



Stratford City Council
Regular Council Open Session
AGENDA

Meeting #: 4760th
Date: Monday, December 16, 2024
Time: 7:00 P.M.
Location: Council Chamber, City Hall
Council Present: Mayor Ritsma - Chair Presiding, Councillor Biehn, Councillor Briscoe, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, Councillor Wordofa
Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Kim McElroy - Director of Social Services, 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, 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 Beatty provided regrets for this meeting.

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

Respectful Conduct 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:

13 - 34

Motion by

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated November 25, 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 December 16 2024, be added to the Agenda as printed.

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

5.1 At the November 25, 2024, Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:

4.1 Confidential Report of the Chief Executive Officer of investStratford with respect to the 2024 Annual Review of the City Industrial Land Pricing Policy - (CM-24-11) - Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years).

Motion by

THAT the Industrial Land Prices Policy E.1.2 be amended as follows:

- the price per acre for Lot 2 in the Crane West Business Park be increased from \$250,000 per acre to \$350,000 per acre;
- the price per acre for Lot 3 in the Crane West Business Park be increased from \$250,000 per acre to \$350,000 per acre;

- the price per acre for Lot 4 in the Crane West Business Park be increased from \$250,000 per acre to \$350,000 per acre effective upon the transfer of lot ownership back to the City;
- the price per acre for 105 Wright Blvd. in the Wright Business Park be increased from \$250,000 to \$350,000 per acre effective June 1, 2025 should the current Agreement of Purchase and Sale not close by this date, and be subject to pricing adjustments for developable versus non-developable;
- the price per acre for the 4.7-acre parcel in the Wright Business Park be increased to from \$250,000 to \$350,000 per acre should it become accessible with a future road or is sold to owners of 530 Wright Blvd;
- the lands that are non-developable due to topography, soil conditions, environmental constraints and other factors be increased from \$40,000 per acre to \$60,000 per acre.

AND THAT the Industrial Land Prices Policy E.1.2 be amended to include the following housekeeping amendments:

- Section 2 be changed to: "That all agreements of purchase and sale state that if the building permits and construction conditions are not met within the specified time, then the property may be purchased back by the City at the price it was sold minus real estate commissions and other expenses incurred on behalf of the City."
- Section 4 be changed to: "That in addition to the purchase price, the purchaser pay a set connection cost from services located within the boulevard into the lot, and that the Engineering Department determine the said connection costs."

5.2 At the December 16, 2024, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

4.1 Confidential Report of the Chief Executive Officer of investStratford and the Chief Administrative Officer of the City of Stratford with respect to the Affordable Housing Purchase Proposal Update - (CM-24-13) - Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years), 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 **Public Meeting under the Building Code Act - Proposed Amendment to Building By-law 112-2005** 35 - 42

Motion by

THAT the Council meeting adjourn to a Public Meeting under the Building Code Act to hear from members of the public on the proposed changes to the Building By-law 112-2005, as amended, to increase permit fees for all types of building permits effective February 1, 2025.

- 6.2 **Exemption Request from Stratford District Secondary School (SDSS)** 43

Mark Viani, SDSS Hockey Coach, is requesting Council consider an Exemption to the Facilities Code of Conduct Policy (C.1.13) for the December 20, 2024, school hockey game at the Rotary Complex to allow noise makers to be used during the game by the SDSS Spirit Committee.

For consideration by Council.

7. Orders of the Day:

- 7.1 **Resolution - Draft Plan of Subdivision 31T22-001; Official Plan Amendment OPA001-22; Zoning By-law Amendment Z07-22, Paradize Properties Development Ltd. Part of Lot 41, Concession 1 in the former Township of Easthope, County of Perth (COU24-152)** 44 - 93

Following the presentation of the application by the City, Punya Sagar Marahatta, Founder/Director MDPS Planning Services and Cameron Moffat, Project Manager MTE Consultants, agents for the applicant, will be present to answer questions from Council.

Motion by

THAT Punya Sagar Marahatta and Cameron Moffat be heard.

Motion by

Staff Recommendation: THAT the Zoning By-law amendment, as recommended by staff for application Z07-22 to rezone the subject lands municipally known as 3980 Road 111 to Residential Fourth Density Zone with site specific regulations (R4), BE APPROVED.

THAT the Official Plan amendment, as recommended by staff for application OPA 001-22 to redesignate the subject lands municipally known as 3980 Road 111 to Medium Density Residential BE APPROVED.

THAT Draft Plan of Subdivision 31T-2201, submitted by Paradize Properties Development Ltd. prepared by Municipal Development and Planning Services Inc. (MDPS), dated August 28, 2024 for lands known municipally as 3980 Road 111 originally surveyed by Trevor D.A. Mc

Neill, O.L.S., on May 3, 2022, , BE APPROVED by the City of Stratford pursuant to Section 51(31) of the Planning Act subject to the conditions listed in Attachment 3 to Report COU24-152).

Approval of the Zoning By-law and Official Plan amendments, and the Draft Plan of Subdivision is recommended for the following reasons:

1. Public interest was considered;
2. The recommended approvals are consistent with the Provincial Planning Statement;
3. The recommended Official Plan and Zoning By-law amendments will facilitate development that is appropriate for the lands;
4. It will provide for a range of housing types to meet the needs of existing and future residents; and
5. It is an efficient use of land and infrastructure.

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| 7.2 | <p>Resolution - Animal Control and Pound Services Agreement Renewal with The Humane Society of Kitchener-Waterloo & Stratford-Perth (COU24-150)</p> <p>Motion by
 Staff Recommendation: THAT the Mayor and Clerk, or their respective delegates, be authorized to execute an agreement with The Humane Society of Kitchener-Waterloo & Stratford-Perth (SPHS) for the provision of animal control and pound services for the City of Stratford, covering a term from January 1, 2025, to December 31, 2028.</p> | 94 - 96 |
| 7.3 | <p>Resolution - Bedding Plant Tender Award 2025 - 2028 (COU24-151)</p> <p>Motion by
 Staff Recommendation: THAT the Tender (T-2024-34) for the supply and delivery of bedding plants in 2025, 2026, 2027 and 2028 be awarded to Ontario Oasis in the amount of \$113,001.60 per year (including HST).</p> | 97 - 99 |
| 7.4 | <p>Resolution - 2025 Interim Tax Levy By-law (COU24-153)</p> <p>Motion by
 Staff Recommendation: THAT a by-law to authorize an interim tax levy for 2025 and establish the interim tax due dates for the fiscal year 2025 be adopted.</p> | 100 - 103 |
| 7.5 | <p>Resolution - 2025 Temporary Borrowing By-law (COU24-154)</p> <p>Motion by</p> | 104 - 107 |

Staff Recommendation: THAT a by-law to authorize the temporary borrowing of funds from time to time to meet current expenditures during the fiscal period ending December 31, 2025, be adopted.

- 7.6 Resolution - Pre-budget 2025 Pruning, Removal & Disposal of Designated Trees & Stumps (COU24-156) 108 - 110**

Motion by

Staff Recommendation: THAT the Tender (T-2024-31) for the removal of designated trees and stumps in 2025, be awarded to Tree Tech Tree and Property Maintenance Specialists Inc. in the amount of \$66,735.54, including HST;

THAT the Tender (T-2024-31) for the removal of designated stumps in 2025, be awarded to Tree Tech Tree and Property Maintenance Specialists Inc. in the amount of \$11,342.94, including HST;

AND THAT the Tender (T-2024-31) for the regular, overtime, and emergency pruning services in 2025, be awarded to Lange Bros. (Tavistock) Limited in the amount of up to \$257,075, including HST.

- 7.7 Resolution - Amendments to Municipal Golf Course Agreement (COU24-158) 111 - 116**

Motion by

Staff Recommendation: THAT Council authorize the requested changes to the agreement with the Stratford Municipal Golf Course Association for the lease of the golf course on Norfolk Street;

AND THAT Mayor and City Clerk, or designates, be authorized to sign the amending agreement.

- 7.8 Resolution - Intent to Designate 15 Huron Street (The Shakespearean Gardens) under Part IV, Section 29 of the Ontario Heritage Act (COU24-159) 117 - 129**

Motion by

Staff Recommendation: THAT City Council issue a notice of intention, consistent with Heritage Stratford's recommendation, to designate 15 Huron Street under Part IV, Section 29 of the *Ontario Heritage Act*, specifically the:

- a. **Dufton Chimney Tower and features; including the top structure with weathervane**
- b. **Original stone walls throughout the garden design**
- c. **Huron Street lychgate**

- d. Knot Garden
- e. Herb Garden
- f. Rose Garden
- g. Perennial Border Garden
- h. Walkway lamp lighting
- i. Sundial within the confines of the Garden
- j. Bust of William Shakespeare

AND THAT, subject to designation, a commemorative plaque be installed on the subject lands.

8. Business for Which Previous Notice Has Been Given:

- 8.1 Resolution - Removal of Holding Provision (H22) for the lands located at 16 Kastner Street and legally described as Block 44 on Plan 44M-93 (COU24-157) 130 - 135**

Motion by

Staff Recommendation: THAT the City of Stratford Comprehensive Zoning By-law 10-2022 be amended by removing the Holding Provision (H22) from the property known municipally as 16 Kastner Street being Block 44 on Plan 44M-93 for the following reasons:

- The prerequisite for the removal of the Holding Provision has been satisfied;
- Removal of the Holding Provision shall allow the development of the subject lands in conformity with the City of Stratford Official Plan and consistent with the Provincial Planning Statement.

- 8.2 Resolution - 2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan with Recommendations (COU24-160) 136 - 203**

Motion by

Staff Recommendation: THAT Council adopt the City of Stratford's 2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan prepared by DFA Infrastructure International Incorporated;

THAT Council approve the proposed Water and Wastewater Rates for implementation effective January 1, 2025;

AND THAT Council amend Fees and Charges By-law 99-2024 to revise the Water and Wastewater Rates for implementation effective January 1, 2025.

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 December 16, 2024, be adopted as printed.

9.1.1 Update on the Provincial Centralized Intake Initiative (SOC24-013) 204 - 206

THAT the report titled, "Update on the Provincial Centralized Intake Initiative" (SOC24-013), be received for information.

9.1.2 EarlyON Service Provider Transition Update (SOC24-014) 207 - 208

THAT the report titled, "EarlyON Service Provider Transition Update" (SOC24-014), be received for information.

10. Notice of Intent:

10.1 Notice of Public Meeting 209 - 210

Stratford City Council will hold a public meeting on Thursday, January 16, 2025, at 5:30 p.m., in Council Chambers to hear all interested persons with respect to the proposed declaration as surplus and disposition of 270 Water Street, Stratford.

Additional details about the public meeting and the proposed disposition are provided in the attached Notice.

11. Reading of the By-laws:

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

Motion by

THAT By-laws 11.1 to 11.14 be taken collectively.

Motion by

THAT By-laws 11.1 to 11.14 be read a First and Second Time.

Motion by

THAT By-laws 11.1 to 11.14 be read a Third Time and Finally Passed.

11.1 Animal Control and Pound Services Agreement with the Humane Society 211

To authorize the entering into and execution of an agreement with The Humane Society of Kitchener-Waterloo and Stratford-Perth for the provision of animal control and pound services from January 1, 2025, to December 31, 2028.

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| 11.2 | Award Tender for Bedding Plants | 212 |
| | To authorize the acceptance of a tender, execution of the contract and the undertaking of the work by Ontario Oasis for the supply and delivery of bedding plants for 2025 through 2028 (T-2024-34). | |
| 11.3 | Zoning By-law Amendment - 3980 Road 111 | 213 - 215 |
| | To amend By-law 10-2022 as amended, with respect to Zoning By-law Amendment application Z07-22 by Paradize Properties Development Ltd. to amend the zoning at 3980 Road 111 within Draft Plan of Subdivision 31T22-001 to be 'Medium Density Residential' (R4) as described herein. | |
| 11.4 | Adopt Official Plan Amendment No. 35 - 3980 Road 111 | 216 - 220 |
| | To adopt Official Plan Amendment No. 35 to redesignate the lands municipally known as 3980 Road 111 in the City of Stratford to "Medium Density Residential" designation. | |
| 11.5 | Interim Tax Levy By-law | 221 - 222 |
| | To authorize an interim tax levy for 2025 and to govern and regulate the finances of The Corporation of the City of Stratford for the fiscal year ending December 31, 2025. | |
| 11.6 | Temporary Borrowing By-law | 223 - 224 |
| | To authorize the temporary borrowing of funds from time to time to meet current expenditures during the fiscal year ending December 31, 2025 until municipal taxes are collected. | |
| 11.7 | Award Tender for the Removal of Designated Trees and Stumps in 2025 | 225 |
| | To authorize the acceptance of a tender, execution of the contract and the undertaking of the work by Tree Tech Tree and Property Maintenance Specialists Inc. for the removal of designated trees and stumps in 2025 (T-2024-31). | |
| 11.8 | Award Tender for the Removal of Designated Stumps in 2025 | 226 |
| | To authorize the acceptance of a tender, execution of the contract and | |

the undertaking of the work by Tree Tech Tree and Property Maintenance Specialists Inc. for the removal of designated stumps in 2025 (T-2024-31).

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| 11.9 | Award Tender for the Regular, Overtime and Emergency Pruning Services in 2025 | 227 |
| | To authorize the acceptance of a tender, execution of the contract and the undertaking of the work by Lange Bros. (Tavistock) Limited for regular, overtime, and emergency pruning services in 2025 (T-2024-31). | |
| 11.10 | Amend Fees and Charges By-law - Water and Wastewater Rates | 228 - 231 |
| | To amend the Fees and Charges By-law 99-2024, to change the rates for water and wastewater services. | |
| 11.11 | Golf Course Lease Agreement Amendments | 232 |
| | To authorize the execution of an Amendment to the Lease Agreement with the Stratford Municipal Golf Course Association for the lease of the municipal golf course on Norfolk Street. | |
| 11.12 | Amendments to the Kelly Drain Improvement By-law | 233 - 234 |
| | To amend drainage assessments estimated in the Engineer's Report based on actual costs incurred for the construction of the Kelly Drain in the City of Stratford. | |
| 11.13 | Removal of Holding Provision - 16 Kastner Street | 235 - 236 |
| | To amend By-law 10-2022 as amended, with respect to the removal of Holding Provision (H22) from the zoning of certain lands legally described as Part of Lot 5, Concession 2 (geographic Township of Ellice), now City of Stratford, being Block 44 on Plan 44M-93. | |
| 11.14 | Appointments to Stratfords of the World (Ontario) Advisory Committee | 237 |
| | To amend By-law 4-2023, as amended, to make appointments to the Stratfords of the World (Ontario) Advisory Committee. | |
| 12. | Consent Agenda: CA-2024-195 to CA-2024-209 | 238 - 264 |
| | 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 January 13, 2025 in the Council Chamber, City Hall.

Motion by

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

- **Infrastructure, Transportation and Safety Committee [7:05 or thereafter following the Regular Council meeting]; and**
- **Finance and Labour Relations Committee [7:10 or thereafter following the Regular Council meeting];**

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

15. Council Reconvene:

15.1 Declarations of Pecuniary Interest made at Standing Committees

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

Declarations of Pecuniary Interest made at Standing Committee meetings held on December 16, 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

15.2 Reading of the Confirmatory By-law (reconvene):

265

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

By-law 11.15 Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on December 16, 2024.

Motion by

THAT By-law 11.15 be read a First and Second Time.

Motion by

THAT By-law 11.15 be read a Third Time and Finally Passed.

15.3 Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by

THAT the December 16, 2024, Regular Council meeting adjourn.



**Stratford City Council
Regular Council Open Session
MINUTES**

Meeting #: 4759th
 Date: Monday, November 25, 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 Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben, Councillor Wordofa

Staff Present: 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, Sean Beech - Manager of Environmental Services

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 Conduct 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

There were no disclosures of pecuniary interest made by a member at the November 25, 2025 Regular Council meeting.

3. Adoption of the Minutes:

R2024-467

Motion by Councillor Nijjar

Seconded by Councillor Beatty

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated November 12, 2024, be adopted as printed.

Carried

4. Adoption of the Addenda to the Agenda:

R2024-468

Motion by Councillor Sebben

Seconded by Councillor Wordofa

THAT the Addenda to the Regular Agenda of Council and Standing Committees dated November 25, 2024, be added to the Agenda as printed.

Carried

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

5.1 At the November 25, 2024, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

4.1 Confidential Report of the Chief Executive Officer of investStratford with respect to the 2024 Annual Review of the City Industrial Land Pricing Policy - (CM-24-11) - Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years).

5.1 Confidential Report of the Chief Administrative Officer with respect to a Proposed Acquisition and Disposition of Land and Development of the Grand Trunk Site - (CM-24-12) – Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years); 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)).

At the In-camera Session, for Item 4.1, direction was given to the City Clerk to prepare a resolution regarding this matter and to list it on the December 16th Regular Council agenda. For Item 5.1, direction was given to the Chief Administrative Officer to negotiate with respect to the matter.

6. Hearings of Deputations and Presentations:

6.1 Presentation of the Annual Accessibility Award

R2024-469

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the presentation by Roger Koert and Andy Mark, on behalf of the Accessibility Advisory Committee, of the 2024 Annual Accessibility Award, be heard.

Carried

Roger Koert, Chair of the Accessibility Advisory Committee, presented regarding accessibility, disability, and the 14th Annual Accessibility Award. Highlights of the presentation included:

- the International Day for Persons with Disabilities being celebrated on December 3rd;
- an overview of the purpose of the Accessibility for Ontarians with Disabilities Act (AODA) passed in 2005;
- Mr. Koert's personal experience with disability;
- an overview of the experience of current and past Accessibility Advisory Committee members who have been advocating for accessibility in the Stratford community;

- there being a lot of work still needed to be done to make communities across Ontario, including Stratford, accessible;
- Stratford Festival being recognized as the winner of this year's Annual Accessibility Award;
- Stratford Festival being the first two-time recipient of the award and an overview of their work over the years to make their facilities and performances accessible; and
- an overview of the relaxed performances offered by Stratford Festival.

Mr. Koert presented the Annual Accessibility Award to Stratford Festival's representative, Meineka Kulasinghe.

Mayor Ritsma thanked Mr. Koert for his presentation and reminder that there is still much that the City has to do to make the Stratford accessible. Mayor Ritsma also congratulated Stratford Festival for winning the annual award.

6.2 Request for Delegation by Robert Ritz, Regarding Item 7.2

R2024-470

Motion by Councillor Biehn

Seconded by Councillor Burbach

THAT Robert Ritz be heard.

Carried

Robert Ritz, referring to a PowerPoint presentation, spoke to Council regarding the development of the Erie Street Parking Lot. Highlights of the presentation included:

- Council being asked to permit staff to receive unsolicited proposals for a public-private partnership to develop the Erie Street Parking Lot;
- an overview of the Grand Trunk Renewal project and the site's proximity to the Erie Street Parking Lot;

- the establishment of a parking garage on the Erie Street Parking Lot and how it can support the Grand Trunk site during its development;
- the long-term potential use of the Erie Street Parking Lot for downtown residents and businesses;
- an overview of the challenges faced by downtown businesses and developers of downtown properties related to parking;
- an overview of the recommendation to permit staff to work on the Erie Street Parking Lot Development project; and
- Council being urged to think ahead so that the Erie Street Parking Lot can be ready when the Grand Trunk development begins.

Members of Council, Mr. Ritz, and staff held a discussion regarding the following:

- the City maintaining ownership of the parking garage while a private company develops the site;
- potential considerations related to the site such as building height, accessibility, and increasing the housing stock;
- the Official Plan looking at parking reduction for the downtown core;
- the need for parking in the downtown core continuing despite parking reductions contemplated for the Official Plan; and
- the process for staff in handling unsolicited proposals.

6.3 ADDED - Request for Delegation by Jane Marie Mitchell

R2024-471

Motion by Councillor Briscoe

Seconded by Councillor Nijjar

THAT Jane Marie Mitchell be heard.

Carried

Jane Marie Mitchell presented to Council regarding a proposed fee structure for water and wastewater services. Highlights of the presentation included:

- an overview of the water sources in the world and the importance of using water efficiently to protect this limited resource;
- Stratford having declared a Climate Emergency and adopting the One Planet Principles;
- how the current charges for water does not increase sustainability;
- an overview of best practices for pricing and improving municipal water and wastewater services;
- an overview of the recommendation to create a fee structure that is equitable but still covers the necessary costs for the service;
- an overview of different fee structures that can be adopted by the City; and
- an overview of programs from other municipalities, such as Guelph, where residents are given incentives for reducing water consumption.

6.4 ADDED - Request for Delegation by Mike Sullivan

Mike Sullivan withdrew the request for delegation and noted that they will provide their comments directly to Council.

7. Orders of the Day:

7.1 Resolution - 2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan (COU24-148)

John Murphy, representing DFA Infrastructure International Inc., presented to Council regarding the 2024 Water and Wastewater Study and Financial Plans. Highlights of the presentation included:

- the study looking at developing rates that would recover the full cost of service to ensure financial sustainability of the system;

- the financial plans being a requirement for the water licence renewal of the City;
- an overview of the City's current system and the impacts of growth to water consumption;
- an overview of the current pricing structure including what average users are paying on a monthly and annual basis;
- a comparison of Stratford's current structure with neighbouring jurisdictions;
- an overview of the capital needs for water infrastructure;
- an overview of the City's current wastewater system including the usage and pricing structure;
- an overview of the capital needs for wastewater infrastructure;
- an overview of the current pricing structure for wastewater services and the comparison with other jurisdictions;
- an overview of the financial plans for water and wastewater services; and
- an overview of the recommendations for water and wastewater rates.

Members of Council, Mr. Murphy, and staff held a discussion regarding the following:

- the number of residences in the City that receive wastewater services;
- the review being regularly undertaken every five years and the 10-year forecast being the typical timeframe associated with the reviews;
- the City needing the 7% increase to fund its water system;
- the City not having a combined system for water and wastewater so issues relating to contamination is lower but funding for capital

projects still being needed to mitigate risks to residents and ensure that capital works are completed on time;

- the potential for implementing different rates for residential and commercial uses;
- using debt to stabilize rates as capital requirements are not stable and there could be fluctuations on the rates depending on the capital needs for the year;
- an overview of immediate capital works that were not included in the review;
- the City's water system being a groundwater system that does not require filtration;
- there being strict regulations for water systems as a result of the Walkerton incident; and
- the City being required to comply with the regulations as part of its water licence.

R2024-472

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT Council receive the City of Stratford's 2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan prepared by DFA Infrastructure International Incorporated, for information.

Carried

7.2 Resolution - Erie Street Parking Lot Development Options (COU24-140)

R2024-473

Motion by Councillor McCabe

Seconded by Councillor Nijjar

THAT the report titled, "Erie Street Parking Lot Development Options" (COU24-140), be received for information.

Members of Council and staff held a discussion regarding the following:

- an overview of the process for receiving unsolicited proposals if Council does not give direction to staff to receive them;
- staff being able to review unsolicited proposals which are formal in nature and have financial considerations included, and presenting them to Council for consideration;
- Council being open to opportunities to develop the site;
- there being an interest in seeing a business case for expanding the Erie Street Parking Lot to increase parking and add residential options as it compliments the work being done on the Grand Trunk site;
- a Request for Expression of Interest (REOI) for the development of the site being released before 2026;
- the timeline to develop and release a REOI;
- the need for the easements in the Erie Street Parking Lot to be resolved prior to proceeding as it represents a big roadblock;
- there being a policy for cash-in-lieu of parking for the downtown core; and
- the increased densities in developments putting more pressure on the parking needs in the downtown core.

The Mayor called the question on the motion.

Carried

R2024-474

Motion by Councillor Burbach

Seconded by Councillor Beatty

THAT the development of a Request for Expression of Interest for the Erie Street Parking Lot Development be referred to staff;

AND THAT staff be directed to prepare a report for consideration at a future Council meeting.

Members of Council and staff held a discussion regarding the motion as follows:

- the REOI helping to facilitate the development of the site and could be a learning opportunity as the City looks at developing other properties;
- the City having a lot of priorities going on and there being concerns about the project diverting resources from the Grand Trunk Renewal project;
- the importance of a financially feasible proposal for the project;
- the need for the easement pieces to be addressed and the potential effects on the timeline; and
- staff, if directed by Council, anticipating to report back regarding a REOI by Q1 of 2025.

The Mayor called the question on the motion.

Carried

7.3 Resolution - Climate-Ready Plans and Processes Funding Opportunity (COU24-141)

R2024-475

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT Council supports the application and authorizes staff to apply for the Federation of Canadian Municipalities' Local Leadership for Climate Adaptation initiative, seeking funding for Climate-Ready Plans and Processes to advance actions outlined in the Community Climate Action Plan;

AND THAT the City expansion initiative for additional staff capacity be considered during 2025 budget deliberations.

Carried

7.4 Resolution - Appointment of an Integrity Commissioner (COU24-149)

The Director of Corporate Services left the meeting at 8:40 p.m. and returned to the meeting at 8:43 P.M

R2024-476

Motion by Councillor Hunter

Seconded by Councillor Henderson

THAT the Request for Proposal (RFP-2024-22) for Integrity Commissioner Services be awarded to Boghosian + Allen LLP;

THAT as the appointed Integrity Commissioner for the City of Stratford, David Boghosian, Managing Partner of Boghosian + Allen LLP will fulfill all statutory requirements pursuant to sections 223.3 and 223.8 of the Municipal Act, 2001, and pursuant to the Municipal Conflict of Interest Act, R.S.O. c M.50, as amended;

AND THAT a by-law be enacted to authorize the Mayor and Clerk, or their respective delegates, to execute an agreement with David Boghosian, Managing Partner of Boghosian + Allen LLP for the provision of Integrity Commissioner Services to December 31, 2026, with an option to renew for two years at the sole discretion of the City of Stratford.

Members of Council held a discussion regarding the following:

- there being concerns with the proposed appointment for the integrity commissioner as they were fired by Sudbury Council from the same role earlier this month;
- it being hard to find integrity commissioners who have not been criticized for their decisions;
- there being criticisms regarding the proposed appointee that their reports are not based on facts; and
- there being concerns that the metrics to evaluate the proposals are no longer fair as the evaluations were completed prior to the incident in Sudbury.

The Mayor called the question on the motion.

Carried

7.5 Resolution - Organizational Structure Changes - Corporate Services (COU24-139)

R2024-477

Motion by Councillor Briscoe

Seconded by Councillor Nijjar

THAT report titled, "Organizational Structure Changes – Corporate Services" (COU24-139), be received;

AND THAT the Mayor and Clerk be authorized to sign relevant appointment by-laws.

In response to a member's enquiry, the Director of Corporate Services noted that the organizational structure change does not involve adding new staffing resources to the current complement. The Director added that it involves a change in title in order to delegate duties under the Municipal Act, ensuring continuity and protecting the City from an operational standpoint.

The Mayor called the question on the motion.

Carried

7.6 Resolution - Draft 2022 Audited Financial Statements (COU24-142)

R2024-478

Motion by Councillor Hunter

Seconded by Councillor McCabe

THAT the report titled, "Draft 2022 Audited Financial Statements" (COU24-142), dated November 25, 2024, be received for information;

AND THAT Council approve the Draft 2022 Audited Financial Statements to be finalized, including any minor changes if required.

Carried

7.7 Resolution - Municipal Accommodation Tax (MAT) Update October 2024 (COU24-143)

R2024-479

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT the report titled, "Municipal Accommodation Tax (MAT) Update October 2024" (COU24-143), dated November 25, 2024, be received for information.

Members of Council and staff held a discussion regarding the following:

- how compliance with the Municipal Accommodation Tax (MAT) By-law is tied to licensing;
- most accommodators having been licensed and are in compliance with the by-law;
- there being some accommodators who are not fully compliant with the by-law as they have not completed the reporting requirement however staff are working with them to ensure that they meet the requirement;
- By-law Enforcement staff working with operators in order for them to be licensed;
- staff assisting operators to meet the Building Code and Planning Act requirements to get them into compliance with the by-law;
- there being no policy for allocating the MAT however the reserve fund speaks to what it can be used for; and
- the reserve fund being loosely defined to allow for Council to have a wide range of use of the funds.

The Mayor called the question on the motion.

Carried

7.8 Resolution - Reserve and Reserve Fund Policy Amendments (COU24-144)

The Director of Building and Planning left the meeting at 8:53 p.m. and returned to the meeting at 8:54 p.m.

R2024-480

Motion by Councillor Beatty

Seconded by Councillor Biehn

THAT Council approve the proposed revision to the HR Contingency Reserve target balances and clarification language;

THAT Council authorize the transfer of the Cemetery Reserve Fund into the renamed Parks, Cemetery and Recreation Reserve Fund as outlined in Report COU24-144;

THAT Council authorize the closure of the Cemetery Reserve Fund;

AND THAT Council support the amendments to the threshold language for the Water and Wastewater Rate Stabilization and Capital Reserve Funds.

Carried

7.9 Resolution - H.1.5 Hiring of Employees – Administrative Policy (COU24-145)

R2024-481

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the report titled, "H.1.5 Hiring of Employees – Administrative Policy" (COU24-145), be received for information.

In response to an enquiry from a member, the Director of Human Resources noted that there is flexibility to allow for in-person or virtual interviews as part of the hiring process.

The Mayor called the question on the motion.

Carried

7.10 Resolution - Revised Consolidated Travel and Conference Expense Policy (COU24-147)

R2024-482

Motion by Councillor Hunter

Seconded by Councillor Briscoe

THAT the report titled, "Revised Consolidated Travel and Conference Expense Policy" (COU24-147), dated November 25, 2024, be received for information;

THAT the draft Travel and Conference Expense Policy attached to Report COU24-147 be approved and staff be directed to finalize formatting of Appendix A;

AND THAT policies T.2.1 and T.2.2 be rescinded and replaced with the revised Travel and Conference Expense Policy.

Carried

7.11 Resolution - 10-Year Dark Fibre Lease Agreement with Rhyzome (COU24-146)

R2024-483

Motion by Councillor McCabe

Seconded by Councillor Nijjar

THAT the report titled, "10-Year Dark Fibre Lease Agreement with Rhyzome" (COU24-146), be received for information;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the Dark Fibre Lease Agreement and any related documents.

Carried

7.12 Correspondence - Resignation from the Ad-Hoc Grand Trunk Renewal Committee

R2024-484

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT the resignation of Andy Bicanic from the Ad-Hoc Grand Trunk Renewal Committee be accepted.

Carried

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Reports of the Standing Committees:

9.1 Report of the Finance and Labour Relations Committee:

R2024-485

Motion by Councillor Hunter

Seconded by Councillor Wordofa

THAT the Report of the Finance and Labour Relations Committee dated November 25, 2024, be adopted as printed.

Carried

9.1.1 Council Remuneration Review (FIN24-032)

THAT the Director of Corporate Services be authorized to proceed with the Council Remuneration Review as further outlined in Option 1 in this report (FIN24-032);

AND THAT upon receipt and approval of the final remuneration report by Council, the Clerk be directed to prepare a new Council Remuneration By-law to reflect the recommended process for and final recommendations arising from the Council Remuneration Review, and to repeal By-law 20-98.

9.1.2 New Multi-Residential Property Subclass (FIN24-031)

THAT the Report titled, "New Multi-Residential Property Subclass" (FIN24-031), be received for information.

9.2 Report of the Infrastructure, Transportation and Safety Committee:

R2024-486

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT the Report of the Infrastructure, Transportation and Safety Committee dated November 25, 2024, be adopted as printed.

Carried

9.2.1 Request an Exemption to Noise Control By-law 113-79 for the Winter Wander-land Event (ITS24-019)

THAT approval be granted to the Downtown Stratford BIA, for an exemption to Noise Control By-law 113-79 for the Winter Wander-land event located in Market Square, Stratford, on Sunday, December 1, 2024, from 11:00 a.m. to 5:30 p.m. from the following provisions:

- Unreasonable Noise [Schedule 1, clause 8];
- The operation of loudspeakers and amplification of sound [Schedule 2 clause 2];
- Loading and unloading [Schedule 2 clause 4].

10. Notice of Intent:

10.1 Notice of Intent to Amend Water and Wastewater Rates

At the December 16, 2024, Regular meeting, Stratford City Council will consider the 2025 Water and Wastewater Rate Study and Financial Plans, including the proposed water and wastewater rates and charges for 2025 and subsequent years. A By-law to amend the 2025 water and wastewater rates will also be considered by Council.

Additional details were provided in the Notice attached to the agenda.

10.2 Notice of Intent to Remove a Holding Provision

At the December 16, 2024, Regular meeting, Stratford City Council will consider removing a holding provision for the lands at 16 Kastner Street.

Additional details about the application and the removal of the holding provision were provided in the Notice attached to the agenda.

10.3 Notice of Public Meeting

Stratford City Council will hold a public meeting on Monday, December 16, 2024, at 7:00 p.m., in Council Chambers to hear all interested persons with respect to the draft amendment to the Building By-law 112-2005, as amended, including Fee Schedule "A".

Additional details about the public meeting and the proposed changes were provided in the Notice attached to the agenda.

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:

R2024-487

Motion by Councillor Beatty

Seconded by Councillor Burbach

THAT By-laws 132-2024 to 133-2024 be taken collectively.

Carried unanimously

R2024-488

Motion by Councillor Henderson

Seconded by Councillor Biehn

THAT By-laws 132-2024 to 133-2024 be read a First and Second Time.
Carried two-thirds support

R2024-489

Motion by Councillor Briscoe

Seconded by Councillor Wordofa

THAT By-laws 132-2024 to 133-2024 be read a Third Time and Finally Passed.

Carried

R2024-490

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT By-law 134-2024 be read a First and Second Time.
Carried two-thirds support

R2024-491

Motion by Councillor McCabe

Seconded by Councillor Nijjar

THAT By-law 134-2024 be read a Third Time and Finally Passed.
Carried

11.1 Agreement - Dark Fibre Lease Agreement with Rhyzome - By-law 132-2024

To authorize the entering into and execution of a Dark Fibre Lease Agreement with Festival Hydro Services Inc. operating as Rhyzome Networks.

11.2 Appoint Deputy Treasurer - By-law 133-2024

To appoint a Manager of Financial Services and Deputy Treasurer for The Corporation of the City of Stratford and to repeal By-law 15-2021.

11.3 Appoint Integrity Commissioner - By-law 134-2024

To appoint an Integrity Commissioner for The Corporation of the City of Stratford and to repeal By-law 188-2018.

12. Consent Agenda: CA-2024-191 to CA-2024-194

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

13. New Business:

13.1 International Day for Elimination of Violence Against Women

A member noted that November 25th is the International Day for Elimination of Violence Against Women. The member added that women around the world, including Canada, as well as Stratford, still experience violence. The member noted that there was an incident of femicide in Stratford in the fall which brings home the reality that violence against women is active.

The member recognized the organizations in the community who offer supports to women dealing with this issue. The member reminded Council regarding the need for prevention and finding ways within families, neighbourhoods, and communities to eliminate violence against women.

13.2 Stratfords of the World Advisory Committee Appointments

Motion by Councillor Henderson

Seconded by Councillor Sebben

THAT Joan Ayton and Susan L. Kummer be appointed as citizen representatives to the Stratfords of the World (Ontario) Advisory Committee to November 14, 2026, or until a successor is appointed by Council and that an exemption be granted from the term limit in the Appointments Policy C.3.1.

Members of Council held a discussion regarding the following:

- there being no compelling reasons to extend the terms for the proposed appointees;
- Council having approved extensions of term limits in the past for other committees;
- the importance of having turnover in committees to encourage new thought;
- the Stratfords of the World Advisory Committee not advising or providing recommendations to Council but rather promotes Stratford to the world; and

- the committee having the ability to request a reduction in the number of members if they need it.

A member requested a recorded vote.

Members of Council and staff continued the discussion as follows:

- the appointments to committees being reviewed every two years as new members are appointed on a staggered basis;
- it being important to provide notice to the committee if the composition is to be reduced;
- there being concerns if the committee has any relevance at this time as the City is not hosting the annual reunion;
- Council being reminded to not weigh the time of committees against other committees;
- the Stratfords of the World Advisory Committee members working to bring something to the community;
- the term for new appointments to the committee ending in 2026 while for the members appointed last year, their term will end in 2025;
- staff to repost the vacancies and applications will be brought to Council for consideration at a future date;
- the City still honouring the reimbursement of the registration fees including for members whose terms end in November 2024; and
- staff currently reviewing the appointment policy and will be looking at term limits set in the policy.

The recorded vote was taken.

In Support (5): Councillor Sebben, Councillor Biehn, Councillor Wordofa
Councillor Henderson, and Councillor Burbach

Opposed (6): Councillor McCabe, Councillor Briscoe, Mayor Ritsma,
Councillor Beatty, Councillor Hunter, and Councillor Nijjar

Defeated

R2024-492

Motion by Councillor Briscoe

Seconded by Councillor Sebben

THAT staff be directed to re-advertise for the two vacant positions on the Stratfords of the World (Ontario) Advisory Committee.

Carried

14. Adjournment to Standing Committees:

The next Regular Council meeting is December 16, 2024 in the Council Chamber, City Hall.

R2024-493

Motion by Councillor Burbach

Seconded by Councillor Briscoe

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

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

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

Carried

15. Council Reconvene:

15.1 Declarations of Pecuniary Interest made at Standing Committees

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

Declarations of Pecuniary Interest made at Standing Committee meetings held on November 25, 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 November 25, 2024 Council Reconvene 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 11.4 Confirmatory By-law - By-law 135-2024

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on November 25, 2024.

R2024-494

Motion by Councillor Briscoe

Seconded by Councillor Wordofa

THAT By-law 135-2024 be read a First and Second Time.

Carried two-thirds support

R2024-495

Motion by Councillor Nijjar

Seconded by Councillor Beatty

THAT By-law 135-2024 be read a Third Time and Finally Passed.

Carried

15.3 Adjournment of Council Meeting

R2024-496

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the November 25, 2024, Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 9:32 P.M.

Reconvene Meeting Start Time: 9:57 P.M.

Reconvene Meeting End Time: 9:58 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Council
From: Connor Occleston, Deputy Chief Building Official
Report Number: COU24-155
Attachments: Draft Schedule "A" to By-law 112-2005

Title: Proposed Amendment to Building By-law 112-2005, including Fee Schedule 'A'

Objective: To have a Public Meeting to hear from members of the public regarding a proposed building permit fee increase on all permit fees with an effective date for new fees of February 1, 2025.

Background: This is in accordance with clause 7(1)(c) of the Ontario Building Code Act S.O. 1992, c23 as amended. Notice of the Public Meeting regarding the review of potential changes to the Building By-law fees as noted in Schedule 'A' of Building By-law 112-2005.

Analysis: The Building Code Act requires that Municipalities recover the reasonable costs of enforcing and administering the Ontario Building Code through the charging of fees. Both the direct and indirect costs are eligible. To manage fluctuations in building activity, the Act allows for reserve funds. The fees are contained within Schedule 'A' of City of Stratford Building By-law 112-2005. The last Building permit fee review and increase within the City took place in 2023.

Staff are recommending a fee structure designed to recoup the increasing operational costs and to continue to rebuild the depleted reserve fund to a point which will meet the target of 100% of the annual operating costs.

In general, all staffing related costs have gone up in the past two years. The proposed fee structure would see an increase in permit fees of 5%. As an example of this increase for a Single Detached dwelling, the fee will go from \$1.40 per square foot to \$1.47 per square foot. The increase in a building permit for a 1,500 square foot bungalow with an unfinished basement and an attached garage would be an additional \$105.00 in permit fees (from \$2,100 to \$2,205).

Clarifications were also provided in Schedule "A" for permit classification the City is experiencing greater volumes in, this includes the distinction of detached additional residential units and those located within the primary dwelling unit. Additionally the City has added minimum permit fees where the previous cost per square foot was not attributing to the cost recovery structure the department has implemented.

Following the Public Meeting, staff will prepare a report for Council's consideration regarding revised fees for 2025.

Financial Implications:

Financial impact to current year operating budget:

Approval of the recommendation as outlined in this report will have no impact on the 2024 budget.

Financial impact on future year operating budget:

Building Permit fees are intended to pay for all direct and indirect costs related to the delivery of building permit services.

Alignment with Strategic Priorities:

Intentionally Change to Support the Future

The proposed update to our permit fees will help our department to operate on a cost recovery structure and build reserves for future assets and operation costs.

Alignment with One Planet Principles:

Not applicable: Updating fee schedule "A" for cost recovery of departmental services.

Staff Recommendation: THAT Council hear all interested persons with respect to the proposed amendment to Building By-law 112-2005, as amended, to increase permit fees for all types of building permits effective February 1, 2025.

