for the time period noted:

On Wednesday, October 23, 2024, from 6:45 p.m. to 7:30 p.m.

- St. Andrew Street from Birmingham Street to Church Street

- Church Street from St. Andrew Street to St. Patrick Street

That these temporary street closures are not subject to Ministry of Transportation approval with respect to a connecting link;

That the event organizer provides the Event Coordinator with the required certificate of insurance at least 48 hours prior to the event;

That the Events Coordinator cause notice of these temporary street closures to be posted to the City's website and to be sent to emergency services, Chamber of Commerce, and Stratford Tourism Alliance; and

That the Clerk's Office advise Council of these authorized temporary street closures on the next available Consent Agenda.

- CA-2024-166 In accordance with By-law 135-2017, as amended, the Infrastructure Services Department is providing notification that a portion of Richard Monette Way – primarily bus parking and parking spaces will be temporarily closed to traffic on Saturday, October 5 from 11:00 a.m. until 2:00 p.m. for the Community Culture Celebration.
- CA-2024-167 Resolution from the Municipality of East Ferris regarding Combined ROMA and AMO Conference.
- Attachment – Letter from the Municipality of East Ferris dated September 24, 2024.
- Endorsement of this resolution is requested.
- CA-2024 -168 In accordance with By-law 135-2017 as amended, the Infrastructure Services Department is providing notification that West Gore Street from Erie Street to Wellington Street, Stratford, will be temporarily closed to through traffic, for one day only on Thursday, September 26, 2024.
- This road closure is necessary to facilitate paving through the Erie Street/West Gore intersection. There will be no access to and from Erie Street from West Gore Street, east of the intersection.
- CA-2024-169 In accordance with By-law 135-2017, as amended, the Infrastructure Services Department is providing notification that Lakeside Drive, Westbound only, from Front Street to Waterloo Street was temporarily closed to traffic Friday, September 27 starting at 3:00 p.m. to allow for Warrior Hockey one-way traffic parking eastbound. The closure will be removed after the game.
- CA-2024-170 Noise By-law Exemption – Lights On Stratford
- I, Tim Wolfe, Director of Community Services, as authorized by By-law 135-2017, do hereby authorize that:

- An exemption be granted from Noise Control By-law 113-79 for 2024/2025 Lights On Exhibit in Market Square at 1 Wellington Street Stratford.
- For the Loading, unloading or otherwise handling of any containers, products, or materials [Schedule 2 Clause 4] from Thursday, December 5, 2024, until Friday, January 24, 2025.
- For the operation of loudspeakers and amplification of sound [Schedule 2 Clause 2], and from the unreasonable noise provision [Schedule 1 clause 8] Thursdays through Sunday's, between December 13, 2024, through to and including January 19, 2025, between the hours of 5:00 p.m. and 10:00 p.m.
- That the grant of this exemption is subject to change should new information become available prior to the start of the Event.
- All other provisions of Noise by-law 113-79 that are applicable remain in force and effect.

CA-2024-171 Resolution from the Regional Municipality of Waterloo regarding Solve the Crisis.

Attachment – Letter from the Regional Municipality of Waterloo dated September 26, 2024.

Endorsement of this resolution is requested.

CA-2024-172 Resolution from the County of Brant regarding Southwest Community Transit Funding.

Attachment – Letter from the County of Brant dated September 25, 2024.

Endorsement of this resolution is requested.