Prepared by: Connor Occleston, Deputy CBO
Recommended by: Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning
 Joan Thomson, Chief Administrative Officer

DRAFT SCHEDULE "A" TO BY-LAW 112-2005
OF
THE CORPORATION OF THE CITY OF STRATFORD

Effective February 1, 2024

Type of Permit: Group Type	Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
Group 'A' - Assembly	Finished	(\$2.20) \$2.31	N/A
	Shell Only	(\$1.95) \$2.05	N/A
	Outdoor Patio	N/A	(\$270.00) \$284.00
	Outdoor Pool – Public	N/A	(\$900.00) \$945.00
	Portable Classroom	N/A	(\$485.00) \$509.00
Group 'B' – Institutional	All institutional classifications	(\$2.65) \$2.78	N/A
Group 'C' – Residential	Dwelling (Single, Semi, Duplex, Rowhouse, Stacked Rowhouse, Detached ARU)	(\$1.40) \$ 1.47	N/A
	Garage / Carport (per bay)	N/A	(\$190.00) \$ 200.00
	Shed, Deck, Porch	N/A	(\$190.00) \$ 200.00
	Apartment Building	(\$1.65) \$ 1.73	N/A
	Hotels / Motels	(\$2.10) \$ 2.21	N/A
	Residential Care Facility	(\$1.40) \$ 1.47	N/A
Group 'D' – Business & Personal Services	Finished	(\$1.80) \$ 1.89	N/A
	Shell Only	(\$1.50) \$ 1.58	N/A
	Finishing of Existing Shell	(\$0.47) \$ 0.49	N/A
Group 'E' – Mercantile	Finished	(\$1.80) \$ 1.89	N/A

Type of Permit: Group Type	Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
	Shell Only	(\$1.50) \$ 1.58	N/A
	Finishing of Existing Shell	(\$0.47) \$ 0.49	N/A
Group 'F' – Industrial	Finished	(\$1.10) \$ 1.16	N/A
	Shell Only	(\$0.85) \$ 0.89	N/A
	Finishing of Existing Shell	(\$0.47) \$ 0.49	N/A
	Parking Garage	(\$0.80) \$ 0.84	N/A
Agricultural	All Agricultural classifications	(\$0.65) \$0.68	N/A
Stand Alone & Miscellaneous Work	Air supported structures	(\$0.80) \$0.84	N/A
	Alternative Solution: Part 9 (each)	N/A	(\$550.00) \$ 578.00
	Alternative Solution: All other Building/system (each)	N/A	(\$1100.00) \$ 1,155.00
	Balcony guard (replace per linear foot) - excluding low rise Residential	(\$0.68) \$ 0.71	N/A
	Balcony repair (per balcony)	N/A	(\$27.00) \$ 28.35
	Ceiling (new or replace per square foot)	(\$0.27) \$ 0.28	N/A
	Change of Use (with no renovations) - All Classifications (min. fee \$260.00)	(\$0.22) \$ 0.23	N/A
	Demolition (If P.Eng. review required min. fee of \$525.00)	(\$0.17) \$ 0.18	N/A
	Designated Structures - Including Solar Panels, but excluding retaining walls, public pools, and signs)	N/A	(\$485.00) \$509.00

Type of Permit: Group Type	Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
	Elevator, escalator, lift	N/A	(\$485.00) \$ 509.00
	Engineering review – Where, at the discretion of the CBO, third-party review is required for Part 4 designs submitted by a designer as part of an application. Fee is in addition to applicable fees for building permit application.	N/A	(\$2,175.00) \$ 2,284.00
	Exterior ramps (excluding low rise Residential)	N/A	(\$270.00) \$ 284.00
	Fireplace/Woodstove (each)	N/A	(\$130.00) \$ 137.00
	Foundation or Conditional Permit - In addition to Building Permit Fee (Min. \$525.00)	(\$0.22) \$ 0.23	N/A
	Interior Finishes - All Classifications not specified elsewhere (Min. \$284.00)	(\$0.50) \$ 0.53	N/A
	Alterations/Renovations to previously finished areas - All Classifications not specified elsewhere (Min. \$284.00)	(\$0.45) \$ 0.47	N/A
	New ARU – Inside of the Primary Dwelling Unit (Min. \$1,000.00)	(\$1.40) \$1.47	N/A
	Rack storage systems (per lin. ft.)	(\$0.50) \$ 0.53	N/A
	Reclad exterior wall (per lin. ft.)	(\$0.17) \$ 0.18	N/A
	Retaining Wall (per lin. ft.)	(\$3.40) \$ 3.57	N/A

Type of Permit: Group Type	Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
	Shoring & Underpinning (per lin. ft.)	(\$3.70) \$ 3.89	N/A
	Signs	N/A	(\$130.00) \$ 137.00
	Storefront replacement	N/A	(\$270.00) \$ 284.00
	Temporary Buildings (each)	N/A	(\$270.00) \$ 284.00
	Temporary Tents (each)	N/A	(\$190.00) \$200.00
Mechanical Work (independent of Building Permit)	HVAC Permit (non-residential)	(\$0.17) \$ 0.18	N/A
	Fire Sprinkler System, Standpipe, etc. (Min. \$284.00)	(\$0.12) \$ 0.13	N/A
	Commercial Kitchen, Spray Booth, Dust Collector (each)	N/A	(\$270.00) \$284.00
Electrical Work (independent of Building Permit)	Fire Alarm System & Electrical Work (Min. \$284.00)	(\$0.12) \$0.13	N/A
	Electromagnetic locks & Hold open devices (each)	N/A	(\$130.00) \$137.00
	Emergency Lighting (per storey)	N/A	(\$130.00) \$137.00
Plumbing Work (independent of Building Permit)	Plumbing Permit (per fixture, min. fee \$137.00)	N/A	(\$18.00) \$19.00
	Catchbasin, maintenance holes, roofdrains (each)	N/A	(\$27.00) \$ 28.00
	Building / Site Services (per lin. ft.)	(\$0.85) \$0.89	N/A

Type of Permit: Group Type	Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
	Backflow Prevention Device (per device)	N/A	(\$130.00) \$137.00
On-site Sewage System	New or Replacement system	N/A	(\$650.00) \$683.00
	Alterations / Repair	N/A	(\$490.00) \$515.00
Other Fees	Minimum Permit Fee: Low rise residential (SDD, Semi- detached, Triplex)	N/A	(\$130.00) \$137.00
	Minimum Permit Fee: All Classifications (Unless noted otherwise)	N/A	(\$284.00) \$284.00
	Revision to Permit Fee - Applicable to square footage of area where plan examination required due to submission of revisions after permit issued. (Min. \$137.00)	(\$0.12) \$0.13	N/A
	Permit to Occupy unfinished building	N/A	(\$270.00) \$284.00
	Transfer Permit (change of permit ownership)	N/A	(\$270.00) \$284.00
	Special Inspection Fee after hours (per hour)	N/A	(\$270.00) \$284.00
	Special research requests of Building Division (per hour or part thereof and includes requests for written information)	N/A	(\$65.00) \$68.00
	Property Surveys - Records FOI	N/A	(\$27.00) \$28.00
	Staff Time / 15 min.	N/A	(\$10.00) \$16.00
	Photocopies (Black & White, Letter, Legal, Tabloid) - per copy	N/A	(\$0.21) \$0.22

Type of Permit: Group Type	Type of Permit: Sub-Type	Permit Fee: Fee per Area (Sq. Ft.)	Permit Fee: Fee per Unit
	Photocopies (Colour, Letter, Legal, Tabloid) - per copy	N/A	(\$0.80) \$0.84
	Plotter copies (Large format) - per sheet	N/A	(\$22.00) \$23.00

To: Mayor and Council

From: Mark Viani, SDSS hockey coach

Date: December 2, 2024

Hello,

I am a teacher at SDSS that coaches the school hockey team. Mark Hackett gave me these emails to inquire about some rules/regulations for our school hockey game on Dec. 20th.

Last year, we had the whole school (about 900 students) come to the rotary complex and spectate a school hockey game (SDSS vs. St.Mikes). We had a national anthem and land acknowledgement done, and Mayor Ritsma did a ceremonial puck drop before the game. The concession stand was ecstatic about the money they made, and the facilities were happy with the condition the rink was left in.

With that said, I was hoping to ask about some noise makers for the game. I understand that the rink rules do not allow for noise makers, but I was hoping that there could potentially be an exception made. We have a spirit committee that would love to bring some simple noise makers (cowbell, rice in a 2L pop bottle) to cheer on the team. This could be a very controlled section with a limit of 15 or something if necessary. There is loud music that plays between the plays, and the crowd itself is fairly loud, so I am hoping that this won't be too much of an inconvenience.

If you think that this could be possible, we would greatly appreciate it. We are hoping to make the game an amazing atmosphere.

Thank-you for your time and help,

Mark Viani



PLANNING REPORT

Date: December 16, 2024
To: Mayor and Council
From: Juliane vonWesterholt, BES, MCIP, RPP Consulting Planner
Report Number: COU24-152
Attachments: Official Plan Amendment;
 Zoning By-law Amendment;
 Draft Plan of Subdivision 31T-2201 Conditions.

Title: Draft Plan of Subdivision 31T22-001; Official Plan Amendment OPA001-22;
 Zoning By-law Amendment Z07-22, Paradize Properties Development Ltd. Part of
 Lot 41, Concession 1 in the former Township of Easthope, County of Perth

Objective:

- The purpose of the report is to provide a planning recommendation regarding a Draft Plan of Subdivision, an Official Plan Amendment, and a Zoning By-law Amendment to allow the subject lands to be developed with a residential subdivision which proposes 68 freehold townhouse lots.
- Planning staff recommends approval of the Official Plan Amendment (OPA) and Zoning by-law Amendment (ZBA).
- Planning staff recommends approval of the Draft Plan of Subdivision together with the OPA and ZBA applications, the approval should be subject to the conditions appended to this report.
- Community engagement included:
 - installation of a notice signs on the property.
 - a notice of application circulation letter to 23 property owners within 120 metres on September 26, 2022.
 - a public meeting was held on December 7, 2022, discussions with interested members of the public.
 - a notice of the statutory public meeting sent to all property owners within 120 metres; and

- notice of the public meeting was given in The Beacon Herald on November 12, 2022.
- This report supports the delivery of core services.

Background:

Paradize Properties Development Ltd. has requested draft approval of a plan of subdivision together with the approval of an Official Plan Amendment and a Zoning By-law amendment to designate and zone the subject lands for medium density residential land use. The subject lands are located on the eastern boundary of the City with the Township of Perth East, have an area of 2.73 hectares with 175m of frontage along Perth Road 111, are currently vacant and being farmed.

Background reports

A Planning Justification Report, a Functional Servicing Report, a Traffic Impact Study, a Stormwater Management Report and a Noise and Vibration Study and Geotechnical Study were submitted in support of the application. These reports have been updated and revised as part of the third submission, dated August 28, 2024, in response to public and agency comments.

Surrounding Land Uses

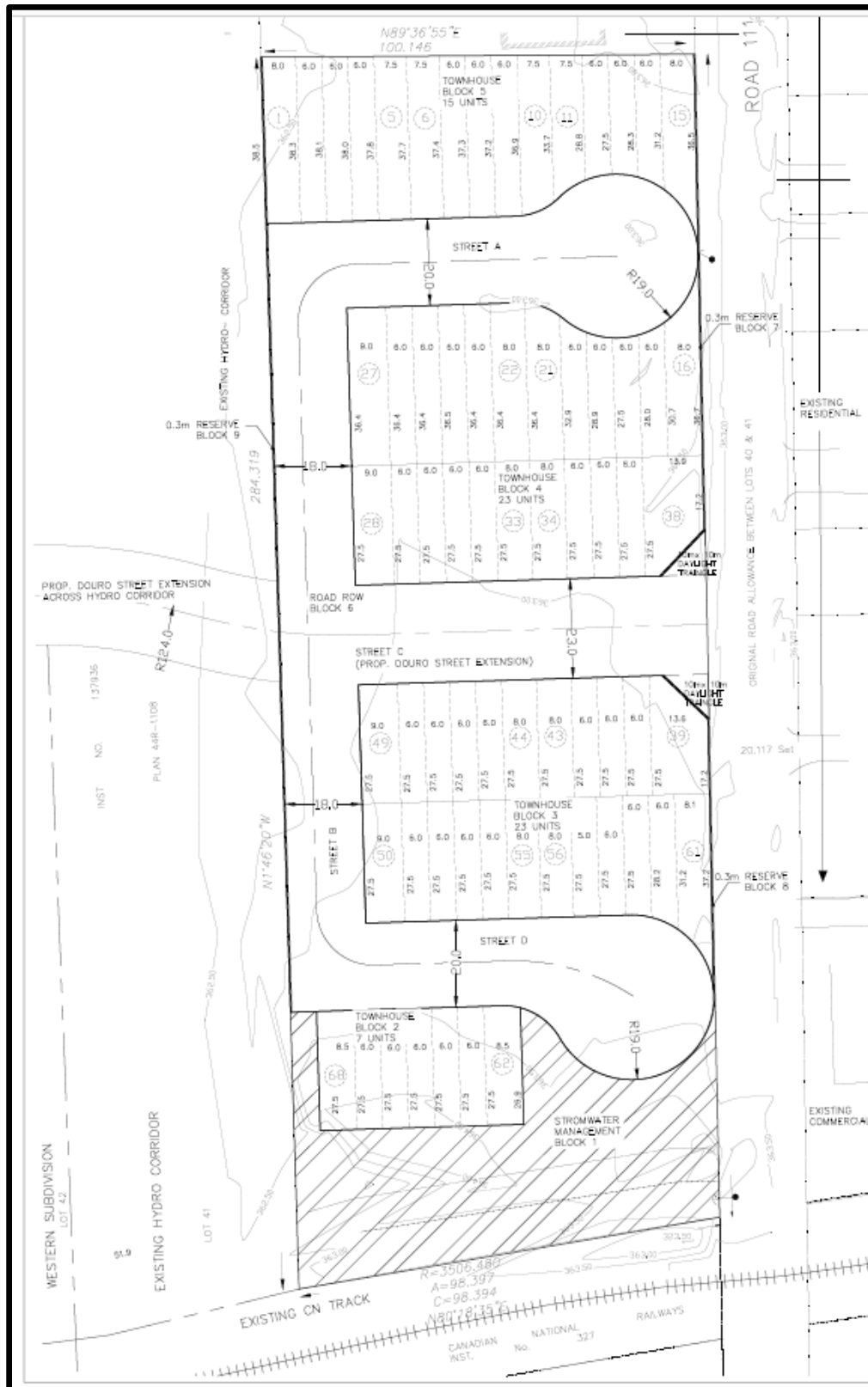
Lands to the north include commercial uses. A single detached rural dwelling and an industrial metal fabricating business (Benmet Steel) is located to the east. The CN rail corridor is located to the south of the subject lands, while a hydro corridor is located immediately to the west with a proposed plan of subdivision (Cachet 31T21-001) on lands further to the west of the hydro corridor.

Plan of Subdivision

The proposed plan of subdivision contains 68 street townhouse dwelling lots and one storm water management block. The proposed plan of subdivision includes four new local streets with one central access point to County Road 111. This centrally located street will connect to the lands to the west of the hydro corridor and easterly to Perth County Road 111 to form the extension of Douro Street. Lot frontages for the street townhouses range from approximately 6 m to 14 m. No parkland has been provided as part of the plan of subdivision and the 5% cash-in-lieu of parkland payment is proposed instead.

A noise berm is located at the southern portion of the subdivision to mitigate noise and provide safety from the CN railway located to the south of the subject lands. In addition to the noise berm, a 2.1 m high acoustical fence (noise wall) is proposed along the eastern property line along the County Road 111 frontage to mitigate road noise and stationary noise from the Benmet Steel.

Third and Final submission of Draft Plan of Subdivision



Official Plan

The lands were annexed and incorporated into the City of Stratford limits in 2016 and are located between the boundary of the East Secondary Plan and the City limit. The area has not been designated in the City's Official Plan and as a result, continues to retain an Urban Fringe designation from the County of Perth Official Plan. An Official Plan amendment is required to re-designate the lands to a Medium Density Residential designation in the City of Stratford Official Plan.

The applicant is proposing to apply the Medium Density Residential Designation with a Special Provision to allow a maximum of 65 units per hectares which aligns with the proposed R4 zoning. The provisions as found in the adjacent East Secondary Plan, would allow for a minimum density of 25 units per hectare, a maximum density of 100 units per hectare, a maximum height of 6 storeys and a minimum of 40% of new housing units being in forms other than single detached dwellings. The proposed Medium Density with a Special Provision would permit a maximum of 4 storeys and a maximum density of 65 units per hectare in consistency with the Medium Density Residential (R4) zone.

Section 11.3.2 outlines the applicable Medium Density Residential policies in the Secondary Plan. The Secondary Plan policies of this designation refer back to Sections 4.5.3.2, 4.5.3.3 and 4.5.3.4 of the Official Plan, with the exception that the maximum density per net hectare, which shall be 100 and the maximum height being six storeys.

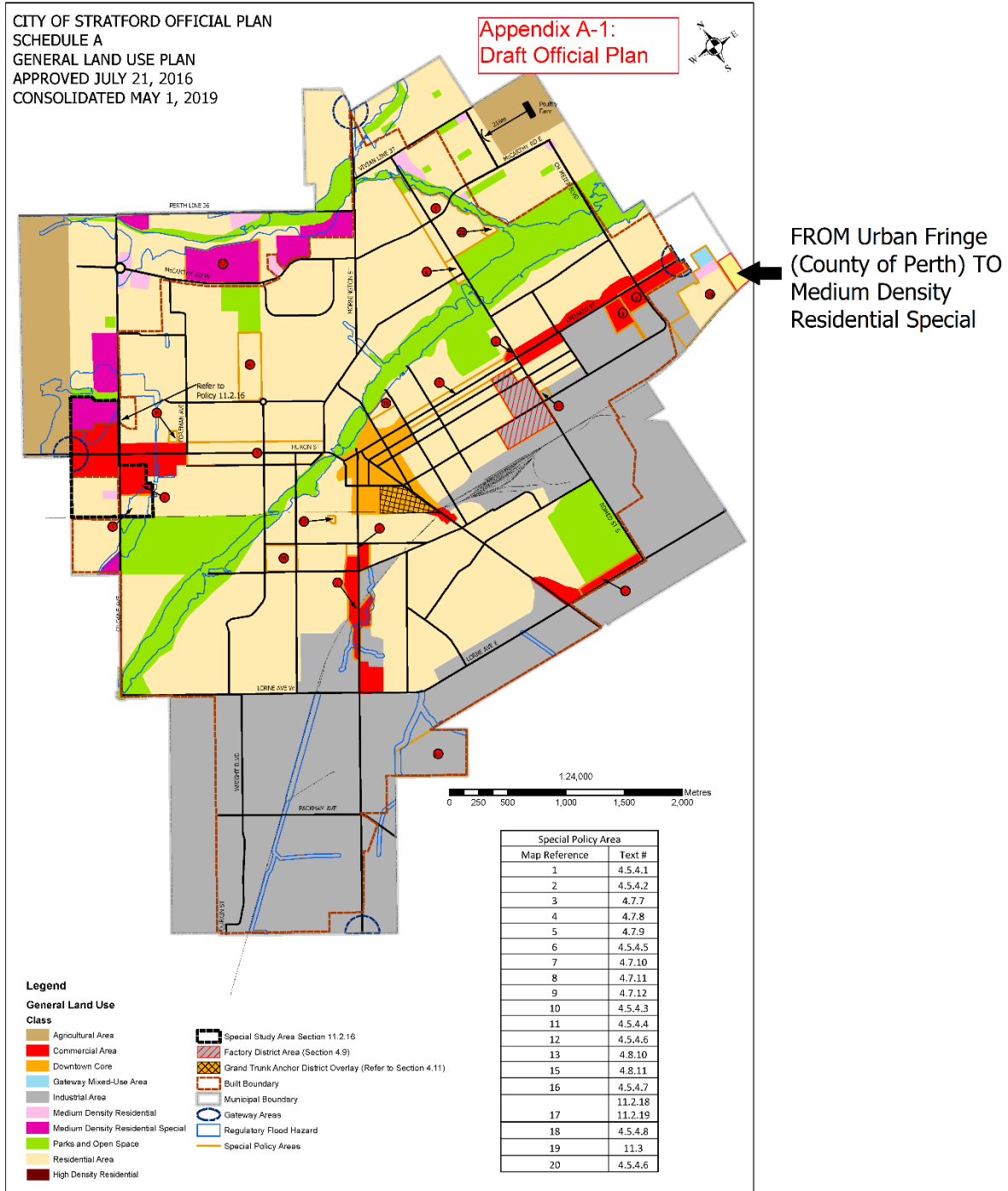
To achieve the target of 25% of new housing to be affordable to low- and moderate-income households as set out in Policy 3.4.1 vi) a mix of housing types and sizes shall be developed within the Residential designation with a minimum of 40% of new housing units being in forms other than single detached dwellings. The applicants have applied for 68 freehold street fronting townhouses which help achieve the target of 25% of new housing to be low to moderate income households and also provides for a built form other than single detached residential.

In accordance with the policies 11.3.3.3 a traffic study was prepared and circulated to the appropriate agencies including the Township of Perth East, who provided comments during the circulation. This plan also implements the policy direction of Section 11.3.3.4 which requires that an east-west collector road connects to Road 111. As will be discussed in the policy review section, the extension of Douro Street or "Street C" in the plan of subdivision will achieve this objective.

Further, to ensure compatibility of land uses in accordance with Policy 11.3.5, a Noise and Vibration study was completed by Vintec Acoustics and the recommendations of the study are to be implemented through appropriate draft plan approval conditions. These measures include a 2.0m noise berm along the southern perimeter of the subdivision for vibration and noise emanating from the CN Railway and a 2.1-metre-high acoustical barrier along the eastern property line adjacent to Road 111 for road noise and stationary noise from a nearby metal fabricating industrial use (Benmet Steel). All

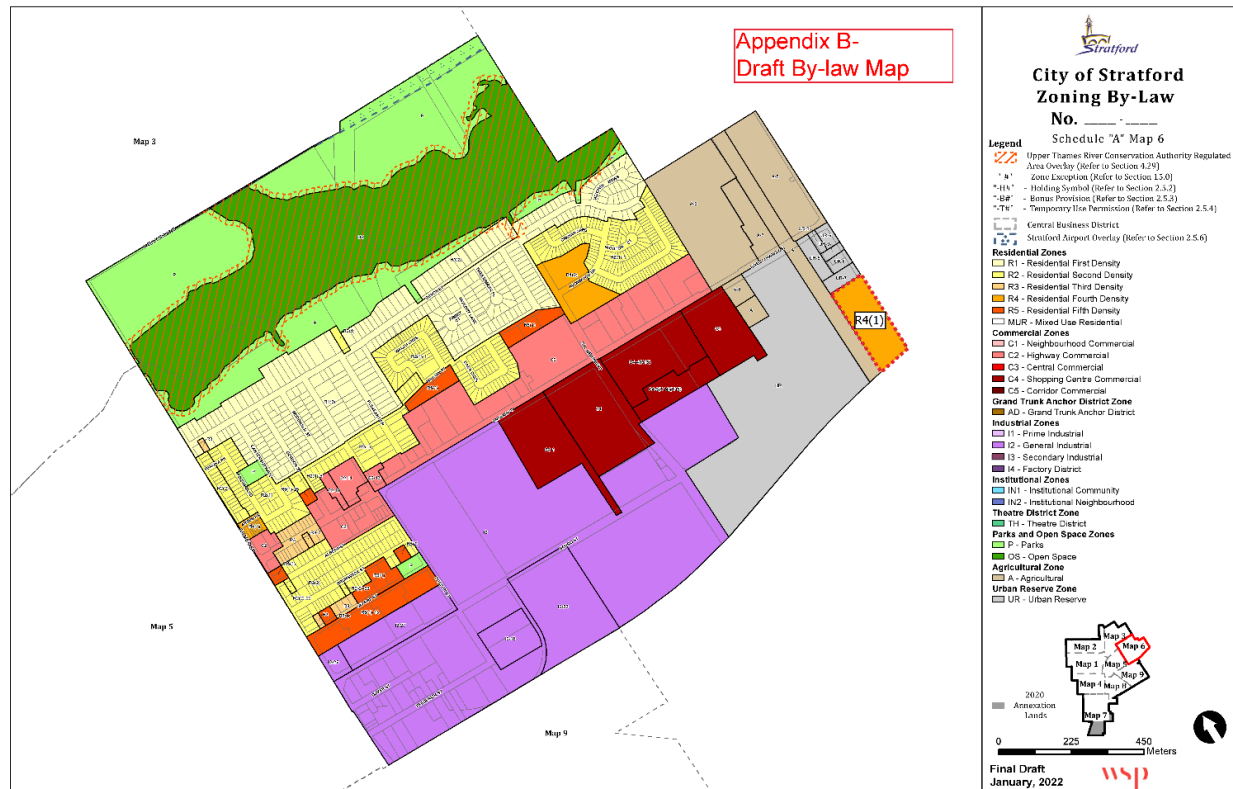
appropriate mitigation measures will be implemented through the plan of subdivision conditions.

Proposed Amendment to Official Plan Schedule 'A', General Land Use Plan



Zoning Bylaw Amendment

The intent of the proposed zone change application is to rezone the subject lands from an Urban Reserve (UR-4) Zone to a Residential Fourth Density R4(1) Zone. The Residential R4(1) Zone permits street townhouse dwellings with a minimum lot area of 180 m² and a minimum lot frontage of 6 m.



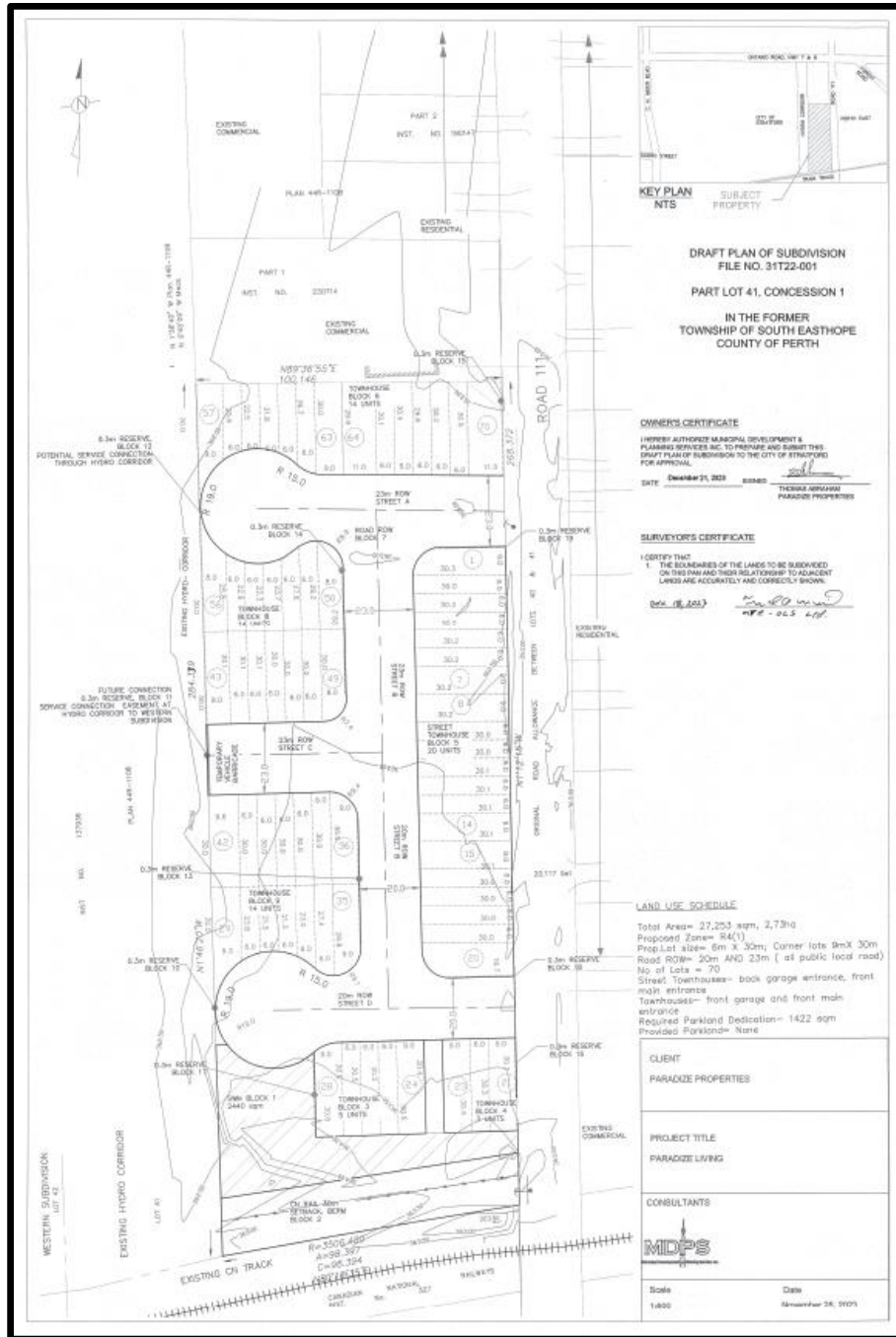
Background/ Applications

The subject applications were submitted in June of 2022 and finally received and deemed complete on July 28, 2022, and subsequently circulated to commenting agencies and departments, as well as the property owners within 120m of the subject lands.

A public meeting was held in consideration of these applications on December 7, 2022.

Since the initial circulation, the plan has been slightly revised to address some of the comments from the commenting agencies or departments and was resubmitted on December 22, 2023, after addressing staff comments supplied in February 2023. The Second submission was recirculated in January 30, 2024 and shown below.

Draft Plan Second submission



The 2023 plan shows two entrances from County Road 111 to two separate Cul-de-Sacs (Streets A and D connected via Street B and Douro Street (Street C) extending from the west (Cachet Lands) through the hydro corridor and ending in a "T" intersection.

Subsequently, two 'in-person' meetings were held with the ownership group, City staff and the consultant for the owners to discuss the plan in more detail.

At these meetings, City staff including consulting planners from MHBC Planning, discussed the merits of the application and identified concerns with the design concept presented. Concerns over the design of the plan were identified including the somewhat inefficient layout of the plan of subdivision recognizing that the site has some constraints, such as the hydro corridor to the west with limited access to County Road 111 to the east and the CN rail lands to the south.

The following concerns were raised by staff at both meetings with the applicants:

- Homogeneous nature of the development with only one built form option for the entire subdivision, which does not provide a variety of housing options;
- The proposed lot sizes are rather large and with the land dedicated to public road in a subdivision reduces the density potential for these lands;
- A significant amount of land was proposed for roads, which is a less efficient use of the lands and requires the municipality to assume additional infrastructure and long-term maintenance costs;
- Location for visitor parking and lack of amenity space was raised during the meetings.

Alternative option for Development of the lands

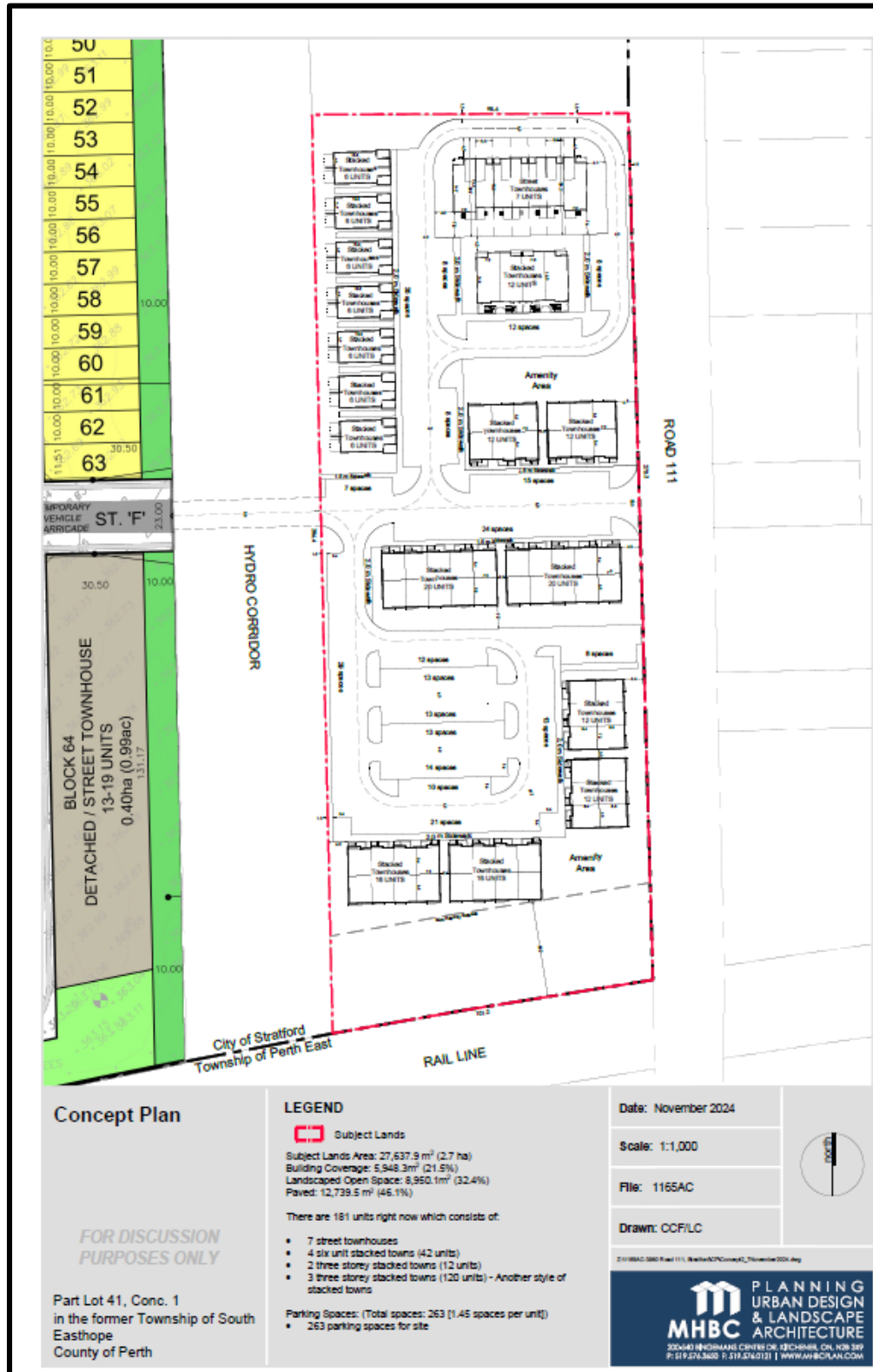
Staff presented an alternative to the plan of subdivision for the development of the subject lands. The design of the subject lands in the form of a Vacant Land Condominium (VLC), despite the known constraints mentioned above, identified a conceptual plan that consisted of additional density with a variety of medium density-built form options, fewer and narrower roads not to be assumed by the municipality and opportunities for the provision of some private amenity space with sufficient visitor parking.

The applicants were advised of the benefits of the VLC over a plan of subdivision, as outlined above, for their consideration. An example of a design for the subject lands as a Vacant Land Condominium similar to the one presented to the applicants is provided for Council's information below.

The concept below shows the following densities and are for illustrative purposes only to demonstrate alternatives for development of the lands.

- 7 street townhouses
- 4 four 6-unit stacked towns (42 units)
- 2 three storey stacked towns (12 units)
- 3 three storey stacked towns (120 units) - Another style of stacked towns
- Parking Spaces: Total spaces: 263 (1.45 spaces per unit)

Figure 2- Conceptual Vacant Land Condominium Plan



Despite several meetings with the owners and their consultants, the plan of subdivision is being pursued together with a zoning by-law amendment to create 4 internal roads that constitute approximately a third of the area of the site and 68 street fronting towns.

The third submission was received by the City on August 28, 2024. The plan did not significantly change from the second submission, but the orientation of the streets was inverted on the plan and there was only one road "Street C" (Douro Street) intersecting with County Road 111 to address the comments raised by the Township of Perth East. The third submission showed 68 street-fronting townhouse units rather than 70 units, as shown in the second submission and showed an extension of Douro Street to County Road 111 with Cul-de-Sacs (Streets A and D) from either side of Douro Street. (see applicant's draft Plan on Page 3 of the report).

Further conversations occurred with the applicant's consulting planner, to explore other zoning options to provide more flexibility for additional built form options besides street fronting townhouses, and to confirm the applicant wishes to pursue the plan of subdivision approach. A last alternative was presented by Staff to the applicants, which involved the creation of large blocks for development and the extension of Douro Street via Plan of subdivision with a more flexible and broader R4 zone, to provide a variety of medium density built-form options for development of these lands besides the street fronting townhomes proposed by the applicants.

This Staff alternative was proposed to eliminate the need for further Official Plan or Zoning approvals should a potential new owner wish to develop the lands within a "medium density" designation in a different manner. For instance, the lands, could be developed via vacant land condominium or site plan or a combination thereof rather than a plan of subdivision, as the road widths could be reduced and the densities as well as the variety of built form options such as stacked townhouses, back-to-back town houses and cluster towns or small 3 to 4 storey apartment walk ups could be considered for these lands.

As this property is somewhat isolated from the adjacent lands to the west due largely to the Hydro corridor, it is an ideal parcel with frontage along the County Road 111 for a broader range of mixed use-built form options including townhouses, stacked townhouses, back-to-back town houses, as well as semi-detached and small walk-up apartments up to 4 storeys. These lands, located on the fringe of the City, do not back onto other residential lands and are not within an established residential area.

REPORT:

The applications seek approval of a draft plan of subdivision together with Official Plan and Zoning by-law amendments to permit the development of the subject lands with 68 free-hold townhouses. The subdivision proposed includes the creation of 4 new municipal streets which comprise approximately 34% of the total land area for the subject lands. The southerly most road (proposed Douro Street extension), which

transects the property in a west to east direction, will provide connection to lands planned for a residential subdivision to the west and to Perth County Road 111 to the east, which has a rural cross section and limited opportunities for additional access points.



Image of subject lands facing west from Perth County Road 11



Image of the subject lands facing south toward CN railway lands.

Lands immediately to the north on the western side of Perth County Road 111 contain an automotive service centre. Three residential lots are located further to the north of this commercial site, while the east side of the road contain a mix of industrial and residential uses including Benmet Steel and Metal and McKay Woodwork. To the east of these industrial uses, is Forest Road Stor-All.

The plan of subdivision will contain a storm water management pond and a railway berm to the south of the proposed extension of Douro Street, which acts as a buffer from the railway lands along the southern property line. This assists with noise mitigation and safety for the lots fronting onto (Street D) as it creates greater separation from the noise source.

In response to comments by CN Railway, a rail berm and naturalized buffer Block 1 is required along the south side of the subdivision for a 2.0 m high berm. This block will be improved with naturalized vegetation and dedicated to the City. Block 1 also contains the stormwater management pond to accommodate existing flows from the CN Railway and the Hydro One corridor. This Block is functionally necessary to manage storm water flows and noise mitigation and is not appropriate for dedication as parkland dedication and not acceptable to the Community Services Department. Parkland will be taken as 5 % cash in lieu. A park that is located within the Cachet lands to the west. The residents of this development will access to the park in the Cachet plan. As a result, the area has sufficient park space in proximity to the subject lands.

Requirements for a 2.1 m high noise attenuation wall along Perth County Road 111 will be determined and implemented at the detailed design stage and set out in the subdivision agreement as a condition of draft approval. The Noise wall will be located on private property, and it is recommended that the City request an easement and lumpsum payment from the landowner for the long-term maintenance of the noise wall. This will be further defined as a condition of draft plan approval.

Agency Comments

Building Services -Indicated that the requirements/ recommendations of the Noise Study and Vibration Study are to be included as conditions within the Subdivision Agreement. Building staff had no concerns with the proposed OPA and ZBA. The following comments will form part of the conditions of draft plan approval:

- A Record of Site Condition will be required prior to submission of Building Permits.
- Geotechnical Soils Report of all excavation are required to be submitted to the Building Inspector at time of excavation/footing inspection prior to the placement of concrete.
- Residential Foundation and Basement Designs are to be completed in conformance with the recommendations in the Geotechnical Investigation Report completed by MTE. These items will need to be addressed in the Building Design Drawings that are submitted for Building Permit Application: Foundation walls of proposed construction must be waterproofed in conformance with 9.13.3, qualified designer will be required to be meet these standards of the OBC with the Building Permit Application, and design of the foundation should reference the Geotechnical Investigation Report completed by MTE.
- Foundation Wall are to be designed by a P.Eng to resist lateral earth pressure.
- Groundwater levels as mentioned in this report are to be verified and confirmed for each building. Footing designs within the groundwater levels will need to be reviewed by a P.Eng.

Infrastructure Services- indicated that the collector "Street C" is required to include bike lanes. In addition, final versions of the Functional Servicing Report are to be provided. The Mullin Drain is to be abandoned, and the subdivision limits are to be adjusted accordingly. An easement shall be provided over the Hydro One corridor to extend water and sanitary services to the adjacent subdivision not including the CN lands. The owner must provide written confirmation of the easement and lastly, written confirmation from CN Railway is required to confirm their acceptance of the Stormwater Pond discharge. A Watermain Hydraulic analysis is required. Recommendations of the Noise and Vibration study shall be implemented.

All these matters have been addressed through appropriate draft plan approval conditions.

Community Services – Parks

Permits will be required for any tree removals and a plan for residential tree plantings will be required. In addition, cash-in-lieu of 5% parkland will be required.

Enbridge Gas Inc.

It is Enbridge Gas Inc.'s request that as a condition of final approval that the owner/ developer provide to Enbridge the necessary easements and/or agreements required by Enbridge for the provision of gas services for this project, in a form satisfactory to Enbridge.

Bell Canada

The plan is acceptable for a 9-1-1 data base.

Canada Post

Canada Post has reviewed the proposal for the above noted Development and has determined that the completed project will be serviced by centralized mail delivery provided through Canada Post Community Mailboxes. Our centralized delivery policy will apply for any buildings of 3 or more self-contained units with a common indoor area. For these units the owner/developer will be required to install a mail panel and provide access to Canada Post.

Conditions for approval are included in the Draft plan Conditions of approval appended to this report.

CN Rail The subject site is located in proximity to the CN railway corridor. CN advised that with respect to the reduced setback, a minimum setback of 30 metres is required in conjunction with the safety berm to afford a maximum level of mitigation for residential uses. CN setback requirements are as per the recommendations developed by the Railway Association of Canada and the Federation of Canadian Municipalities. CN has reviewed the noise and vibration report, storm water management report and site plan for the subject site and are satisfied with the report.

Conditions for draft plan approval have been incorporated into the Appendix C of the report addressing CN's comments.

Festival Hydro-no comments

HONI One- Prior to HONI providing its final approval, the developer must make arrangements that are satisfactory to HONI for lot grading and drainage. Digital PDF copies of the lot grading and drainage plans (true scale), showing existing and proposed final grades, must be submitted to HONI for review and approval. The drawings must identify the transmission corridor, location of towers within the corridor

and any proposed uses within the transmission corridor. Drainage must be controlled and directed away from the transmission corridor.

Any development in conjunction with the subdivision must not block vehicular access to any HONI facilities located on the transmission corridor. During construction, there must be no storage of materials or mounding of earth, snow or other debris on the transmission corridor.

At the developer's expense, temporary fencing must be placed along the transmission corridor prior to construction, and permanent fencing must be erected along the common property line after construction is completed.

The costs of any relocations or revisions to HONI facilities which are necessary to accommodate this subdivision will be at the expense of the developer. The developer will be responsible for restoration of any damage to the transmission corridor or HONI facilities thereon resulting from construction of the subdivision.

All these matters have been addressed through appropriate draft plan approval conditions.

Township of Perth East

1. That the owner builds the abutting portion of Road 111 to the municipal standard including sidewalks and lighting, as required;
2. That no driveways for the plan of subdivision encroach on Road 111;
3. That the owner submits a Traffic Impact Study so that the Township can assess whether any further Right of Way and signaling improvements are warranted;
4. That Council direct staff to work with the City of Stratford to petition the MTO to implement better traffic control measures at the intersection of Road 111 and Line 34.

For your reference, the Perth East Design Standards can be found here <https://www.pertheast.ca/en/municipal-services/planning.aspx>.

Huron-Perth Catholic District School Board- no concerns

UTRCA- no objections

Public comments-Notice of Application was sent to adjacent property owners via a notice of application circulation letter. Letters were sent to 23 property owners within 120 metres on September 26, 2022. A public meeting was held on December 7, 2022.

Two written comments were received on the application from members of the public. One comment was in full support of the applications. The second letter expressed concerns over the potential for increased traffic and noise as well as potential glare from traffic.

The applicants were required to conduct a Traffic Impact Study. The Study prepared by MDPS demonstrated that the Douro Street extension (Street C) with County Road 111 can function according to an acceptable level of service and does not create detrimental impacts to the existing road network during the AM and PM peak hours of operation.

Policy Review

Planning Act, R.S.O. 1990, c. P.13 25.

Section 2 Matters of Provincial Interest

Section 2 of the Planning Act establishes matters of provincial interest and states that the Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as:

- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (h) the orderly development of safe and healthy communities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (l) the protection of the financial and economic well-being of the Province and its municipalities;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;

These matters of provincial interest are addressed and are implemented through the Provincial Planning Statement, 2024, as it directs how and where development is to occur. The subject lands are being proposed for more intensive development, and the location of the development is appropriate. The provision of street fronting townhouses will help the City achieve an adequate range of housing options. Section (2) also directs the provision of a full range of housing options. While a range can be provided throughout the City, this site is proposed only with a single built form, the street-fronting townhouse, which does not provide for a variety of housing options, which are available within a Medium Density designation. However, it is important to note that the approved Cachet subdivision (31T21-001) is located to the west of the hydro corridor and contains a variety of built form options and densities including a mixed-use block, single detached lots, street townhouses, a centrally located park and an industrial block. Together with the lands to the west the objective of achieving a variety of housing options is satisfied.

Although, the development of these lands as proposed, may not be the most efficient use of the lands, staff recognizes that there are constraints to the subject lands which

limits the type and scale of development possible. It is worthy to mention that with this design, there is a significant amount of road infrastructure (approximately 1/3 of the area of the property), which is expensive to develop and will be assumed by the municipality to maintain over the life of subdivision. This may have potential financial implications for the municipality, as the current development may not generate the as much development charges and /or the long-term tax base if other forms of development were contemplated.

The City's Official Plan is the most important vehicle for the implementation of the Provincial Planning Statement, 2024 and to ensure Provincial policy is adhered to. Therefore, the City of Stratford Official Plan policies were reviewed with regards to the achievement of the goals and objectives of PPS and will be discussed in the analysis section below.

Provincial Planning Statement (PPS) 2024

The Provincial Planning Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The 2024 PPS took effect on October 20, 2024. The PPS sets out the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians. The PPS is supportive of efficient development patterns that optimize the use of land, resources, and public investment in infrastructure and public service facilities. Further, the PPS directs the development of new housing to locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs and promotes densities for new housing which efficiently uses land, resources, infrastructure, and public service facilities.

Vision

Ontario is a vast, fast-growing province that will see the building of more homes for all Ontarians. The province has set a goal of getting at least 1.5 million homes built by 2031. Ontario will increase the supply and mix of housing options, addressing the full range of housing affordability needs.

The PPS encourages efficient development patterns which optimize the use of land, resources and public investment in infrastructure and public service facilities. The PPS also promotes land use patterns with a mix of housing, including affordable housing, employment, recreation, parks and open spaces, and transportation choices that increase the use of active transportation and transit before other modes of travel.

Policy 2.1 Planning for People and Homes

Policy 2.1.4 directs municipalities to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and
- b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.

Policy 2.1.6 states that Planning authorities should support the achievement of complete communities by:

- a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;

2.2 Housing

Policy 2.2.1. directs Planning authorities to provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents by:

- c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation.

2.3 Settlement Areas and Settlement Area Boundary Expansions

Policy 2.3.1.2 states that land use patterns within settlement areas should be based on densities and a mix of land uses which include:

- a) efficiently use land and resources;
- b) optimize existing and planned infrastructure and public service facilities;
- c) support active transportation.

Policy 2.3.1.3. directs Planning authorities to support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities. This plan provides for additional housing at a scale that is appropriate for the site with its limitations and makes better use of the subject lands.

Official Plan

2.2 VISION STATEMENT

The City of Stratford's vision is "To Be the Best Place to Live, Work and Play".

2.3 GUIDING PRINCIPLES

Section 2.3 of the Official plan establishes 12 guiding principles for the City. This report will focus on the following four principles as they specifically pertain to the development of these lands:

Complete Community – Minimize conflict between land uses, while encouraging the development of a complete community which meets resident's needs for daily living throughout an entire lifetime.

Intensification – Encourage appropriate intensification and infill, including mixed use development, which reflects the existing context of the City with respect to factors such as height and design.

Transportation System for all users – A coordinated approach to planning and transportation that creates a transportation system for all users be they pedestrians, drivers, cyclists, or transit riders, regardless of physical ability or age.

Infrastructure and Community Services - To provide public infrastructure and community services in an orderly and coordinated manner, including encouraging the use of innovative or alternative techniques of service provision.

3.4 HOUSING

3.4.1 Provision of Housing Options

The City of Stratford recognizes the need to protect the viability of the community by ensuring that there is a full range of housing choices which are designed to meet occupancy, health and safety standards, in terms of tenure, form and affordability for current and future residents of varying economic and physical capabilities, household type and age cohort which contributes to a community characterized by inclusiveness. The City shall encourage and assist with the provision of wide continuum of housing options, including housing for people with special needs, in accordance with its financial capabilities by:

- i) maintaining at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development;

- ii) maintaining at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.

Section 4.5.2 states that low and medium density residential uses are permitted in a "Residential Area" in accordance with the policies of this section including the height and density requirements of Sections 4.5.3.3 and 4.5.3.4. which outline density and height minimums and maximums for lands within a medium density designation as follows. These differ from the densities noted above which are contained in the Secondary Plan policies however, these densities are consistent with the R4 zone regulations.

The density ranges for residential development shall be:

- ii) Medium Density
 - a) 25 units per net hectare (10 units per net acre) minimum
 - b) 65 units per net hectare (26 units per net acre) maximum.

The maximum height for residential development shall be three storeys in Stable Residential Areas and four storeys in New Residential Areas. As the lands are within a new area, the maximum height could be up to 4 storeys.

Permitted uses within a medium density residential designation, such as is proposed for the subject lands include small lot single detached, semi-detached, duplex, and triplex dwellings, townhouse dwellings, low rise apartments, back-to-back and stacked townhouses may be permitted subject to the policies of Section 4.5.3.

Section 5.5 outlines policies regarding development in proximity to Railway lands which are intended:

- i) To mitigate the impact of railway noise and vibration on nearby residents and places of public assembly;
- ii) To minimize the possible impact from train operations which may affect nearby occupied dwellings or other places of public assembly; and,
- iii) To maximize the safety of residents, employees and others in development located adjacent to rail facilities.

Sections 5.5.5 and 5.5.6 of the Official Plan require attenuation measures and Noise Evaluation and Vibration studies for lands adjacent to the CN Railway, as well as warning clauses and other safety and mitigation measures. These will be implemented through draft plan approval conditions as per the recommendations of the Noise and Vibration Study prepared by Vintec Acoustics.

The subject lands are located to the north of the CN Railway lands and are also to the west of a metal fabrication business. As part of the review of the planning applications, a noise and vibration study prepared by Vintec Acoustics dated August 2, 2024, made

recommendations for noise warning clauses to be registered on title and required 2.1m acoustical walls along the easterly property line along County Road 111 and a 2.3 m noise berm along the southern boundary with the CN railway lands. The proposed draft plan shows the berm adjacent to the CN railway lands to the south and the draft plan approval conditions include conditions for the appropriate warning clauses to be added as conditions of approval at the time of the approval of the plan of subdivision.

Section 6.2.2 of the Official Plan directs that street patterns in newly developing areas will be designed to reflect an interconnected street system with a modified grid pattern or other approaches, which facilitate a continuous and direct movement within a development area and between the development area, abutting areas and the existing community.

Analysis:

The proposed draft plan of subdivision, Official Plan Amendment, and Zoning By-law Amendment applications represent infill development of lands that have been annexed to the City of Stratford. The proposed medium density designation is appropriate for this peripheral location and will complete the development along the eastern boundary of the City. The lands, although somewhat isolated with some locational constraints due to CN and Hydro lands, continue to have development potential to provide additional housing at a density that will make better use of municipal services and infrastructure. The proposal meets the minimum density requirements and provides a homogeneous form of housing and proposes significant infrastructure investment to accommodate this proposed form of medium density development via plan of subdivision.

As noted above, the lands may be more efficiently developed through other means that could result in lower operational costs to the municipality, should these alternative means be pursued as mentioned above. While some of the objectives of the PPS are adhered to, the principle objective of Section 2.3.1.3 to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities has not been satisfied on this single site, but can be achieved as part of the broader community which include the Cachet lands to the west of the hydro corridor. Together with these lands, the area can be developed more efficiently despite the constraints identified and can achieve a better mix of housing options.

The Provincial Policy together with the Official Plan encourage development that provide for a variety of housing options, makes efficient use of infrastructure and public services and provide for the safe and orderly development of lands within the settlement area. The development of the subject lands as proposed would serve to intensify the lands, however, the lands would not be developed in the most efficient manner if reviewed as an isolated parcel of land, as there is a third of the land that is comprised of new roads that will have to be assumed by the municipality to be maintained for the long term. In short, the current proposed development can achieve

the objectives of the provincial policies and the official plan concerning the provision of housing and orderly development and efficient use of municipal infrastructure, however, there may be better and more efficient ways to achieve these objectives that have not been explored by the owners.

It is important to recognise that the lands are constrained by their proximity to the CN Rail lands to the south, the hydro corridor to the west and the restricted access along County of Perth Road 111 to one access point. This site is further constrained by stationery and road/rail noise sources in the area. The subdivision on this narrow and small parcel of land (2.73 hectares) would result in one third of the land area as roads if the lands are to be developed via plan of subdivision, since the roads must be larger to satisfy municipal standards. In recognition of the lands being at the outer fringe of the City, adjacent to the hydro corridor, with the constraints identified, subdivision design options are limited and the best use of the lands to the extent possible given all the constraints has been proposed.

In addition, there is only one access proposed through the hydro lands, which connect these lands to the Cachet subdivision to the west. This also has implications on the connectivity and further isolates the subject lands and has implications on the design and the ability to fully satisfy all objectives for efficient subdivision design.

A key objective of the Official plan is to make Stratford the "Best Place to Live, Work and Play." This is achieved through many means including planning and development of our neighbourhoods. The Official plan encourages development that will achieve a complete community, through intensification at a density that supports the wise use of infrastructure.

However, there are alternative ways to develop the lands through a combination of planning processes including a plan of subdivision to create the extension of the municipal right-of-way Douro Street (Street C), and then a vacant land or standard condominiums to create further smaller privately owned roads (less than 20m rights-of-way) and development blocks or parcels north and south of Street C. The benefit of this approach is that the narrower private roads would free up additional land for development including other medium density, built forms such as stacked towns, back-to-back towns or 4-storey walk up apartments which could result in land that is more efficiently used and less infrastructure that must be assumed by the municipality.

The subdivision, as proposed, contemplates a road design pattern, other than the preferred modified grid pattern, which is intended to encourage active transportation and connectivity. This approach to development of the subject lands was discussed with the owners and in the end, the subdivision process remained the applicant's preferred approach for the development of the subject lands.

As previously noted, the condominium process has the potential to result in a more efficient use of the land, with less land consumed by municipal roadways and less infrastructure for the municipality to assume after the development is completed, while

achieving higher densities and providing more housing. In turn, this could result in a wiser use of infrastructure than the presently proposed plan of subdivision. Additionally, by developing the lands in the alternative design option as identified above, the potential densities could more than exceed the unit yield of 68 units as proposed by this development. This would help the municipality achieve the objective of providing for accommodating growth for 10 years and maintaining a 3-year supply of housing at a density that is higher than the minimum density of 25 units per hectares for these lands within the medium density designation. However, it is important to note that this option would also add costs to the future homeowners in the form of condominium fees, which may make the homes less affordable.

Although the development, as proposed, may not necessarily provide “best” means to achieve the key Official Plan objective of making Stratford the best place to live, work and play on a “per lot basis”, however, when reviewed as a whole, together with the constraints associated with the subject lands, this is making the “best” of a constrained situation. Staff recognizes that development of these lands as proposed, may have the potential to increase the infrastructure maintenance costs that are taken on by the municipality and may result in fewer residential homes being built and made available to address the housing supply in the city, despite the modest intensification proposed by the current development applications. Staff further recognizes that the subject lands are relatively small, are isolated and have constraints associated with the hydro corridor and CN lands, as well as the surrounding land uses.

Council should consider the best means to achieve its provincial and local objectives for growth, development and the provision of housing, as well as the efficient use of municipal infrastructure and services. The medium density designation permits a variety of built-form options for provision of housing that could be explored for the subject lands to help achieve the provincial and official plan objectives mentioned above.

Zoning By-law

The subject lands are currently Urban Reserve (UR-4) Zone which is a carry over zone resulting from the annexation of the lands from the Town of Perth East. The applicant has requested a Residential Fourth Density R4(1) Zone. The Residential R4(1) Zone **only** permits street townhouse dwellings with a minimum lot area of 180 m² and a minimum lot frontage of 6 m.

Through discussions with the applicant’s planning consultant, staff suggested providing a more flexible zoning category besides the Residential R4(1) zone to an R4 zone that permits the full range of medium density uses rather than limiting the use to one single built form option, namely street fronting townhouses. In turn, this would permit other medium density built-form options such as cluster towns, stacked towns, or back-to-back towns, or small walk-up apartments, should the lands be developed by others without the need for a zoning by-law amendment (provided all regulations are complied with) were these uses to be proposed. The applicants support this approach.

To safeguard the potential to sterilize these lands should they not be developed by the current owners, the lands would be suitable for several built-form options permitted within the medium density land use designation with the approval of a broader R4 zone for the subject lands. Additionally, this may result in more efficient use of the land and provide opportunities for additional density where appropriate. To implement this approach, it is recommended that the proposed R4 zone be applied to permit all the medium density permitted uses and built form options for the subject lands.

The applicants are not seeking any site-specific regulations, as the plan conforms to the R4(1) regulations. However, as noted above it is suggested that one be included to provide the flexibility for other medium density-built form options should this plan not be developed as proposed.

Draft Plan Conditions:

Draft Plan Conditions are appended to this report. The conditions address all the agency comments noted in the previous section. All conditions must be cleared by the developer within 5 years of granting draft plan approval. Upon recommendation by Council, staff will prepare the draft plan agreement to be signed by the developer and registered on the title of the property. These include noise attenuation, municipal water, storm water and wastewater sewers, roads, parks, requirements for a subdivision agreement governing each phase of the development, and all subdivision requirements on public lands. The requirements are appropriate for the safe and orderly development of the subdivision and fulfill the requirements of the Planning Act.

Based on the above review and analysis, City of Stratford staff is of the opinion that the attached Zoning By-law amendment and Draft Plan of Subdivision, as proposed to be modified and recommended by staff are consistent with the PPS, conform with the City's Official Plan and maintain the intent of the Zoning By-law.

Financial Implications:

All municipal infrastructure to be installed at the developer's expense will eventually be assumed and maintained by the City upon assumption of the subdivision works at which time will be considered as part of the City's asset management plan. At this point, the City will incorporate future rehabilitation and replacement into the long-term financial forecasting and financial planning process.

Staff Recommendation: THAT the Zoning By-law amendment, as recommended by staff for application Z07-22 to rezone the subject lands municipally known as 3980 Road 111 to Residential Fourth Density Zone with site specific regulations (R4), BE APPROVED.

THAT the Official Plan amendment, as recommended by staff for application OPA 001-22 to redesignate the subject lands municipally known as 3980 Road 111 to Medium Density Residential BE APPROVED.

THAT Draft Plan of Subdivision 31T-2201, submitted by Paradize Properties Development Ltd. prepared by Municipal Development and Planning Services Inc. (MDPS), dated August 28, 2024 for lands known municipally as 3980 Road 111 originally surveyed by Trevor D.A. Mc Neill, O.L.S., on May 3,2022, , BE APROVED by the City of Stratford pursuant to Section 51(31) of the Planning Act subject to the conditions listed in Attachment 3 to Report COU24-152).

Approval of the Zoning By-law and Official Plan amendments, and the Draft Plan of Subdivision is recommended for the following reasons:

- I. Public interest was considered;**
- II. The recommended approvals are consistent with the Provincial Planning Statement;**
- III. The recommended Official Plan and Zoning By-law amendments will facilitate development that is appropriate for the lands;**
- IV. It will provide for a range of housing types to meet the needs of existing and future residents; and**
- V. It is an efficient use of land and infrastructure.**

Recommended by: Juliane vonWesterholt MCIP, RPP Consulting Planner
Reviewed by: Pierre Chauvin, MCIP, RPP, Consulting Planner
 Marc Bancroft, MPL, MCIP, RPP, Manager of Planning
 Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning Services
Approved for Council by: Joan Thomson, Chief Administrative Officer



City of Stratford

Official Plan Amendment No. 35

Adopted December 16, 2024

AMENDMENT NO. 35 TO THE OFFICIAL PLAN
OF THE CITY OF STRATFORD

Section 1 – Title and Components

This amendment shall be referred to as Amendment No. 35 to the Official Plan of the City of Stratford. Sections 1 to 4 of this Amendment constitute background information and are not part of the formal Amendment. Section 5 constitutes the formally adopted Amendment to the Official Plan.

Section 2 – Location

The subject lands are presently known as 3980 Road 111 in the City of Stratford. Legally, these lands are referred to as Part Lot 41, Concession 1, in the former Township of South Easthope, County of Perth. The location of the subject lands is shown in Schedule B to this Amendment.

Section 3 – Purpose of the Amendment

The purpose of this amendment is to redesignate the subject lands to “Medium Density Residential” designation applicable to the subject lands.

Section 4 – Basis of Amendment

Amendment No. 35 to the Official Plan of the City of Stratford will facilitate the redesignation of the subject lands to “Medium Density Residential” from the current “Urban Fringe Area” designation within the Perth County Official Plan. The subject lands were annexed by the City of Stratford in 2016 and are now proposed for ‘Medium Density Residential’ development comprised of 68 Street fronting townhouses by way of plan of subdivision. This Amendment would facilitate the redevelopment of the subject lands and would aid in the provision of housing options within the City.

The Official Plan Amendment is consistent with the Provincial Planning Statement, 2024. The Official Plan Amendment maintains the general intent of the City of Stratford’s Official Plan.

Section 5 – The Amendment

The Official Plan of the City of Stratford is amended as follows:

- a) Schedule "A" of the Official Plan of the City of Stratford is amended by redesignating the Subject Lands to 'Medium Density Residential Special', municipally known as 3980 Road 111, as identified on Schedule "B" to this Official Plan Amendment No. 35; and
- b) By adding the following Section to the Official Plan of the City of Stratford:

"Section 4.5.4.11 3980 Road 111

On lands identified on the attached 'Schedule A' the following uses shall be permitted within the Medium Density Residential designation:

- i) medium density residential including street townhouse dwellings, low rise apartments and stacked townhouses, but shall generally not include single detached, semi-detached or duplex dwellings up to a maximum density of 65 units per net hectare in accordance with Section 4.5.3.3.


Schedule "A"

To Official Plan Amendment No. 35
Location Map



Location Map

LEGEND

 Subject Lands

DATE: November 2024

SCALE: 1:7,500

FILE: 19210C

DRAWN: LC



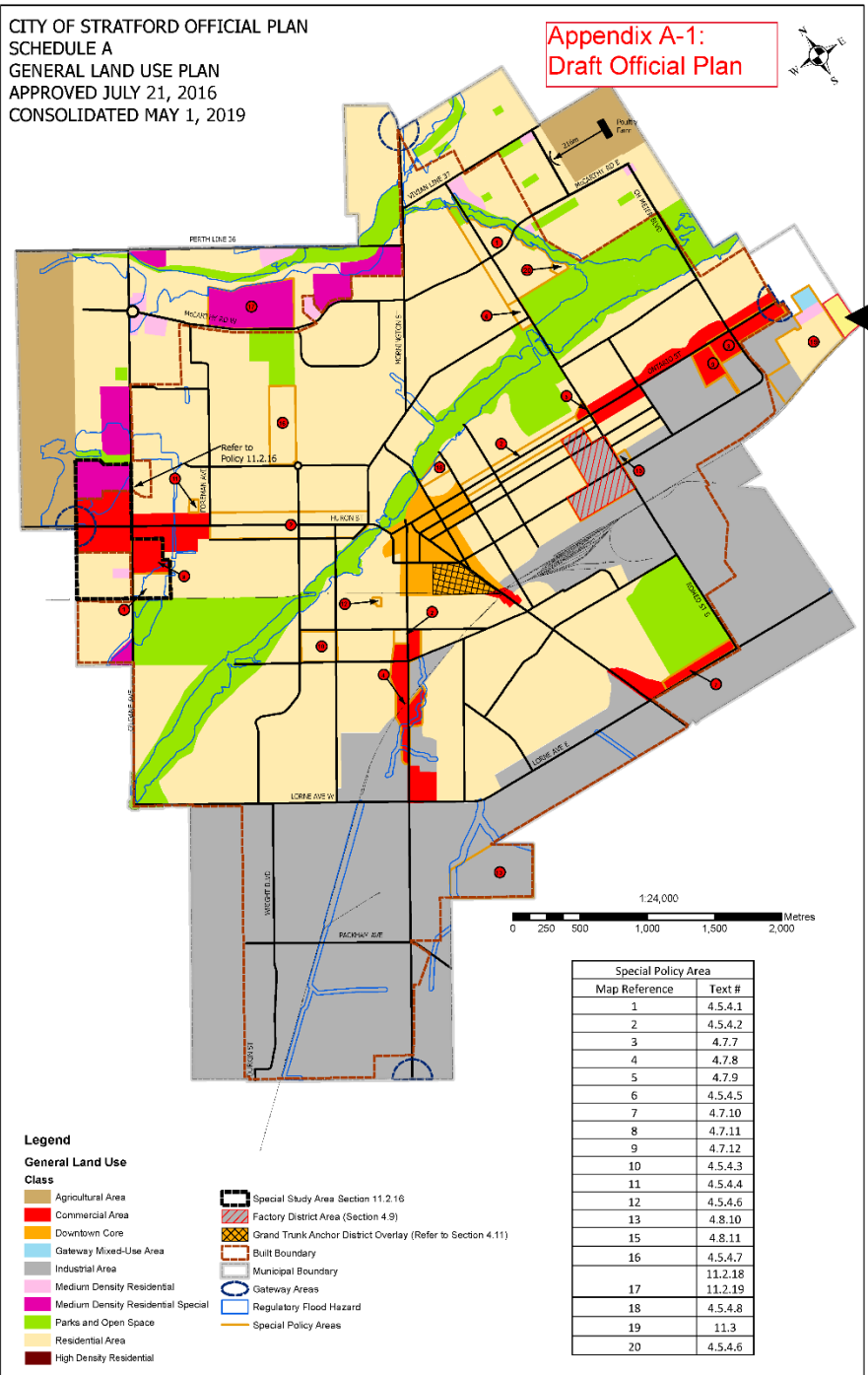
21156AC-088-ROAD 111_07A470826PPLICATION.DWG

Part Lot 41, Conc. 1
in the former Township of South Easthope
County of Perth

MHBC PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE
200-540 BRIDGEMANS CENTRE DR. KITCHENER, ON, N2B 3K7
P: 519.576.3600 F: 519.576.0121 | WWW.MHBCPLAN.COM

Schedule "B"

To Official Plan Amendment No. 35





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

BEING a By-law to amend By-law 10-2022 as amended, with respect to Zoning By-law Amendment application Z07-22 by Paradize Properties Development Ltd. to amend the zoning at 3980 Road 111 within Draft Plan of Subdivision 31T22-001 to be 'Medium Density Residential' (R4) as described herein.

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 2, to Zoning By-law 10-2022 as amended, is hereby amended by rezoning those lands at 3980 Road 111 in the City of Stratford per the key map in Schedule "B" hereto, from 'Urban Reserve' (UR-4) to 'Medium Density Residential' (R4).
2. AND THAT this by-law shall come into effect upon Final Passage in accordance with the *Planning Act*.

READ a FIRST, SECOND and THIRD time and

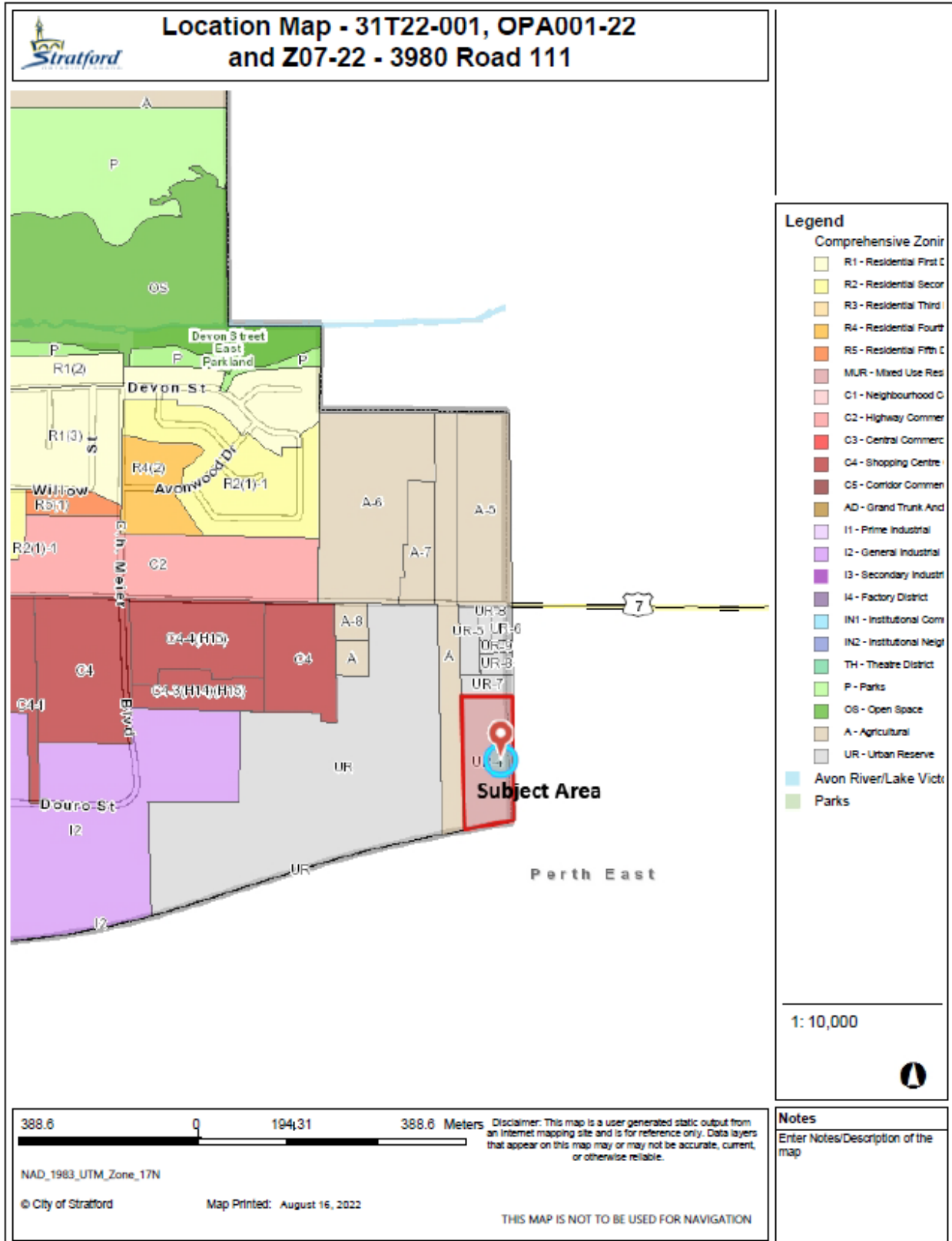
FINALLY PASSED this _____ day of _____ 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

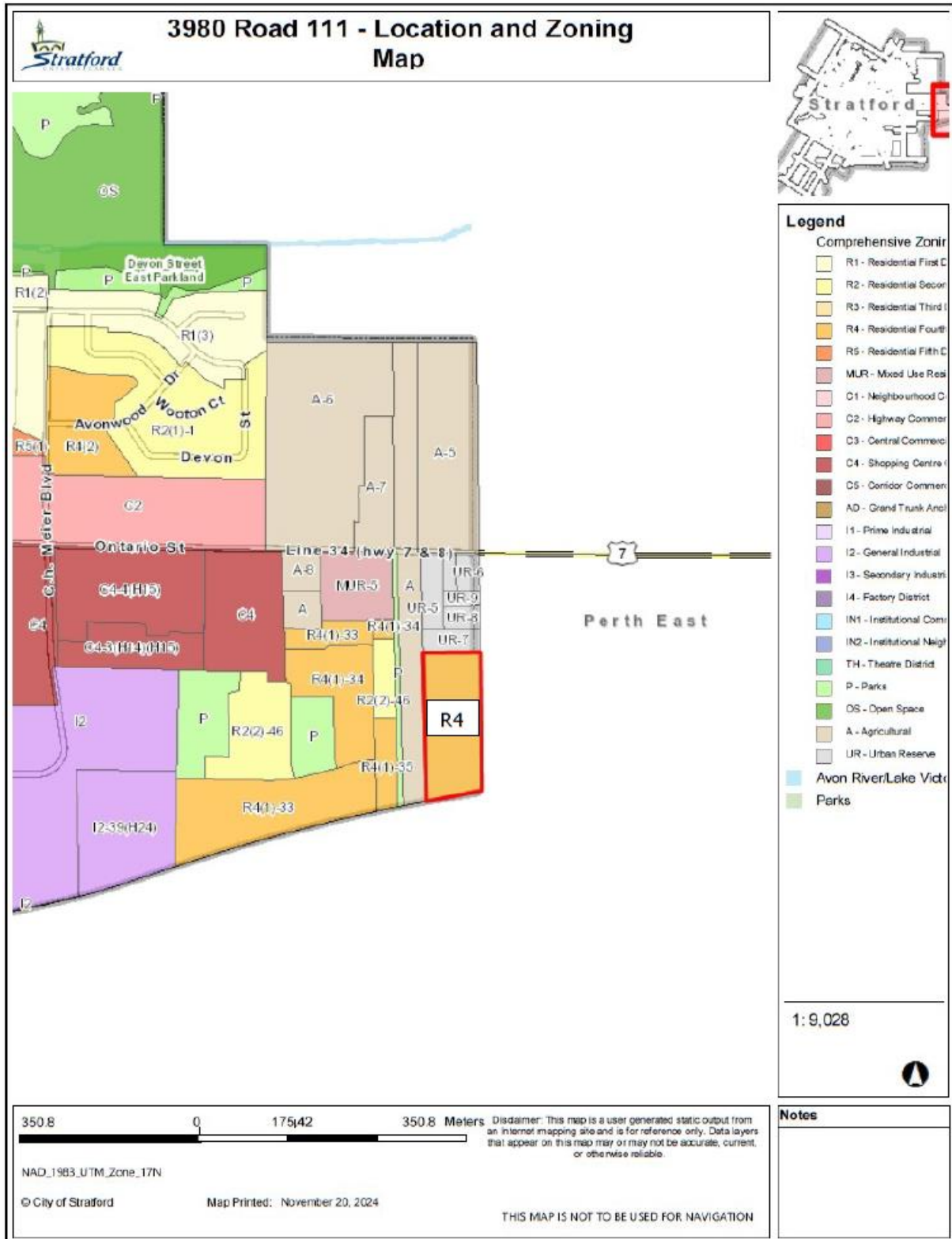
This is Schedule "A" to By-law [redacted]-2024
 Adopted this _____ day of _____, 2024

3980 Road 111



This is Schedule "B" to By-law _____-2024
 Adopted this _____ day of _____, 2024

Key Plan showing 3980 Road 111 where the Medium Density Residential (R4) zone is proposed.





PLANNING REPORT: Recommendation

Date: December 16, 2024
To: Mayor and Council
From: Juliane vonWesterholt, BES, MCIP, RPP Consulting Planner
Report Number: COU24-152

Staff Recommendation:

- 1. THAT the Zoning By-law amendment, as recommended by staff for application Z07-22 to rezone the subject lands municipally known as 3980 Road 111 to Residential Fourth Density Zone with site specific regulations (R4), BE APPROVED.**
- 2. THAT the Official Plan amendment, as recommended by staff for application OPA 001-22 to redesignate the subject lands municipally known as 3980 Road 111 to Medium Density Residential BE APPROVED.**
- 3. THAT Draft Plan of Subdivision 31T-2201, submitted by Paradize Properties Development Ltd. prepared by Municipal Development and Planning Services Inc. (MDPS), dated August 28, 2024 for lands known municipally as 3980 Road 111 originally surveyed by Trevor D.A. Mc Neill, O.L.S., on May 3, 2022, , BE APPROVED by the City of Stratford pursuant to Section 51(31) of the Planning Act subject to the conditions listed below.**

Approval of the Zoning By-law and Official Plan amendments, and the Draft Plan of Subdivision is recommended for the following reasons:

- I. Public interest was considered;**

- II. **The recommended approvals are consistent with the Provincial Planning Statement;**
 - III. **The recommended Official Plan and Zoning By-law amendments will facilitate development that is appropriate for the lands;**
 - IV. **It will provide for a range of housing types to meet the needs of existing and future residents; and**
 - V. **It is an efficient use of land and infrastructure.**
4. **THAT the City of Stratford, pursuant to Section 51(31) of the Planning Act, grant draft approval to Plan of Subdivision file 31T-22001 subject to the following conditions:**
1. **That this approval applies to the draft plan of subdivision prepared by Municipal Development and Planning Services Inc. (MDPS) for Paradize Properties Development Ltd., dated August 28,2024 for lands known municipally as 3980 Road 111, originally surveyed by Trevor D.A. Mc Neill, O.L.S., on May 3,2022, and showing the following:**
 - **Sixty-eight (68) Lots for Street Townhouse dwellings (Lots 1 to 68 on Blocks 2 to 5);**
 - **One (1) block for the stormwater management pond (Block 1;**
 - **Three (3) blocks for 0.3 metre reserves (Blocks 7 to 9); and,**
 - **One (1) block for Right of Way (Block 6);**
 2. **As it relates to infrastructure and services:**
 - a. **No development of the Plan of Subdivision may begin until all external infrastructure and services required for the development of the Plan of Subdivision are in place; including municipal water supply, treatment and conveyance infrastructure and sewage treatment and wastewater conveyance infrastructure. For the purpose of these conditions, services being "in place" means that the infrastructure exists and is operational to the satisfaction of the City and that capacity in such infrastructure has been formally allocated by the City for use in connection with the development of the Plan of Subdivision. External capacity of any services will be formally allocated through the execution of a Subdivision Agreement (or Development Agreement) for each phase of the development as City capacity allows. Should the City**

Engineer and/or Director of Infrastructure and Development and/or their designate deem there to be insufficient external capacity for any of the required municipal services, the City has no obligation to provide such capacity within the lapse period, or at any time. The City may include language in each Subdivision Agreement or Development Agreement regarding the allocation of external capacity.

- b. **that, in connection with all financing proposals and commitments and all offers and agreements of purchase and sale made by or to the Owner involving all or any part of the land covered by the Plan of Subdivision that has not been registered, there shall be a written acknowledgement given by the other party or parties of item 2.a. above and of receiving a copy of the draft plan conditions which acknowledgement will be produced by the Owner to the City on request.**
3. **That the development of the draft plan of subdivision may be undertaken in phases to the satisfaction of the City and that all phases of development will be subject to conditions 1 - 59 unless indicated otherwise.**
4. **That the Owner and the City enter into a subdivision agreement (the "Subdivision Agreement") for each phase pursuant to section 51(26) of the *Planning Act*, R.S.O. 1990 c.P 13, to be registered on title of the lands to which it applies prior to the Plan of Subdivision being registered. Further that the Subdivision Agreement shall include provisions that it will also be registered against the lands to which it applies once the plan of subdivision has been registered.**
5. **That prior to final approval of each phase, the appropriate zoning and official plan designations shall be in effect for the Plan of Subdivision.**
6. **That prior to final approval, the Owner shall satisfy all requirements, financial and otherwise to implement the conditions of this draft approval.**
7. **That the dead ends and open sides of all road allowances created by this draft plan shall be terminated in 0.3 metre reserves and conveyed to and held in trust by the City.**
8. **That the road allowances included in the Plan of Subdivision shall be shown and dedicated as public highways.**

- 9. That the streets shall be named, and the lots shall be addressed to the satisfaction of the City. This shall include permanent and temporary road names and municipal address signage during all stages of construction, and street signage shall be required through the subdivision agreement.**
- 10. That the Owner convey up to 5% of the value of land included in the plan to the City for park purposes as cash-in-lieu.**
- 11. That the Owner convey Blocks 7 to 9 inclusive, being the identified reserves, to the City.**
- 12. That the Owner convey Block 1 to the City for a Stormwater Management Facility and for the purposes of a railway berm and railway buffer naturalized area.**
- 13. That the Subdivision Agreement between the Owner and the City satisfy all of the requirements of the City related to financial, legal, planning and engineering matters including but not limited to the provision of roads, temporary roads, turning circles, pedestrian walkways, grading and drainage, planting of trees, landscaping, fencing, buffering, street lighting and other amenities, provision of community mailboxes, the provision and installation of full municipal water and sanitary services, the installation of underground electrical services and other matters of the City respecting the development and processing of the Plan of Subdivision, including the payment of City Development Charges in accordance with the City's Development Charges By-law.**
- 14. If necessary, prior to the final approval of each phase, the Owner shall enter into an agreement with Canada Post Corporation for the installation of community mailboxes. The subdivision agreement shall include requirements to notify all prospective lot purchasers of the mailbox(es) location.**
- 15. That prior to final approval, the Owner shall provide to the satisfaction of Festival Hydro Services Inc., an electrical layout as to how electrical services are provided to the Plan of Subdivision with such approval being communicated to the City. Any and all new, additional, expansion or relocation of any electrical infrastructure shall be at the sole cost and expense of the Owner.**
- 16. That prior to final approval for each phase the Owner shall enter into an agreement with the appropriate service providers for the installation of underground communication / telecommunication**

utility services for these lands to enable, at a minimum, the effective delivery of the broadband internet services and communication / telecommunication services for 911 Emergency Services.

- 17. That the Subdivision Agreement shall ensure that the persons who first purchase the subdivided land after the final approval of the plan of subdivision are informed, at the time the land is transferred, of all the development charges related to the development, pursuant to Section 59(4) of the *Development Charges Act, 1997*, S.O. 1997, c.27.**
- 18. That such easements as may be required for utility, servicing, or drainage purposes shall be granted to the appropriate authority, at the expense of the Owner.**
- 19. That arrangements shall be made to the satisfaction of the City for the relocation of any utilities required for the development of the Subject Lands, which relocation, if required, shall be undertaken at the expense of the Owner.**
- 20. That prior to final approval, the Owner's engineer shall provide a detailed sanitary servicing strategy which shall identify the implementation and phase of sanitary servicing for the entire development. The detailed sanitary servicing strategy is to be completed to the satisfaction of the City.**
- 21. That prior to final approval, the Owner's engineer shall submit a detailed water servicing strategy which shall outline the implementation and phasing of water servicing for the entire development, including modeling to demonstrate that adequate water and treatment capacity and pressure, in accordance with City standards, are available for all phases of development. The detailed water servicing strategy is to be completed to the satisfaction of the City.**
- 22. The Subdivision Agreement shall include a clause restricting development until the City receives confirmation that the water main system has been "looped" to the satisfaction of the City.**
- 23. That prior to final approval, a Licensed Archeologist shall provide a letter to the City indicating that there are no concerns for impacts to archaeological sites on the subject lands. This is to be accompanied by a Ministry of Tourism, Culture and Sport letter indicating that the licensee has met the Terms and Conditions for**

Archaeological Licensing and that the report has been entered into the Ontario Public Register of Archeological Reports.

- 24. That prior to final approval, the Owner shall submit for the review and approval of Canadian National Railway Company, Hydro One Networks Inc. (HONI), and the City, a final stormwater management plan and sediment and erosion control plans incorporating necessary measures to enhance the quality of stormwater discharges and to control erosion and sedimentation during and after construction. The final stormwater management plan and sediment and erosion control plan, and final detailed servicing and grading plans shall identify drainage and sediment and erosion control strategies. The final stormwater management plan shall also provide detail with respect to the monitoring and maintenance of the stormwater management facilities.**
- 25. That detailed Servicing and Grading Plans showing the measures identified in the Stormwater Management and Sediment Erosion Control Plans be submitted to the satisfaction of the City.**
- 26. Prior to HONI providing its final approval, the developer must make arrangements satisfactory to HONI for lot grading and drainage. Digital PDF copies of the lot grading and drainage plans (true scale), showing existing and proposed final grades, must be submitted to HONI for review and approval. The drawings must identify the transmission corridor, location of towers within the corridor and any proposed uses within the transmission corridor. Drainage must be controlled and directed away from the transmission corridor.**
- 27. Any development in conjunction with the subdivision must not block vehicular access to any HONI facilities located on the transmission corridor. During construction, there must be no storage of materials or mounding of earth, snow or other debris on the transmission corridor.**
- 28. At the developer's expense, temporary fencing must be placed along the transmission corridor prior to construction, and permanent fencing must be erected along the common property line after construction is completed.**
- 29. The costs of any relocations or revisions to HONI facilities which are necessary to accommodate this subdivision will be borne by the developer. The developer will be responsible for restoration of any**

damage to the transmission corridor or HONI facilities thereon resulting from construction of the subdivision.

- 30. That prior to final approval of each phase, the Subdivision Agreement between the City and the Owner shall provide for the following:**
- a. municipal ownership and assumption of any facilities required for the retention and enhancement of stormwater quality will not occur until assumption of the final phase of development; and,**
 - b. the inclusion of any environmental protection measures recommended in the final stormwater management plan that are not capable of being addressed under the *Ontario Water Resources Act*.**
- 31. Prior to final approval, the developer agrees to the following:**
- The owner/developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans.**
 - The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.**
 - The owner/developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings.**
 - The owner/developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy.**

- **The owner/developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy.**
 - **The owner/developer agrees, prior to offering any of the residential units for sale, to place a "Display Map" on the wall of the sales office in a place readily available to the public which indicates the location of all Canada Post Community Mailbox site locations, as approved by Canada Post and the City of Stratford.**
 - **The owner/developer agrees to include in all offers of purchase and sale a statement, which advises the prospective new home purchaser that mail delivery will be from a designated Community Mailbox, and to include the exact locations (list of lot #s) of each of these Community Mailbox locations; and further, advise any affected homeowners of any established easements granted to Canada Post.**
 - **The owner/developer will be responsible for officially notifying the purchasers of the exact Community Mailbox locations prior to the closing of any home sales with specific clauses in the Purchase offer, on which the homeowners do a sign off.**
- 32. As part of the works for the subdivision the developer includes traffic calming measures and/or other devices, if required, to the satisfaction of the City to aid in controlling vehicle speed on the streets proposed within the plan of subdivision.**
- 33. That prior to final approval the developer provides the relevant plans and studies and implement the recommendations to the satisfaction of the City and, if and where required, the Ministry of Environment, Conservation and Parks:**
- a. Hydrogeological study (including Chlorine Impact Assessment / Chlorine Residual Maintenance Plan);**
 - b. Hydraulic Assessment;**
 - c. Stormwater management plan;**
 - d. Geotechnical and Soil Stability Assessment, outlining the suitability for construction for all foundation depths exceeding 1.5 metres in depth below existing grade;**
 - e. Sediment and Erosion Control Plan;**

- f. Noise and Vibration Study;**
 - g. Odour Study;**
 - h. Water Servicing and Sanitary Servicing report(s);**
 - i. On-Street Parking Plan including pairing of driveways;**
 - j. Landscape Design Plan for the naturalized block being Stormwater Management Block 1;**
 - k. Arborist Report that includes a tree preservation plan;**
 - l. Traffic impact study and functional design report;**
- 34. That prior to final approval for any lots created and graded by engineered fill, the Owner shall provide documentation to the City from a professional engineer licensed to practice in Ontario certifying that the fill areas have been compacted and completed under full time inspection to better or equal industry best practices and the affected lots are suitable and safe for residential development, to the satisfaction of the City.**
 - 35. That the developer shall provide each prospective lot purchaser and new homeowner with information about the fill area and extent of the fill area by registering this information and a fill map on title to the satisfaction of the City.**
 - 36. The prior to the final approval of any phase requiring a temporary turning circle, the Owner shall dedicate to the City all applicable blocks and reserves for the turning circle, and such turning circle shall be constructed to a permanent standard unless otherwise detailed in the subdivision agreement.**
 - 37. That prior to the final approval of any phase including residential blocks for street townhouse dwellings, the Owner shall establish a minimum of a one and a half (1.5 m) meter maintenance easement in all locations where the units to be built do not provide direct access to the rear yard from the garage being the "internal unit" (not the "end unit").**
 - 38. That a portion of the "Mullin Drain" be abandoned or realigned under the provisions of the *Drainage Act*, R.S.O. 1990, c.D.17 (the "*Drainage Act*") to the satisfaction of the City. In accordance with section 65(1) of the *Drainage Act* the Developer shall be**

responsible for all reasonable costs associated with updating the Drainage Reports on the Mullin Drain.

39. That prior to final approval of the development the Owner shall engage a consultant to undertake an analysis of noise vibration measures to *recommend* abatement measures necessary, if required, to achieve the maximum levels set by the Ministry of Environment, Conservation and Parks and Canadian National Railway. Upon City review and approval of the noise, vibration reports, all recommendations provided shall be included into the Subdivision Agreement.
40. The following Noise warning clauses be included in the Subdivision Agreement and inserted in all of the Agreements of Purchase and Sale or Lease for each dwelling unit within the Subdivision:
- a) "Purchasers are advised that despite the inclusion of noise control features in this development area and within the dwelling units, noise due to road traffic may be of concern, occasionally interfering with the activities of the occupants as the noise levels may exceed the noise criteria of the Municipality and the Ministry of the Environment, Conservation and Parks."
 - b) "This dwelling unit has been supplied with forced air heating sized to accommodate a central air conditioning system which will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels and within the Municipality and the Ministry of the Environment, Conservation and Parks noise criteria."
 - c) "Warning: Canadian National Railways Company or its assigns or successors in interest has or have a right of way within 300 metres from the land subject thereof. There may be alteration to expansions of the railway's facilities on such rights-of-way in the future including the possibility that the railway or its assigns or successor as aforesaid may expand its operations which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuation measures in the design of the development and individual dwellings. CN Rail will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid rights of way."

- d) **Purchasers / tenants are advised that due to the proximity of adjacent industrial commercial facilities, noise from these facilities may at times be audible.”**
- 41. That prior to final approval the Owner shall complete a Record of Site Condition meeting the applicable statutory requirements as set out in the *Environmental Protection Act* and Ontario Regulation 153/04.**
- 42. The final stormwater management report and erosion control plan referenced in condition 24 shall incorporate the following which shall be conditions in the subdivision agreements:**
- a) **semi-annual monitoring reports which shall be required when fifty (50) percent of the building permits have been issued for the entire development;**
 - b) **confirmation that the design meets the Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA) for the City;**
 - c) **the construction of the stormwater management facility in one phase which shall include the Street C storm sewer outlet to Street F in the Cachet Plan to the west ;**
 - d) **confirmation that there is no damage to the downstream lands, properties or structures beyond the limits of this subdivision resulting from any increase in or acceleration of stormwater runoff from the subdivision;**
 - e) **identification of major overland flow route(s);**
 - f) **lot level and conveyance controls such as direct discharge roof leaders to grassed surfaces, grading lots to minimize areas contributing runoff directly to roadway drainage systems, minimizing lot grades, etc., should be implemented to the extent technically, physically and economically practicable;**
 - g) **the recommendations of the preliminary stormwater management report;**
 - h) **heavy duty silt fencing along the limits of the development where appropriate;**
 - i) **that the approved sediment and erosion control measures shall be in place prior to any work being undertaken on the subject**

lands including that the stormwater management facility be constructed prior to any earthworks on the subject lands as a temporary sedimentation basin;

- j) details with respect to the monitoring and maintenance of the storm water measures utilized; and
 - k) that the above matters be shown on the final detailed servicing and grading plans where appropriate.
43. Where foundations' depth for any dwelling exceeds 1.5 metres, the Owner shall retain a Professional Engineer to review the designs and provide a letter of suitability for the foundations at the time of Building Permit Application.
44. That the owner provides bike lanes along "Street C" to the satisfaction of the City Engineering Department.
45. The SUBDIVIDER agrees that the design and construction of "Street C" from its current terminus to the west of the hydro lands, over the hydro corridor and to County Road 111 shall be completed to the satisfaction of the CITY'S Director of Engineering. It is acknowledged that these works, including design expense, are intended by the City to be included in the City's Development Charge By-law, as amended, and should this occur, the City shall be responsible for 100% of the cost of these works.