AMANDA FUSCO

Director of Legislated Services & City Clerk

Corporate Services Department

Kitchener City Hall, 2nd Floor

200 King Street West, P.O. Box 1118

Kitchener, ON N2G 4G7

Phone: 519.741.2200 x 7809 Fax: 519.741.2705

amanda.fusco@kitchener.ca

TTY: 519-741-2385

September 19, 2024

Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier Ford:

This is to advise that City Council, at a meeting held on August 26, 2024, passed the following resolution regarding Renovictions and Safe and Adequate Housing:

"WHEREAS the City of Kitchener adopted the resolution, "Renovictions' - Safe and Adequate Housing" on October 18, 2021, advocating to the Province of Ontario to take additional and meaningful steps to address the ever-increasing problem of Renovictions;

WHEREAS the City of Kitchener is taking meaningful steps to help address the issue with the legislated tools available to municipalities including adopting Inclusionary Zoning By-law and a Rental Replacement By-law;

THEREFORE IT BE RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to urge the Province of Ontario to proclaim and bring into force all regulations pertaining to Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023,

THEREFORE IT FURTHER BE RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to request to the Province of Ontario to amend the Residential Tenancies Act, 2006, and/or related regulations to:

- a. reintroduce vacancy control legislation which ties rents to residential units rather than tenancies;
- b. introduce rent control to cover units first occupied after November 15, 2018;
- c. require landlords of residential units to be responsible for finding temporary accommodation or provide sufficient relocation assistance for their tenants for the duration of the renovations if tenants intend to return post - repair/renovation;

-2-

- d. require landlords to obtain a building permit before issuing an N13 notice of termination, provide a copy of the applicable permit to tenants together with any N13 notice of termination, require evidence that the permit was delivered with the N13 notice of termination as part of any L2 application to end a tenancy filed on that basis, and require the approved permit be provided to the LTB as part of any L2 application to end a tenancy filed on the basis of an N13 notice of termination;
- e. provide the same rights and compensation afforded to tenants in buildings with five (5) or more units to those in buildings with less than five (5) units;
- f. increase the required compensation for tenants in no-fault evictions;
- g. remove ex parte eviction orders for breached repayment agreements;
- h. require landlords to attach a plain-language tenants' rights information package to N13 eviction notices;
- i. regulate N11s and buy-out agreements; and
- j. amend Above Guideline Increase (AGI) rules to eliminate the eligibility of capital expenditures that constitute general repair and maintenance of the property; add a new subsection requiring landlords to save 10 percent of rental income to be accessed for capital expenditures; and require landlords to notify tenants of the decrease in advance of the date when rent is required to be reduced as specified in an order permitting an AGI related to eligible capital expenses;

THEREFORE BE IT FURTHER RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to urge to the province of Ontario to make the following operational changes to the Landlord Tenant Tribunal (LTB):

- a. allow tenants the right to in-person LTB hearings to eliminate technological barriers for individuals who do not have access to digital devices or reliable internet connection;
- b. simplify LTB notices with plain language so they are easily understood and ensure all forms include a tracking number that is linked to a public registry; and
- c. establish a provincial rental registry that tracks building ownership, rental rates, AGIs and their expiry dates, and LTB eviction filings and their outcomes; and monitor data on N12 and N13 evictions.

-3-

THEREFORE BE IT FINALLY RESOLVED that a copy of this motion be sent to the Association of Municipalities of Ontario, the Premier of Ontario, the Ministry of Municipal Affairs and housing, all other municipalities within Ontario, the Region of Waterloo and other Municipalities for their consideration and possible endorsement.”

Yours truly,



A. Fusco
Director of Legislated Services & City Clerk

Cc: Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Colin Best, President, Association of Municipalities Ontario
Will Short, Clerk, Region of Waterloo
Ontario Municipalities
Sloane Sweazey, Senior Policy Advisor, City of Kitchener

Have your voice heard - download our *MEA* toolkit
View this email in your browser.



[About AMCTO](#) | [Professional Growth](#) | [Advocacy & Policy](#) | [Network & Community](#)



Advocacy Update

Learn more about our work as we advocate on behalf of AMCTO members

September 23, 2024

Advocacy Update: Support our *Municipal Elections Act* Recommendations

We **need your help** in getting the Ford Government's attention on an important advocacy issue.

Earlier this year, we submitted our recommendations for updating the *Municipal Elections Act (MEA)* ahead of the 2026 municipal and school board elections. We recommended to the ministry that updates should be made by Spring 2025 at the latest. We also provided our members with a toolkit including a template council resolution to seek support from councils on this item.