If sufficient money is not allocated from the appropriate City Development Charge Account(s) to permit the City to fund these works or if the upgrade is not a Development Charge eligible expense and the Subdivider wishes to proceed, the Subdivider agrees to provide and up-front the cost of these works either independently or *in cooperation with other benefitting landowners*.

Should the design and construction of "Street C" become a Development Charge eligible expense, the City agrees to recognize any monies paid by the Subdivider for any works or service normally paid out of the City's Development Charge Account with such monies representing a credit towards any City Development Charge payable for each lot or block only within the registered plan. Said credit shall be granted for that portion of the applicable Development Charge with respect to the engineering services required to be paid prior to the issuance of building permits for those lots or blocks identified by the Subdivider and included in the

Supplementary Agreement with the City to be registered against the title of each identified lot or block.

If the registration of the plan is staged, a Supplementary Agreement identifying each lot or block for which credits are payable shall be registered for each stage prior to the registration of each stage of the plan of subdivision, until there is no outstanding balance remaining.

When no outstanding credit balance remains, then the Development Charges will be paid in the normal manner in accordance with the City's By-law.

If, following the registration of the entire plan of subdivision and issuance of all building permits, there is any outstanding balance, it shall remain with the lands to be used as a credit for future development, or alternatively, the City shall enter into an agreement with the Subdivider, under Section 40 of the Development Charges Act, to enable the transfer of Development Charge credits to other benefiting lands within the community, subject to satisfactory arrangements being made between all parties.

- 46. An easement is required over the Hydro One corridor to extend the water and sanitary services to the adjacent subdivision and not CN lands. The Owner shall provide written confirmation from Hydro One when available.**
- 47. The owner shall provide written confirmation from CN Railway for accepting the stormwater pond discharge.**
- 48. That the owner constructs the 2.1metres acoustic barrier along the property line with County Road 111 in accordance with the noise and vibration study prepared by Vintec Acoustics dated August 2, 2024.**
- 49. The following warning clauses be included in the Subdivision Agreement and inserted in all the Agreements of Purchase and Sale or Lease for Lots 15,16,38,39 and 61 the Subdivision:**

"that the above referenced lots contain an Acoustical Noise wall along Road 111, which cannot be removed and must be maintained by the owner of the lot at their cost."

50. That the owner provides for any necessary easements for access and maintenance for the acoustic barrier to the satisfaction of the City solicitor.
51. That prior to final approval the City is to be advised by the Festival Hydro Services Inc. that condition 15 has been satisfied.
52. That prior to final approval the City is to be advised by the Hydro One Network Inc. that condition 24 has been satisfied.
53. That prior to final approval the City is to be advised by Canadian National Railway Company how conditions 24, 38 and 39 have been satisfied.
54. That prior to final approval the City is to be advised by the Ministry of Environment, Conservation and Parks how conditions 39 and 40 have been satisfied.
55. That prior to final approval the City is to be advised by Canada Post how condition 31 has been satisfied.
56. That prior to final approval the City is to be advised by Bell Canada how condition 16 has been satisfied.

NOTES TO DRAFT PLAN APPROVAL

1. Draft plan approval for this Plan of Subdivision is for a period of five (5) years from the date of decision. Any request made by the Owner to the Approval Authority extending the lapsing date shall be made sixty (60) calendar days prior to the lapsing date and include a written confirmation from the City endorsing the extension.
2. It is the applicant's responsibility to fulfil all the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the City, quoting the file number.
3. It is suggested that the applicant be aware of:
 - a. subsection 144(1) of the *Land Titles Act*, (the "*Land Titles Act*") R.S.O. 1990, c.L.5, which requires all new plans to be registered in a land titles system;
 - b. subsection 144(2) of the *Land Titles Act* allows certain exceptions.
4. Inauguration, or extension of a piped water supply, a communal sewage system, or a storm water management system, may be subject to

approval of the Ministry of Environment, Conservation and Parks and/or the City under sections 52 and 53 of the *Ontario Water Resources Act*, R.S.O. 1990, c.O. 40, (the "*Ontario Water Resources Act*").

5. The Ministry of Environment, Conservation and Parks must be advised immediately should waste materials or other contaminants be discovered during the development of this plan of subdivision.
6. It is the applicant's responsibility to obtain any and all necessary permits from the Upper Thames Region Conservation Authority, if required, in accordance with Ontario Regulation 171/06 made pursuant to section 28 of the *Conservation Authorities Act*, R.S.O. 1990, c.C.27.
7. If the agency's condition concerns a condition in the subdivision agreement, a copy of the agreement should be sent to them. This will expedite the clearance of the final plan.
8. If a zoning by-law amendment is required as set out in condition 5 reference to the subdivision application file number should be included in the explanatory note.
9. This letter and the conditions contained therein should in no way be construed as permission for or an endorsement of proposed location(s) for any road crossing(s) contemplated for the proposed development. This permission may be specifically granted by OILC under separate agreement(s). Proposals for any secondary land use including road crossings on the transmission corridor are processed through the Provincial Secondary Land Use Program (PSLUP). HONI, as OILC's service provider, will review detailed engineering plans for such proposals separately, to obtain final approval.
10. Should approval for a road crossing be granted by HONI one the developer shall make arrangements satisfactory to OILC and HONI for the dedication and transfer of the proposed road allowance directly to the City of Stratford.
11. Access to, and road construction on the transmission corridor is not to occur until the legal transfer(s) of lands or interests are completed.
12. In addition, HONI requires the following be conveyed to the developer as a precaution:

The transmission lines abutting the subject lands operate at either 500,000, 230,000 or 115,000 volts. Section 188 of Regulation 213/91 pursuant to the *Occupational Health and Safety Act*, require that no object be brought closer than 6 metres (20 feet) to an energized 500 kV

conductor. The distance for 230 kV conductors is 4.5 metres (15 feet), and for 115 kV conductors it is 3 metres (10 feet). It is the developer's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the *Act*. They should also be aware that the conductors can raise and lower without warning, depending on the electrical demand placed on the line.

13. Canada Post further requests the owner/developer be notified of the following:
1. The owner/developer of any condominiums will be required to provide signature for a License to Occupy Land agreement and provide winter snow clearance at the Community Mailbox locations.
 2. Enhanced Community Mailbox Sites with roof structures will require additional documentation as per Canada Post Policy.
 3. There will be no more than one mail delivery point to each unique address assigned by the Municipality.
 4. Any existing postal coding may not apply, the owner/developer should contact Canada Post to verify postal codes for the project.
 5. The complete guide to Canada Post's Delivery Standards can be found at:
https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

14. All measurements in subdivision final plans must be presented in metric units.

15. The final plan approved by the City must include the following paragraph on all copies (3 Mylars and 4 paper for signature purposes):

"Approval Authority Certificate

This Final Plan of Subdivision is approved by the City of Stratford under section 51(58) of the *Planning Act*, R.S.O. 1990, c.P. 13, on this XX day of MONTH, 20XX.

Martin Ritsma, Mayor

Tatiana Dafoe, Clerk

City of Stratford"

- 16. The final plan must be submitted digitally and compatible with the latest version of AutoCAD (DWG) and must be consistent with the following standards:**
- **Reference to a control network complied to the satisfaction of the City in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical system.**
 - **All classes of features must be separate into different layers.**
 - **Each layer should be given a descriptive name so that the class of feature it contains is recognizable.**
- 17. The final plan approved by the City must be registered within thirty (30) calendar days or the City may withdraw its approval under subsection 51(59) of the *Planning Act*.**
- 18. That the developer be clearly advised that the transmission lines abutting the subject lands operate at either 500,000, 230,000 or 115,000 volts. Note that section 188 of Ontario Regulation 213/91 pursuant to the *Occupational Health and Safety Act*, requires that no object(s) be brought closer than 6 metres (20 feet) to an energized 500 kV conductor. The distance for 230 kV conductors is 4.5 metres (15 feet), and for 115 kV conductors it is 3 metres (10 feet). It is the developer's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the *Occupational Health and Safety Act*. The developer should also advise all personnel on site aware that the conductors can raise and lower without warning, depending on the electrical demand placed on the line at any particular time.**



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Council
From: Adam Betteridge, Director of Building and Planning Services
Report Number: COU24-150
Attachments: None

Title: Animal Control and Pound Services Agreement Renewal with The Humane Society of Kitchener-Waterloo & Stratford-Perth

Objective: To enter a new four (4) year agreement for the provision of Animal Control Services with The Humane Society of Kitchener-Waterloo and Stratford-Perth.

Background: Background: Since 1999, The Humane Society of Kitchener-Waterloo and Stratford-Perth, known as Stratford-Perth Humane Society (hereinafter referred to as "the Humane Society"), and its predecessors have provided animal control services for the City of Stratford. In addition, the Humane Society serves surrounding municipalities in Perth County and Waterloo Region, providing essential animal control functions where few alternative providers exist.

The Humane Society operates shelters in both Kitchener and Stratford. Its scope of services for Stratford includes:

- Intake and shelter of stray dogs, cats, and other small animals from Stratford
- Fulfillment of "poundkeeper" duties under relevant municipal by-laws and the Pounds Act
- Responding to animal control requests, including dealing with stray, injured, and potentially dangerous animals
- Performing animal welfare checks, wildlife assistance, and euthanasia when necessary

Further, the Humane Society supports the City by offsetting service costs with revenue generated from the sale of dog and cat licenses, which are approximately \$30,000 annually. The City actively participates in licensing and retains 20% of each license fee as a commission for managing the sales. While this commission represents a modest

amount, it remains an ongoing practice that supports both the contract cost and the overall animal control program.

Staff have had no issues with the services provided over this time. The existing contract for the services was originally approved for 2020-2022, and was extended by Council at its December 12, 2022 Regular Meeting for the years 2023 and 2024.

To continue contracting this service from the Humane Society, a new agreement is required. Although more information is provided in the following sections of this report, the draft new agreement is largely the same as the current agreement, with no significant changes to the contract terms or pricing structure.

Analysis: Animal control is a required municipal service. While some municipalities hire staff and maintain facilities for this function, the City of Stratford has historically had a contractual arrangement with the Humane Society. Staff are unaware of any other providers available that could provide the same services for the City. Accordingly, staff proceeded to work with this vendor under the sole source provisions of the City's Purchasing/Procurement By-law 117-2016, which waives the requirements of competitive public bidding processes when there is only one known supplier for the goods or service. In this case, the Humane Society's unique facilities- being its shelter located within the City on Griffith Rd., specialized expertise, and lack of local competition all support the sole source approach. For reference, the Humane Society services all municipalities in Waterloo Region (except for the City of Cambridge, which uses the Cambridge and District Humane Society), and Perth County, as well as the Township of Zorra.

Additionally, in accordance with the City's Purchasing/Procurement By-law, as the service contract exceeds \$100,000 annually (excluding taxes), the authority to approve this contract rests with City Council rather than City Staff.

The cost of the proposed contract is \$164,430.92 for 2025, which includes animal control enforcement, sheltering, and emergency response services. Additional services, such as handling wildlife on private property, will incur separate charges billed directly to property owners. Per capita cost for 2025 is set at \$4.948 based on Stratford's population of 33,232 (2021 Census), with CPI-based adjustments for 2026 through 2028.

The per capita (same as 'per person') fee structure is the same pricing structure from the current agreement and ensures that the cost of animal control services grows in line with Stratford's population and corresponding demand for services. This approach provides predictable, census-based adjustments to the contract, helping to stabilize the City's budget by minimizing unexpected increases. The next census, set for 2026, will guide future adjustments in line with Stratford's growth. The below table shows the approximate cost of the Humane Society's service on a per person basis:

Year	Approximate Cost (\$) Per Person
2022	\$4.10
2023	\$4.62
2024	\$4.83
2025	\$4.95
2026	Annual increases for the duration of this Agreement by using the CPI Inflation Figure. CPI shall mean the Ontario Consumer Price Index for the preceding year.
2027	
2028	

This agreement continues to ensure cost efficiency and maintains service quality without interruption for the City of Stratford.

Although the agreement does not include built-in clauses for extensions, the agreement does include a clause that either the City or the Humane Society can request renegotiation of the contract at any time with written notice to the other party, with any changes to the agreement requiring the approval of City Council.

Financial Implications:

Financial impact to current year operating budget: There is no impact to the 2024 cost of approximately \$160,500 as the approved 2024 budget was \$168,300.

Financial impact on future year operating budget: Based on the proposed terms the 2025 cost would be \$164,430.92, an increase of approximately \$4,000. The 2025 draft budget includes an estimated cost of \$175,000.

Alignment with Strategic Priorities:

Not applicable: This report does not directly align with the Strategic Priorities.

Alignment with One Planet Principles:

Health and Happiness

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

Staff Recommendation: THAT the Mayor and Clerk, or their respective delegates, be authorized to execute an agreement with The Humane Society of Kitchener-Waterloo & Stratford-Perth (SPHS) for the provision of animal control and pound services for the City of Stratford, covering a term from January 1, 2025, to December 31, 2028.

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

Recommended by: Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Council
From: Quin Malott, Parks, Forestry & Cemetery Manager
Report Number: COU24-151
Attachments: None

Title: Bedding Plant Tender Award 2025 - 2028

Objective: To authorize the award of Tender T-2024-34 for the supply and delivery of bedding plants for 2025 through 2028.

Background: The Community Services Department recently issued a tender to supply and deliver bedding plants for a four-year period of 2025, 2026, 2027 and 2028. The tender closed on November 4, 2024, with three submissions received from the following companies:

- Ontario Oasis
- Floristerra Inc
- Sheridan Nurseries

When the previous tender was issued, no bids were received, so a provider was sourced and a contract entered into for three years. This current supplier did not submit a bid.

Analysis: The award of the tender is to one bidder for the entire four-year term. The average number of plants used over the past four years is as follows:

Item	Estimated Quantity
1 – Annuals 4/pack – 48/flat	47,000
2 – Annuals cuttings 4/pack – 48/flat	20,000
3 – Annuals 4" pot – 15/flat	5,000
4 – Perennials 4" pot	5,000
5 – Perennials 1 gal. container	100
6 – Annuals 1 gal. container	400
7 – Plant and Grow Hanging Baskets	270
8 – Plant and Grow Tiered Planters	12
9 – Storage Fee	1

Submissions for the current tender were as follows:

Year	Ontario Oasis	Floristerra Inc	Sheridan Nurseries
2025	\$113,001.60	\$172,053.80	\$1,114,702.40
2026	\$ 113,001.60	\$177,217.90	\$1,169,426.67
2027	\$113,001.60	\$188,340.54	\$1,253,717.80
2028	\$113,001.60	\$188,340.54	\$1,253,717.80
Total (Incl. HST)	\$452,006.40	\$725,952.78	\$4,791,564.67

Sheridan made an error when submitting their unit prices. They provided the cost of an entire flat of flowers as the unit price and not the requested individual plant.

Prices per unit are fixed for four years, but final cost depends on how much and what specific products are ordered.

Financial Implications:

Financial impact to current year operating budget:

There is no impact to the current year operating budget as this tender is for the period 2025-2028.

Financial impact on future year operating budget:

The cost for each year of the four-year contract (2025, 2026, 2027 and 2028) is \$100,001.42 per year plus HST. The preliminary multi-year budget had a projected cost in 2025 of \$110,000, and an annual increase of 3%, however if volumes are consistent with historical levels, this increase is not likely required and will be reviewed in subsequent budget years.

Insurance considerations:

The vendor will be required to submit a certificate of insurance naming the City as additional insured for \$5 million.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority to beautify the City of Stratford for both citizens and tourists.

Alignment with One Planet Principles:

Health and Happiness

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

Staff Recommendation: THAT the Tender (T-2024-34) for the supply and delivery of bedding plants in 2025, 2026, 2027 and 2028 be awarded to Ontario Oasis in the amount of \$113,001.60 per year (including HST).

Prepared by: Quin Malott, Parks, Forestry & Cemetery Manager
Recommended by: Tim Wolfe, Director of Community Services
Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Members of Council
From: Karmen Krueger, Director of Corporate Services/Treasurer
Report Number: COU24-153
Attachments: Draft By-law – 2025 Interim Tax Levy and Due Dates

Title: 2025 Interim Tax Levy By-law

Objective: To obtain Council approval to authorize an interim tax levy for 2025 and to confirm the two interim tax levy payment dates.

Background: Section 317(1) of the Municipal Act, 2001 permits a municipality to pass a by-law levying a property tax before the annual tax rates are determined. These annual tax rates are usually not finalized until February or March, and sometimes later due to the timing of receiving final assessment information from Municipal Property Assessment Corporation (MPAC), the Provincial Education tax rate, and the final municipal budget.

Section 317(3) of the Municipal Act, 2001 generally states that the amount levied shall be 50% of the taxes levied in the prior year.

Analysis: This is an annual by-law required to allow the City to collect taxes in advance of the tax rates being finalized in any given year.

In the tax billing and collection policy approved by Council last year, the interim due dates are outlined as 'the third last business day of February and April.' For 2025, these are:

- Wednesday, February 26, 2025, and Monday, April 28, 2025

Interim Tax Instalment Payments are each 25% of their prior year's tax bill. Any property tax change resulting from the 2025 final budget will be reflected on property owners' final tax bills mailed in June.

Whether the 2025 budget results in an annual tax increase or decrease, this is NOT captured in the Interim Tax Bill. The Interim Tax Bill is strictly based upon 50% of the prior year's property taxes. This means that the entire annual tax increase is reflected in

the Final Tax Bill mailed in June, with two instalments due in August and October. Any interim payments made before this time, are reflected in what ratepayers are asked to pay in the final instalments.

Financial Implications:

Financial impact to current year operating budget:

Collecting interim taxes permits the function of the City while avoiding the need to rely on an overdraft borrowing facility to manage cash flows. For the taxpayer, it spreads the property taxes over four payments. Taxpayers can further opt into a monthly payment plan by contacting the Tax Division if they do not already have one in place. Taxpayers are also able to arrange a payment plan directly with their mortgage company, if applicable, where the mortgage company remits the taxes owing on their behalf.

Financial impact on future year operating budget:

None anticipated.

Alignment with Strategic Priorities:

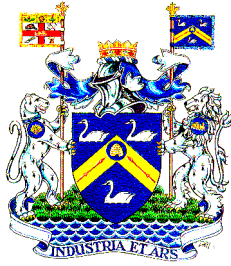
Not applicable: This report does not align with specific Strategic Priorities of the City; however, sound fiscal governance and adherence to regulations will indirectly support all Strategic Priorities of the City.

Alignment with One Planet Principles:

Not applicable: This report does not have a connection to the One Planet Principles.

Staff Recommendation: THAT a by-law to authorize an interim tax levy for 2025 and establish the interim tax due dates for the fiscal year 2025 be adopted.

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



**BY-LAW NUMBER ___-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a by-law to authorize an interim tax levy for 2025 and to govern and regulate the finances of The Corporation of the City of Stratford for the fiscal year ending December 31, 2025.

WHEREAS section 10(2)3 of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, provides that a single-tier municipality may pass by-laws respecting financial management of the municipality and its local boards;

AND WHEREAS section 307.(1) of the Act provides that all taxes shall, unless expressly provided otherwise, be levied upon the whole of the assessment for real property or other assessments made under the *Assessment Act* according to the amounts assessed and not upon one or more kinds of property or assessment or in different proportions;

AND WHEREAS section 317.(1) of the Act provides that a local municipality, before the adoption of the estimates for the year may pass a by-law levying amounts on the assessment of property in the local municipality ratable for local municipality purposes;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it necessary to pass a by-law to levy on the whole of the assessment for each property class in the local municipality ratable for a local municipality purpose, a sum not to exceed that which would be produced by applying the prescribed percentage (or 50 percent if no percentage is otherwise prescribed) of the total amounts billed to each property for all purposes in the previous year on the properties that, in the current year, are in the property class as provided for in section 317 of the Act;

AND WHEREAS Section 317.(3) of the Act also authorizes a municipal council by by-law, to adjust the interim taxes on a property if the Council is of the opinion that the Interim Levy on a property is too high or too low in relation to its estimate of the total taxes which will be levied on the property in 2025;

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

1. That the interim tax levy shall become due and payable in two instalments as allowed under Section 342(a) of the *Municipal Act, 2001* as follows:
 - a) Fifty percent (50%) of the interim levy, rounded, shall become due and payable on February 26, 2025, and
 - b) the balance of the interim levy shall become due and payable on April 28, 2025, and
 - c) non-payment of the amounts due on the dates stated, in accordance with this section, shall constitute default.

2. Section 342 (b) of the *Municipal Act, 2001* allows for alternate instalment due dates to spread the payment of taxes more evenly over the year. Therefore, the interim tax levy for those on a 12 month pre-authorized automatic withdrawal payment plan shall be paid in 6 equal instalments due and payable on or after the first day of each month January to June. The pre-authorized payment plans shall be penalty free for as long as the taxpayer is in good standing with the terms of the plan agreement.

3. That when payment of any instalment or any part of any instalment of taxes levied by the City of Stratford is in default, penalties and where applicable interest, shall be imposed respectively in accordance with City of Stratford policies.
4. That a penalty of one and one-quarter (1¼) per cent shall be added to any instalment on the first day of default and on the first day of each calendar month thereafter in which such default continues until the end of the year in which the taxes are levied, and such penalty shall be levied and collected in the same manner as if it had been originally imposed with and formed part of such instalment.
5. That the interim tax levy rates shall also apply to any property added to the assessment roll after this By-law is enacted.
6. This By-law shall come into force and take effect upon final passage hereof.

Read a FIRST, SECOND and THIRD Time and

FINALLY PASSED this 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Members of Council
From: Karmen Krueger, CPA, CA, Director of Corporate Services/Treasurer
Report Number: COU24-154
Attachments: Draft By-law 2025 Temporary Borrowing

Title: 2025 Temporary Borrowing By-law

Objective: To obtain Council approval to allow the City of Stratford to temporarily borrow funds, if necessary during the year. This borrowing by-law is for the City's line of credit for overdraft. It is rarely used but is recommended for unforeseen circumstances.

Background: Section 407(1) of the Municipal Act, 2001 states: "At any time during a fiscal year, a municipality may authorize temporary borrowing until the taxes are collected and other revenues are received, of the amount Council considers necessary to meet the current expenditures of the municipality for the year."

On an annual basis, the City's primary banking institution, RBC, requires reaffirmation of the by-law to be aware of the limits, should the necessity to borrow arise.

The total amount which may be borrowed at any one time under this by-law plus any outstanding amounts of principal borrowed and accrued interest under Section 407(2) of the Municipal Act, 2001; together with the total of any similar borrowings that have not been repaid, shall not exceed:

- (a) From January 1 – September 30 in the year, 50 percent of the total estimated revenues of the Municipality, as set out in the budget adopted for the current year; and
- (b) From October 1 to December 31 in the year, 25 percent of the total estimated revenues of the Municipality as set out in the budget for the current year or \$15,000,000 whichever is less.

Section 407(3) of the Municipal Act, 2001 provides that until the budget is adopted in a year, the limits upon borrowing under subsection (2) shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year.

Analysis: The City maintains an overdraft facility to assist with short-term cash flows as required. This has not been utilized in recent years; however it is maintained as a precautionary facility to ensure business continuity.

Financial Implications:

Financial impact to current year operating budget:

There are no immediate or foreseen impacts because of this report. Should the need arise for short-term borrowing, an informational report would be forthcoming outlining the circumstances. As the City's financial position is sufficient currently, this is not anticipated. Should this need arise, the City would have interest costs on any short-term borrowing at the applicable rate.

Financial impact on future year operating budget:

None anticipated.

Alignment with Strategic Priorities:

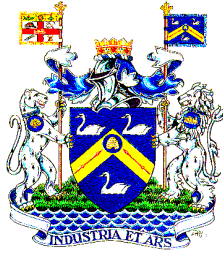
Not applicable: This report does not align with specific Strategic Priorities of the City; however, sound fiscal governance and adherence to regulations will indirectly support all Strategic Priorities of the City.

Alignment with One Planet Principles:

Not applicable: This report does not have a direct connection to the One Planet Principles, as it is an administrative matter.

Staff Recommendation: THAT a by-law to authorize the temporary borrowing of funds from time to time to meet current expenditures during the fiscal period ending December 31, 2025, be adopted.

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



**BY-LAW NUMBER ____-2025
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the temporary borrowing of funds from time to time to meet current expenditures during the fiscal year ending December 31, 2025 until municipal taxes are collected.

WHEREAS the Council of The Corporation of the City of Stratford deems it necessary to enact a by-law to authorize the temporary borrowing of monies by the City to meet current budget expenditures for the year 2025 ("the year") pending receipt of current revenue;

AND WHEREAS section 407 of the *Municipal Act, 2001, S.O. 2001, C.25*, authorizes temporary borrowing until taxes are collected and other revenues received, of the amount Council considers necessary to meet current expenditures of the municipality for the year;

AND WHEREAS Section 407(2) of the Act sets out the total amount which may be borrowed from all sources at any one time plus any outstanding amount of principal borrowed and accrued interest;

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

1. That the Treasurer of The Corporation of the City of Stratford is hereby authorized to borrow during the fiscal year ending December 31, 2025, such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in Section 407 of the *Municipal Act, 2001, S.O. 2001, C.25*.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be the Royal Bank of Canada or such other lender(s) as may be determined from time to time by resolution of Council.
3. The total amount which may be borrowed at any one time under this By-law, together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1 to September 30 in the year, 50 percent of the total estimated revenues of the municipality as set out in the budget adopted for the year, and from October 1 to December 31 in the year, 25 percent of the total of the estimated revenues of the municipality as set out in the budget adopted for the year or \$15,000,000.00 whichever is less.
4. The Treasurer shall, at the time when any amount is borrowed under this By-law, ensure that the lender is or has been furnished with a certified copy of this By-law (a certified copy of the resolution mentioned in Section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the *Municipal Act* that have not been repaid.
5.
 - a) If the estimates for the year have not been adopted at the time an amount is borrowed under this By-law, the limitation on total borrowing, as set out in Section 3 of this By-law, shall be calculated for the time being upon the estimated revenues of the municipality as set forth in the estimates adopted for the next preceding year.
 - b) If the estimates for the year have not been adopted at the time an amount is borrowed under this By-law, the statement furnished under Section 4 shall show the nature and amount of the estimated revenues of the municipality as set forth in the estimates

adopted for the current preceding year and the nature and amount of the revenues received for and on account of the current year.

6. All or any sums borrowed under this By-law shall, with interest thereon, be a charge upon the whole of the revenues of the municipality for the year and for any preceding years as and when such revenues are received, provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.
7. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this By-law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the year and preceding years or from any other source, which may lawfully be applied for such purpose.
8. Promissory Notes or banker's acceptances made under Section 1 shall be signed by the Treasurer or by such other person as is authorized by by-law to sign it.
9. This by-law shall come into force and take effect upon the final passage thereof.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Council
From: Quin Malott, Parks, Forestry & Cemetery Manager
Report Number: COU24-156
Attachments: None

Title: Pre-budget 2025 Pruning, Removal & Disposal of Designated Trees & Stumps

Objective: To authorize the award of Tender T-2024-31 for the pruning, removal and disposal of designated trees and stumps along with regular, overtime, and emergency pruning services in 2025.

Background: Each year the Community Services Department puts out a Tender for the pruning, removal and disposal of designated trees and stumps along with regular and emergency pruning. For 2025 the Tender request included:

- Remove and dispose from various locations within the city, of 51 designated trees and their stumps that have been identified for removal by the Parks Division.
- Remove and dispose from various locations within the city, of 42 designated stumps that have been identified for removal by the Parks Division.
- Pruning and disposal from various locations within the city, of designated trees that have been identified for line clearance, or identified on a daily basis, by the Parks Division

Analysis: The tender closed on November 21, 2024, with seven bids received from the following companies:

Company	Removal of Trees & Stumps	Removal of Extra Stumps	Pruning Regular Hrly Rate	Pruning OT Hourly Rate	Pruning Emergency Hrly Rate
Charles & Partner Construction Inc.	\$46,665	\$20,580	\$78,000	\$9,000	\$15,000
1877980 Ontario Inc. o/a Kodiak Tree Services	\$79,509	\$11,970	\$357,500	\$41,250	\$55,000

Company	Removal of Trees & Stumps	Removal of Extra Stumps	Pruning Regular Hrly Rate	Pruning OT Hourly Rate	Pruning Emergency Hrly Rate
Lange Bros. (Tavistock) Limited	\$63,506.22	\$11,550	\$195,000	\$15,000	\$17,500
Pineridge Tree Service	\$76,500	\$20,832	\$292,500	\$33,750	\$45,000
Sequoia Tree Services Ltd.	\$76,218.99	\$25,124.82	\$241,800	\$27,900	\$37,200
Southwestern Brush	\$63,750	\$13,650	Did not submit	Did not submit	Did not submit
Tree Tech, Tree and Property Maintenance Specialists Inc.	\$59,058	\$10,038	Did not submit	Did not submit	Did not submit

Note: Amounts noted are excluding HST.

Charles & Partner Construction Inc. were disqualified due to lack of qualifications.

Tree Tech, Tree and Property Maintenance Specialists Inc. did not submit a bid for hourly, emergency or overtime pruning but were the low bidder for the removal of 51 designated trees and their stumps as well as 42 extra stumps.

Lange Bros. (Tavistock) Limited was the low bid for the regular, overtime and emergency pruning hourly rate.

The above two contractors were successful bidders in 2024 also. This is a one-year contract paid through the Forestry Operational Budget. Bidders were provided with estimated number of pruning hours (from previous year) and included 1300 regular hours, 100 overtime hours and 100 emergency hours. Bidders are therefore aware that they are bidding on an estimated number of hours and these hours can increase or decrease each year.

Financial Implications:

Financial impact to current year operating budget:

No impact on 2024 operating budget as this is a 2025 contract.

Financial impact on future year operating budget:

Total costs including HST for: removal of trees and their stumps is \$66,735.54; pruning is \$257,075 and additional stumps is \$11,342.94 (total combined cost is \$335,153.48).

Total cost to the city after the HST rebate for the combined services is \$301,816.08, within the proposed 2025 budget. The total draft budget for 2025 for removals and pruning is \$365,000.

This request represents a pre-budget approval, as the service is to be performed in 2025, and the 2025 budget is not yet authorized.

Insurance considerations:

Both companies will maintain insurance with the City of Stratford listed as an additional insured in the amount of not less than \$5 million.

Alignment with Strategic Priorities:

Work Together for Greater Impact

This report aligns with this priority as we are planning for a sustainable future for Stratford's resources and environment.

Alignment with One Planet Principles:

Land and Nature

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

Staff Recommendation: THAT the Tender (T-2024-31) for the removal of designated trees and stumps in 2025, be awarded to Tree Tech Tree and Property Maintenance Specialists Inc. in the amount of \$66,735.54, including HST;

THAT the Tender (T-2024-31) for the removal of designated stumps in 2025, be awarded to Tree Tech Tree and Property Maintenance Specialists Inc. in the amount of \$11,342.94, including HST;

AND THAT the Tender (T-2024-31) for the regular, overtime, and emergency pruning services in 2025, be awarded to Lange Bros. (Tavistock) Limited in the amount of up to \$257,075, including HST.

Prepared by: Quin Malott, Parks, Forestry & Cemetery Manager

Recommended by: Tim Wolfe, Director of Community Services

Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Council
From: Tim Wolfe, Director of Community Services
Report Number: COU24-158
Attachments: COM24-005

Title: Amendments to Municipal Golf Course Agreement

Objective: To approve amendments to the agreement with the Municipal Golf Course Association that was recently renewed in 2024.

Background: At the June 10, 2024, Council meeting, Council approved the renewal of the above three-year agreement for January 1, 2024 – December 31, 2026.

Analysis: Since the time of approval, the Municipal Golf Course Association held their Annual General Meeting and is requesting some changes with the agreement as follows:

Term of Agreement

The Association is requesting that the agreement be changed to a five-year term instead of a three-year term now ending on December 31, 2028.

That the agreement may be extended for two additional five-year terms (instead of additional three-year terms).

Financial

With the proposed change in term of the agreement, two additional years would be added to the payment of rent, with a continuation of a 6% plus HST increase for each of those years.

Wording

For item #1 in the agreement, the Association is asking for the additional wording of “excluding maintenance of the club house” for clarification as the City’s maintenance staff oversees the building.

The lease payments will be received as follows if the 2027 and 2028 years are approved.

2024 - \$20,000
 2025 - \$22,500 (12.5% increase)
 2026 - \$23,850 (6% increase)
 2027 - \$25,281 (6% increase)
 2028 - \$26,798 (6% increase)

The lease revenues are deposited into the facilities reserve to be used towards building capital requirements.

Financial Implications:

Financial impact to current year operating budget:

There is no financial impact in the current year because of this report.

Financial impact on future year operating budget:

The impact on future year budgets represents additional revenues of \$6,798 over the term of the lease.

Insurance considerations:

There are no new considerations because of this report. The Golf Course will continue to carry commercial general liability insurance against claims for personal injury, death or property damage or loss in the amount of not less than Five Million Dollars (\$5,000,000). Annually, the Golf Course is responsible to provide the City with a Certificate of Insurance that names the City of Stratford as an additional insured.

Alignment with Strategic Priorities:

Work Together for Greater Impact

This report aligns with this priority as we continue to optimize the use of the Municipal-owned Golf Course.

Alignment with One Planet Principles:

Health and Happiness

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

Staff Recommendation: THAT Council authorize the requested changes to the agreement with the Stratford Municipal Golf Course Association for the lease of the golf course on Norfolk Street;

AND THAT Mayor and City Clerk, or designates, be authorized to sign the amending agreement.

Prepared by: Tim Wolfe, Director of Community Services
Recommended by: Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: May 16, 2024
To: Community Services Sub-committee
From: Tim Wolfe, Director of Community Services
Report Number: COM24-005
Attachments: None

Title: Management Report - Golf Course Agreement 2024 - 2026.docx

Objective: To consider renewing the agreement with the Stratford Municipal Golf Course Association for the lease of the golf course on Norfolk Street from 2024-2026 and to amend the annual fees to be collected and where the funding is transferred to.

Background: The Golf Course was leased to the Stratford Municipal Golf Course Association in 1980 and was continually renewed through to 1996. The entire lease was renewed in November 1996 for a twenty-one-year lease period, expiring December 30, 2017. The lease stipulated renewals every three years with the same terms and conditions as the original lease except for the yearly rental rates which were to be negotiated.

Staff are currently working on a Memorandum of Understanding that will outline mutual responsibilities of the City of Stratford and the Golf Course Board.

Included in the current agreement:

- The Association pays all expenses incurred in the operation and maintenance for grass cutting, plant material, fertilizing and equipment;
- The Association is responsible for repairs caused by wear and tear;
- Any alterations must first be approved by the City of Stratford;
- The Association carries insurance to protect itself and indemnify the City harmless from all claims.

At the end of the 2009, 2010, 2011 term, the agreement was renewed for a one-year term (2012) with a lease amount of \$20,000, with \$2,000 of this amount going into a reserve for use by the Golf Course Association.

The Stratford Municipal Golf Course Association presented at Sub-committee in January 2016 requesting a change to the agreement and that it be renewed for another two years. Their request was that the total annual lease payment (\$20,000) be paid and put into a reserve fund to enable the Association to achieve their short-term goals.

The agreement was once again renewed for 2016 and 2017 with the annual lease payments put into a reserve fund for use by the Golf Course.

In 2018, a new lease agreement was entered into for a three-year period from 2018-2020. The agreement provides for two three-year renewals, with the terms remaining the same, however the annual fees are required to be negotiated.

Analysis: The Golf Course Association has requested a renewal of the lease agreement to exercise their final renewal and has proposed the following amounts to be placed into the reserve fund to be used by the City of Stratford for future expenses:

- 2024 - \$20,000 into reserve
- 2025 - \$22,500 (12.5% increase) into reserve
- 2026 - \$23,850 (6% increase) into reserve

The lease revenues represent a commercial rent transaction, and as such are subject to HST. The language in the agreement has been updated to reflect this.

Financial Implications:

Financial impact to current year operating budget:

Revenue into reserve account as listed below.

Financial impact on future year operating budget:

Revenue into reserve account as listed below.

Insurance considerations:

The Golf Course will carry commercial general liability insurance against claims for personal injury, death or property damage or loss in the amount of not less than Five Million Dollars (\$5,000,000). Annually, the Golf Course is responsible to provide the City with a Certificate of Insurance that names the City of Stratford as an additional insured.

Alignment with Strategic Priorities:

Strengthening our Plans, Strategies and Partnerships

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

Developing our Resources

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

Alignment with One Planet Principles:

Health and Happiness

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

Staff Recommendation: THAT the Mayor and City Clerk, or designates, be authorized to execute a renewal agreement on behalf of The Corporation of the City of Stratford with the Stratford Municipal Golf Course Association for the lease of the golf course on Norfolk Street, for a further three-year term from 2024-2026, upon the same terms and conditions as the previous agreement;

THAT the following rents be collected for the three-year period:

2024 - \$20,000
2025 - \$22,500 (12.5% increase)
2026 - \$23,850 (6% increase)

AND THAT the proceeds, net of HST be transferred to the Recreation Reserve R-R11-RECR for use towards the City's capital program.

Prepared by: Tim Wolfe, Director of Community Services
Recommended by: Tim Wolfe, Director of Community Services
 Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Council
From: Heritage Stratford
Report Number: COU24-159
Attachments: None

Title: Intent to Designate 15 Huron Street (The Shakespearean Gardens) under Part IV, Section 29 of the Ontario Heritage Act

Objective: To provide a recommendation from Heritage Stratford regarding the proposed intent to designate 15 Huron Street, known as The Shakespearean Gardens, under Part IV, Section 29 of the Ontario Heritage Act.

Background: On March 12, 2024 Heritage Stratford resolved the following:

THAT Heritage Stratford request that Stratford City Council issue a notice of intention to designate The Shakespearean Gardens property, 15 Huron Street, Stratford ON under Part IV, Section 29 of the Ontario Heritage Act, specifically the;

- a) Dufton Chimney Tower and features; including the top structure with weathervane
- b) Original stone walls throughout the garden design
- c) Huron Street lychgate
- d) Knot Garden
- e) Herb Garden
- f) Rose Garden
- g) Perennial Border Garden
- h) Walkway lamp lighting
- i) Sundial within the confines of the Garden

j) Bust of William Shakespeare

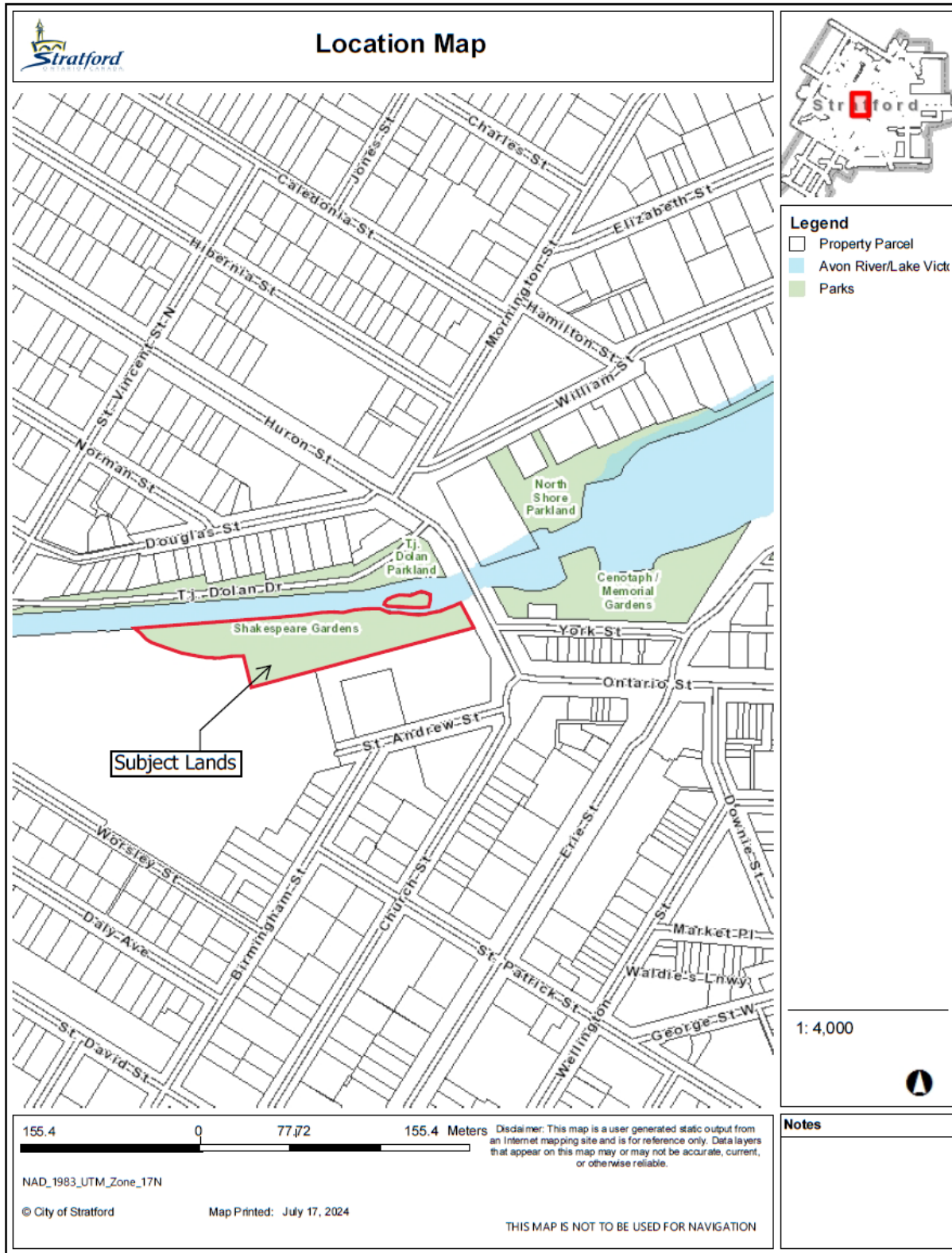
The designation request was initiated by the Friends of the Shakespearean Gardens, an organization comprised of Stratford citizens and community advocates who strive to bring recognition to and enhance the Shakespearean Gardens for future generations. Discussions between City Planning Staff, members of Heritage Stratford, and the *Friends of the Shakespearean Gardens* took place throughout 2023, and a formal application was officially received on December 18, 2023.

At the March 4, 2024, Board of Parks Management meeting, Planning Staff and the *Friends of the Shakespearean Gardens* presented to the City of Stratford's Parks Board and received support to pursue designation of the property.

Location

The subject lands are located on the west side of Huron Street, south of the Avon River and north of the Perth County Courthouse. The lands are known municipally as 15 Huron Street and are legally described as Plan 20 Part Block K Part Lot 581-584, Part Block Q, Concession 1 Part Lot 1 (Geographic Township of Downie), subject to easement, in the City of Stratford.

Location Map – 15 Huron Street



Property History

The subject lands known municipally as 15 Huron Street were previously owned by the Dufton family and the Dufton Woollen Mill operated on the site from the 1870's to the 1920's. In 1922, a fire burned down the mill and destroyed all buildings on the property except for the Dufton Chimney.

During the prior decades, concern about the need for more greenspaces in downtown Stratford grew, and as a result, in 1904, the City's Parks Board was created. After buy-in from City Council and community leaders, land began to be purchased by the City to be converted into parks. As one of these community leaders, Thomas (RT) Orr is credited with the idea to create a Shakespearian Garden downtown and began to search for suitable land. Orr identified the lands now known as 15 Huron Street as an ideal site, due to the property's proximity to downtown and river frontage. However, it was not until after the fire destroyed the mill on the site, that the Dufton family considered selling the property. Orr lobbied to City Council about the site's opportunity for a park, and an offer to purchase the burned land was ultimately made.

In 1925, the City of Stratford officially purchased the property from the Dufton family. The surviving stonework from the mill was salvaged and later repurposed for the Garden's design or sold to local homebuilders. In 1926 Orr received permission from City Council to construct a structure on the Dufton Chimney consisting of bird boxes, conical roof, and a weathervane. However, shortly afterwards, the world experienced a serious economic depression, and progress on the Shakespearean Gardens project was halted, alongside many other projects.

In 1934, Orr received permission from City Council to proceed with his plans for the Gardens. And in 1935, a design from the prestigious Landscaping Firm *Dunnington-Grubb, and Stenson* was accepted and approved. Lorrie Dunnington-Grubb and Howard Dunnington-Grubb are often referred to as the "pioneers" of landscape architecture in Canada, being two of the founding nine members of the Canadian Society of Landscape Architects and being the recipient of numerous awards and honours. The original blueprints for the Gardens still exist and are kept in the Stratford Perth Archives.

In 1936, the Garden was officially opened to the public by the Governor General of Canada - Lord Tweedsmuir. Among those present for the opening was Sir Archibald Flower, Chairman of the British Shakespeare Trust, who gifted a sundial to be displayed in the Garden. Since the opening of the Gardens, visitors have been treated to over 60 species of plants all featured in William Shakespeare's renowned plays. As time has passed, additional plant species have been added to further enhance the Garden. In 1949, a bronze bust of William Shakespeare was presented to Stratford's Parks Board, commissioned by the *Sons of England*. The bust, sculpted by Canadian sculptor and artist Cleeve Horne, was said to be the only outdoor likeness in existence of the poet in Canada and likely North America. Cleeve Horne is regarded as one of Canada's finest

portrait painters and sculptors, the recipient of numerous awards and whose work is displayed in Canada's National Gallery.

In 1953, the Stratford Festival opened and changed the City forever. Increasingly large crowds began to visit the City, many of which toured the Garden as well. Today, the Garden continues to be a popular site for tourists and residents of Stratford alike and is often used for wedding ceremonies and special gatherings. The City of Stratford's logo incorporates the Dufton Chimney, the only surviving original structure of the Dufton Wollen Mill, signifying the importance and heritage value of the Shakespearean Garden property.

Sources:

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Analysis:

Planning Framework

Planning Act

Section 2 of the Ontario Planning Act identifies the conservation of cultural heritage resources as a matter of Provincial interest and directs that municipalities shall have regard to the conservation of features of significant architectural, cultural, historical, archaeological, or scientific interest. The conservation of cultural heritage resources contributes to other matters of provincial interest, including the promotion of built form that is well-designed and that encourages a sense of place.

Provincial Planning Statement, 2024

In accordance with the Wise Use and Management of Resources policies in Section 4.6 of the Provincial Planning Statement (PPS), built heritage resources and cultural heritage landscapes shall be wisely conserved and managed. Built heritage resources are defined in the PPS as a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an indigenous community. Built heritage resources are located on a property that may be designated under Part IV or V of the Ontario Heritage Act, or may be included on local, provincial, federal and/or international registers. Cultural heritage landscapes are defined in the PPS as a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association. Cultural heritage landscapes may be properties that have been determined to have cultural heritage value or interest under the Ontario Heritage Act or have been included on federal and/or international registers, and/or protected through official plan, zoning by-law, or other land use planning mechanisms.

City of Stratford Official Plan

Section 3.5.3 of the Stratford Official Plan sets out additional criteria for designation:

- i) The City shall continue to designate by by-law individual properties and groups of properties, as well as cultural heritage landscapes, pursuant to the provisions of the Ontario Heritage Act utilizing criteria for determining heritage value or interest established by provincial regulation under the Ontario Heritage Act and the following municipal criteria:

- a) prehistoric and historical associations with a theme of human history that is representative of cultural processes in the settlement, development and use of land in the City;
- b) prehistoric and historical associations with the life and activities of a person, group, institution or organization that has made a significant contribution to the City;
- c) architectural, engineering, landscape design, physical, craft and/or artistic value;
- d) scenic amenity with associated views and vistas that provide a recognizable sense of position or place;
- e) contextual value in defining the historical, visual, scenic, physical and functional character of an area; and,
- f) landmark value.

The Ontario Heritage Act enables municipalities to identify and protect heritage resources by way of designation under Part IV or Part V of the act. The City of Stratford Official Plan implements key heritage principles and interests set out provincial planning regime of the Planning Act, the Provincial Planning Statement, and the Ontario Heritage Act and provides direction to further identify, protect and manage significant cultural heritage resources within the City. The designation of individual properties under Part IV of the Ontario Heritage Act is one tool that municipalities can utilize to identify and protect heritage cultural resources within the city.

Ontario Heritage Act

Buildings, structures, and landscapes may be designated under Part IV of the Ontario Heritage Act if they meet a minimum of two of the following criteria (Ontario Regulation 9/06):

1. The property has design value or physical value because it,
 - a) is a rare, unique, representative or early example of a style, type, expression, material or construction method,
 - b) displays a high degree of craftsmanship or artistic merit, or
 - c) demonstrates a high degree of technical or scientific achievement.
2. The property has historical value or associative value because it,
 - a) has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,
 - b) yields, or has the potential to yield, information that contributes to an understanding of the community or culture, or
 - c) demonstrates or reflects the works or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
3. The property has contextual value because it,

- a) is important in defining, maintaining or supporting the character of an area,
- b) is physically, functionally, visually or historically linked to its surrounding, or
- c) is a landmark.

When putting forward a property for designation under the Ontario Heritage Act, there are four pieces of information required under O. Reg 385/21 and they are:

- Description of the portion of the property that has cultural heritage value or interest by way of site plan, scaled drawing or a description in writing;
- Statement of cultural value or interest which must identify and explain which of the designation criteria within O. Reg 9/06 is met;
- Description of heritage attributes which must explain how each heritage attribute contributes to the cultural heritage value or interest of the property; and
- Property identifier which includes the legal description, municipal address and general description of where the property is location (name of the neighbourhood/ward or closest major intersection).

Designation Process:

There are seven steps to designating an individual property under Part IV of the Ontario Heritage Act. These steps are:

1. Identifying a property as a candidate for designation
2. Researching and evaluating the property
3. Serving the notice of intention to designate, with an opportunity for objection
4. Passing the designation by-law
5. Appeals and coming into force
6. Listing the property on the municipal register
7. Including property on the Ontario Heritage Trust register

Prior to designating a property under the Ontario Heritage Act, Council must pass a motion to proceed to designate the property. Council must also notify the property owner and the Ontario Heritage Trust and the Notice of Intent to designate must be published in a local newspaper. There is a 30-day objection period. If no objections to the Notice of Intent to designate are received after 30 days, Council may proceed to pass a by-law designating the property.

Any person who objects to the by-law may appeal to the Ontario Land Tribunal in accordance with the Ontario Heritage Act, as amended within 30 days of the publication of the designation in the newspaper.

Description of Property

The property municipally known as 15 Huron Street is located on the west side of Huron Street at York Street, in the City of Stratford.

The property, commonly referred to as the Shakesperean Gardens, contains a botanical garden, located on the eastern portion of the lands. Opened in 1936, the gardens feature species of plants from William Shakespeare's plays in addition to a collection of other plant species. The property also contains the Dufton chimney, located centrally on the eastern portion of the lands, a lychgate located at the entrance to the gardens along Huron Street, a bust of William Shakespeare, and the island located within the Avon River to the north of the property.

Statement of Cultural Value or Interest

The Shakesperean Gardens is of cultural heritage value as one of the only Shakesperean Gardens in Canada and represents the City's protection of parkland along the Avon River. Opened in 1936, the Gardens provide an invaluable example of the efforts of Stratford's Parks Board to create parkland in the City's downtown core, during a time of increased industrial pressures.

The Shakesperean Gardens also demonstrate a high degree of craftsmanship and artistic merit throughout. Designed by *Dunnington-Grubb, and Stenson* and featuring the work of Cleeve Horne, the Gardens provide significant contributions from Canadian Landscape architects and artists.

And being adjacent to the Avon River and the City's downtown Core, the Dufton Chimney has become a well-known landmark that has defined the City's waterfront parkland. The City has incorporated the Dufton Chimney alongside the Huron Street Bridge in its logo for over 20 years.

Description of Heritage Attributes

The specific heritage attributes of the property are:

The following attributes of the Shakesperean Gardens located at 15 Huron Street are considered heritage attributes as defined by the *Ontario Heritage Act* and contribute to its cultural heritage value or interest as a property with physical value, historical and associative value, and contextual value.

- a) Dufton Chimney Tower and features; including the top structure with weathervane
- b) Original stone walls throughout the garden design
- c) Huron Street covered lychgate
- d) Knot Garden
- e) Herb Garden
- f) Rose Garden
- g) Perennial Border Garden
- h) Walkway lamp lighting
- i) Sundial within the confines of the Garden
- j) Bust of William Shakespeare

These attributes of the Garden reflect its value as an important representation of the City of Stratford's history and are excellent examples of the artistic craftsmanship incorporated into its design and the Gardens legacy as a landmark within the City.

Compliance with Designation Criteria

The Shakesperean Gardens meet the following sections of the Provincial Criteria set out in Regulation 9/06:

1. The property has design value or physical value because it,
 - I. displays a high degree of craftsmanship or artistic merit. *Specifically, the design of the Gardens by Dunnington-Grubb, and Stenson, including the planting beds and stonework, and the bust of William Shakespeare sculpted by Cleeve Horne.*
2. The property has historical value or associative value because it,
 - II. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community, *specifically, R.T Orr and Stratford's Parks Board, as well as representing the City of Stratford's preservation and protection of parkland along Avon River.*
3. The property has contextual value because it,
 - III. is a landmark, *specifically its proximity to the Avon River and the City's downtown core, and the Dufton Chimney, as the last remaining physical structure from the Dufton Woolen Mill and being incorporated into the City of Stratford's logo for the past 20 years.*

The heritage attributes also meet the following criteria outlined within Section 3.5.3 i) of the City of Stratford's Official Plan:

- b) prehistoric and historical associations with the life and activities of a person, group, institution or organization that has made a significant contribution to the City; *specifically, R.T Orr and Stratford's Parks Board.*
- c) architectural, engineering, landscape design, physical, craft and/or artistic value; *specifically the design of the Gardens by Dunnington-Grubb, and Stenson and the bust of William Shakespeare sculpted by Cleeve Horne*
- f) landmark value, *specifically the Dufton Chimney.*

Public Comments

Should public comments be received in response to the Intention to Designate, all responses will be submitted to Council for consideration.



Figure 1. Entrance to the Shakesperean Garden from Huron Street, including the lychgate and Dufton Chimney.



Figure 2. The Shakesperean Gardens including various planting material, the original stone walls, and sundial in the middle.



Figure 3. The Shakespearean Gardens including planting material, the original stone walls, and the bust of William Shakespeare.

Financial Implications:

There are no direct or anticipated financial implications because of the recommendation to designate the subject property under Part IV of the Ontario Heritage Act.

Cost of the plaque and photography for the designation is within the existing Heritage Stratford budget.

Link to Asset Management:

The park and gardens and structures are part of the City's assets and as such are subject to ongoing maintenance and potential replacement. As replacement costs are considered, the heritage designation does mean that these elements will be included in the City's short, medium and long-term asset replacement program.

Alignment with Strategic Priorities:

Work Together For Greater Impact

This report aligns with this priority as recognizing the built and cultural heritage of Stratford preserves heritage properties for future generations.

Alignment with One Planet Principles:

Culture and Community

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

Staff Recommendation: THAT City Council issue a notice of intention, consistent with Heritage Stratford's recommendation, to designate 15 Huron Street under Part IV, Section 29 of the *Ontario Heritage Act*, specifically the:

- a) Dufton Chimney Tower and features; including the top structure with weathervane**
- b) Original stone walls throughout the garden design**
- c) Huron Street lychgate**
- d) Knot Garden**
- e) Herb Garden**
- f) Rose Garden**
- g) Perennial Border Garden**
- h) Walkway lamp lighting**
- i) Sundial within the confines of the Garden**
- j) Bust of William Shakespeare**

AND THAT, subject to designation, a commemorative plaque be installed on the subject lands.

Prepared by: Alexander Burnett, Planner

Reviewed by: Marc Bancroft, MPL, MCIP, RPP, Manager of Planning

Recommended by: Adam Betteridge, MPA, MCIP, RPP, Director of Building and Planning
Joan Thomson, Chief Administrative Officer



PLANNING REPORT

Date: December 16, 2024
To: Mayor and Council
From: Marc Bancroft, MPL, MCIP, RPP, Manager of Planning
Report Number: COU24-157
Attachments: Proposed By-law

Title: To consider the removal of the Holding Provision (H22) for lands located at 16 Kastner Street and legally described as Block 44 on Plan 44M-93.

Objective: The purpose of this report is to recommend approval for Holding Removal Application Number H01-22, submitted by Zelinka Priamo Ltd. on behalf of Countryside Developments (2014) Inc. to remove Holding Provision (H22) from the subject lands. The holding provision was applied to the zoning of the lands until remediation works on the McNamara Drain are completed to the satisfaction of the Upper Thames River Conservation Authority (UTRCA) and the City of Stratford. Although currently vacant, the site is proposed to accommodate street townhouse dwellings and/or cluster townhouse dwellings.

Background:

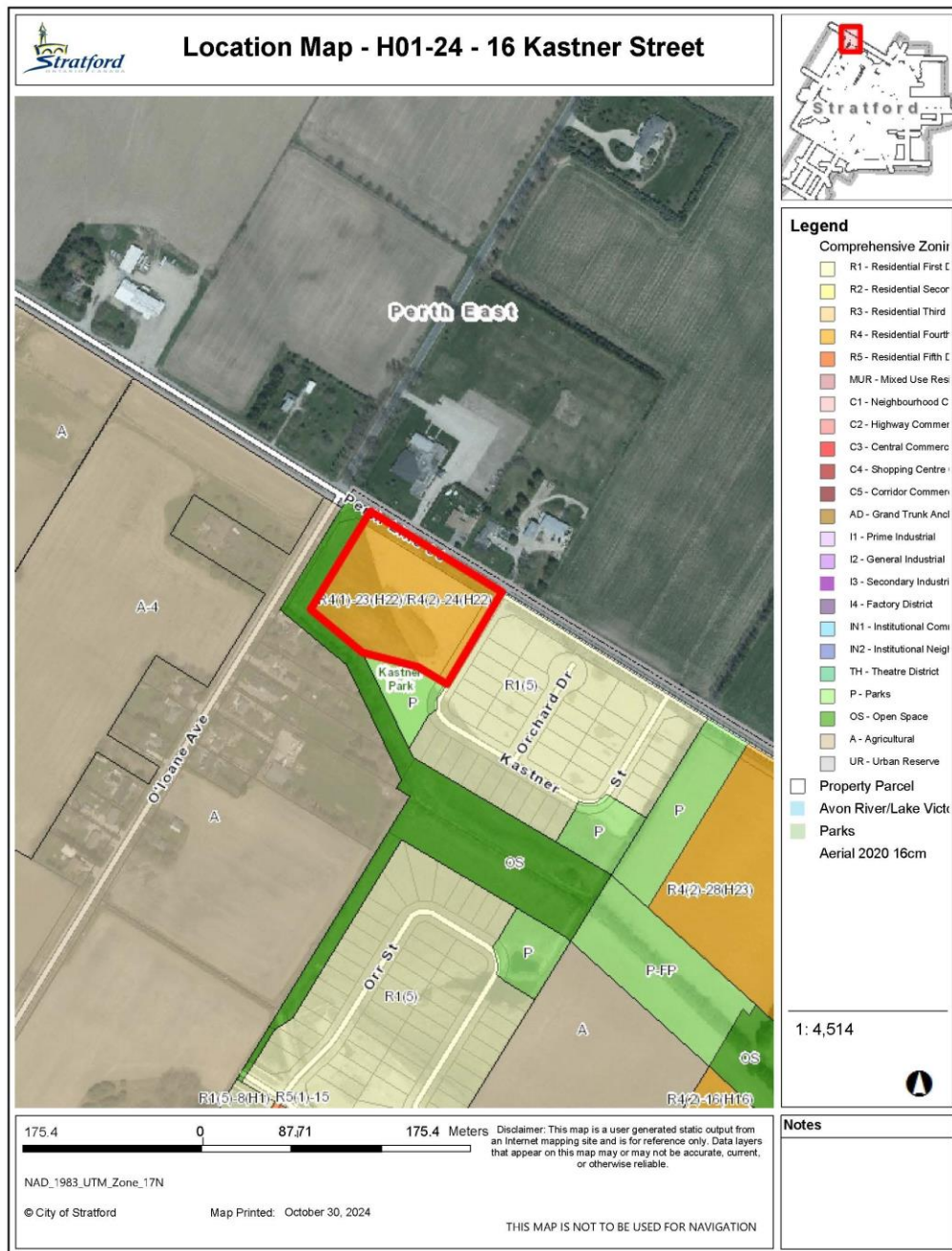
Subject Lands: The lands are located on the west side of Kastner Street and on the south side of Perth Line 36 just east of O’Loane Avenue. The property is also municipally known as 16 Kastner Street.

Site Characteristics

Characteristic	Information
Existing Use:	Vacant
Frontage:	80 m (262 ft)
Depth	129 m (423 ft)
Area	1.38 ha (3.4 ac)
Shape	Irregular

Surrounding Land Uses:

Direction	Use
North	Institutional, Residential and Industrial in the form of a church, single detached dwelling and landscaping business, respectively
East	Residential in the form of single detached dwellings
West	Open Space in the form of the McNamara Drain
South	Open Space and Parkland in the form of the McNamara Drain and Kastner Park



Analysis: On February 10, 2020, City Council passed By-law 17-2020 to rezone the subject lands to permit cluster townhouse dwellings and street townhouse dwellings, subject to a holding provision; until the necessary floodplain and remediation works were completed for the McNamara Drain to the satisfaction of the City and the UTRCA. In the passing of the City's (new at the time) Comprehensive Zoning By-law 10-2022, the same zoning standards originally applied in 2020 were carried forward to the current zoning of the property. To date, no planning application (i.e. site plan or draft plan of condominium) has been submitted to facilitate the development of the subject lands.

The applicant is requesting that Holding Provision (H22) be removed from the zoning of the subject lands. The (H22) Holding Provision was put in place until necessary floodplain and remediation works were completed for the McNamara Drain to the satisfaction of the City and the UTRCA.

Notice of Intent to Remove the Holding Provision was sent to municipal departments, and agencies on November 21, 2024. The City's Fire Prevention, Festival Hydro and 911 Emergency Services indicated that they have no concerns with the removal of the holding provision.

City Infrastructure Services has no objection to the removal of the holding provision considering they are satisfied with the remediation work complete within the McNamara Drain adjacent to the subject lands. The UTRCA also has no concerns considering they are satisfied that the channelization and regrading of lands within the McNamara Drain corridor has been completed in conformity with the corridor design and that there is sufficient floodplain storage within the corridor.

Provincial Planning Statement (PPS)

Section 2.3.1.2 of the PPS states that land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources and optimize existing and planned infrastructure and public service facilities.

Section 3.6.8 of the PPS states that planning for stormwater management shall be integrated with planning for sewage and water services and it shall minimize or prevent increases in stormwater volumes and contaminant loads, erosion and changes in water balance and mitigate risks to human health, safety, property and the environment.

The proposed development shall demonstrate the efficient development of the lands and with the completion of the required floodplain works, the Holding Provision (H22) is no longer required to mitigate risks to human health, safety, property and the environment. The floodplain works shall control contaminant loads, erosion and changes in the water balance.

Recognizing the applicant has complied with the requirements of the holding provision, the subject application is consistent with the Provincial Planning Statement.

Official Plan

The property is designated Medium Density Residential which allows a residential density of 30 to 100 units per hectare comprised of townhouses, quadruplexes or apartment dwellings.

Section 9.2.4 of the Official Plan sets out when Holding Provisions are to be applied and when they can be removed. The policy states the Holding Provision shall not be removed until after such time as the planning proposal has been approved by the City and the stipulations of the holding provision have been satisfied.

The Holding Provision for the subject lands was applied to the zoning to ensure that the appropriate remediation works were completed for the McNamara Drain to the satisfaction of the UTRCA and the City. The UTRCA and Infrastructure Services have confirmed that with the future site plan agreement and required Section 28 permit, they have no objection to the removal of the holding provision. As a result, the request to remove the Holding Provision from the subject lands conforms with the Official Plan.

Zoning By-law

The subject lands are zoned Residential Fourth Density R4(1)-23(H22) / R4(2)-24(H22) Zone. The site-specific zoning allows for street townhouse dwellings and cluster townhouse dwellings. The applicant has satisfied the requirements of the Holding Provision (H22) and therefore planning staff are of the opinion that it is appropriate to remove the Holding Provision from the subject lands.

Financial Implications: Development Charges will be calculated for the proposed dwelling units and collected at the time of the issuance of a building permit.

Staff Recommendation: THAT the City of Stratford Comprehensive Zoning By-law 10-2022 be amended by removing the Holding Provision (H22) from the property known municipally as 16 Kastner Street being Block 44 on Plan 44M-93 for the following reasons:

- **The prerequisite for the removal of the Holding Provision has been satisfied;**
- **Removal of the Holding Provision shall allow the development of the subject lands in conformity with the City of Stratford Official Plan and consistent with the Provincial Planning Statement.**

Recommended by: Marc Bancroft, MPL, MCIP, RPP, Manager of Planning

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

Approved for Council

by: Joan Thomson, Chief Administrative Officer



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

BEING a By-law to amend By-law 10-2022 as amended, with respect to the removal of Holding Provision (H22) from the zoning of certain lands legally described as Part of Lot 5, Concession 2 (geographic Township of Ellice), now City of Stratford, being Block 44 on Plan 44M-93.

WHEREAS authority is given to the Council of The Corporation of the City of Stratford by Section 36 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to pass this By-law;

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 City of Stratford Zoning By-law, be further amended.

AND WHEREAS this By-law is in conformity with the City of Stratford Official Plan and consistent with the Provincial Planning Statement.

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

1. THAT Schedule "A", Map 2, to Zoning Bylaw 10-2022 as amended, is hereby amended by changing the zoning of lands from Residential Fourth Density – Holding (R4(1)-23(H22)) / Residential Fourth Density – Holding (R4(2)-24(H22)) to Residential Fourth Density (R4(1)-23) / Residential Fourth Density (R4(2)-24, those lands outlined in heavy solid lines and described as 'R4(1)-23/R4(2)-24' on Schedule "A" attached hereto and forming part of this By-law, and legally described as Part of Lot 5, Concession 2 (geographic Township of Ellice), now City of Stratford, being Block 44 on Plan 44M-93.
2. 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 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

**SCHEDULE "A" TO
BY-LAW NUMBER _____-2024**





MANAGEMENT REPORT

Date: December 16, 2024
To: Mayor and Council
From: Taylor Crinklaw, Director of Infrastructure
Report Number: COU24-160
Attachments: 2024 Water and Wastewater Rate Study and O. Reg 453/07
 Financial Plan;
 Current 2024 and Proposed 2025 - Water and Wastewater Rates

Title: 2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan with Recommendations

Objective: To present to Council the City of Stratford's 2024 Water and Wastewater Rate Study and Financial Plan as prepared by DFA Infrastructure International Inc, to seek Council endorsement of the respective Financial Plans as per Ontario Regulation 453/07; to inform Council of public input received, and that the proposed Water and Wastewater Rates be approved for implementation effective January 1, 2025.

Background: Section 19 of the Safe Drinking Water Act requires municipal councillors and officials to provide oversight to ensure a statutory standard of care is imbedded into water systems management. Effective financial stewardship enables the sustainable and safe management of the City's water system. Under Ontario Regulation 453/07, financial management is a compliance requirement mandating municipalities to prepare "Financial Plans" detailing the projected financial position and operations for a minimum period of six years.

A Financial Plan is one of five requirements required to obtain a Municipal Drinking Water License (MDWL). The Plan must be valid until the MDWL expiry date. The current City MDWL expires on June 18, 2025, and the Financial Plan must be adopted by the time of the MDWL expiry.

Language regarding Wastewater Infrastructure financial management is not nearly as prescriptive as water infrastructure, however, the City's principles toward sustainable financial management are the same.

One of the primary goals is to establish consistent and predictable rates to support capital planning. A major factor influencing this is the historical minimal investment in

infrastructure and the recent inflationary spike in capital construction costs. The City's 10-year capital budgeting strategy, combined with the City's Asset Management Plan, aim to secure sufficient funding to address the significant gap in infrastructure renewal for assets that are well beyond their service life. The recommended fees generated through this Water and Wastewater Rate study help align funding needs with capital renewal.

Analysis: The attached 2024 Water and Wastewater Rate Study for the City constitutes the foundation for the water and wastewater financial plans. It additionally furnishes detailed projections of capital, operational, and reserve fund positions, capital asset inventories, projected consumption volumes, and rate calculations.

Some of the key highlights include:

- The rate study assumes a capital spending program (2025-2034) for water and wastewater to be \$33,341,000 and \$51,962,000, inflated respectively.
- The study assumes annual operating expenditures to increase by 2% and up to 5% for expenditures related to fuel, chemicals, and materials.
- Wastewater Rates are proposed to increase by 2% annually for the next five years.
- Water Rates are proposed to increase by 7% annually for the next five years.

Further details are provided in the attached 2024 Water and Wastewater Rate Study and O.Reg 453/07 Financial Plan.

Public Input:

Only one comment was received and it suggested exploring alternative pricing structures to replace the current two-step declining block system. The concern raised was that the declining block structure may not effectively promote water conservation. However, staff do not share this concern with this assertion.

The existing structure includes a base rate and a first-step charge, which operates effectively as a fixed rate. This first step's rate is calculated based on a higher dollar value for an assumed minimum consumption charge of three cubic metres. Beyond this initial step, a constant rate applies to all subsequent consumption. Essentially, the first step functions as an extension of the base fee, applicable to all users.

The minimum consumption charge specifically targets properties that are largely unoccupied, such as vacant dwellings, and deters service to buildings with minimal utilization, such as unserviced vehicle garages. It also ensures a guaranteed minimum revenue to cover administrative costs associated with providing the service. For an average residential owner using 11 cubic metres of water, more than 70% of their bill is tied directly to their consumption, incentivizing reduced usage. For large-scale commercial and industrial consumers that often utilize in excess of 20,000 cubic metres

within a given month, more than 99% of their invoiced charges are calculated based on direct consumption.

Lastly, it is important to highlight that the City benefits from substantial capacity within its stable aquifers, ensuring Stratford possesses a resilient and sustainably managed water resource system.

Financial Implications:

Financial impact to current year operating budget:

No impact to current year budget as this study period will take effect in 2025.

Financial impact on future year operating budget:

If adopted, Water and Wastewater user fees will increase by 7% and 2% respectively in 2025 and annually thereafter as recommended in the rate study. This will help collect the necessary revenue to provide reliable service and sustainable asset renewal.

Link to asset management plan and strategy:

There is a direct link between the rates required and the 10-year capital forecast. Each project in the 10-year capital forecast is funded primarily through user fees, and occasionally long-term debt, to balance current costs with future costs. As assets are renewed and replaced, the asset conditions and forecasted replacements are then updated into the City's Asset Management Plan.

Alignment with Strategic Priorities:

Enhance our Infrastructure

The recommendations outlined in these studies and in this report take significant steps forward to providing the necessary funds required for long-term sustainable asset renewal.

Build Housing Stability

Core infrastructure is included in the recommended fee structure, including future development. If adopted this recommendation will assist in providing the necessary funds to support existing and future residents.

Alignment with One Planet Principles:

Sustainable Water

Using water efficiently, protecting local water resources and reducing flooding and drought.

Staff Recommendation: THAT Council adopt the City of Stratford's 2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan prepared by DFA Infrastructure International Incorporated;

THAT Council approve the proposed Water and Wastewater Rates for implementation effective January 1, 2025;

AND THAT Council amend Fees and Charges By-law 99-2024 to revise the Water and Wastewater Rates for implementation effective January 1, 2025.

Prepared by: Taylor Crinklaw, Director of Infrastructure Services
Recommended by: Taylor Crinklaw, Director of Infrastructure Services
Karmen Krueger, Director of Corporate Services
Joan Thomson, Chief Administrative Officer

City of Stratford

2024 Water and Wastewater Rate Study & O. Reg 453/07 Financial Plan



DFA Infrastructure International Inc.

November 13, 2024



DFA Infrastructure International Inc.

33 Raymond Street St. Catharines Ontario Canada L2R 2T3

Telephone: (905) 938 -0965 Fax: (905) 937-6568

November 13, 2024

Karmen Krueger, CPA,CA
Director of Corporate Services
The Corporation of the City of Stratford
P.O. Box 818, 1 Wellington Street
Stratford, Ontario
N5A 6W1

Re: 2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan

Dear Karmen:

We are pleased to submit to you the above noted report entitled: "2024 Water and Wastewater Rate Study and O. Reg 453/07 Financial Plan". Please let me know if you have any questions.

Yours truly,

A handwritten signature in black ink, appearing to read "Derek Ali", is written over a light blue horizontal line.

DFA Infrastructure International Inc.

Derek Ali, MBA, P.Eng.

President

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Transmittal Letter

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1 Introduction

1.1 Background

The City of Stratford (City) currently services approximately 13,500 water customers and 13,300 wastewater customers. The City's water comes from the Stratford Well Supply, which is owned and operated by the City. The water system is metered and utilizes a rate structure with a monthly fixed charge based on meter size, and a 2-step decreasing block volumetric rate of \$2.92 per cubic metre for the first block (first 3m³/month) and \$1.19 per cubic metre for the second block (after first 3m³/month). All water customers are subject to a minimum monthly volumetric charge of \$8.76 a month. The wastewater system utilizes a single monthly fixed charge with a 2-step decreasing block volumetric rate of \$4.48 per cubic metre for the first block (first 3m³/month) and \$1.83 per cubic metre for the second block (after first 3m³/month). All wastewater customers are subject to a minimum monthly volumetric charge of \$13.44 a month.

The last Water and Wastewater Rate review was conducted by the City was in 2020, as such City staff and Council recognized the need to update the rate study. Accordingly, DFA Infrastructure International Inc. (DFA) was retained by the City to conduct a comprehensive Water and Wastewater Rate Review. The study includes determination of the full cost of service for water and wastewater over ten (10) years from 2025 to 2034 inclusive, and the calculation of rates that sustainably fund the cost of service, while treating ratepayers in a fair and equitable manner.

The City is also required to prepare and submit an updated Water System Financial Plan to meet the requirements of the Drinking Water Quality Management System as defined under O.Reg. 453/07 for renewal of its water distribution system licence.

1.2 Purpose

The primary purpose of this Water and Wastewater Rate Study is to:

- Identify the full costs of managing the City's water and wastewater systems based on the most recent available information;
- Update the City's current rates and charges to its customers, using the existing structure of a monthly base charge and a 2-step decreasing block consumption rate per cubic metre that will recover the full costs of supplying and distributing drinking water, and collection and treatment of wastewater;
- Prepare an updated Water System Financial Plan in accordance with the requirements of O.Reg. 453/07 for the renewal of the licence for the City's water distribution system; and
- Prepare a Sanitary Sewer System Financial Plan similar to that required for water under O. Reg 453/07.

2 Regulatory Requirements

2.1 Provincial Regulations

Provincial requirements governing water and wastewater services primarily include the following:

- The Environmental Assessment Act (EAA);
- The Safe Drinking Water Act (SDWA);
- The Municipal Act (MA);
- The Development Charges Act (DCA);
- The Sustainable Water and Sewage Systems Act, 2002 (SWSA); and
- The Water Opportunities and Conservation Act, 2010 (WOA).

The first two (2) set out the technical requirements related to service delivery. The EA Act applies to expansion of existing facilities and establishment of new capacity such as the installation of new pipes to service growth in customers.

The Safe Drinking Water Act, 2002 (SDWA) has significant implications to the daily operations as it sets out the water sampling and other operational requirements (in O. Reg. 170/03) for ensuring that the water delivered to consumers is of high quality and safe for consumption. The SDWA has been a major influence over the past decade in terms of adjustments to operational practices and water quality assurance. In addition, there is also a requirement under this Act (O.Reg. 188/07) for drinking water providers to establish a Drinking Water Quality Management System (DWQMS) and obtain licences for their respective water systems. As part of the DWQMS, and as required under O. Reg. 453/07 (Financial Plans Regulation), operating authorities must submit a financial plan for their respective water systems as a condition of licensing. There are also many regulations and guidelines that deal with design and operation standards that mandate certain activities be undertaken as part of service delivery.

The Municipal Act, Part VII, Section 293 requires municipalities to establish reserves for dealing with long-term liabilities. This applies directly to the water systems and the future liabilities associated with their age and condition. The Municipal Act also permits the municipalities to establish fees for cost recovery and requires public input prior to any fee adjustments. The Development Charges Act and regulations establishes the requirements for the recovery of portions of future growth-related capital expenditures to be incurred by municipalities. The Sustainable Water and Sewage Systems Act, 2002 requires that water systems be financially sustainable. The Water Opportunities and Conservation Act, 2010 is the most recent legislation to be enacted influencing water system management. It requires sustainability plans to be prepared for water systems and overlaps somewhat with the SWSA.

The Sustainable Water and Sewage Systems Act, 2002

One of the main recommendations contained in Justice O'Connor's report on the Walkerton incident is the need for municipalities to identify the full cost of water services and to develop a sustainable plan to finance these costs. This resulted in the establishment of the Sustainable Water and Sewage Systems Act, 2002 in December 2002 which requires operators of Water systems to report full costs and the method of cost recovery to the Province of Ontario. However, the Sustainable Water and Sewage Systems Act, 2002 was never proclaimed into force, nor were the regulations necessary for the act to operate ever developed. Under the Sustainable Water and Sewage Systems Act, 2002, the municipalities are required to submit to the Province of Ontario:

- A report prepared by a Professional Engineer, identifying the full cost of water services;
- A report identifying a sustainable method by which municipalities would recover these costs;

- The comments made by the City’s Auditor following a review of both reports; and
- Copies of Council resolutions accepting the recommendation of reports.

The Water Opportunities and Conservation Act, 2010

The WOA was enacted in November 2010 and the regulations are pending. This legislation promotes water conservation and requires municipalities to develop:

- Water conservation plans;
- Sustainability plans for water, wastewater & stormwater management; and
- Asset management plans.

Financial plans are required as a component of the water sustainability and asset management plans.

The DWQMS Requirements

Regulation 188/07 under the Safe Drinking Water Act requires Ontario municipalities to apply for and obtain Drinking Water System Licences as part of their overall DWQMS. One of the requirements to obtain a drinking water licence is to prepare and submit a financial plan in accordance with O.Reg. 453/07.

2.2 City of Stratford By-Law

City By-law No. 117-2023 establishes the City’s rates and charges for 2024, including the rates and charges that apply to the various water and wastewater customer classes. Schedule “E” to By-law 117-2023 contains the 2024 water and wastewater rates charges and is attached as Appendix A.

3 Methodology

The Rate Study gives consideration to the full costs (or the required investment) associated with managing the City’s water and wastewater systems over a ten (10) year period from 2025 to 2034 inclusive, and the recovery of those costs (or revenue plan) through proposed rates and charges to customers. Life cycle costs of assets from the City’s Asset Management Plan were also considered to ensure the full replacement and/or rehabilitation needs given that some water and wastewater system assets (e.g. water mains and sewer mains) can have life expectancies in the 50 to 100 year range. Rates are then developed that recover the full costs of water and wastewater services.

3.1 Full Cost Considerations

Calculation of the City’s full cost of managing the water and wastewater systems is based on the draft 2025 budgets related to the primary activities required to deliver water and wastewater services to City customers. Higher costs are generally expected in the future as the water and wastewater business environment changes. The impact can be mitigated however by fully understanding, assessing and planning for future water and wastewater system costs.

Determination of the full cost of managing the City's water and wastewater systems takes into account the factors that have a bearing on the cost of providing reliable water and wastewater services to the customers over the long-term. These included both current and future considerations that would influence the cost of managing the systems (and the revenues required to sustain them). Table 3-1 notes the main drivers of cost. The assumptions made are noted in the respective sections of this report.

Table 3-1: Cost Components and Drivers

Cost Component	Cost Drivers	Future Cost Implications
Water and Wastewater systems operations and maintenance (O&M)	<p>This is the annual cost of operating and maintaining the current system including direct (e.g. operations staff) and indirect costs (e.g overhead, charge backs etc).</p> <p>Changes in regulations can result in additional (O&M) activities and added costs. This was evident when the regulations under the Safe Drinking Water Act took effect. Municipalities were required to undertake specific activities in the interest of water quality management (e.g sampling, analysis and reporting of water quality). More recently, the DWQMS meant additional costs for water system operational plans and licensing albeit not annually. It is expected that pending regulations under the Water Opportunities Act and greater enforcement of compliance requirements by the Ministry of the Environment, Conservation and Parks (MECP) would require more actions to be undertaken (and increased costs) by municipalities.</p>	<p>This is a direct annual cost that is reasonably consistent (fixed) from year to year but requires adjustment to account for non-recurring items, operational changes, variable cost (e.g. chemical use) changes and inflation. Non-rate revenues from administrative fees and grants offset these costs.</p> <p>The long term impact of new regulations on costs are difficult to predict. However, the costs are expected to rise as more stringent requirements are established and compliance enforcement by the MECP increases.</p> <p>Operating costs are assumed to increase by 2% annually.</p>
Effective Date of City Rates	Timing of the City rate increase will have an impact on the level of revenue generated from users.	For the purposes of the study the annual City increase is assumed to occur on January 1.
Customer Growth	As the existing urban areas are developed, the addition of new customers would increase the total demand for water. A corresponding rise in wastewater volume requiring treatment would also be expected	<p>The increase in demand, if significant, would increase volumes of water consumed and wastewater treated, and variable costs in the year the new customers are added.</p> <p>Customer Growth is based on the City's 2022 Development Charges Study</p>
Consumption Volume (m3)	Consumption is a function of the number of customers (existing and new growth), weather conditions and the economic environment. The weather conditions have a significant influence on how much water is consumed in a given year. For example, lower temperatures and wet	The annual consumption volume is unpredictable. Fluctuations can result in higher than anticipated costs or lower revenues and lead to budget deficits. An operating reserve would

Cost Component	Cost Drivers	Future Cost Implications
	<p>weather tend to result is less water consumption. Dry weather and higher temperatures increase water consumption. Wet weather would also mean more stormwater entering the wastewater system (known as inflow and infiltration) The loss of large (commercial or industrial) customers perhaps due to economic climate would reduce demand.</p>	<p>minimize the risk of deficits and stabilize rates (i.e. minimize rate spikes) It is assumed that consumption will continue to increase as a result of new customer growth.</p>
<p>New growth related services</p>	<p>This refers to installation of new assets to increase the system capacity to facilitate new development and build out of the approved service areas within the City</p>	<p>Would result in capital investments in the year the new infrastructure is needed. Note that financing of these costs can be through debt or cash from reserves after third party contributions are considered (e.g. grants, developer contributions etc.)</p> <p>Growth related capital investments are as provided from the City's 2025 - 2034 Capital Plan Forecast and 2022 Development Charges Study..</p>
<p>Asset preservation and renewal</p>	<p>This is mainly the replacement of aging Tangible Capital Assets (TCA) e.g. old water mains, plant components, well components etc. that have exceeded their service life.</p>	<p>Would result in future capital expenditures in the year in which the assets require replacement or rehabilitation to extend their useful lives. Allowances must be made as part of the annual costs to account for the future replacement of these assets Financing can be through a combination of debt and reserve funds.</p> <p>Asset renewal needs are as provided from the City's 2025-2034 Capital Plan Forecast.</p>
<p>Other capital expenditures</p>	<p>These are capital expenditures other than those needed for growth and asset renewal. These would include cost of studies and implementation of operational improvements of the water and wastewater systems such as water loss reduction measures and wastewater I & I reduction programs.</p>	<p>Would increase costs in the year the expenditure is required. Financing can be through a combination of debt and reserves.</p> <p>Other capital investments are as provided from the City's 2025 - 2034 Capital Plan Forecast.</p>
<p>Capital Financing</p>	<p>Capital financing for projects can be from four (4) main sources: Debt financing, reserves, annual rates and third party contributions (grants etc.). Grant funding is available only when approved and is therefore not a predictable source of financing for financial planning purposes. The greater the debt financing, the higher the annual amount (costs) needed to repay the principal and interest on any current or future debt. Financing</p>	<p>Annual costs would increase to provide for reserve contributions and debt repayment. It should be noted that using debt financing would minimize spikes in funding required for capital projects and allocates cost to future users</p>

Cost Component	Cost Drivers	Future Cost Implications
	from reserves can only be used if sufficient funds are available. Therefore annual contributions to reserves are required to build balances for use in future years. Financing from rates do not increase annual costs but tend to drive up rates in the year the capital expenditure is required.	It is assumed that debt financing will be used when funds from other sources (reserves, grants, etc) are insufficient to finance the current year's capital program
Inflation	This is the annual rate of inflation as reported by Statistics Canada.	Annual inflation is assumed to be 2% for operating expenditures, with 3% being used for capital expenditures.
Market competition and pricing	The level of competition within the market place depends on the number of service providers available. Additionally, the capacity of industry service providers to meet the increasing demand for their services may tend to increase prices. Tender prices for future capital projects would be influenced by the market conditions at the time of tendering.	Potential higher prices depending on the future behaviour of the industry.

3.2 Full Cost Assessment

The full cost assessment identifies the current and future costs (i.e. the full costs) associated with the management of the water and wastewater systems over the next ten (10) years (2025 to 2034). The key cost areas include:

- Operations & Maintenance (O&M) cost projections;
- Capital Budget based on the draft capital forecast;
- Tangible Capital Asset (TCA) projections including asset replacement needs;
- Debt servicing requirements; and
- Reserve fund requirements.

The non-rate revenues associated with the systems are also identified. These are defined as revenues that are routinely generated each year by the daily operations and include miscellaneous revenues and recoveries. It is important to note that the non-rate revenues do not include the revenues generated by the water and wastewater user rates. The full cost developed through the various analyses in this study identify the revenue requirements for the water and wastewater systems and form the basis for the future rates and charges.

3.3 Data Sources

The primary sources of data used in this review are listed in Table 3-3. In addition, information was also developed from discussions with input from City staff, as required.

Table 3-2: Data Sources

Item	Data Source
Asset Life Expectancy	<ul style="list-style-type: none"> City's TCA Policy and Asset Management Plan Information Provided by the City
Asset Replacement Costs	<ul style="list-style-type: none"> City's TCA Policy and Asset Management Plan Historical Costs Provided by the City indexed to 2025 and the City's draft 2025 Water and Wastewater Capital Budget Forecast
Asset Values	<ul style="list-style-type: none"> City's TCA Policy and Asset Management Plan Information Provided by the City
O & M Costs and Revenue Projections	<ul style="list-style-type: none"> City's draft 2025 Water and Wastewater Operating Budget
Capital Cost Projections	<ul style="list-style-type: none"> City's draft 2025 Water and Wastewater Capital Budget Forecast
Debt	<ul style="list-style-type: none"> City's draft 2025 Water and Wastewater Operating Budgets and draft 2025-2034 Capital Budget Forecast
Investments, Reserve balances etc.	<ul style="list-style-type: none"> Information provided by the City
Existing Customers	<ul style="list-style-type: none"> City's Customer count Provided by the City
Growth	<ul style="list-style-type: none"> Information Provided by the City including information contained in the City's
Water and Wastewater Volumes	<ul style="list-style-type: none"> City's actual historical Consumption Volumes provided by the City's 2022 Development Charges Study

4 Customer Growth

The cost of service depends on the number and type of customers and corresponding demand. Although most costs are fixed, variable costs such as annual chemical use and hydro costs can increase depending on the level of customer growth and water consumption and wastewater treated. Capital costs related to increasing system capacity to accommodate customer growth can also be influenced by growth and demand. In addition, the current rate structure is comprised of a monthly fixed (base charge) per customer plus a 2-step decreasing block consumption rate per cubic metre based on the metered volume of water consumed (billed wastewater flows). Therefore, forecasting customer growth and annual water consumption volumes is essential to projecting future costs, revenue requirements and rates.