[ACCESS OUR MEA TOOLKIT](#)

To date, we have received only two council resolutions calling for the *MEA* to be updated since the release of our recommendations in April. More voices are needed to gain the Government's attention and drive them to action. Awareness of municipal resolutions will help us strengthen the case that municipalities agree on the need for change.

Call to Action

We are calling on our members to discuss with your mayors and councils how **critical** updates to the *MEA* are to the health of democracy and to your ability to support candidates and voters at election time.

- We need updates to align with federal legislation on foreign interference.
- We need privacy protection for contributors and voters.
- We need to make it easier for people to vote and for candidates to understand election rules.

DOWNLOAD OUR TEMPLATE COUNCIL RESOLUTION

Encourage your councils to pass council resolutions and your mayors to write letters of support!

We also need you to take specific action. As members and senior municipal leaders, **your voices are key** in conveying to Minister Calandra and the Government that:

- Making recommended changes to the *MEA* would strengthen local democracy,
- Reducing administrative burdens would allow municipal staff to be more efficient and effective at delivering local elections, and
- An amended *MEA* would provide much-needed time to effectively manage other tasks that support planning and development processes, municipal governance, and service innovation in support of provincial priorities.

DOWNLOAD OUR TEMPLATE LETTER

Download a copy of our template letter above to personally communicate your support for our advocacy efforts on the *MEA* – each letter can be tailored to include your specific local examples that further illustrate the need for change.

We will be continuing to push for legislative and regulatory changes to this fundamental *Act*, including speaking to our recommendations in delegation meetings at the Association of Municipalities of Ontario (AMO) conference next week, and showcasing strength in numbers among our over 2,200 members will help demonstrate that the Province must take action.

Let's work together to make this happen!

For more information or to speak with our Policy and Government Relations team, please contact us.



AMCTO | The Municipal Experts

5090 Explorer Drive, Suite 510, Mississauga, Ontario L4W 4T9

(905) 602-4294 | amcto.com

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Unsubscribe

[name of municipality] RESOLUTION
Provincial Updates to the Municipal Elections Act

WHEREAS elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections.

WHEREAS legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process,

WHEREAS the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that responds to the unique circumstances of their local communities.

WHEREAS the *Municipal Elections Act, 1996* (MEA) will be 30 years old by the next municipal and school board elections in 2026.

WHEREAS the MEA sets out the rules for local elections, the *Assessment Act, 1990* and the *Education Act, 1990* also contain provisions impacting local elections adding more places for voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario.

WHEREAS with rules across three pieces of legislation, and the *MEA* containing a patchwork of clauses, there are interpretation challenges, inconsistencies, and gaps to fill.

WHEREAS the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce.

WHEREAS while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today's needs and tomorrow's challenges.

WHEREAS to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape which impacts elections administration including privacy, the threats of foreign interference, increased spread of mis/disinformation and the increased use of technologies like artificial intelligence and use of digital identities.

WHEREAS the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration.

AND WHEREAS AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendations for amendments ahead of the 2030 elections.

THEREFORE BE IT RESOLVED THAT [insert municipality name] calls for the Province to update the MEA with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections.

AND BE IT FURTHER RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Minister of Municipal Affairs and Housing (minister.mah@ontario.ca), the Minister of Education (minister.edu@ontario.ca), the Minister of Public and Business Service Delivery (todd.mccarthy@ontario.ca), Minister of Finance (Minister.fin@ontario.ca) the Premier of Ontario (premier@ontario.ca), [name municipality] MPP and AMCTO (advocacy@amcto.com).