4.1 Current Customers

There are currently approximately 13,475 metered water customers and 13,326 metered wastewater customers based on information provided by the City. This number is expected to increase over the 2025 – 2034 forecast period. Table 4-1 shows the current total number of residential and commercial customers.

Table 4-1: 2024 Customer Count

2024 Water and Wastewater Customers			
Customers by Meter Size	Water Customers	Wastewater Customers	
Under 1 "	13,057	12,908	
1"	54	54	
1.5"	170	170	
2"	154	154	
3"	25	25	
4"	15	15	
6"	-	-	
8"	-	-	
Total	13,475	13,326	

4.2 Customer Growth Projections

Table 4-2 shows the increase in total customers over the 2024-2034 forecast period. Customer growth projections reflect the residential and commercial customer growth for the City as contained in the City's 2022 Development Charges Study. Customer growth over the 2024-2034 forecast period is projected to be 1,700. 2025-2034 detailed customer growth projections by year are presented in Appendix B.

Table 4-2: Customer Growth Projection

Service	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Water	13,653	13,832	14,010	14,188	14,367	14,545	14,724	14,902	15,039	15,175
Wastewater	13,504	13,683	13,861	14,039	14,218	14,396	14,575	14,753	14,890	15,026

5 Volume Projections

5.1 2024 Water Consumption and Billed Wastewater Volume

There are estimated to be approximately 13,475 metered water customers projected to consume approximately 2.9 million m³ in 2024. For wastewater, there are approximately 13,326 metered customers that are projected to generate in 2024 approximately 2.8 million m³ of wastewater flows. These volumes include approximately 0.5 million in flows that would be deemed to be contained in the minimum block charge, which volumes are charged a higher volumetric rate than the volumes that exceed the monthly minimum volume of 3 m³ per month per customer.

5.2 Projected Water Consumption and Billed Wastewater Volume

Projected water consumption and billed wastewater flow increases are based on projected customer growth. The 2025-2034 volume projections are shown below in Table 5-1.

Table 3:1 2025-2034 Projected Water and Wastewater Volumes

Water	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Total Projected Water Consumption	2,901,051	2,924,226	2,947,402	2,970,577	2,993,752	3,016,927	3,040,102	3,063,277	3,081,042	3,098,806
Water Consumption within Minimum Charge	491,521	497,942	504,363	510,784	517,205	523,626	530,046	536,467	541,389	546,311
Water Consumption to be Charged	2,409,530	2,426,285	2,443,039	2,459,793	2,476,547	2,493,302	2,510,056	2,526,810	2,539,653	2,552,495

Wastewater	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Total Projected Wastewater Flows	2,878,542	2,901,717	2,924,893	2,948,068	2,971,243	2,994,418	3,017,593	3,040,768	3,058,533	3,076,297
Wastewater Flows within Minimum Charge	486,157	492,578	498,999	505,420	511,841	518,262	524,682	531,103	536,025	540,947
Wastewater Flows to be Charged	2,392,385	2,409,140	2,425,894	2,442,648	2,459,402	2,476,157	2,492,911	2,509,665	2,522,508	2,535,350

6 Capital Budget Requirements

The future water and wastewater capital budget requirements are presented in Appendix C. This appendix reflects the projects identified by the City's draft 2025 to 2034 capital forecast. There is approximately \$31.3 million in projected water related capital expenditures and approximately \$52.0 million in projected wastewater related capital expenditures required between 2025 and 2034.

Appendix C also shows the projected sources of financing for the annual water and wastewater capital requirements. The level of water and wastewater rates have a direct impact on the mix of capital financing. The City will continue to finance its' capital requirements through cash from capital reserves. The City will however be required to incur debt to cashflow projects in years when sufficient capital reserve funds are not available. Debt financing and the reserve fund requirements are discussed in Sections 6.1 and 6.2.

6.1 Debt Financing

Issuance of debt allows for funds to be available in the year the project is required to proceed, with repayment of the debt occurring in future years. This approach supports the principle of user pay such that the beneficiaries of the new assets pay for their use through the debt repayment. Financing from capital reserve requires that sufficient funds be available in the reserve in the year the project is undertaken, through annual contributions from the operating budget to the reserve in prior years. Therefore, without debt or reserve financing, major rate increases, or "spikes" would be required in the project year to raise sufficient funds to cover the project expenditures.

The City will be required to borrow over the forecast period to fund both the projected water and wastewater capital programs. There is also existing debt for wastewater previously issued for the funding of past capital projects. The existing balance of wastewater debt is approximately \$17.2 million, which will be fully retired by 2036.

Approximately \$3.3 million in new non-growth-related water debt is projected to be required over the forecast period to fund the water capital program, whereas approximately \$8.3 million in new non-growth-related wastewater debt and \$0.7 million in new growth-related wastewater debt is projected to be required over the forecast period to fund the wastewater capital program. The repayment of the wastewater growth-related debt will be funded from future wastewater development charge receipts and therefore will not impact on the rate payer and rates.

It is assumed that new debt is issued with a term of 20 year and at an interest rate of 3.5%. Appendix D provides the details on 2025-2034 continuity of projected outstanding water and wastewater debt, showing annually new debt requirements and debt principal repayments.

6.2 Reserve Fund Requirements

There are two (2) separate capital related reserve funds for both water and wastewater for which projections are made over the study period:

- The Capital Reserve Fund; and
- Development Charges Reserve Fund.

There are also Rate Stabilization Reserves for both water and wastewater services. The Rate Stabilization Reserves will provide a source of funding for water and wastewater to mitigate user rate changes during the preparation of the annual operating budget and to protect the City against any unanticipated expenditures of an operating nature. Operating reserves are maintained over the forecast period between 5% and 10% of annual operating expenditure budgets

Appendix E shows the continuity schedule for each capital reserve fund and rate stabilization reserve projection. These schedules show the transfers to and from the respective reserve and reserve fund, and the opening and closing balances.

Water Capital Reserve Fund

The Water Capital Reserve Fund is the primary source of funding for non-growth-related water capital projects and has a projected closing balance in 2024 of approximately \$3.1 million. Annual contributions to the water capital reserve fund are increasing over the forecast period to ensure sufficient funds are available to finance the water capital program. In years where insufficient water reserve funds were available to fund the net non-growth water capital program, debt was required. A minimum balance of \$0.5 million was maintained in the water capital reserve fund to finance any unplanned emergency capital works should they arise.

The average annual water capital reserve fund contribution over the forecast period is estimated at \$2.6 million per year. The closing balance of the water capital reserve fund is projected at \$3.3 million by 2034, representing about 101% of the 10-year average annual water capital program. This ensures that the City is in a strong position to begin funding water capital works beyond the study period.

Wastewater Capital Reserve Fund

The Wastewater Capital Reserve Fund is the primary source of funding for non-growth-related wastewater capital projects and has a projected closing balance in 2024 of approximately \$4.2 million. The annual contributions to the wastewater capital reserve are increasing so that sufficient funds are available to finance the wastewater capital program. In years where insufficient wastewater reserve funds were available to fund the net non-growth wastewater capital program, debt was required. A minimum balance of \$0.5 million was maintained in the wastewater capital reserve fund to finance any unplanned emergency capital works should they arise.

The average annual wastewater capital reserve fund contribution over the forecast period is estimated at \$3.4 million per year. The closing balance of the wastewater capital reserve is projected to increase to approximately \$5.8 million by 2034. The 2034 closing balance represents about 107% of the 10-year average annual wastewater capital program. This ensures that the City is in a strong position to begin funding wastewater capital works beyond the study period.

Water Development Charges Reserve Fund

The Water Development Charges Reserve Fund has a projected closing balance in 2024 of \$0.5 million, with an increase to \$0.9 million by 2034. There are two (2) growth-related water capital projects identified over the forecast period which will require \$0.5 million from the water development charges reserve fund. Annual contributions to the water development charges reserve fund are based on the customer growth projections detailed in Section 4, with current water development charges being indexed annually by 3%.

Wastewater Development Charges Reserve Fund

The Wastewater Development Charges Reserve Fund has a projected closing balance in 2024 of approximately \$2.3 million, increasing to approximately \$2.9 million by 2034. There are six (6) growth-related wastewater capital projects identified over the forecast period which will require development charges funding of \$9.7 million. As there were years in which the required wastewater development charges funding exceeded the available wastewater development charges reserve fund balance, \$0.7 million in growth-related debt will be required over the forecast period. The future debt servicing on the wastewater growth-related debt will be recovered from future wastewater development charges proceeds and as such will not impact on the projected required user revenues. Annual contributions to the wastewater development charges reserve fund are based on the customer growth projections detailed in Section 4, and current wastewater development charge rates indexed annually by 3%.

Water Rate Stabilization Reserve

The water rate stabilization reserve has a projected 2024 closing balance of approximately \$1.2 million, representing about 21% of the 2024 water expenditure budget. The City's policy regarding the water rate stabilization reserve is to have a maximum target balance of 10%.

It is proposed that in 2025 \$0.7 million from this reserve be transferred to the water capital reserve fund where funds are needed to minimize the use of debt in funding the water capital program. Over the forecast period the water rate stabilization reserve maintains a balance of between 5% and 10% of the annual water expenditure budget, which is an industry best practice.

Wastewater Rate Stabilization Reserve

The wastewater rate stabilization reserve has a projected 2024 closing balance of approximately \$1.4 million, representing about 18% of the 2024 wastewater expenditure budget. The City's policy regarding the wastewater stabilization reserve is to have a maximum target balance of 10%.

It is proposed that in 2025 \$0.8 million from this reserve be transferred to the wastewater capital reserve fund where funds are needed to minimize the use of debt in funding the wastewater capital program. Over the forecast period the wastewater rate stabilization reserve maintains a balance of between 5% and 10% of the annual wastewater expenditure budget, which is an industry best practice

7 Operations & Maintenance (O&M) Cost Projections

The annual operating budgets are based on the operations and maintenance needs of the City's water and wastewater systems. These include operations and maintenance costs related to the water system (i.e. water purchases and water distribution), and the wastewater system (i.e. treated wastewater and wastewater collection). These costs generally include the staffing, materials, utilities and other costs related to the following:

- Administration;
- Contracted Services;
- Minor Capital; and
- Maintenance.

Transfers to reserves and debt servicing are typically included in the annual O&M budgets. These costs have however been addressed separately for the purposes of this report and are noted in Section 6.

A portion of the O&M costs is offset by non-rate revenues. These include:

- Inter-functional maintenance charges;
- Recoveries ,and
- User fees.

The projection of the gross costs and non-rate revenues over the study period is based on the City's draft 2025 Water and Wastewater Operating Budgets. Operating costs beyond 2025 are increased annually by 2%

Table 7.1 and Table 7.2 show the City's draft 2025 operating budgets for water and wastewater services including the net amount to be recovered from customers.

Appendix F summarizes the projected 2025 – 2034 water systems gross operating & maintenance costs, non-rate revenues and net costs to be recovered from customers through the City's base and consumption charges. The net annual costs of the water system are expected to increase from \$6.3 million in 2025 to approximately \$10.4 million by 2034. The \$4.1 million increase in water operating cost over the forecast period is mainly due to a projected increase in the transfer to the capital reserve fund needed to fund the water capital program, inflationary cost increases, and the addition of debt servicing costs.

Appendix G summarizes the projected 2025 – 2034 wastewater systems gross operating & maintenance costs, non-rate revenues and net costs to be recovered from customers through the City's base and consumption charges. The net annual costs of the wastewater system are expected to increase from \$8.4 million in 2025 to \$10.3 million by 2034. The \$1.9 million increase in wastewater operating cost over the forecast period is due to a projected increase in the transfer to the capital reserve fund needed to fund the wastewater capital program and inflationary cost increases. These increases are however offset by a reduction in projected debt servicing costs.

Table 7-1: 2025 Draft Water Operating Budget

2025 Draft Operating Budget	
<u>Operating Expenditures</u>	
WATER ADMINISTRATION	\$ 3,096,912
WATER SUPPLY	\$ 873,750
WATER DISTRIBUTION	\$ 1,342,960
Sub Total Operating Expenditures	\$ 5,313,622
<u>Capital-Related</u>	
Transfer to Capital Reserves and Reserve Funds	\$ 1,191,615
Sub Total Capital Related Expenditures	\$ 1,191,615
Total Expenditures	\$ 6,505,237
Total Operating Revenue	\$ 172,640
Net Water Costs To Be Recovered From Users	\$ 6,332,597

Table 7-2: 2025 Draft Wastewater Operating Budget

2025 Draft Operating Budget	
Operating Expenditures	
SANITARY ADMINISTRATION	\$ 292,361
SANITARY TREATMENT	\$ 1,587,300
SANITARY COLLECTION	\$ 1,969,060
Sub Total Operating Expenditures	\$ 3,848,721
Capital-Related	
Existing Debt (Principal) - Non-Growth Related	\$ 2,187,116
Existing Debt (Interest) - Non-Growth Related	\$ 544,755
Transfer to Capital Reserves and Reserve Funds	\$ 2,560,483
Sub Total Capital Related Expenditures	\$ 5,292,354
Total Expenditures	
	\$ 9,141,075
Total-Non Rate Revenues	\$ 324,000
Contributions from Capital Reserve	\$ 435,650
Total Operating Revenue	
	\$ 759,650
Net Wastewater Costs To Be Recovered From Users	
	\$ 8,381,425

8 Sustainable User Rates and Revenues

Appendix H presents the projected 2025 – 2034 sustainable water rates and revenues. Appendix I presents the projected 2025-2034 sustainable wastewater rates and revenues. These rates and revenues are based on the City's current water and wastewater rate structure. The costs and revenues contained in Section 6 (Capital Budget Requirements) and Section 7 (Operating & Maintenance Cost Projections), and the projected growth contained in Section 4 (Customer Growth) and Section 5 (Volume Projections) were considered in calculating the sustainable user rates and revenues as presented in this section.

8.1 Current Rates and Charges

The City's current rate structure and rates are shown in Table 8-1. The water rate structure includes a monthly fixed charge based on meter size, and a 2-step decreasing block volumetric rate. The wastewater rate structure includes a single monthly fixed charge and a 2-step decreasing block volumetric rate

The water rate structure includes a monthly fixed charge based on meter size, and a 2-step decreasing block volumetric rate of \$2.92 per cubic metre for the first block (first 3m³/month) and \$1.19 per cubic metre for the second block (after first 3m³/month). All water customers are subject to a minimum monthly volumetric charge of \$8.76 a month (. The wastewater rate structure includes a single monthly fixed charge with a 2-step decreasing block volumetric rate of \$4.48 per cubic metre for the first block (first 3m³/month) and \$1.83 per cubic metre for the second block (after first 3m³/month). All wastewater customers are subject to a minimum monthly volumetric charge of \$13.44 a month.

Table 8-1: Current 2024 Water and Wastewater Rates and Charges

Rate Structure Component	Meter Size	Rates	
		Water	Wastewater
Block 1 - First 3 cubic metres (monthly)* of water consumed		\$ 2.92	\$ 4.48
Block 2 - Additional cubic metres of water consumed		\$ 1.19	\$ 1.83
Fixed Annual Charges Based on Meter Size (\$/Year)	Under 1 "	\$ 114.00	\$ 123.00
	1"	\$ 177.00	\$ 123.00
	1.5"	\$ 225.00	\$ 123.00
	2"	\$ 276.00	\$ 123.00
	3"	\$ 372.00	\$ 123.00
	4"	\$ 486.00	\$ 123.00
	6"	\$ 825.00	\$ 123.00
	8"	\$ 1,116.00	\$ 123.00

* Customers are subject to a minimum monthly charge based on 3 cubic metres

8.2 Water Rates and Revenue Projection

Table 8-2 presents the projected sustainable water rates and revenues for the five (5) year period 2025 – 2029. Based on the full cost assessment of the City's water system the current water rates are required to be increased annually by 7% over the 2025-2029 period, with annual increases of 3% over the 2030-2034 period. These increases are required to ensure that the water system remains financially stable over the next 10 years. As noted above, Appendix H presents the projected 2025 – 2034 sustainable water rates and revenues

Table 8-2: Projected Water Rates and Revenues

Base Charge (Projected Annual Base Charges and Revenues)					
Base Charge	2025	2026	2027	2028	2029
Annual Increase %Increases	7.00%	7.00%	7.00%	7.00%	7.00%
Under 1 "	\$ 121.98	\$ 130.52	\$ 139.65	\$ 149.43	\$ 159.89
1 "	\$ 189.39	\$ 202.65	\$ 216.83	\$ 232.01	\$ 248.25
1.5"	\$ 240.75	\$ 257.60	\$ 275.63	\$ 294.93	\$ 315.57
2"	\$ 295.32	\$ 315.99	\$ 338.11	\$ 361.78	\$ 387.10
3"	\$ 398.04	\$ 425.90	\$ 455.72	\$ 487.62	\$ 521.75
4"	\$ 520.02	\$ 556.42	\$ 595.37	\$ 637.05	\$ 681.64
6"	\$ 882.75	\$ 944.54	\$ 1,010.66	\$ 1,081.41	\$ 1,157.11
8"	\$ 1,194.12	\$ 1,277.71	\$ 1,367.15	\$ 1,462.85	\$ 1,565.25
Projected Revenue Generated from Base Charge	\$ 1,728,834	\$ 1,873,132	\$ 2,029,160	\$ 2,197,853	\$ 2,380,221
Block 1 (Projected Annual Minimum Charge Rates & Revenues)					
Block 1	2025	2026	2027	2028	2029
Annual Increase %Increases	7.00%	7.00%	7.00%	7.00%	7.00%
Block 1 (First 3 cubic metres per month)	\$ 3.12	\$ 3.34	\$ 3.58	\$ 3.83	\$ 4.10
Minimum Charge (Annual)	\$ 112.48	\$ 120.35	\$ 128.78	\$ 137.79	\$ 147.44
Number of Customers	13,653	13,832	14,010	14,188	14,367
Projected Revenues Generated from Minimum Charge	\$ 1,535,708	\$ 1,664,673	\$ 1,804,169	\$ 1,955,037	\$ 2,118,186
Block 2 (Projected Annual Uniform Rates & Revenues)					
Block 2	2025	2026	2027	2028	2029
Annual Increase %Increases	7.00%	7.00%	7.00%	7.00%	7.00%
Block 2 (Uniform Rate for additional cubic metres)	\$ 1.27	\$ 1.36	\$ 1.46	\$ 1.56	\$ 1.67
Total Projected Water Consumption	2,901,051	2,924,226	2,947,402	2,970,577	2,993,752
Water Consumption within Minimum Charge	491,521	497,942	504,363	510,784	517,205
Water Consumption to be Charged	2,409,530	2,426,285	2,443,039	2,459,793	2,476,547
Projected Revenue Generated from Uniform Rate	\$ 3,068,055	\$ 3,305,645	\$ 3,561,465	\$ 3,836,901	\$ 4,133,448
Total Water User Revenues	\$ 6,332,597	\$ 6,843,450	\$ 7,394,794	\$ 7,989,792	\$ 8,631,855

8.3 Wastewater Rates and Revenue Projection

Table 8-3 presents the projected sustainable wastewater rates and revenues for the five (5) year period 2025 – 2029. Based on the full cost assessment of the City’s wastewater system the current wastewater rates are required to be increased annually by 2% over the 2025-2029 period, with annual increases of 1% over the 2030-2024 period. These increases are required to ensure that the wastewater system remains financially stable over the next 10 years. As noted above, Appendix I presents the projected 2025-2034 sustainable wastewater rates and revenues.

Table 8-3: Projected Wastewater Rates and Revenues

Base Charge (Projected Annual Wastewater Base Charges and Revenues)					
Base charge	2025	2026	2027	2028	2029
Annual Increase %Increases	2.00%	2.00%	2.00%	2.00%	2.00%
Under 1 "	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
1"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
1.5"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
2"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
3"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
4"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
6"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
8"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80
Projected Revenue Generated from Base Charges	\$ 1,694,257	\$ 1,750,966	\$ 1,809,267	\$ 1,869,199	\$ 1,930,804
Block 1 (Projected Annual Minimum Charge Rates & Revenues)					
Block 1	2025	2026	2027	2028	2029
Annual Increase %Increases	2.00%	2.00%	2.00%	2.00%	2.00%
	\$ 4.57	\$ 4.66	\$ 4.75	\$ 4.85	\$ 4.95
Minimum Charge (Annual)	\$ 164.51	\$ 167.80	\$ 171.15	\$ 174.57	\$ 178.07
Number of Customers	13,504	13,683	13,861	14,039	14,218
Projected Revenues Generated from Minimum Charge	\$ 2,221,543	\$ 2,295,901	\$ 2,372,346	\$ 2,450,930	\$ 2,531,708
Block 2 (Projected Annual Uniform Wastewater Rates & Revenues)					
Block 2	2025	2026	2027	2028	2029
Annual Increase %Increases	2.00%	2.00%	2.00%	2.00%	2.00%
Uniform Rate per Cubic Metre	\$ 1.87	\$ 1.90	\$ 1.94	\$ 1.98	\$ 2.02
Total Projected Wastewater Flows	2,878,542	2,901,717	2,924,893	2,948,068	2,971,243
Wastewater Flows within Minimum Charge	486,157	492,578	498,999	505,420	511,841
Wastewater Flows to be Charged	2,392,385	2,409,140	2,425,894	2,442,648	2,459,402
Projected Revenue Generated from Uniform Rate	\$ 4,465,626	\$ 4,586,838	\$ 4,711,112	\$ 4,838,521	\$ 4,969,143
Total Wastewater User Revenues	\$ 8,381,426	\$ 8,633,706	\$ 8,892,724	\$ 9,158,650	\$ 9,431,656

9 O.Reg 453/07 Water System Financial Plan No. 074-301

Regulation 188/07 under the Safe Drinking Water Act requires Ontario municipalities to apply for and obtain Drinking Water System Licences as part of their overall DWQMS. One of the requirements of holding a valid drinking water licence is preparing and submitting to the Province an updated financial plan in accordance with O.Reg. 453/07. The financial plan must include financial statements on the following:

- The proposed or projected financial position of the drinking water systems;
- The proposed or projected gross cash receipts and gross cash payments;
- The proposed or projected financial operations of the drinking water system; and
- Details on the extent to which the above information applies to the replacement of lead service pipes, if applicable.

Appendix J lists each requirement of the regulation and references the respective financial statements and other relevant information required under each regulatory requirement. The financial plan must apply to a period of at least six (6) years with the first year being the year the existing license expires. As the City's license will expire in 2025 the updated Water System Financial Plan will be for the period of six (6), or from 2025 to 2030. This plan is based on the results of the rate study. Upon Council's approval the financial plan would be made available to the public at no charge and posted on the City's website. It will also be submitted to the Province as part of the City's drinking water license renewal application.

This section presents an updated water system financial plan as defined in O.Reg. 453/07, thereby allowing the City to fulfil its obligations under the drinking water licensing regulations for the renewal of its drinking water systems license. The number for the updated financial plan is 074-301.

9.1 Water Tangible Capital Assets (TCA) Analysis

The results of the rate study contained in this report are used as the basis for preparing the water system financial plan. The City's Tangible Capital Asset inventories were also used in the preparation of the water system financial plan. The amortization of the tangible capital assets is shown as a "non-cash" annual cost that reflects the annual "use" of assets until the end of their respective useful lives. Allowances are made to finance the replacement and/ or rehabilitation of the existing assets once they "expire" and can no longer play a role in providing the required drinking water service to customers. It should be noted however that since amortization is based on the original (historical) cost at the time the asset was placed in service it does not account for inflation since the year of installation. Therefore, basing asset replacement costs on amortization alone is not sufficient to cover the future replacement needs.

The TCA projections contained in the City's water financial plan are based on the following assumptions:

- Amortization of existing assets is based on the City's Tangible Capital Assets Policies and Procedures. Amortization of new infrastructure investments is based on straight line depreciation with half year depreciation charged in the year of acquisition;
- Historical costs, life expectancy and remaining useful life are as identified in the TCA data provided by the City;
- Fully depreciated assets continue to be used in service i.e. no asset removals; and
- New assets to be acquired are based on the capital forecast presented. The forecast includes projects in the City's Capital Budget Forecast.

Water Asset Value

The water system is comprised of the following asset classes:

- Equipment;
- Hydrant;
- Network Structures;
- Pressure Mains;

- System Valves;
- Wells; and
- Misc Water Assets.

Table 10-2 shows the projected capital asset value based on historical cost and accumulated amortization to 2024. This is reflected as the net book value (NBV) i.e. the “accounting” value and indicates that the water system is approximately 44% depreciated or has approximately 56% remaining life based on the TCA data. This suggests that the water system assets are almost halfway through their service life.

Table 9-1: Water – Asset Amortization and 2024 Net Book Value (NBV)

2024 Water Asset Details		
Historical Cost	\$ 34,298,786	100%
Accumulated Amortization	\$ 14,948,005	44%
Net Book Value	\$ 19,350,781	56%

9.2 Water Financial Statements

This financial plan involves the review, analysis and assessment of financial information contained in the rate study including costs, revenues, debt, cash transactions and Tangible Capital Assets (TCA) to prepare the following three (3) financial statements covering the period 2025 - 2030 as required under O.Reg 453/07:

- Statement of Financial Position;
- Statement of Operations; and
- Statement of Cash Flow

9.2.1 Water - Statement of Financial Position

The Statement of Financial Position is presented in Table 9-2. This statement summarizes the City’s water-related financial and non-financial assets i.e. Tangible Capital Assets (TCA) and liabilities and provides the net financial asset (or net debt) position and accumulated surplus related to managing the water system. The financial assets are primarily cash balances in the water reserves and reserve funds. Liabilities consist of the development charge reserve fund balances (i.e. deferred revenues) and water long-term debt. The non-financial assets (TCA) include the City’s water infrastructure. The historical costs are amortized over the asset life to arrive at the net book value each year from 2025 to 2030. New assets are added in the years acquired, developed or built. Contributed assets are primarily new infrastructure and facilities that would be transferred to the City’s ownership and control by developers as they are completed. However, this is assumed to be zero. It is also assumed that other non-financial assets such as inventory and prepaid expenses are zero.

Contained within the Statement of Financial Position are important indicators, the first being net financial assets (or net debt) which is defined as the difference between financial assets and liabilities. This indicator provides a measure of the water system’s “future revenue requirement”. Table 9-2 indicates that in 2025, the City's water system will be in a net financial asset position of \$1.7 million. This will decrease to a net debt position of \$1.8

million by 2030. A net financial asset position indicates that financial resources will be available to fund future operations. A net debt position indicates that financial resources will be required to fund future operations. The change from a net financial assets position to a net debt position is due to a reduction in financial assets, along with a small increase in deferred revenues (development charges reserves) and the addition of long-term debt.

The next important indicator contained in the Statement of Financial Position is the net book value of TCA. Table 9-2 shows that net TCA are expected to increase over the forecast period by about \$10.5 million. This indicates that the City has plans to invest in tangible capital assets greater than the consumption of existing assets. Further, a consumption ratio consisting of the accumulated amortization of the City's TCA as a percentage of historical cost ratio highlights the aged condition of the assets and their potential replacement needs. The City's Water Asset Consumption Ratio increases over the forecast period from 38% to 27%, suggesting that the water system would be approximately a quarter of its life expectancy by 2030 and that adequate funds too are being allocated to finance the replacement or rehabilitation of aging assets as they expire.

Another important indicator in the Statement of Financial Position is the accumulated surplus. This indicator provides a measure of the resources available to the City for managing its water system. The accumulated surplus is projected to increase slightly from approximately 24.2 million in 2025 to approximately \$32.5 million by 2030. The accumulated surplus consists of non-financial assets that are made up of the net TCA balance representing past investments in water infrastructure, reduced by the net debt balance that is required to fund future operations.

Table 9-2: Water – Statement of Financial Position

	2025	2026	2027	2028	2029	2030
Financial Assets						
Cash, Receivables and Investment	\$2,254,692	\$1,378,533	\$1,469,509	\$1,366,295	\$2,162,081	\$1,647,319
Total Financial Assets	\$2,254,692	\$1,378,533	\$1,469,509	\$1,366,295	\$2,162,081	\$1,647,319
Financial Liabilities						
Accounts Payable & Deferred Revenue	\$590,462	\$342,372	\$433,348	\$330,134	\$426,237	\$526,301
Long-term Liabilities	\$0	\$1,230,795	\$1,878,009	\$3,114,452	\$2,996,371	\$2,874,158
Total Financial Liabilities	\$590,462	\$1,573,167	\$2,311,357	\$3,444,586	\$3,422,609	\$3,400,459
Net Financial Assets (Net Debt)	\$1,664,230	(\$194,634)	(\$841,848)	(\$2,078,291)	(\$1,260,528)	(\$1,753,140)
Non-Financial Assets						
Tangible Capital Assets	\$36,201,255	\$38,780,129	\$40,640,720	\$43,162,320	\$44,451,303	\$46,683,586
Accumulated Amortization	(\$13,687,014)	(\$13,144,715)	(\$13,021,719)	(\$12,583,129)	(\$12,797,326)	(\$12,460,851)
Total Non-Financial Assets	\$22,514,240	\$25,635,414	\$27,619,001	\$30,579,191	\$31,653,978	\$34,222,736
Accumulated Surplus	\$24,178,470	\$25,440,780	\$26,777,153	\$28,500,900	\$30,393,450	\$32,469,596
Financial Indicators						
Increase (Decrease) in Net Financial Assets	(\$2,636,981)	(\$1,858,864)	(\$647,214)	(\$1,236,443)	\$817,763	(\$492,612)
Increase (Decrease) in Tangible Capital Assets	\$3,163,460	\$3,121,173	\$1,983,588	\$2,960,190	\$1,074,787	\$2,568,758
Increase (Decrease) in Accumulated Surplus	\$526,479	\$1,262,310	\$1,336,373	\$1,723,747	\$1,892,550	\$2,076,146
Water Asset Consumption Ratio	38%	34%	32%	29%	29%	27%

9.2.2 Water - Statement of Operations

The Statement of Operations is presented in Table 9-3. It summarizes the annual revenues and expenses associated with managing the City's water system. It provides a report on the transactions and events that have an influence on the accumulated surplus. The main revenue items included are:

- Revenues from Water Rates and Charges;
- Earned Revenues (capital and operating contributions from development charges, and capital contributions from third parties); and
- Other Revenues (user revenues and recoveries).

The main expense items are:

- The annual cost of operating and maintaining the water systems and non-TCA capital;
- Interest on long-term debt; and
- Amortization expenses on existing and added TCA.

The operating surplus (or deficit) is an important indicator contained in the Statement of Operations. An operating surplus (deficit) measures whether operating revenues generated in a year were sufficient to cover operating expenses incurred in that year. It is important to note that an annual surplus is necessary to ensure funds will be available to address non-expense items such as TCA acquisitions over and above amortization expenses, reserve/reserve fund contributions for asset replacement and rate stabilization, and repayment of outstanding debt principal. A ratio of operating surplus to total revenue is shown in Table 9-3 and reflects the percent of total revenue that can be allocated to funding the non-expense items noted above.

Table 9-3: Water – Statement of Operations

	2025	2026	2027	2028	2029	2030
Water Revenue						
Rate Revenue	\$6,332,597	\$6,843,450	\$7,394,794	\$7,989,792	\$8,631,855	\$8,976,072
Earned Revenue	\$142,400	\$555,458	\$292,702	\$273,288	\$0	\$0
Other Revenue	\$26,644	\$19,143	\$19,401	\$19,664	\$28,570	\$21,253
Total Revenues	\$6,501,641	\$7,418,051	\$7,706,897	\$8,282,743	\$8,660,425	\$8,997,326
Water Expenses						
Operating Expenses	\$5,313,622	\$5,419,894	\$5,528,292	\$5,638,858	\$5,751,635	\$5,866,668
Interest on Debt	\$0	\$0	\$43,078	\$65,730	\$109,006	\$104,873
Amortization	\$661,540	\$735,847	\$799,153	\$854,407	\$907,234	\$949,639
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$5,975,162	\$6,155,741	\$6,370,523	\$6,558,996	\$6,767,875	\$6,921,180
Annual Surplus/(Deficit)	\$526,479	\$1,262,310	\$1,336,373	\$1,723,747	\$1,892,550	\$2,076,146
Accumulated Surplus/(Deficit), Beginning of Year	\$23,651,991	\$24,178,470	\$25,440,780	\$26,777,153	\$28,500,900	\$30,393,450
Accumulated Surplus/ (Deficit), End of Year	\$24,178,470	\$25,440,780	\$26,777,153	\$28,500,900	\$30,393,450	\$32,469,596
Financial Indicators						
Increase (Decrease) in Total Revenues	\$379,706	\$916,410	\$288,845	\$575,847	\$377,682	\$336,900
Increase (Decrease) in Total Expenses	\$455,258	\$180,579	\$214,782	\$188,473	\$208,879	\$153,305
Increase (Decrease) in Annual Surplus	(\$75,553)	\$735,831	\$74,063	\$387,374	\$168,803	\$183,596
Operating Surplus Ratio	8.1%	17.0%	17.3%	20.8%	21.9%	23.1%

9.2.3 Water - Statement of Cash Flow

The Statement of Cash Flow is presented in Table 9-4. This statement summarizes the main cash inflows and outflows related to the water system in four (4) main areas - operating, capital, investing and financing, and shows the annual changes in cash.

The operating cash transactions begin with the surplus or deficit identified in the Statement of Operations. This figure is adjusted to add or subtract non-cash items that were included as revenues or expenses (e.g. amortization expenses and earned revenues). It is assumed that there are no “investing activities” over the period. The capital section indicates the amounts to be spent to acquire capital assets (TCA) or to be received from the sale of assets. In the City’s case, it is assumed that there are no assets to be sold to generate cash. The financing section identifies funds received from development charge receipts and interest earned on the reserve fund balance and proceeds from the issuance of debenture as cash inflows, and the portion of debt repaid as cash outflows.

Table 9-4 indicates that cash is being generated from operations, which is used in funding the acquisition of TCA and towards building internal reserves. The City's cash position is projected to decrease over the forecast period from \$2.3 million in 2025 to a \$1.6 million in 2030.

Table 9-4: Water – Statement of Cash Flow

	2025	2026	2027	2028	2029	2030
Cash Provided by:						
Operating Activities						
Annual Surplus/(Deficit)	\$526,479	\$1,262,310	\$1,336,373	\$1,723,747	\$1,892,550	\$2,076,146
Non-Cash Items						
Amortization	\$661,540	\$735,847	\$799,153	\$854,407	\$907,234	\$949,639
Earned Revenue	(\$142,400)	(\$555,458)	(\$292,702)	(\$273,288)	\$0	\$0
Net Change in Cash Provided by Operating Activities	\$1,045,619	\$1,442,699	\$1,842,824	\$2,304,867	\$2,799,784	\$3,025,784
Capital Activities						
Purchase of TCA	(\$3,825,000)	(\$3,857,020)	(\$2,782,741)	(\$3,814,597)	(\$1,982,021)	(\$3,518,397)
Net Change in Cash Used in Capital Activities	(\$3,825,000)	(\$3,857,020)	(\$2,782,741)	(\$3,814,597)	(\$1,982,021)	(\$3,518,397)
Financing Activities						
DC Collections	\$88,001	\$87,359	\$90,977	\$92,271	\$96,103	\$100,064
External Financing	\$142,400	\$220,008	\$292,702	\$77,802	\$0	\$0
Proceeds From Long-Term Debt	\$0	\$1,230,795	\$690,736	\$1,305,914	\$0	\$0
Repayment of Long-Term Debt	\$0	\$0	(\$43,522)	(\$69,471)	(\$118,080)	(\$122,213)
Net Change in Cash Used in Financing Activities	\$230,401	\$1,538,162	\$1,030,893	\$1,406,517	(\$21,977)	(\$22,149)
Net Change in Cash and Cash Equivalents	(\$2,548,980)	(\$876,159)	\$90,976	(\$103,214)	\$795,786	(\$514,762)
Cash and Cash Equivalents, Beginning of the Year	\$4,803,672	\$2,254,692	\$1,378,533	\$1,469,509	\$1,366,295	\$2,162,081
Cash and Cash Equivalents, End of the Year	\$2,254,692	\$1,378,533	\$1,469,509	\$1,366,295	\$2,162,081	\$1,647,319

9.3 Lead Service Pipe Removal

The financial plan is also required to detail the extent to which the information described above relates directly to the replacement of lead service pipes.

The City is in the process of developing a Lead Policy along with a potential subsidy program. It is estimated that there are approximately 1,800 lead service lines within the City, and the complete replacement of these lines would pose a significant financial burden. The proposed approach is to offer a lead subsidy during reconstruction projects. As part of our standard practice, the City would already replace lead service lines up to the property line; however, this policy would extend to consider subsidizing replacements on the private side. By aligning the subsidy with capital projects, the City can better manage the financial impact of lead service replacements.

10 Wastewater System Financial Plan

Preparing a Wastewater System Financial Plan is not mandatory but has become a municipal best practice over the past few years. It is typically prepared in accordance with the requirements of O.Reg 453/07 which applies to water systems.

This financial plan involves the review, analysis and assessment of the wastewater financial information contained in the rate study including costs, revenues, debt, cash transactions and Tangible Capital Assets (TCA) to prepare the projected 2025-2030 financial statements that include the following:

- The proposed or projected financial position of the drinking wastewater systems;
- The proposed or projected gross cash receipts and gross cash payments; and
- The proposed or projected financial operations of the wastewater system; and

The wastewater system financial plan applies to a period of (6) six years from 2025 to 2030 to be consistent with the period covered by the water system financial plan. It is anticipated that the financial plan would be made available to the public at no charge on the City’s website following final approval of the rate study and financial plan by Council.

10.1 Wastewater Tangible Capital Assets (TCA) Analysis

The results of the rate study contained in this report are used as the basis for preparing the wastewater system financial plan. The City’s Asset Inventories were also used in the preparation of the wastewater system financial plan. The amortization of the tangible capital assets is shown as a “non-cash” annual cost that reflects the annual “use” of assets until the end of their respective useful lives. Allowances are made to finance the replacement and/ or rehabilitation of the existing assets once they “expire” and can no longer play a role in providing the required wastewater service to customers. However, it should be noted that since amortization is based on the original (historical) cost at the time the asset was placed in service it does not account for inflation since the year of installation. Therefore, basing asset replacement costs on amortization alone is not sufficient to cover the future replacement needs.

The TCA projections contained in the City’s wastewater financial plan are based on the following assumptions:

- Amortization of existing assets is based on the City’s Tangible Capital Assets policies and procedures. Amortization of new infrastructure investments is based on straight line depreciation with half year depreciation charged in the year of acquisition;
- Historical costs, life expectancy and remaining useful life as per the TCA data provided by the City;
- Fully depreciated assets continue to be used in service i.e. no asset removals; and
- New assets to be acquired are based on the capital forecast. The forecast includes projects in the City’s Capital Budget Forecast and asset replacement projections based on the City’s Asset Management Plan.

Wastewater Asset Value

The wastewater system is comprised of the following asset classes:

- Equipment;
- Pressure Mains;
- Gravity Mains;
- Manholes;
- Network Structures; and
- Misc Wastewater Assets.

Table 10-1 shows the current capital asset value based on historical cost and accumulated amortization to 2024. This is reflected as the net book value (NBV) i.e. the “accounting” value and indicates that the wastewater

system is approximately 35% depreciated or has approximately 65% remaining life based on the TCA data. This suggests that the water system assets are approximately a third of their service life.

Table 10-1: Wastewater – Asset Amortization and 2024 Net Book Value (NBV)

2024 Wastewater Asset Details		
Historical Cost	\$ 65,636,668	100%
Accumulated Amortization	\$ 23,120,540	35%
Net Book Value	\$ 42,516,129	65%

10.2 Wastewater Financial Statements

This financial plan involves the review, analysis and assessment of financial information contained in the rate study including costs, revenues, debt, cash transactions and Tangible Capital Assets (TCA) to prepare the following three (3) financial statements covering the period 2025 - 2030 as required under O. Reg 453/07:

- Statement of Financial Position;
- Statement of Operations; and
- Statement of Cash Flow.

10.2.1 Wastewater - Statement of Financial Position

The Statement of Financial Position is presented in Table 10-2. This statement summarizes the City's wastewater related financial and non-financial assets (Tangible Capital Assets – TCA) and liabilities and provides the net financial asset/ (net debt) position and accumulated surplus related to managing the wastewater system. The financial assets are primarily cash balances in the wastewater reserves and reserve funds. Liabilities consist of the development charge reserve fund balances (i.e. deferred revenues) and wastewater long-term debt. The non-financial assets (TCA) include the City's wastewater infrastructure. The historical costs are amortized over the asset life to arrive at the net book value each year from 2025 to 2030. New assets are added in the years acquired, developed or built. Contributed assets are primarily new infrastructure that would be transferred to the City's ownership and control by developers as they are completed. However, this is assumed to be zero. It is also assumed that other non-financial assets such as inventory and prepaid expenses are zero.

Contained within the Statement of Financial Position are important indicators, the first being net financial assets (or net debt) which is defined as the difference between financial assets and liabilities. This indicator provides a measure of the wastewater system's "future revenue requirement". Table 10.2 indicates that in 2025, the City's wastewater system will be in a net debt position in the amount of \$12.1 million. There will be an increase in the net debt position to \$12.3 million by 2030. The net debt position indicates that financial resources will be required to fund future operations. The slight increase in net debt is due to a combination of a decrease in the cash position offset by a decrease in liabilities, mainly through a reduction in deferred revenue and long-term debt.

The next important indicator contained in the Statement of Financial Position is the net book value of TCA. Table 10-2 shows that net TCA are expected to grow by \$26.7 over the forecast period, or from \$48.8 million in 2025 to \$75.5 million 2030. This indicates that the City has plans to invest in tangible capital assets more than the

consumption of existing assets. Further, a consumption ratio consisting of the accumulated amortization of the City's TCA as a percent of historical cost ratio highlights the aged condition of the assets and their potential replacement needs. The City's Wastewater Asset Consumption Ratio decreases over the forecast period from 32% in 2025 to 23% in 2030, suggesting that the wastewater system would be approximately a quarter through its life expectancy by 2030 and that adequate funds to are being allocated to finance the replacement or rehabilitation of aging assets as they expire.

Another important indicator in the Statement of Financial Position is the accumulated surplus. This indicator provides measure of the resources available to the City for managing its wastewater system. The accumulated surplus is projected to increase from approximately \$36.7 million in 2025 to approximately \$63.2 million by 2030. The accumulated surplus consists of non-financial assets that are made up of the net TCA balance representing past investments in wastewater infrastructure, reduced by the net debt balance that is required to fund future operations.

Table 10-2: Wastewater - Statement of Financial Position

	2025	2026	2027	2028	2029	2030
Financial Assets						
Cash,Receivables and Investment	\$3,980,449	\$1,148,355	\$2,180,622	\$3,009,581	\$4,165,428	\$1,236,063
Total Financial Assets	\$3,980,449	\$1,148,355	\$2,180,622	\$3,009,581	\$4,165,428	\$1,236,063
Financial Liabilities						
Accounts Payable & Deferred Revenue	\$1,043,633	\$0	\$910,523	\$1,861,227	\$2,067,169	\$87,709
Long-term Liabilities	\$15,061,608	\$14,180,926	\$12,000,276	\$12,415,915	\$10,399,836	\$13,411,377
Total Financial Liabilities	\$16,105,240	\$14,180,926	\$12,910,799	\$14,277,141	\$12,467,005	\$13,499,086
Net Financial Assets (Net Debt)	(\$12,124,791)	(\$13,032,571)	(\$10,730,177)	(\$11,267,561)	(\$8,301,576)	(\$12,263,022)
Non-Financial Assets						
Tangible Capital Assets	\$71,462,750	\$78,155,576	\$80,162,901	\$84,635,947	\$87,236,510	\$97,670,438
Accumulated Amortization	(\$22,639,383)	(\$22,442,786)	(\$22,807,200)	(\$22,575,907)	(\$23,054,934)	(\$22,164,589)
Total Non-Financial Assets	\$48,823,367	\$55,712,790	\$57,355,701	\$62,060,039	\$64,181,576	\$75,505,849
Accumulated Surplus	\$36,698,576	\$42,680,218	\$46,625,524	\$50,792,479	\$55,879,999	\$63,242,827
Financial Indicators						
Increase (Decrease) in Net Financial Assets	(\$526,924)	(\$907,781)	\$2,302,395	(\$537,384)	\$2,965,985	(\$3,961,446)
Increase (Decrease) in Tangible Capital Assets	\$6,307,238	\$6,889,423	\$1,642,911	\$4,704,338	\$2,121,536	\$11,324,273
Increase (Decrease) in Accumulated Surplus	\$5,780,314	\$5,981,642	\$3,945,306	\$4,166,954	\$5,087,521	\$7,362,828
Water Asset Consumption Ratio	32%	29%	28%	27%	26%	23%

10.2.2 Wastewater - Statement of Operations

The Statement of Operations is presented in Table 10-3 It summarizes the annual revenues and expenses associated with managing the City's wastewater system. It provides a report on the transactions and events that have an influence on the accumulated surplus. The main revenue items included are:

- Revenues from Wastewater Rates and Charges;

- Earned Revenues (capital and operating contributions from development charges, and capital contributions from third parties); and
- Other Revenues (user revenues and recoveries).

The main expense items are:

- The annual cost of operating and maintaining the wastewater system and non-TCA capital;
- Interest on long-term debt; and
- Amortization expenses on existing and new TCA.

The operating surplus/ (deficit) is an important indicator contained in the Statement of Operations. An operating surplus/ (deficit) measures whether operating revenues generated in a year were sufficient to cover operating expenses incurred in that year. It is important to note that an annual surplus is necessary to ensure funds will be available to address non-expense items such as TCA acquisitions over and above amortization expenses, reserve/reserve fund contributions for asset replacement and rate stabilization, and repayment of outstanding debt principal. A ratio of operating surplus to total revenue is shown in Table 10-3 and reflects the percent of total revenue that can be allocated to funding the non-expense items noted above.

Table 10-3: Wastewater - Statement of Operations

	2025	2026	2027	2028	2029	2030
Wastewater Revenue						
Rate Revenue	\$8,381,426	\$8,633,706	\$8,892,724	\$9,158,650	\$9,431,656	\$9,616,703
Earned Revenue	\$2,198,400	\$2,247,399	\$48,850	\$48,850	\$825,451	\$3,016,592
Other Revenue	\$352,330	\$336,730	\$344,843	\$351,584	\$368,685	\$363,972
Total Revenues	\$10,932,156	\$11,217,835	\$9,286,417	\$9,559,085	\$10,625,792	\$12,997,267
Wastewater Expenses						
Operating Expenses	\$3,848,721	\$3,925,695	\$4,004,209	\$4,084,294	\$4,165,979	\$4,249,299
Interest on Debt	\$544,755	\$479,661	\$460,176	\$395,048	\$421,190	\$356,998
Amortization	\$758,365	\$830,836	\$876,726	\$912,789	\$951,103	\$1,028,143
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$5,151,841	\$5,236,193	\$5,341,111	\$5,392,131	\$5,538,272	\$5,634,440
Annual Surplus/(Deficit)	\$5,780,314	\$5,981,642	\$3,945,306	\$4,166,954	\$5,087,520	\$7,362,827
Accumulated Surplus/(Deficit), Beginning of Year	\$30,918,262	\$36,698,576	\$42,680,218	\$46,625,524	\$50,792,478	\$55,879,999
Accumulated Surplus/ (Deficit), End of Year	\$36,698,576	\$42,680,218	\$46,625,524	\$50,792,478	\$55,879,999	\$63,242,826
Financial Indicators						
Increase (Decrease) in Total Revenues	\$2,211,586	\$285,679	(\$1,931,418)	\$272,668	\$1,066,708	\$2,371,475
Increase (Decrease) in Total Expenses	\$685,925	\$84,351	\$104,919	\$51,019	\$146,142	\$96,168
Increase (Decrease) in Annual Surplus	\$1,525,660	\$201,328	(\$2,036,336)	\$221,648	\$920,566	\$2,275,307
Operating Surplus Ratio	52.9%	53.3%	42.5%	43.6%	47.9%	56.6%

10.2.3 Wastewater - Statement of Cash Flows

the Statement of Cash Flow is presented in Table 10-4. This statement summarizes the main cash inflows and outflows related to the wastewater system in four (4) main areas - operating, capital, investing and financing, and shows the annual changes in cash.

The operating cash transactions begin with the surplus or deficit identified in the Statement of Operations. This figure is adjusted to add or subtract non-cash items that were included as revenues or expenses (e.g. amortization expenses). It is assumed that there were no “investing activities” over the period. The capital section indicates the amounts spent to acquire capital assets (TCA) or received from the sale of assets. In the City’s case, it is assumed that there are no assets to be sold to generate cash. The financing section identifies funds received from development charge receipts and interest earned on the reserve fund balance, external financing such as provincial and federal grants, and proceeds from the issuance of debenture as cash inflows, and the portion of debt repaid as cash outflows.

Table 10-4 indicates that cash is generated from operations, which is used in funding the acquisition of TCA and towards building internal reserves. The City's cash position is projected to decrease over the forecast period from \$4.0 million in 2025 to approximately \$1.2 million in 2030.

Table 10-4: Wastewater - Statement of Cash Flow

	2025	2026	2027	2028	2029	2030
Cash Provided by:						
Operating Activities						
Annual Surplus/(Deficit)	\$5,780,314	\$5,981,642	\$3,945,306	\$4,166,954	\$5,087,520	\$7,362,827
Non-Cash Items						
Amortization	\$758,365	\$830,836	\$876,726	\$912,789	\$951,103	\$1,028,143
Earned Revenue	(\$2,198,400)	(\$2,247,399)	(\$48,850)	(\$48,850)	(\$825,451)	(\$3,016,592)
Net Change in Cash Provided by Operating Activities	\$4,340,279	\$4,565,079	\$4,773,182	\$5,030,892	\$5,213,172	\$5,374,379
Capital Activities						
Purchase of TCA	(\$7,065,603)	(\$7,720,259)	(\$2,519,638)	(\$5,617,127)	(\$3,072,639)	(\$12,352,417)
Net Change in Cash Used in Capital Activities	(\$7,065,603)	(\$7,720,259)	(\$2,519,638)	(\$5,617,127)	(\$3,072,639)	(\$12,352,417)
Financing Activities						
DC Collections	\$906,590	\$920,517	\$959,373	\$999,554	\$1,031,394	\$1,037,132
External Financing	\$0	\$283,250	\$0	\$0	\$0	\$0
Proceeds From Long-Term Debt	\$0	\$1,318,916	\$0	\$2,611,924	\$0	\$5,049,670
Repayment of Long-Term Debt	(\$2,187,116)	(\$2,199,597)	(\$2,180,650)	(\$2,196,285)	(\$2,016,079)	(\$2,038,129)
Net Change in Cash Used in Financing Activities	(\$1,280,527)	\$323,085	(\$1,221,277)	\$1,415,193	(\$984,685)	\$4,048,673
Net Change in Cash and Cash Equivalents	(\$4,005,850)	(\$2,832,094)	\$1,032,267	\$828,959	\$1,155,848	(\$2,929,365)
Cash and Cash Equivalents, Beginning of the Year	\$7,986,300	\$3,980,449	\$1,148,355	\$2,180,622	\$3,009,581	\$4,165,428
Cash and Cash Equivalents, End of the Year	\$3,980,449	\$1,148,355	\$2,180,622	\$3,009,581	\$4,165,428	\$1,236,063

11 Conclusions & Recommendations

The following are the main conclusions regarding the water system:

1. Approximately \$31.3 million in water capital expenditures is identified between 2025 and 2034, of which all will be financed from the capital reserves, development charges, third party contributions and long-term debt.
2. The net annual water expenditures are expected to increase from \$6.3 million in 2025 to \$10.4 million by 2034.
3. The financial statements for the water system are prepared based on the results of the rate study analyses and projections, indicate the following:
 - The accumulated surplus is projected to increase from approximately \$24.2 million in 2025 to approximately \$32.5 million by 2030.
 - The operating surplus ratio is projected to increase from approximately 8% in 2025 to 23% in 2030.
 - The cash position is projected to decrease from \$2.3 million in 2025 to a \$1.6 million in 2030.

These indicate that the financial outlook for the water system over the 6-year period 2025 to 2030 is good.

The following are the main conclusions regarding the wastewater system:

4. Approximately \$52.0 million in wastewater capital expenditures is identified between 2025 and 2034 of which all will be financed from the capital reserves, development charges, third party contributions and long-term debt.
5. The net annual wastewater expenditures are expected to increase, from \$8.4 million in 2025 to \$10.3 million by 2034.
6. The financial statements for the wastewater system are prepared based on the results of the rate study analyses and projections, indicate the following:
 - The accumulated surplus is projected to increase from approximately \$36.7 million in 2025 to approximately \$63.2 million by 2030.
 - The operating surplus ratio is projected to increase from approximately 53% in 2025 to 57% in 2030.
 - The cash position is projected to decrease from \$4.0 million in 2025 to \$1.2 million in 2030.

These indicate that the financial outlook for the water system over the 6-year period 2025 to 2030 is good.

The following are the main recommendations resulting from the water and wastewater rate study:

7. That implementation of Water Rates and Charges as contained in Appendix H be approved to achieve full cost recovery and long-term sustainable financing of the City's water system.
8. That implementation of Wastewater Rates and Charges as contained in Appendix I be approved to achieve full cost recovery and long-term sustainable financing of the City's wastewater system.
9. That transfers to the water and wastewater capital reserves be increased to levels as presented in Appendix E to adequately fund the capital requirements, subject to annual reviews, of the water and wastewater system's capital needs.
10. That the O.Reg. 453/07 Water System Financial Plan No. 074-301 including the Financial Statements contained herein be approved by Council and submitted to the Province of Ontario in accordance with the Drinking Water System License renewal requirements and O. Reg. 453/07.
11. That the Wastewater System Financial Plan including the Financial Statements contained herein be received by Council.
12. That a copy of the Water Financial Plan No. 074-301 and the Wastewater Financial Plan be posted on the City's website and made available to the public at no charge.

APPENDICES

Appendix A

2024 Water and Wastewater Rates (Schedule “E” from By-Law No. 117-2023)

THIS IS SCHEDULE "E" TO BY-LAW 117-2023

of The Corporation of the City of Stratford

passed this 25th day of September, 2023

**INFRASTRUCTURE AND DEVELOPMENT SERVICES
FEES AND CHARGES****Miscellaneous**

Item	Fee
Land transfer inquiries	\$60.00 per land transfer inquiry
Street Permit: Hoarding on City Sidewalk Excavation on Road Allowance	\$65.00
Hydration Station Rental	\$25.00 per day

Administrative Fees

Item	Fee
New Sewer and/or Water Connections	\$180.00 plus actual cost of the project
Sewer and/or Water Repairs	\$80.00 plus actual cost of the project
Private Sidewalk and Curb: Driveway widenings or relocation Curb or sidewalk replacement Damage deposit and repair	\$80.00 plus actual cost of the project
Sidewalk or Curb Repair for Utility Companies	\$40.00 per location plus actual cost of the project
Miscellaneous Invoice: Damaged sign and traffic signals Street cleaning (mud, fuel, oil) Sewer flushing Garbage pickup Road Closures for MTO, etc.	7% with minimum of \$80.00 Plus actual cost of the activity
Payroll Burden on invoices to the public	45%
Warehouse Fee on the invoices to the public for material taken from stock	15%
Temporary Access Across Municipal Property (Policy P.3.6) Fees and damage deposits subject to annual Consumer Price Index increase	\$50 per application, plus damage deposit of \$100 per metre of private property abutting city property
As Built Drawings	\$25.00 per sheet

Water Rates

Consumption Charge	2023
First 3 cubic metres	\$2.81/m ³
All additional cubic metres	\$1.15/m ³
Minimum consumption charge	\$8.43

Monthly Flat Charge	2023
Under 1 inch meter	\$9.25
1 inch meter	\$14.25
1½ inch meter	\$18.00
2 inch meter	\$22.00
3 inch meter	\$29.75
4 inch meter	\$39.00
6 inch meter	\$66.00
8 inch meter	\$89.25

Sanitary Sewer

Sewage Service Rate	2023
First 3 cubic metres	\$4.39/m ³
All additional cubic metres	\$1.79/m ³
Minimum consumption charge	\$13.17
Fixed monthly charge	\$9.25

Development, Subdivision and Condominium Servicing Agreements

Item	Fee
a) Administrative fees for preparation of an agreement	\$2,240.00
b) Review fees for Engineering Submissions	
i. Variable fee per single detached or semi detached dwelling lot per submission	\$55.00
ii. Variable fee per block per submission (excluding road widening and reserve blocks)	\$110.00
c) Construction Inspection Fee (prior to registration of agreement)	2% of total construction cost estimate
d) Subdivision Tree fee (prior to registration of agreement) Number of required trees to be determined by the Manager of Parks, Forestry and Cemetery	\$300.00 per tree

Waste Management

Waste Management Rates	2021
Bag Tag	\$3.70
Bag or Can at Landfill Site	\$4.80
Minimum scale rate	\$20.00
Tip Fee – regular – loose loads of waste	\$85.50 per tonne
Tip Fee – regular – more than five (5) bags or cans of waste	\$85.50 per tonne
Tip Fee – regular – loads of recyclables, brush or yard waste 200 kilograms or greater	\$85.50 per tonne
Tip Fee – large hauler – waste haulers bringing in excess of 10,000 tonnes of waste in a twelve-month period	\$80.00 per tonne
Tip Fee – Asbestos	\$170.00 per tonne
Scale down – car	\$20.00
Scale down – truck	\$25.00
Scale down – trailer	\$22.75
Scale down- Roll off	\$12.25/cubic yard
Scale down – Packer	\$17.50/cubic yard
Large Item Tag	\$13.50
Recycle Box	\$7.30
Backyard Composter	\$28.32
White Goods – Freon removal	\$43.00
White Goods – No Freon	\$25.00
Televisions & computer monitors	\$0.00
Commission Fee on sale of garbage bag tags	5%
Finished compost produced through the City's organic diversion program to Commercial Users and Landscapers	\$3.50/cubic metre

An administrative fee of \$25.00, excluding applicable taxes, shall be charged by the City to provide duplicate copies of tickets for tipping fees when requested to do so.

Tipping Fees for Eligible Brownfields Sites

Developers of contaminated properties who are eligible for tax increment-based grant financing under the City's brownfields program will:

- A) pay the tipping fees for the minimum projected quantities of contaminated soil to be removed as recommended in a Phase II Environmental Assessment prepared

Consolidated to March 25, 2024

by a recognized environmental engineering firm, such report to be accepted by the City's Director of Infrastructure and Development Services; and

- B) enter into an agreement with the City to pay the tipping fees, over time, for any quantities of contaminated soil that are actually delivered in excess of the projected minimum amount by agreeing that the City shall deposit the amount of all tax increments, for which the developer would otherwise be entitled to relief by way of grant, to the tipping fee reserve until the balance of the amount owing is paid, with any portion of the tipping fees still owing to the City at the end of the tax increment-based grant financing period to be then immediately due and payable.

Further that the Director of Infrastructure and Development Services be authorized to make arrangements with developers who qualify under this policy to either accept contaminated soil at the Stratford landfill site or divert quantities to another landfill site.

Site Alteration

Item	Fee
Site Alteration Permit Fee	\$500.00
Site Alteration Permit Renewal Fee	\$500.00
Site Alteration Transfer of Permit Fee	\$250.00
Preparation of Site Alteration Agreement Fee (including registration fee)	All costs to be recouped from the Applicant

Appendix B

2025-2034 Water and Wastewater Customer Growth Projections

APPENDIX B: CUSTOMER GROWTH PROJECTIONS

Water Customers by Meter Size	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Under 1 "	13,235	13,414	13,592	13,770	13,949	14,127	14,306	14,484	14,621	14,757
1"	54	54	54	54	54	54	54	54	54	54
1.5"	170	170	170	170	170	170	170	170	170	170
2"	154	154	154	154	154	154	154	154	154	154
3"	25	25	25	25	25	25	25	25	25	25
4"	15	15	15	15	15	15	15	15	15	15
6"	-	-	-	-	-	-	-	-	-	-
8"	-	-	-	-	-	-	-	-	-	-
Total Water Customers	13,653	13,832	14,010	14,188	14,367	14,545	14,724	14,902	15,039	15,175

Wastewater Customers by Meter Size	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Under 1 "	13,086	13,265	13,443	13,621	13,800	13,978	14,157	14,335	14,472	14,608
1"	54	54	54	54	54	54	54	54	54	54
1.5"	170	170	170	170	170	170	170	170	170	170
2"	154	154	154	154	154	154	154	154	154	154
3"	25	25	25	25	25	25	25	25	25	25
4"	15	15	15	15	15	15	15	15	15	15
6"	-	-	-	-	-	-	-	-	-	-
8"	-	-	-	-	-	-	-	-	-	-
Total Wastewater Customers	13,504	13,683	13,861	14,039	14,218	14,396	14,575	14,753	14,890	15,026

Appendix C-1

2025-2034 Capital Forecast - Water

Appendix C-1: 2025-2034 Capital Forecast - Water

Project Description	Water 2025 - 2034 Capital Forecast									
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Miscellaneous Water Repairs	\$ 100,000	\$ 105,060	\$ 110,334	\$ 115,829	\$ 121,555	\$ 127,520	\$ 133,734	\$ 140,206	\$ 146,945	\$ 153,963
Mechanical Upgrades to Wells	\$ 100,000	\$ 105,060	\$ 110,334	\$ 115,829	\$ 121,555	\$ 127,520	\$ 133,734	\$ 140,206	\$ 146,945	\$ 153,963
Bulk Water Station Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Well Chlorination System Upgrades	\$ 65,000	\$ 66,950	\$ 68,959	\$ 71,027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Glendon/Neal Watermain Connection Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O'Loane Watermain at Perth Line 36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Tower Safety Upgrades	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Romeo Treatment Facility Upgrades	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rehabilitation Flood Control Structures	\$ 160,000	\$ 247,200	\$ 328,879	\$ 87,418	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Linear Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Asphalt Resurfacing	\$ 100,000	\$ 103,000	\$ 106,090	\$ 109,273	\$ 112,551	\$ 115,927	\$ 119,405	\$ 122,987	\$ 126,677	\$ 130,477
Albert Street Reconstruction 2023 PHASE I	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Watermain Relining	\$ 800,000	\$ 824,000	\$ -	\$ 1,092,727	\$ -	\$ 1,275,201	\$ -	\$ 1,352,861	\$ -	\$ 1,565,728
Albert Street Reconstruction 2024=Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Moderwell Street - Local Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Avondale Avenue - Hibernia to Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Carryover - Albert Street Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Avondale and Avon Reconstruction	\$ 1,210,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lorne Downie Intersection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Huron Street Phase 2 - John to Matilda	\$ 500,000	\$ 927,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
East Gore Watermain Looping	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Daly Ave with Birmingham to Worsley	\$ -	\$ 618,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Queen Street- Regent to Brunswick	\$ -	\$ 319,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mowat Street - West Gore to Brydges	\$ -	\$ -	\$ 196,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Brunswick Street - Queen to King	\$ -	\$ -	\$ 525,146	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Perth Street - Downie to Taylor	\$ -	\$ -	\$ 498,623	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connecting Link Project - Ontario Downtown	\$ -	\$ -	\$ 572,886	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
North Street - Lakeside to Water	\$ -	\$ -	\$ 265,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Relining	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
McDonald Street - Willow to Devon	\$ -	\$ -	\$ -	\$ 305,964	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Jones Street - Caledonia to Britannia	\$ -	\$ -	\$ -	\$ 409,773	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Norfolk Street - Borden to Romeo	\$ -	\$ -	\$ -	\$ 786,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mercer Street - Caledonia to Britannia	\$ -	\$ -	\$ -	\$ 404,309	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Perth Street - Taylor to Borden	\$ -	\$ -	\$ -	\$ -	\$ 720,326	\$ -	\$ -	\$ -	\$ -	\$ -
Brunswick Street - King to Romeo	\$ -	\$ -	\$ -	\$ -	\$ 568,382	\$ -	\$ -	\$ -	\$ -	\$ -
Connecting Link Project	\$ -	\$ -	\$ -	\$ -	\$ 112,551	\$ -	\$ -	\$ -	\$ -	\$ -
Queen Street - Brunswick to Water	\$ -	\$ -	\$ -	\$ -	\$ 225,102	\$ -	\$ -	\$ -	\$ -	\$ -
Water Street - Parkview to Queen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 539,062	\$ -	\$ -	\$ -	\$ -
Birmingham Street - Cambria to Daly	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 347,782	\$ -	\$ -	\$ -	\$ -
Stratford Street - St. David to Cambria	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 521,673	\$ -	\$ -	\$ -	\$ -
Douglas Street - Huntingdon to John	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 463,710	\$ -	\$ -	\$ -	\$ -
East Gore Street - Taylor to Borden	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 382,097	\$ -	\$ -	\$ -
Romeo Street - Ontario to Brunswick	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340,305	\$ -	\$ -	\$ -
Woods Street - Birmingham to St. Vincent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 358,216	\$ -	\$ -	\$ -
West Gore - St. Vincent to John	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 676,431	\$ -	\$ -
John Street storm - West Gore to Cambria	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,494	\$ -	\$ -
Grange Street - Waterloo to Front	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 737,924	\$ -	\$ -
Laurier Street - East Gore to Norfolk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 399,709	\$ -	\$ -
Avon Street - Avondale to McLagan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 715,725	\$ -
Cobourg Street - Waterloo to Front	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 943,744	\$ -
Welll Street - Brunswick to Regent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,677	\$ -
Brunswick Street - Front to Queen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,716
Douglas Street - Forman to Huntingdon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 756,768
Norfolk Street - Downie to Borden	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,304,773
Short Street - Matilda to O'Loane	\$ -	\$ -	\$ -	\$ 315,685	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
McCarthy Road - Orr to O'Loane	\$ -	\$ 541,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenditures	\$3,825,000	\$3,857,020	\$2,782,741	\$3,814,597	\$1,982,021	\$3,518,397	\$1,467,490	\$3,631,818	\$2,206,713	\$4,261,389
Capital Financing										
External Contributions	\$ 142,400	\$ 220,008	\$ 292,702	\$ 77,802	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Development Charges	\$ -	\$ 335,450	\$ -	\$ 195,486	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Growth Related Debenture Requirements	\$ -	\$ 1,230,795	\$ 690,736	\$ 1,305,914	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Growth Related Debenture Requirements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contributions (Capital From Current)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Capital Reserve	\$3,682,600	\$2,070,767	\$1,799,302	\$2,235,396	\$1,982,021	\$3,518,397	\$1,467,490	\$3,631,818	\$2,206,713	\$4,261,389
Total Capital Financing	\$3,825,000	\$3,857,020	\$2,782,741	\$3,814,597	\$1,982,021	\$3,518,397	\$1,467,490	\$3,631,818	\$2,206,713	\$4,261,389

Appendix C-2

2025-2034 Capital Forecast - Wastewater

Appendix C-2: 2025-2034 Capital Forecast - Wastewater

Project Description	Wastewater 2025 - 2034 Capital Forecast									
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Water Pollution Control Plant Improvements	\$ 420,000	\$ 437,750	\$ 456,187	\$ 480,800	\$ 506,479	\$ 533,266	\$ 561,205	\$ 590,339	\$ 620,717	\$ 652,387
Basement Isolation	\$ 30,000	\$ 31,930	\$ 33,949	\$ 36,060	\$ 38,267	\$ 40,575	\$ 42,986	\$ 45,505	\$ 48,137	\$ 50,886
Miscellaneous Sanitary Repairs	\$ 30,000	\$ 31,930	\$ 33,949	\$ 36,060	\$ 38,267	\$ 40,575	\$ 42,986	\$ 45,505	\$ 48,137	\$ 50,886
Sanitary Relining Subsidy	\$ 50,000	\$ 52,530	\$ 55,167	\$ 57,915	\$ 60,777	\$ 63,760	\$ 66,867	\$ 70,103	\$ 73,473	\$ 76,982
Pumping Station Upgrades	\$ 100,000	\$ 105,060	\$ 110,334	\$ 115,829	\$ 121,555	\$ 127,520	\$ 133,734	\$ 140,206	\$ 146,945	\$ 153,963
Pumping Station Security Upgrades	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pumping Station Magnetic Flow Meters	\$ 75,000	\$ 77,250	\$ 79,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pumping Station Maintenance Program	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WPCP Aeration Piping and Valves	\$ -	\$ 566,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WPCP Sludge Storage Clean Out	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WPCP Aeration Sluice Gates	\$ -	\$ 185,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WPCP Grit Removal System	\$ -	\$ 1,545,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WPCP New Aeration Blower	\$ -	\$ -	\$ 212,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WPCP SCADA Replacements	\$ -	\$ -	\$ 106,090	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WPCP Sludge Storage Upgrades	\$ -	\$ -	\$ -	\$ 2,185,454	\$ -	\$ 5,796,370	\$ -	\$ -	\$ -	\$ -
WPCP Bar Screen Strategies	\$ -	\$ -	\$ -	\$ -	\$ 225,102	\$ -	\$ -	\$ -	\$ -	\$ -
Digester Concrete repairs	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Digester Cover	\$ 1,583,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Diagester Coating and insulation	\$ 503,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Digester Hydraulic Mixing System	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Digester Process compliance	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sanitary Master Plan Update 2022 CF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
O'Loane Ave. Trunk Sanitary Phase 1	\$ 2,290,000	\$ 2,060,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ontario St Sanitary Upgrade East of CHMeier	\$ -	\$ 824,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Quinlan Sanitary Pumping Station and Forcemain, Phase	\$ -	\$ -	\$ -	\$ -	\$ 450,204	\$ -	\$ -	\$ -	\$ -	\$ -
Tertiary Filter Upgrade WPCP	\$ -	\$ -	\$ -	\$ -	\$ 326,398	\$ 2,967,742	\$ -	\$ -	\$ -	\$ -
Huron Street Sanitary Extension west	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,313,458	\$ -	\$ -	\$ -
Ontario Street Sanitary Extension	\$ -	\$ 412,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Linear Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Asphalt Resurfacing	\$ 100,000	\$ 103,000	\$ 106,090	\$ 109,273	\$ 112,551	\$ 115,927	\$ 119,405	\$ 122,987	\$ 126,677	\$ 130,477
Sewer Relining	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Watermain Relining	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Albert Street Reconstruction 2024	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Moderwell Street - Local Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Avondale Avenue - Hibernia to Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Carryover - Albert Street Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Carryover - Connecting Link Resurfacing-Ontario/Er	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Avondale and Avon Reconstruction	\$ 670,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lorne Downie Intersection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Huron Street Phase 2 - John to Matilda	\$ 374,603	\$ 438,159	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
East Gore Watermain Looping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Daly Ave with Birmingham to Worsley	\$ -	\$ 484,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Queen Street- Regent to Brunswick	\$ -	\$ 365,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mowat Street - West Gore to Brydges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Brunswick Street - Queen to King	\$ -	\$ -	\$ 397,838	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Perth Street - Downie to Taylor	\$ -	\$ -	\$ 371,315	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connecting Link Project - Ontario Downtown	\$ -	\$ -	\$ 408,447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
North Street - Lakeside to Water	\$ -	\$ -	\$ 148,526	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Relining	\$ -	\$ -	\$ -	\$ 993,388	\$ -	\$ 1,194,404	\$ -	\$ 1,267,143	\$ -	\$ 1,344,312
McDonald Street - Willow to Devon	\$ -	\$ -	\$ -	\$ 327,818	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Jones Street - Caledonia to Britannia	\$ -	\$ -	\$ -	\$ 322,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Norfolk Street - Borden to Romeo	\$ -	\$ -	\$ -	\$ 622,854	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mercer Street - Caledonia to Britannia	\$ -	\$ -	\$ -	\$ 327,818	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Perth Street - Taylor to Borden	\$ -	\$ -	\$ -	\$ -	\$ 540,244	\$ -	\$ -	\$ -	\$ -	\$ -
Brunswick Street - King to Romeo	\$ -	\$ -	\$ -	\$ -	\$ 416,438	\$ -	\$ -	\$ -	\$ -	\$ -
Connecting Link Project	\$ -	\$ -	\$ -	\$ -	\$ 112,551	\$ -	\$ -	\$ -	\$ -	\$ -
Queen Street - Brunswick to Water	\$ -	\$ -	\$ -	\$ -	\$ 123,806	\$ -	\$ -	\$ -	\$ -	\$ -
Water Street - Parkview to Queen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 405,746	\$ -	\$ -	\$ -	\$ -
Birmingham Street - Cambria to Daly	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 197,077	\$ -	\$ -	\$ -	\$ -
Stratford Street - St. David to Cambria	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 405,746	\$ -	\$ -	\$ -	\$ -
Douglas Street - Huntingdon to John	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 463,710	\$ -	\$ -	\$ -	\$ -
East Gore Street - Taylor to Borden	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Romeo Street - Ontario to Brunswick	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 465,680	\$ -	\$ -	\$ -
Woods Street - Birmingham to St. Vincent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 179,108	\$ -	\$ -	\$ -
West Gore - St. Vincent to John	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 553,443	\$ -	\$ -
John Street storm - West Gore to Cambria	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,494	\$ -	\$ -
Grange Street - Waterloo to Front	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 418,157	\$ -	\$ -
Laurier Street - East Gore to Norfolk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 338,215	\$ -	\$ -
Avon Street - Avondale to McLagan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 595,382	\$ -
Cobourg Street - Waterloo to Front	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 899,407	\$ -
Weill Street - Brunswick to Regent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,677	\$ -
Brunswick Street - Front to Queen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,716
Douglas Street - Forman to Huntingdon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 587,148
Norfolk Street - Downie to Borden	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,109,057
Total Capital Expenditures	\$7,065,603	\$7,720,259	\$2,519,638	\$5,615,623	\$3,072,639	\$12,352,417	\$2,925,428	\$3,653,098	\$2,685,553	\$4,351,814
Capital Financing										
External Contributions	\$ -	\$ 283,250	\$ -	\$ -	\$ -	\$ -	\$ 328,364	\$ -	\$ -	\$ -
Development Charges	\$ 2,198,400	\$ 1,964,149	\$ -	\$ -	\$ 776,601	\$ 2,967,742	\$ 1,105,990	\$ -	\$ -	\$ -
Non-Growth Related Debenture Requirements	\$ -	\$ 624,635	\$ -	\$ 2,611,924	\$ -	\$ 5,049,670	\$ -	\$ -	\$ -	\$ -
Growth Related Debenture Requirements	\$ -	\$ 694,281	\$ -	\$ -	\$ -	\$ -	\$ 10,449	\$ -	\$ -	\$ -
Wastewater Capital Reserve	\$ 4,867,203	\$ 4,153,944	\$ 2,519,638	\$ 3,003,699	\$ 2,296,038	\$ 4,335,005	\$ 1,480,625	\$ 3,653,098	\$ 2,685,553	\$ 4,351,814
Total Capital Financing	\$7,065,603	\$7,720,259	\$2,519,638	\$5,615,623	\$3,072,639	\$12,352,417	\$2,925,428	\$3,653,098	\$2,685,553	\$4,351,814

Appendix D

2025-2034 Water and Wastewater Debt Continuity Schedule

Appendix D: Water and Wastewater Debt Continuity Schedules (2025-2034)

Table D-1

Water Service										
Non Growth-Related Debt										
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	\$ -	\$ -	\$ 1,230,795	\$ 1,878,009	\$ 3,114,452	\$ 2,996,371	\$ 2,874,158	\$ 2,747,667	\$ 2,616,749	\$ 2,481,248
New Debt	\$ -	\$ 1,230,795	\$ 690,736	\$ 1,305,914	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Repayment	\$ -	\$ -	\$ 43,522	\$ 69,471	\$ 118,081	\$ 122,214	\$ 126,491	\$ 130,918	\$ 135,500	\$ 140,243
Interest Payment	\$ -	\$ -	\$ 43,078	\$ 65,730	\$ 109,006	\$ 104,873	\$ 100,596	\$ 96,168	\$ 91,586	\$ 86,844
Closing Balance	\$ -	\$ 1,230,795	\$ 1,878,009	\$ 3,114,452	\$ 2,996,371	\$ 2,874,158	\$ 2,747,667	\$ 2,616,749	\$ 2,481,248	\$ 2,341,006

(Note: There is no projected growth-related debt for water)

Table D-2

Wastewater Service										
Non Growth-Related Debt										
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	\$17,248,724	\$15,061,608	\$13,486,645	\$11,352,633	\$11,802,120	\$ 9,913,507	\$13,057,049	\$11,133,640	\$ 9,862,355	\$ 9,241,460
New Debt	\$ -	\$ 624,635	\$ -	\$ 2,611,924	\$ -	\$ 5,049,670	\$ -	\$ -	\$ -	\$ -
Principal Repayment	\$ 2,187,116	\$ 2,199,597	\$ 2,134,012	\$ 2,162,437	\$ 1,888,613	\$ 1,906,128	\$ 1,923,409	\$ 1,271,285	\$ 620,895	\$ 415,902
Interest Payment	\$ 544,755	\$ 479,661	\$ 414,014	\$ 362,145	\$ 298,126	\$ 238,469	\$ 179,047	\$ 119,196	\$ 83,282	\$ 57,134
Closing Balance	\$15,061,608	\$13,486,645	\$11,352,633	\$11,802,120	\$ 9,913,507	\$13,057,049	\$11,133,640	\$ 9,862,355	\$ 9,241,460	\$ 8,825,558

Table D-3

Wastewater Service										
Growth-Related Debt										
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	\$ -	\$ -	\$ 694,281	\$ 669,730	\$ 644,321	\$ 618,022	\$ 590,802	\$ 573,079	\$ 543,551	\$ 512,990
New Debt	\$ -	\$ 694,281	\$ -	\$ -	\$ -	\$ -	\$ 10,449	\$ -	\$ -	\$ -
Principal Repayment	\$ -	\$ -	\$ 24,551	\$ 25,410	\$ 26,299	\$ 27,220	\$ 28,172	\$ 29,528	\$ 30,561	\$ 31,631
Interest Payment	\$ -	\$ -	\$ 24,300	\$ 23,441	\$ 22,551	\$ 21,631	\$ 20,678	\$ 20,058	\$ 19,024	\$ 17,955
Closing Balance	\$ -	\$ 694,281	\$ 669,730	\$ 644,321	\$ 618,022	\$ 590,802	\$ 573,079	\$ 543,551	\$ 512,990	\$ 481,359

Appendix E

2025-2034 Water and Wastewater Reserve and Reserve Fund Projections

Appendix E: Water and Wastewater Reserve and Reserve Fund Projections (2025-2034)

Table E-1

City of Stratford Water Service Water Capital Reserve										
Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	\$3,071,299	\$1,134,318	\$ 506,250	\$ 506,250	\$ 506,250	\$1,205,932	\$ 591,107	\$2,288,186	\$2,069,290	\$3,534,325
Transfer from Operating	\$1,191,615	\$1,436,449	\$1,793,052	\$2,229,146	\$2,666,815	\$2,896,273	\$3,136,321	\$3,387,374	\$3,628,115	\$3,879,438
Transfer from Operating Reserve	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Capital	\$3,682,600	\$2,070,767	\$1,799,302	\$2,235,396	\$1,982,021	\$3,518,397	\$1,467,490	\$3,631,818	\$2,206,713	\$4,261,389
Transfer to Operating	\$ 160,000									
Closing Balance	\$1,120,314	\$ 500,000	\$ 500,000	\$ 500,000	\$1,191,044	\$ 583,809	\$2,259,937	\$2,043,743	\$3,490,691	\$3,152,373
Interest	\$ 14,004	\$ 6,250	\$ 6,250	\$ 6,250	\$ 14,888	\$ 7,298	\$ 28,249	\$ 25,547	\$ 43,634	\$ 39,405
Reserve Balance as a Percent of 10 Year Average Capital Program	36%	16%	16%	16%	38%	19%	72%	65%	111%	101%

Table E-2

City of Stratford Water Service Water Development Charges Reserve Fund										
Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	\$ 502,461	\$ 590,462	\$ 342,372	\$ 433,348	\$ 330,134	\$ 426,237	\$ 526,301	\$ 630,458	\$ 738,844	\$ 832,778
Development Charge Proceeds	\$ 80,711	\$ 83,133	\$ 85,627	\$ 88,195	\$ 90,841	\$ 93,566	\$ 96,373	\$ 99,265	\$ 83,652	\$ 86,162
Transfer to Capital		\$ 335,450		\$ 195,486						
Transfer to Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Closing Balance	\$ 583,173	\$ 338,145	\$ 427,998	\$ 326,058	\$ 420,975	\$ 519,804	\$ 622,675	\$ 729,723	\$ 822,496	\$ 918,939
Interest	\$ 7,290	\$ 4,227	\$ 5,350	\$ 4,076	\$ 5,262	\$ 6,498	\$ 7,783	\$ 9,122	\$ 10,281	\$ 11,487

Table E-3

Water Service 2025 - 2034 Rate Stabilization Reserve										
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Stabilization Reserve Opening Balance	\$1,229,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912
Contributions from Operating Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions to Capital Reserve	\$ 700,000									
Contributions to Operating Budget										
Closing Balance	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912	\$ 529,912
Percent of Net Operating Expenditures	8.4%	7.7%	7.2%	6.6%	6.1%	5.9%	5.7%	5.5%	5.3%	5.1%

Appendix E: Water and Wastewater Reserve and Reserve Fund Projections (2025-2034)

Table E-4

City of Stratford Wastewater Service Wastewater Capital Reserve										
Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	\$ 4,208,752	\$ 2,294,712	\$ 506,250	\$ 627,994	\$ 506,250	\$ 1,456,155	\$ 506,250	\$ 2,228,806	\$ 2,606,741	\$ 4,755,686
Transfer from Operating	\$ 2,560,483	\$ 2,359,232	\$ 2,633,629	\$ 2,875,705	\$ 3,227,966	\$ 3,378,850	\$ 3,175,665	\$ 3,998,851	\$ 4,775,785	\$ 5,169,976
Transfer from Operating Reserve	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Capital	\$ 4,867,203	\$ 4,153,944	\$ 2,519,638	\$ 3,003,699	\$ 2,296,038	\$ 4,335,005	\$ 1,480,625	\$ 3,653,098	\$ 2,685,553	\$ 4,351,814
Transfer to Operating	\$ 435,650									
Closing Balance	\$ 2,266,382	\$ 500,000	\$ 620,241	\$ 500,000	\$ 1,438,178	\$ 500,000	\$ 2,201,290	\$ 2,574,559	\$ 4,696,974	\$ 5,573,848
Interest	28,330	6,250	7,753	6,250	17,977	6,250	27,516	32,182	58,712	69,673
Reserve Balance as a Percent of 10-Year Average Capital Program	44%	10%	12%	10%	28%	10%	42%	50%	90%	107%

Table E-5

City of Stratford Wastewater Service Wastewater Development Charges Reserve Fund										
Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	\$ 2,335,443	\$ 1,043,633	\$ -	\$ 910,523	\$ 1,861,227	\$ 2,067,169	\$ 87,709	\$ -	\$ 1,062,679	\$ 1,963,605
Development Charge Proceeds	893,705	920,517	948,132	976,576	1,005,873	1,036,050	1,067,131	1,099,145	926,270	954,058
Transfer to Capital	\$ 2,198,400	\$ 1,964,149			\$ 776,601	\$ 2,967,742	\$ 1,105,990			
Transfer to Operating	\$ -	\$ -	\$ 48,850	\$ 48,850	\$ 48,850	\$ 48,850	\$ 48,850	\$ 49,586	\$ 49,586	\$ 49,586
Closing Balance	\$ 1,030,748	\$ -	\$ 899,282	\$ 1,838,248	\$ 2,041,648	\$ 86,626	\$ -	\$ 1,049,559	\$ 1,939,363	\$ 2,868,077
Interest	\$ 12,884	\$ -	\$ 11,241	\$ 22,978	\$ 25,521	\$ 1,083	\$ -	\$ 13,119	\$ 24,242	\$ 35,851

Table E-6

Wastewater Service 2025 - 2034 Rate Stabilization Reserve										
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Stabilization Reserve Opening Balance	\$ 1,442,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105
Contributions from Operating Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions to Capital Reserve	\$ 800,000									
Contributions to Operating Budget										
Closing Balance	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105	\$ 642,105
Percent of Net Operating Expenditures	7.7%	7.4%	7.2%	7.0%	6.8%	6.7%	6.5%	6.4%	6.3%	6.2%

Appendix F

2025-2034 Operating Budget Forecast Water

Appendix F: Water Operating Budget Forecast (2025-2034)