REGULAR COUNCIL MEETING

HELD
September 24th, 2024

2024-204

Moved by Councillor Champagne
Seconded by Councillor Trahan

WHEREAS on February 27th, 2024, Council for the Municipality of East Ferris supported a resolution received from the Town of Petrolia calling upon both the Rural Ontario Municipal Association (ROMA) and Ontario Good Roads Association (OGRA) Boards to re-establish a combined OGRA and ROMA annual conference;

AND WHEREAS on May 16th, 2024, correspondence was received from ROMA Chair, Robin Jones, stating that in 2019 the ROMA Board of Directors and the OGRA Executive Committee decided not to hold a joint conference, but agreed that there are matters the organizations can work together on;

AND WHEREAS with ROMA being the rural voice of the Association of Municipalities of Ontario (AMO) it makes great sense for the ROMA and AMO conferences to be a combined conference, not only financially for municipalities but also for availability for participation of members of Council and staff;

AND WHEREAS these conferences afford a vital opportunity for delegations with members of our provincial parliament, moving to a combined ROMA/AMO conference provides a better respect to their availability and participation;

NOW THEREFORE BE IT RESOLVED that the Council for the Municipality of East Ferris call upon both the ROMA & AMO Boards to establish a combined ROMA/AMO annual conference;

BE IT FURTHER RESOLVED should the conferences be combined and held during the winter months, as has been past practice for the ROMA conference, that a hybrid participation option be considered as winter weather can be unpredictable and not all persons who wish to attend can do so in person;

AND BE IT FURTHER RESOLVED that this resolution be forwarded to ROMA, AMO, MPP Vic Fedeli, and all municipalities in Ontario.

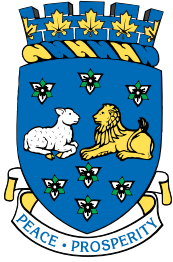
Carried Mayor Rochefort



CERTIFIED to be a true copy of
Resolution No. 2024-204 passed by the
Council of the Municipality of East Ferris
on the 24th day of September, 2024.

A handwritten signature in brown ink that reads "K Hanselman". The signature is written in a cursive, flowing style.

Kari Hanselman, Dipl. M.A.
Clerk



September 26, 2024

The Right Honourable Justin Trudeau, Prime Minister of Canada

Dear Prime Minister:

Re: Solve the Crisis

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on September 25, 2024, approved the following motion:

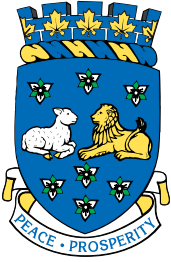
Whereas there is a humanitarian crisis in cities, large and small, urban and rural, across Ontario. We need immediate action at all levels of government, starting with the Province; and

Whereas the homelessness, mental health and addictions crisis continues to grow with 3432 drug related deaths in Ontario in 2023 as well as with an estimated 234,000 Ontarians experiencing homelessness and over 1400 homeless encampments across Ontario communities in 2023; and

Whereas the province has provided additional funding for mental health, addictions and homelessness programs, including the recently announced Homelessness and Addiction Recovery Treatment (HART) Hubs, it does not adequately address the growing crisis and the financial and social impact on municipalities and regions across the province; and

Whereas municipalities and regions are stepping up and working with community partners to put in place community-specific solutions to address this crisis, but municipalities and regions lack the expertise, capacity, or resources to address these increasingly complex health care and housing issues alone; and

Whereas this is primarily a health issue that falls under provincial jurisdiction and municipalities and regions should not be using the property tax base to fund these programs; and



Whereas there is no provincial Minister focused on this crisis leading to unanswered questions that span over a dozen ministries, and a lack of support to manage the increasing needs of those who are unhoused.

Now Therefore be it resolved that the Region of Waterloo supports the Solve the Crisis Campaign;

And calls on provincial and federal governments to commit to immediate action to solve the Humanitarian Crisis that Ontario is facing as the numbers of unhoused individuals and those suffering with mental health & addictions grows exponentially;

AND that the province officially makes Homelessness a Health Priority;

AND appoints a responsible Minister and Ministry with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports;

AND request that the provincial government strike a task force with broad sector representatives including municipalities, regions, healthcare, first responders, community services, the business community and the tourism industry to develop a *Made in Ontario Action Plan*;

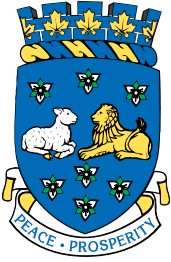
AND that this provincial task force reviews current programs developed by municipalities, regions and community partners that have proven successful in our communities, to ensure that solutions can be implemented quickly and effectively to tackle this crisis.