City of Stratford Water Service Operating Budget Forecast										
Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenditures										
WATER ADMINISTRATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G-350-4300-2100 F.T. SALARIES & WAGES	\$ 732,240	\$ 746,885	\$ 761,822	\$ 777,059	\$ 792,600	\$ 808,452	\$ 824,621	\$ 841,114	\$ 857,936	\$ 875,095
G-350-4300-2500 F.T. BENEFITS---F.T. Benefits & Employer Costs	\$ 248,510	\$ 253,480	\$ 258,550	\$ 263,721	\$ 268,995	\$ 274,375	\$ 279,863	\$ 285,460	\$ 291,169	\$ 296,992
G-350-4300-2700 OTHER PAYROLL EXPENSES	\$ 750	\$ 765	\$ 780	\$ 796	\$ 812	\$ 828	\$ 845	\$ 862	\$ 879	\$ 896
G-350-4300-3010 CLOTHING	\$ 8,400	\$ 8,568	\$ 8,739	\$ 8,914	\$ 9,092	\$ 9,274	\$ 9,460	\$ 9,649	\$ 9,842	\$ 10,039
G-350-4300-3050 MATERIALS	\$ 2,600	\$ 2,652	\$ 2,705	\$ 2,759	\$ 2,814	\$ 2,871	\$ 2,928	\$ 2,987	\$ 3,046	\$ 3,107
G-350-4300-3070 OFFICE SUPPLIES	\$ 800	\$ 816	\$ 832	\$ 849	\$ 866	\$ 883	\$ 901	\$ 919	\$ 937	\$ 956
G-350-4300-3090 PHOTOCOPIER LEASE---Copier/Printer Lease	\$ 390	\$ 398	\$ 406	\$ 414	\$ 422	\$ 431	\$ 439	\$ 448	\$ 457	\$ 466
G-350-4300-3100 POSTAGE	\$ 400	\$ 408	\$ 416	\$ 424	\$ 433	\$ 442	\$ 450	\$ 459	\$ 469	\$ 478
G-350-4300-3110 PRINTING	\$ 250	\$ 255	\$ 260	\$ 265	\$ 271	\$ 276	\$ 282	\$ 287	\$ 293	\$ 299
G-350-4300-3120 MEALS & MEETING COSTS	\$ 1,800	\$ 1,836	\$ 1,873	\$ 1,910	\$ 1,948	\$ 1,987	\$ 2,027	\$ 2,068	\$ 2,109	\$ 2,151
G-350-4300-4010 ADVERTISING	\$ 2,500	\$ 2,550	\$ 2,601	\$ 2,653	\$ 2,706	\$ 2,760	\$ 2,815	\$ 2,872	\$ 2,929	\$ 2,988
G-350-4300-4020 SERVICE CONTRACTS	\$ 4,000	\$ 4,080	\$ 4,162	\$ 4,245	\$ 4,330	\$ 4,416	\$ 4,505	\$ 4,595	\$ 4,687	\$ 4,780
G-350-4300-4040 CONSULTANTS	\$ 15,600	\$ 15,912	\$ 16,230	\$ 16,555	\$ 16,886	\$ 17,224	\$ 17,568	\$ 17,919	\$ 18,278	\$ 18,643
G-350-4300-4050 CONTRACTORS	\$ 687,050	\$ 700,791	\$ 714,807	\$ 729,103	\$ 743,685	\$ 758,559	\$ 773,730	\$ 789,204	\$ 804,989	\$ 821,088
G-350-4300-4060 COURIER/FREIGHT	\$ 200	\$ 204	\$ 208	\$ 212	\$ 216	\$ 221	\$ 225	\$ 230	\$ 234	\$ 239
G-350-4300-4090 LEGAL	\$ 500	\$ 510	\$ 520	\$ 531	\$ 541	\$ 552	\$ 563	\$ 574	\$ 586	\$ 598
G-350-4300-4097 MEMBERSHIPS	\$ 4,400	\$ 4,488	\$ 4,578	\$ 4,669	\$ 4,763	\$ 4,858	\$ 4,955	\$ 5,054	\$ 5,155	\$ 5,258
G-350-4300-4101 CONSERVATION AUTHORITY LEVY	\$ 815,750	\$ 832,065	\$ 848,706	\$ 865,680	\$ 882,994	\$ 900,654	\$ 918,667	\$ 937,040	\$ 955,781	\$ 974,897
G-350-4300-4142 TRAINING - EXPENSES	\$ 36,700	\$ 37,434	\$ 38,183	\$ 38,946	\$ 39,725	\$ 40,520	\$ 41,330	\$ 42,157	\$ 43,000	\$ 43,860
G-350-4300-5062 PROPERTY TAXES	\$ 74,753	\$ 76,248	\$ 77,773	\$ 79,328	\$ 80,915	\$ 82,533	\$ 84,184	\$ 85,868	\$ 87,585	\$ 89,337
G-350-4300-7901 INTERFUNCTIONAL IT SUPPORT	\$ 72,658	\$ 74,111	\$ 75,593	\$ 77,105	\$ 78,647	\$ 80,220	\$ 81,825	\$ 83,461	\$ 85,130	\$ 86,833
G-350-4300-7902 INTERFUNCTIONAL ADMIN SERVICES	\$ 317,332	\$ 323,679	\$ 330,152	\$ 336,755	\$ 343,490	\$ 350,360	\$ 357,367	\$ 364,515	\$ 371,805	\$ 379,241
G-350-4300-7903 INTERFUNCTIONAL MAINTENANCE	\$ 2,830	\$ 2,887	\$ 2,944	\$ 3,003	\$ 3,063	\$ 3,125	\$ 3,187	\$ 3,251	\$ 3,316	\$ 3,382
G-350-4300-7906 INTERFUNCTIONAL INSURANCE	\$ 48,869	\$ 49,846	\$ 50,843	\$ 51,860	\$ 52,897	\$ 53,955	\$ 55,034	\$ 56,135	\$ 57,258	\$ 58,403
G-350-4300-7907 INTERFUNCTIONAL TELEPHONE	\$ 8,630	\$ 8,803	\$ 8,979	\$ 9,158	\$ 9,341	\$ 9,528	\$ 9,719	\$ 9,913	\$ 10,111	\$ 10,314
G-350-4300-9010 OFFICE EQUIPMENT & FURNISHINGS	\$ 500	\$ 510	\$ 520	\$ 531	\$ 541	\$ 552	\$ 563	\$ 574	\$ 586	\$ 598
G-350-4300-9040 TOOLS & SMALL EQUIPMENT	\$ 8,500	\$ 8,670	\$ 8,843	\$ 9,020	\$ 9,201	\$ 9,385	\$ 9,572	\$ 9,764	\$ 9,959	\$ 10,158
4325 WATER SUPPLY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G-350-4325-2100 F.T. SALARIES & WAGES	\$ 189,050	\$ 192,831	\$ 196,688	\$ 200,621	\$ 204,634	\$ 208,726	\$ 212,901	\$ 217,159	\$ 221,502	\$ 225,932
G-350-4325-2500 F.T. BENEFITS---F.T. Benefits & Employer Costs	\$ 59,400	\$ 60,588	\$ 61,800	\$ 63,036	\$ 64,296	\$ 65,582	\$ 66,894	\$ 68,232	\$ 69,597	\$ 70,988
G-350-4325-3040 HYDRO	\$ 285,000	\$ 290,700	\$ 296,514	\$ 302,444	\$ 308,493	\$ 314,663	\$ 320,956	\$ 327,375	\$ 333,923	\$ 340,601
G-350-4325-3050 MATERIALS	\$ 190,000	\$ 193,800	\$ 197,676	\$ 201,630	\$ 205,662	\$ 209,775	\$ 213,971	\$ 218,250	\$ 222,615	\$ 227,068
G-350-4325-3140 REPAIRS & MAINTENANCE - BUILDINGS & EQUIPMENT	\$ 20,000	\$ 20,400	\$ 20,808	\$ 21,224	\$ 21,649	\$ 22,082	\$ 22,523	\$ 22,974	\$ 23,433	\$ 23,902
G-350-4325-3180 VEHICLE - FUEL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G-350-4325-4020 SERVICE CONTRACTS	\$ 105,000	\$ 107,100	\$ 109,242	\$ 111,427	\$ 113,655	\$ 115,928	\$ 118,247	\$ 120,612	\$ 123,024	\$ 125,485
G-350-4325-4040 CONSULTANTS	\$ 5,000	\$ 5,100	\$ 5,202	\$ 5,306	\$ 5,412	\$ 5,520	\$ 5,631	\$ 5,743	\$ 5,858	\$ 5,975
G-350-4325-4050 CONTRACTORS	\$ 20,000	\$ 20,400	\$ 20,808	\$ 21,224	\$ 21,649	\$ 22,082	\$ 22,523	\$ 22,974	\$ 23,433	\$ 23,902
G-350-4325-4060 COURIER/FREIGHT	\$ 300	\$ 306	\$ 312	\$ 318	\$ 325	\$ 331	\$ 338	\$ 345	\$ 351	\$ 359
4350 WATER DISTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G-350-4350-2100 F.T. SALARIES & WAGES	\$ 557,750	\$ 568,905	\$ 580,283	\$ 591,889	\$ 603,727	\$ 615,801	\$ 628,117	\$ 640,679	\$ 653,493	\$ 666,563
G-350-4350-2110 P.T. SALARIES & WAGES	\$ 62,440	\$ 63,689	\$ 64,963	\$ 66,262	\$ 67,587	\$ 68,939	\$ 70,318	\$ 71,724	\$ 73,158	\$ 74,622
G-350-4350-2500 F.T. BENEFITS---F.T. Benefits & Employer Costs	\$ 174,540	\$ 178,031	\$ 181,591	\$ 185,223	\$ 188,928	\$ 192,706	\$ 196,560	\$ 200,492	\$ 204,501	\$ 208,591
G-350-4350-2510 P.T. BENEFITS---P.T. Benefits & Employer Costs	\$ 12,180	\$ 12,424	\$ 12,672	\$ 12,926	\$ 13,184	\$ 13,448	\$ 13,717	\$ 13,991	\$ 14,271	\$ 14,556
G-350-4350-3040 HYDRO	\$ 7,500	\$ 7,650	\$ 7,803	\$ 7,959	\$ 8,118	\$ 8,281	\$ 8,446	\$ 8,615	\$ 8,787	\$ 8,963
G-350-4350-3050 MATERIALS	\$ 220,000	\$ 224,400	\$ 228,888	\$ 233,466	\$ 238,135	\$ 242,898	\$ 247,756	\$ 252,711	\$ 257,765	\$ 262,920
G-350-4350-4020 SERVICE CONTRACTS	\$ 10,000	\$ 10,200	\$ 10,404	\$ 10,612	\$ 10,824	\$ 11,041	\$ 11,262	\$ 11,487	\$ 11,717	\$ 11,951
G-350-4350-4050 CONTRACTORS	\$ 67,500	\$ 68,850	\$ 70,227	\$ 71,632	\$ 73,064	\$ 74,525	\$ 76,016	\$ 77,536	\$ 79,077	\$ 80,669
G-350-4350-7820 TRANSFER TO RESERVE FUNDS	\$ 90,700	\$ 92,514	\$ 94,364	\$ 96,252	\$ 98,177	\$ 100,140	\$ 102,143	\$ 104,186	\$ 106,270	\$ 108,395
G-350-4350-7903 INTERFUNCTIONAL MAINTENANCE	\$ 60,000	\$ 61,200	\$ 62,424	\$ 63,672	\$ 64,946	\$ 66,245	\$ 67,570	\$ 68,921	\$ 70,300	\$ 71,706
G-350-4350-7905 INTERFUNCTIONAL FLEET	\$ 80,350	\$ 81,957	\$ 83,596	\$ 85,268	\$ 86,973	\$ 88,713	\$ 90,487	\$ 92,297	\$ 94,143	\$ 96,026
Sub Total Operating Expenditures	\$ 5,313,622	\$ 5,419,894	\$ 5,528,292	\$ 5,638,858	\$ 5,751,635	\$ 5,866,668	\$ 5,984,001	\$ 6,103,681	\$ 6,225,755	\$ 6,350,270
Capital-Related										
Existing Debt (Principal) - Non-Growth Related	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Existing Debt (Interest) - Non-Growth Related	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Non-Growth Related Debt (Principal)	\$ -	\$ -	\$ 43,522	\$ 69,471	\$ 118,081	\$ 122,214	\$ 126,491	\$ 130,918	\$ 135,500	\$ 140,243
New Non-Growth Related Debt (Interest)	\$ -	\$ -	\$ 43,078	\$ 65,730	\$ 109,006	\$ 104,873	\$ 100,596	\$ 96,168	\$ 91,586	\$ 86,844
Transfer to Capital Reserves and Reserve Funds	\$ 1,191,615	\$ 1,436,449	\$ 1,793,052	\$ 2,229,146	\$ 2,666,815	\$ 2,896,273	\$ 3,136,321	\$ 3,387,374	\$ 3,628,115	\$ 3,879,438
Sub Total Capital Related Expenditures	\$ 1,191,615	\$ 1,436,449	\$ 1,879,652	\$ 2,364,347	\$ 2,893,902	\$ 3,123,360	\$ 3,363,407	\$ 3,614,461	\$ 3,855,201	\$ 4,106,524
Total Expenditures	\$ 6,505,237	\$ 6,856,343	\$ 7,407,944	\$ 8,003,205	\$ 8,645,537	\$ 8,990,028	\$ 9,347,408	\$ 9,718,142	\$10,080,956	\$10,456,795
Non-Rate Revenues										
User Fees	\$ 2,640	\$ 2,693	\$ 2,747	\$ 2,802	\$ 2,858	\$ 2,915	\$ 2,973	\$ 3,033	\$ 3,093	\$ 3,155
Recoverables	\$ 10,000	\$ 10,200	\$ 10,404	\$ 10,612	\$ 10,824	\$ 11,041	\$ 11,262	\$ 11,487	\$ 11,717	\$ 11,951
Total-Non Rate Revenues	\$ 12,640	\$ 12,893	\$ 13,151	\$ 13,414	\$ 13,682	\$ 13,956	\$ 14,235	\$ 14,519	\$ 14,810	\$ 15,106
Operating Subsidies										
Contributions from Development Charges Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions from Capital Reserve	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Revenue	\$ 172,640	\$ 12,893	\$ 13,151	\$ 13,414	\$ 13,682	\$ 13,956	\$ 14,235	\$ 14,519	\$ 14,810	\$ 15,106
Net Water Costs To Be Recovered From Users	\$ 6,332,597	\$ 6,843,450	\$ 7,394,794	\$ 7,989,792	\$ 8,631,855	\$ 8,976,072	\$ 9,333,174	\$ 9,703,623	\$10,066,147	\$10,441,689

Appendix G

2025-2034 Operating Budget Forecast Wastewater

Appendix G: Wastewater Operating Budget Forecast (2025-2034)

City of Stratford Wastewater Service Operating Budget Forecast										
Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenditures										
SANITARY ADMINISTRATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G-330-4100-2700 OTHER PAYROLL EXPENSES	\$ 400	\$ 408	\$ 416	\$ 424	\$ 433	\$ 442	\$ 450	\$ 459	\$ 469	\$ 478
G-330-4100-3010 CLOTHING	\$ 4,200	\$ 4,284	\$ 4,370	\$ 4,457	\$ 4,546	\$ 4,637	\$ 4,730	\$ 4,824	\$ 4,921	\$ 5,019
G-330-4100-3050 MATERIALS	\$ 3,000	\$ 3,060	\$ 3,121	\$ 3,184	\$ 3,247	\$ 3,312	\$ 3,378	\$ 3,446	\$ 3,515	\$ 3,585
G-330-4100-4020 SERVICE CONTRACTS	\$ 5,400	\$ 5,508	\$ 5,618	\$ 5,731	\$ 5,845	\$ 5,962	\$ 6,081	\$ 6,203	\$ 6,327	\$ 6,453
G-330-4100-4142 TRAINING - EXPENSES	\$ 8,500	\$ 8,670	\$ 8,843	\$ 9,020	\$ 9,201	\$ 9,385	\$ 9,572	\$ 9,764	\$ 9,959	\$ 10,158
G-330-4100-5062 PROPERTY TAXES	\$ 166,127	\$ 169,450	\$ 172,839	\$ 176,295	\$ 179,821	\$ 183,418	\$ 187,086	\$ 190,828	\$ 194,644	\$ 198,537
G-330-4100-7901 INTERFUNCTIONAL IT SUPPORT	\$ 30,274	\$ 30,879	\$ 31,497	\$ 32,127	\$ 32,770	\$ 33,425	\$ 34,093	\$ 34,775	\$ 35,471	\$ 36,180
G-330-4100-7906 INTERFUNCTIONAL INSURANCE	\$ 69,460	\$ 70,849	\$ 72,266	\$ 73,712	\$ 75,186	\$ 76,689	\$ 78,223	\$ 79,788	\$ 81,383	\$ 83,011
G-330-4100-9040 TOOLS & SMALL EQUIPMENT	\$ 5,000	\$ 5,100	\$ 5,202	\$ 5,306	\$ 5,412	\$ 5,520	\$ 5,631	\$ 5,743	\$ 5,858	\$ 5,975
4125 SANITARY TREATMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G-330-4125-3040 HYDRO	\$ 350,000	\$ 357,000	\$ 364,140	\$ 371,423	\$ 378,851	\$ 386,428	\$ 394,157	\$ 402,040	\$ 410,081	\$ 418,282
G-330-4125-4020 SERVICE CONTRACTS	\$ 1,300	\$ 1,326	\$ 1,353	\$ 1,380	\$ 1,407	\$ 1,435	\$ 1,464	\$ 1,493	\$ 1,523	\$ 1,554
G-330-4125-4040 CONSULTANTS	\$ 80,000	\$ 81,600	\$ 83,232	\$ 84,897	\$ 86,595	\$ 88,326	\$ 90,093	\$ 91,895	\$ 93,733	\$ 95,607
G-330-4125-4050 CONTRACTORS - OCWA	\$ 999,000	\$ 1,018,980	\$ 1,039,360	\$ 1,060,147	\$ 1,081,350	\$ 1,102,977	\$ 1,125,036	\$ 1,147,537	\$ 1,170,488	\$ 1,193,897
G-330-4125-4090 LEGAL	\$ 5,000	\$ 5,100	\$ 5,202	\$ 5,306	\$ 5,412	\$ 5,520	\$ 5,631	\$ 5,743	\$ 5,858	\$ 5,975
G-330-4125-4104 SLUDGE SERVICES	\$ 152,000	\$ 155,044	\$ 158,141	\$ 161,304	\$ 164,530	\$ 167,820	\$ 171,177	\$ 174,600	\$ 178,092	\$ 181,654
4150 SANITARY COLLECTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G-330-4150-2100 F.T. SALARIES & WAGES	\$ 801,670	\$ 817,703	\$ 834,057	\$ 850,739	\$ 867,753	\$ 885,108	\$ 902,811	\$ 920,867	\$ 939,284	\$ 958,070
G-330-4150-2500 F.T. BENEFITS---F.T. Benefits & Employer Costs	\$ 270,620	\$ 276,032	\$ 281,553	\$ 287,184	\$ 292,928	\$ 298,786	\$ 304,762	\$ 310,857	\$ 317,074	\$ 323,416
G-330-4150-3040 HYDRO	\$ 41,200	\$ 42,024	\$ 42,864	\$ 43,722	\$ 44,596	\$ 45,488	\$ 46,398	\$ 47,326	\$ 48,272	\$ 49,238
G-330-4150-3045 WATER / SEWAGE	\$ 880	\$ 898	\$ 916	\$ 934	\$ 953	\$ 972	\$ 991	\$ 1,011	\$ 1,031	\$ 1,052
G-330-4150-3050 MATERIALS	\$ 40,000	\$ 40,800	\$ 41,616	\$ 42,448	\$ 43,297	\$ 44,163	\$ 45,046	\$ 45,947	\$ 46,866	\$ 47,804
G-330-4150-3140 REPAIRS & MAINTENANCE - BUILDINGS & EQUIPMENT	\$ 7,500	\$ 7,650	\$ 7,803	\$ 7,959	\$ 8,118	\$ 8,281	\$ 8,446	\$ 8,615	\$ 8,787	\$ 8,963
G-330-4150-4020 SERVICE CONTRACTS	\$ 32,500	\$ 33,150	\$ 33,813	\$ 34,489	\$ 35,179	\$ 35,883	\$ 36,600	\$ 37,332	\$ 38,079	\$ 38,841
G-330-4150-4050 CONTRACTORS	\$ 100,000	\$ 102,000	\$ 104,040	\$ 106,121	\$ 108,243	\$ 110,408	\$ 112,616	\$ 114,869	\$ 117,166	\$ 119,509
G-330-4150-7820 TRANSFER TO RESERVE FUNDS	\$ 143,000	\$ 145,860	\$ 148,777	\$ 151,753	\$ 154,788	\$ 157,884	\$ 161,041	\$ 164,262	\$ 167,547	\$ 170,898
G-330-4150-7902 INTERFUNCTIONAL ADMIN SERVICES	\$ 419,020	\$ 427,400	\$ 435,948	\$ 444,667	\$ 453,561	\$ 462,632	\$ 471,885	\$ 481,322	\$ 490,949	\$ 500,768
G-330-4150-7905 INTERFUNCTIONAL FLEET	\$ 110,960	\$ 113,179	\$ 115,443	\$ 117,752	\$ 120,107	\$ 122,509	\$ 124,959	\$ 127,458	\$ 130,007	\$ 132,607
G-330-4150-7907 INTERFUNCTIONAL TELEPHONE	\$ 1,710	\$ 1,744	\$ 1,779	\$ 1,815	\$ 1,851	\$ 1,888	\$ 1,926	\$ 1,964	\$ 2,004	\$ 2,044
Sub Total Operating Expenditures	\$ 3,848,721	\$ 3,925,695	\$ 4,004,209	\$ 4,084,294	\$ 4,165,979	\$ 4,249,299	\$ 4,334,285	\$ 4,420,971	\$ 4,509,390	\$ 4,599,578
Capital-Related										
Existing Debt (Principal) - Non-Growth Related	\$ 2,187,116	\$ 2,199,597	\$ 2,134,012	\$ 2,148,014	\$ 1,873,758	\$ 1,890,828	\$ 1,907,650	\$ 1,255,053	\$ 604,176	\$ 347,450
Existing Debt (Interest) - Non-Growth Related	\$ 544,755	\$ 479,661	\$ 414,014	\$ 350,519	\$ 286,932	\$ 227,722	\$ 168,758	\$ 109,380	\$ 73,953	\$ 27,932
New Non-Growth Related Debt (Principal)	\$ -	\$ -	\$ 22,088	\$ 22,861	\$ 116,021	\$ 120,082	\$ 302,847	\$ 313,446	\$ 324,417	\$ 335,772
New Non-Growth Related Debt (Interest)	\$ -	\$ -	\$ 21,862	\$ 21,089	\$ 111,706	\$ 107,646	\$ 280,181	\$ 269,582	\$ 258,611	\$ 247,256
New Growth Related Debt (Principal)	\$ -	\$ -	\$ 24,551	\$ 25,410	\$ 26,299	\$ 27,220	\$ 28,172	\$ 29,528	\$ 30,561	\$ 31,631
New Growth Related Debt (Interest)	\$ -	\$ -	\$ 24,300	\$ 23,441	\$ 22,551	\$ 21,631	\$ 20,678	\$ 20,058	\$ 19,024	\$ 17,955
Transfer to Capital Reserves and Reserve Funds	\$ 2,560,483	\$ 2,359,232	\$ 2,633,629	\$ 2,875,705	\$ 3,227,966	\$ 3,378,850	\$ 3,175,665	\$ 3,998,851	\$ 4,775,785	\$ 5,169,976
Sub Total Capital Related Expenditures	\$ 5,292,354	\$ 5,038,490	\$ 5,274,455	\$ 5,467,038	\$ 5,665,235	\$ 5,773,977	\$ 5,883,951	\$ 5,995,897	\$ 6,086,527	\$ 6,177,971
Total Expenditures	\$ 9,141,075	\$ 8,964,186	\$ 9,278,664	\$ 9,551,332	\$ 9,831,214	\$ 10,023,276	\$ 10,218,236	\$ 10,416,868	\$ 10,595,918	\$ 10,777,549
Non-Rate Revenues										
Recoverables	\$ 131,000	\$ 133,620	\$ 136,292	\$ 139,018	\$ 141,799	\$ 144,635	\$ 147,527	\$ 150,478	\$ 153,487	\$ 156,557
Interfunctional Maintenance	\$ 193,000	\$ 196,860	\$ 200,797	\$ 204,813	\$ 208,909	\$ 213,088	\$ 217,349	\$ 221,696	\$ 226,130	\$ 230,653
Total-Non Rate Revenues	\$ 324,000	\$ 330,480	\$ 337,090	\$ 343,831	\$ 350,708	\$ 357,722	\$ 364,877	\$ 372,174	\$ 379,618	\$ 387,210
Operating Subsidies										
Contributions from Development Charges Reserve Fund	\$ -	\$ -	\$ 48,850	\$ 48,850	\$ 48,850	\$ 48,850	\$ 48,850	\$ 49,586	\$ 49,586	\$ 49,586
Contributions from Capital Reserve	\$ 435,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Revenue	\$ 759,650	\$ 330,480	\$ 385,940	\$ 392,682	\$ 399,558	\$ 406,573	\$ 413,727	\$ 421,760	\$ 429,203	\$ 436,796
Net Wastewater Costs To Be Recovered From Users	\$ 8,381,425	\$ 8,633,706	\$ 8,892,724	\$ 9,158,650	\$ 9,431,656	\$ 9,616,703	\$ 9,804,509	\$ 9,995,108	\$ 10,166,714	\$ 10,340,753

Appendix H

2025-2034 Sustainable Water Rates and Charges

Appendix H: Projected 2025-2034 Sustainable Water Rates and Revenues

Base Charge (Projected Annual Base Charges and Revenues)										
Base Charge	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Increase % Increases	7.00%	7.00%	7.00%	7.00%	7.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Under 1 "	\$ 121.98	\$ 130.52	\$ 139.65	\$ 149.43	\$ 159.89	\$ 164.69	\$ 169.63	\$ 174.72	\$ 179.96	\$ 185.36
1"	\$ 189.39	\$ 202.65	\$ 216.83	\$ 232.01	\$ 248.25	\$ 255.70	\$ 263.37	\$ 271.27	\$ 279.41	\$ 287.79
1.5"	\$ 240.75	\$ 257.60	\$ 275.63	\$ 294.93	\$ 315.57	\$ 325.04	\$ 334.79	\$ 344.84	\$ 355.18	\$ 365.84
2"	\$ 295.32	\$ 315.99	\$ 338.11	\$ 361.78	\$ 387.10	\$ 398.72	\$ 410.68	\$ 423.00	\$ 435.69	\$ 448.76
3"	\$ 398.04	\$ 425.90	\$ 455.72	\$ 487.62	\$ 521.75	\$ 537.40	\$ 553.52	\$ 570.13	\$ 587.23	\$ 604.85
4"	\$ 520.02	\$ 556.42	\$ 595.37	\$ 637.05	\$ 681.64	\$ 702.09	\$ 723.15	\$ 744.85	\$ 767.19	\$ 790.21
6"	\$ 882.75	\$ 944.54	\$ 1,010.66	\$ 1,081.41	\$ 1,157.11	\$ 1,191.82	\$ 1,227.57	\$ 1,264.40	\$ 1,302.33	\$ 1,341.40
8"	\$ 1,194.12	\$ 1,277.71	\$ 1,367.15	\$ 1,462.85	\$ 1,565.25	\$ 1,612.21	\$ 1,660.57	\$ 1,710.39	\$ 1,761.70	\$ 1,814.55
Projected Revenue Generated from Base Charge	\$ 1,728,834	\$ 1,873,132	\$ 2,029,160	\$ 2,197,853	\$ 2,380,221	\$ 2,481,001	\$ 2,585,686	\$ 2,694,419	\$ 2,799,855	\$ 2,909,192
Block 1 (Projected Annual Minimum Charge Rates & Revenues)										
Block 1	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Increase % Increases	7.00%	7.00%	7.00%	7.00%	7.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Block 1 (First 3 cubic metres per month)	\$ 3.12	\$ 3.34	\$ 3.58	\$ 3.83	\$ 4.10	\$ 4.22	\$ 4.34	\$ 4.48	\$ 4.61	\$ 4.75
Minimum Charge (Annual)	\$ 112.48	\$ 120.35	\$ 128.78	\$ 137.79	\$ 147.44	\$ 151.86	\$ 156.42	\$ 161.11	\$ 165.94	\$ 170.92
Number of Customers	13,653	13,832	14,010	14,188	14,367	14,545	14,724	14,902	15,039	15,175
Projected Revenues Generated from Minimum Charge	\$ 1,535,708	\$ 1,664,673	\$ 1,804,169	\$ 1,955,037	\$ 2,118,186	\$ 2,208,817	\$ 2,302,980	\$ 2,400,804	\$ 2,495,515	\$ 2,593,748
Block 2 (Projected Annual Uniform Rates & Revenues)										
Block 2	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Increase % Increases	7.00%	7.00%	7.00%	7.00%	7.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Block 2 (Uniform Rate for additional cubic metres)	\$ 1.27	\$ 1.36	\$ 1.46	\$ 1.56	\$ 1.67	\$ 1.72	\$ 1.77	\$ 1.82	\$ 1.88	\$ 1.93
Total Projected Water Consumption	2,901,051	2,924,226	2,947,402	2,970,577	2,993,752	3,016,927	3,040,102	3,063,277	3,081,042	3,098,806
Water Consumption within Minimum Charge	491,521	497,942	504,363	510,784	517,205	523,626	530,046	536,467	541,389	546,311
Water Consumption to be Charged	2,409,530	2,426,285	2,443,039	2,459,793	2,476,547	2,493,302	2,510,056	2,526,810	2,539,653	2,552,495
Projected Revenue Generated from Uniform Rate	\$ 3,068,055	\$ 3,305,645	\$ 3,561,465	\$ 3,836,901	\$ 4,133,448	\$ 4,286,254	\$ 4,444,508	\$ 4,608,400	\$ 4,770,776	\$ 4,938,748
Total Water User Revenues	\$ 6,332,597	\$ 6,843,450	\$ 7,394,794	\$ 7,989,792	\$ 8,631,855	\$ 8,976,072	\$ 9,333,174	\$ 9,703,623	\$ 10,066,147	\$ 10,441,689

Appendix I

2025-2034 Sustainable Wastewater Rates and Charges

Appendix I: Projected 2025-2034 Sustainable Wastewater Rates and Revenues

Base Charge (Projected Annual Wastewater Base Charges and Revenues)									
Base charge	2025	2026	2027	2028	2029	2030	2031	2032	2033
Annual Increase %Increases	2.00%	2.00%	2.00%	2.00%	2.00%	1.00%	1.00%	1.00%	1.00%
Under 1 "	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
1 "	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
1.5"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
2"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
3"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
4"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
6"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
8"	\$ 125.46	\$ 127.97	\$ 130.53	\$ 133.14	\$ 135.80	\$ 137.16	\$ 138.53	\$ 139.92	\$ 141.3
Projected Revenue Generated from Base Charges	\$ 1,694,257	\$ 1,750,966	\$ 1,809,267	\$ 1,869,199	\$ 1,930,804	\$ 1,974,576	\$ 2,019,030	\$ 2,064,176	\$ 2,104,13
Block 1 (Projected Annual Minimum Charge Rates & Revenues)									
Block 1	2025	2026	2027	2028	2029	2030	2031	2032	2033
Annual Increase %Increases	2.00%	2.00%	2.00%	2.00%	2.00%	1.00%	1.00%	1.00%	1.00%
	\$ 4.57	\$ 4.66	\$ 4.75	\$ 4.85	\$ 4.95	\$ 5.00	\$ 5.05	\$ 5.10	\$ 5.1
Minimum Charge (Annual)	\$ 164.51	\$ 167.80	\$ 171.15	\$ 174.57	\$ 178.07	\$ 179.85	\$ 181.65	\$ 183.46	\$ 185.3
Number of Customers	13,504	13,683	13,861	14,039	14,218	14,396	14,575	14,753	14,89
Projected Revenues Generated from Minimum Charge	\$ 2,221,543	\$ 2,295,901	\$ 2,372,346	\$ 2,450,930	\$ 2,531,708	\$ 2,589,103	\$ 2,647,392	\$ 2,706,588	\$ 2,758,98
Block 2 (Projected Annual Uniform Wastewater Rates & Revenues)									
Block 2	2025	2026	2027	2028	2029	2030	2031	2032	2033
Annual Increase %Increases	2.00%	2.00%	2.00%	2.00%	2.00%	1.00%	1.00%	1.00%	1.00%
Uniform Rate per Cubic Metre	\$ 1.87	\$ 1.90	\$ 1.94	\$ 1.98	\$ 2.02	\$ 2.04	\$ 2.06	\$ 2.08	\$ 2.1
Total Projected Wastewater Flows	2,878,542	2,901,717	2,924,893	2,948,068	2,971,243	2,994,418	3,017,593	3,040,768	3,058,53
Wastewater Flows within Minimim Charge	486,157	492,578	498,999	505,420	511,841	518,262	524,682	531,103	536,02
Wastewater Flows to be Charged	2,392,385	2,409,140	2,425,894	2,442,648	2,459,402	2,476,157	2,492,911	2,509,665	2,522,50
Projected Revenue Generated from Uniform Rate	\$ 4,465,626	\$ 4,586,838	\$ 4,711,112	\$ 4,838,521	\$ 4,969,143	\$ 5,053,025	\$ 5,138,087	\$ 5,224,345	\$ 5,303,59
Total Wastewater User Revenues	\$ 8,381,426	\$ 8,633,706	\$ 8,892,724	\$ 9,158,650	\$ 9,431,656	\$ 9,616,703	\$ 9,804,509	\$ 9,995,108	\$10,166,71

Appendix J

Requirements of O. Reg. 453/07

Appendix J: Requirements of O.Reg. 453/07

Requirements		How Requirements are Met
1.	The financial plan must be approved by a resolution that is passed by,	
	i. The council of the municipality, if the owner of the drinking water system is a municipality.	<ul style="list-style-type: none"> It is expected the Council will approve the updated financial plan before December 31, 2024.
	ii. The governing body of the owner, if the owner of the drinking water system has a governing body and is not a municipality.	<ul style="list-style-type: none"> N/A
2.	The financial plan must apply to a period of at least six years.	As the financial plan is based on the Water and Wastewater Rate Review, it will run for the 6-year period from 2025 to 2030 inclusive.
3.	The first year to which the financial plan must apply must be the year determined in accordance with the following rules:	
	i. If the financial plan is required by subsection 2, the first year to which the financial plan must apply must be the year in which the drinking water system's existing municipal drinking water licence would otherwise expire. Financial Plan can be updated before they otherwise expire.	<ul style="list-style-type: none"> The financial plan is being updated to coincide with the results of the water and wastewater rates review. The current drinking water licence will expire on June 18, 2025, therefore the first year of the updated financial plan will be 2025
	ii. If the financial plan is required by a condition that was included in a municipal drinking water licence under subsection 1 (3), the first year to which the financial plans must apply must be the later of 2010 and the year in which the first licence for the system was issued.	<ul style="list-style-type: none"> N/A
4.	Subject to subsection (2), for each year to which the financial plan apply, the financial plan must include the following:	
	i. Details of the proposed or projected financial position of the drinking water system itemized by:	<ul style="list-style-type: none"> See Statement of Financial Position for all water systems combined in Financial Plan.
	a. Total financial assets	<ul style="list-style-type: none"> See Statement of Financial Position for all water systems combined in Financial Plan.
	b. Total liabilities	<ul style="list-style-type: none"> See Statement of Financial Position for all water systems combined in Financial Plan.
	c. Net financial assets (debt)	<ul style="list-style-type: none"> See Statement of Financial Position for all water systems combined in Financial Plan.
	d. Non-financial assets that are tangible capital assets, tangible capital assets under construction, inventories of supplies and prepaid expenses.	<ul style="list-style-type: none"> See Statement of Financial Position for all water systems combined in Financial Plan. TCA Projections in Financial Plan.

Appendix J: Requirements of O.Reg. 453/07

	e.	Changes in tangible capital assets that are additions, donations, write downs and disposals.	<ul style="list-style-type: none"> See Statement of Financial Position for all water systems combined in Financial Plan. TCA Projections in Financial Plan.
	ii.	Details of the proposed or projected financial operations of the drinking water system itemized by,	<ul style="list-style-type: none"> See Statement of Operations for all water systems combined in Financial Plan.
	a.	Total revenues, further itemized by water rates, user charges and other revenues.	<ul style="list-style-type: none"> See Statement of Operations for all water systems combined in Financial Plan.
	b.	Total expenses, further itemized by amortization expenses, interest expenses and other expenses	<ul style="list-style-type: none"> See Statement of Operations for all water systems combined in Financial Plan.
	c.	Annual surplus or deficit, and	<ul style="list-style-type: none"> See Statement of Operations for all water systems combined in Financial Plan.
	d.	Accumulated surplus or deficit	<ul style="list-style-type: none"> See Statement of Operations for all water systems combined in Financial Plan.
	iii.	Details of the drinking water system's proposed or projected gross cash receipts and gross cash payments itemized by,	<ul style="list-style-type: none"> See Statement of Cash Flow for all water systems combined in Financial Plan.
	a.	Operating transactions that are cash received from revenues, cash paid for operating expenses and finance charges, - done in full cost report	<ul style="list-style-type: none"> See Statement of Cash Flow for all water systems combined in Financial Plan.
	b.	Capital transactions that are proceeds on the sale of tangible capital assets and cash used to acquire capital assets,	<ul style="list-style-type: none"> See Statement of Cash Flow for all water systems combined in Financial Plan.
	c.	Investing transactions that are acquisitions and disposal of investments,	<ul style="list-style-type: none"> See Statement of Cash Flow for all water systems combined in Financial Plan.
	d.	Financing transactions that are proceeds from the issuance of debt and debt repayment.	<ul style="list-style-type: none"> See Statement of Cash Flow for all water systems combined in Financial Plan.
	e.	Changes in cash and cash equivalents during the year,	<ul style="list-style-type: none"> See Statement of Cash Flow for all water systems combined in Financial Plan.
	f.	Cash and cash equivalents at the beginning and end of the year.	<ul style="list-style-type: none"> See Statement of Cash Flow for all water systems combined in Financial Plan.
	iv.	Details of the extent to which the information described in subparagraphs i, ii and iii relates directly to the replacement of lead service pipes as defined in section 15.1- 3 of Schedule 15.1 to Ontario Regulation 170/03 (Drinking Water Systems), made under the Act.	<ul style="list-style-type: none"> There is no dedicated lead service pipe removal program in place. If lead pipe is discovered during normal operations, it is replaced accordingly. Therefore, there are no significant material financial costs associated with lead pipe removal.
5.		The owner of the drinking water system must.	
	i.	Make the financial plans available, on request, to members of the public who are served by the drinking water system without charge,	<ul style="list-style-type: none"> This will be done by the municipality following Council approval.

Appendix J: Requirements of O.Reg. 453/07

	ii.	Make the financial plans available to members of the public without charge through publication on the Internet, if the owner maintains a website on the Internet,	<ul style="list-style-type: none"> The Financial Plan will be posted on the Municipality's website and made available for public review at no charge.
	iii.	Provide notice advising the public of the availability of the financial plans under subparagraphs i and ii, if applicable, in a manner that, in the opinion of the owner, will bring the notice to the attention of members of the public who are served by the drinking water system.	<ul style="list-style-type: none"> A notice will be issued following Council approval.
6.		The owner of the drinking water system must give a copy of the financial plans to the Ministry of Municipal Affairs and Housing. O. Reg. 453/07, s. 3 (1).	<ul style="list-style-type: none"> Will be submitted following Council approval.
		Each of the following sub-subparagraphs applies only if the information referred to in the sub-subparagraph is known to the owner at the time the financial plans are prepared.	<ul style="list-style-type: none"> The Financial Plan was prepared using available information at the time of preparation and may not contain all desired items. Reasonable assumptions were made and these are noted in the Financial Plan.
	1.	Sub-subparagraphs 4 i A, B and C of subsection (1).	<ul style="list-style-type: none"> The Financial Plan was prepared using available information at the time of preparation and may not contain all desired items. Reasonable assumptions were made and these are noted in the Financial Plan.
	2.	Sub-subparagraphs 4 iii A, C, E and F of subsection (1). O. Reg. 453/07, s. 3 (2).	<ul style="list-style-type: none"> The Financial Plan was prepared using available information at the time of preparation and may not contain all desired items. Reasonable assumptions were made and these are noted in the Financial Plan.

Current 2024 and Proposed 2025 Water and Wastewater Rates

Current - 2024 Water Rates

Consumption Charge	2024
First 3 cubic metres	\$2.92 /m ³
All additional cubic metres	\$1.19 /m ³
Minimum consumption charge	\$8.76

Monthly Flat Charge	2024
Under 1 inch meter	\$9.50
1 inch meter	\$14.75
1½ inch meter	\$18.75
2 inch meter	\$23.00
3 inch meter	\$31.00
4 inch meter	\$40.50
6 inch meter	\$68.75
8 inch meter	\$93.00

Proposed - 2025 Water Rates

Consumption Charge	2025
First 3 cubic metres	\$3.12 /m ³
All additional cubic metres	\$1.27 /m ³
Minimum consumption charge	\$9.37

Monthly Flat Charge	2025
Under 1 inch meter	\$10.17
1 inch meter	\$15.78
1½ inch meter	\$20.06
2 inch meter	\$24.61
3 inch meter	\$33.17
4 inch meter	\$43.34
6 inch meter	\$73.56
8 inch meter	\$99.51

Current 2024 - Sanitary Sewer Rates

Sewage Service Rate	2024
First 3 cubic metres	\$4.48 /m ³
All additional cubic metres	\$1.83 /m ³
Minimum consumption charge	\$13.44
Fixed monthly charge	\$10.25

Proposed – 2025 Sanitary Sewer Rates

Sewage Service Rate	2025
First 3 cubic metres	\$4.57 /m ³
All additional cubic metres	\$1.87 /m ³
Minimum consumption charge	\$13.68
Fixed monthly charge	\$10.46



MANAGEMENT REPORT

Date: November 13, 2024
To: Social Services Sub-committee
From: Alex Burgess, Manager of Ontario Works
Kim McElroy, Director of Social Services
Report Number: SOC24-013
Attachments: None

Title: Update on the Provincial Centralized Intake Initiative

Objective: To provide Council with an update regarding the Provincial expansion of the Centralized Intake initiative.

Background: On June 21, 2021, the local Ontario Works office was onboarded into the Centralized Intake initiative, which allowed applicants to apply online or over the telephone for Ontario Works services through a new Provincial unit, the Intake and Benefit Administration Unit (IBAU). This information was detailed in report SOC21-006 which was presented to Sub-committee in June 2021. Through this unit, applicants can now receive financial assistance through an automated process which determines eligibility utilizing a risk-based approach. This approach is intended to modernize and allow for a more seamless delivery of social assistance. Clients can now apply online or over the telephone, verify their identity and sign the applicable forms online, allowing them to receive their first month of assistance before they meet with a local Ontario Works caseworker. The Centralized Intake process has been iterated upon since its launch and continues to be studied and reviewed by the Ministry of Children, Community and Social Services (MCCSS) with an aim to have all applications eventually submitted through the IBAU.

Analysis: In September 2024, the local office received a memo from MCCSS informing of their intention to expand the Centralized Intake program. Beginning on October 1, 2024, the Ministry would now be responsible for all initial eligibility decisions for ten select Consolidated Municipal Service Managers. The City of Stratford is not one of the ten sites that have been included in phase one of the roll-out. The ten local Ontario Works offices that are apart of the initial phase of the roll-out would now only process applications for Temporary Care Assistance (TCA), Emergency Assistance (EA) and Under-18 applications. Once an applicant is granted assistance, the local Ontario Works

office would be responsible for ongoing eligibility verification, case management and creating a suitable action plan which helps move the client toward self-sufficiency.

This is a significant shift from the way applications are currently processed within the Ontario Works program. Although the IBAU processes several types of Ontario Works applications currently, applicants still need to apply in the local office, and the local office is currently responsible for all applications requiring an interpreter, a trustee, clients with no fixed address, Under-18, TCA and EA. There is no change to files that are granted by the IBAU as the local office currently completes post-grant activities, ongoing case management and action plan maintenance. With the shift that has been undertaken in the 10 CMSM's that are included in phase one of the roll-out, applicants will no longer have the ability to apply in the local office nor will they be able to meet with a local office caseworker until their application is granted by the IBAU. The CMSM's across the Province have raised concerns regarding the impacts this may have on clients, specifically those without a phone or access to email, those with no fixed address, clients requiring interpreters and those in immediate need of assistance. MCCSS has advised that this process is iterative, and they will modify as needed based on the feedback and learnings from the first ten sites.

The expansion of Centralized Intake will continue to occur across the remainder of the Province by the end of 2025. Although there are no firm dates, the local office is beginning to review processes, provide the means for clients to apply online within the office and train staff on the pending changes. Furthermore, once a date is established, the Ontario Works Division will communicate the changes to community partners who may see an increase in clients needing to access computers to complete their online application.

The last change to highlight because of this expansion is a significant regulatory and legislative change to the Ontario Works Act which designates MCCSS as the delivery agent, and CMSM's as delivery partners. This change is required to allow the Ministry to be responsible for initial eligibility decisions, authorizing initial payments and notifying applicants of their decisions. Furthermore, the Ministry will begin to hear appeals regarding initial eligibility decisions including Internal Reviews and appeals to the Social Benefits Tribunal, both of which are currently completed by the local OW office. With the regulatory change to the Ontario Works Act, the Ministry will now appoint an Ontario Works Administrator at the Provincial level. The City of Stratford will continue to be a delivery agent up until the point that we are onboarded into the Centralized Intake expansion, at which time we will become a delivery partner. The Ministry has also indicated that there are no changes to the cost sharing relationship or funding levels that currently exist because of these amendments.

Financial Implications:**Not applicable:**

There are no financial implications identified at this time. If at any point there are financial implications because of these changes, a further report will be provided to Council detailing those impacts.

Alignment with Strategic Priorities:

Not applicable: This report does not align with one of the Strategic Priorities as this report is informational only and relates to changes that are forthcoming within the local office. Currently, there is no impact to service delivery within the City of Stratford nor are there changes which relate to the strategic priorities.

Alignment with One Planet Principles:

Not applicable: There is no environmental impact detailed in this report as the changes highlighted are related to technical processes, regulations, and legislation.

Staff Recommendation: THAT the report titled, "Update on the Provincial Centralized Intake Initiative" (SOC24-013), be received for information.

Prepared by: Alex Burgess, Manager of Ontario Works
Recommended by: Kim McElroy, Director of Social Services
Joan Thomson, Chief Administrative Officer



MANAGEMENT REPORT

Date: November 25, 2024
To: Social Services Committee
From: Darren Barkhouse - Manager of Children's Services
Report Number: SOC24-014
Attachments: None

Title: EarlyON Service Provider Transition Update

Objective: To provide Mayor and Council with an update on the transition of EarlyON Family Centre services to the YMCA of Three Rivers for programs provided in the City of Stratford, beginning in January 2024.

Background: Upon the completion of a Request for Proposal (RFP) process, the YMCA of Three Rivers was identified as the successful service provider to oversee all EarlyON Family Centre programs and services for the City of Stratford catchment area, replacing Perth Care For Kids (PCFK). They join three current providers – Municipality of North Perth, Town of St. Marys and PCFK (West Perth, Perth East). The YMCA of Three Rivers brings a wealth of experience and