AND provides the adequate, sufficient and sustainable funding to ensure that municipalities have the tools and resources to support individuals suffering with mental health and addictions, including unhoused people and those from vulnerable populations that may be disproportionately impacted;

And that this Council calls on the residents across the Region of Waterloo to join us in appealing to the provincial and federal governments for support by visiting SolveTheCrisis.ca and showing your support;

And further that a copy of this motion be sent to:

REGIONAL MUNICIPALITY OF WATERLOO



OFFICE OF THE REGIONAL CLERK

150 Frederick Street, 2nd Floor
 Kitchener ON N2G 4J3 Canada
 Telephone: 519-575-4400
 TTY: 519-575-4608
 Fax: 519-575-4481
www.regionofwaterloo.ca

- **The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada**
- **The Honourable Doug Ford, Premier of Ontario**
- **The Honourable Sylvia Jones, Deputy Premier and Minister of Health**
- **The Honourable Paul Calandra, Minister of Municipal Affairs and Housing**
- **The Honourable Michael Parsa, Minister of Children, Community and Social Services**
- **The Honourable Michael Tibollo, Associate Minister of Mental Health and Addictions**
- **Local and area MPs, MPPs and Heads of Council**
- **The Association of Municipalities of Ontario, Ontario's Big City Mayors and Mayors and Regional Chairs of Ontario**

Please accept this letter for information purposes only. If you have any questions please contact Regional Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca

Please forward any written responses to this letter to William Short, Director, Council & Administrative Services/Regional Clerk
regionalclerk@regionofwaterloo.ca

Yours sincerely,

William Short, Director Council and Administrative Services/Regional Clerk

cc: Region of Waterloo Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca



September 25, 2024

Re: County of Brant Resolution – September 24, 2024

At the meeting of September 24th, 2024, the Council of the County of Brant adopted the following:

“Whereas the County of Brant, Middlesex County, Municipality of Strathroy Caradoc, Norfolk County, Town of Tillsonburg, Municipality of East Zorra Tavistock, Grey County, Perth County, City of Stratford, Municipality of Lambton Shores, and Wellington County have successfully utilized government funding to create and sustain local community transit through Southwest Community Transit; and

Whereas 85,000 riders have utilized the Southwest Community Transit services in the first half of 2024 alone, demonstrating significant community reliance on these services; and

Whereas the economic impact of this transit system is estimated to be \$748,800,000 annually, largely due to its role in providing transportation to employment opportunities; and

Whereas the current funding for this critical small urban and rural inter-community transit service is set to expire in March 2025, putting the sustainability of the service at risk:

Therefore be it resolved that County of Brant council urges the provincial government to continue funding Southwest Community Transit beyond March 2025 to ensure the ongoing viability of this essential service for small urban and rural Ontario

Be it further resolved that this resolution be circulated to Elgin County, Middlesex County, Norfolk County, Oxford County, Municipality of Strathroy Caradoc, Town of Tillsonburg, Municipality of East Zorra Tavistock, Perth County, City of Stratford, Municipality of Lambton Shores, Wellington County, Bruce County, Municipality of Bayham, Municipality of Thames Centre and other relevant stakeholders for their support and advocacy.”

Respectfully,

Briar Allison
Deputy Clerk
County of Brant

County of Brant
26 Park Avenue P.O Box 160
Burford, ON N0E 1A0

T: 519.449.2451
TF: 1.888.250.2295
F: 519.449.2454



**BY-LAW NUMBER XXX-2024
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 October 15, 2024.

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 October 15, 2024, 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 15th day of October, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe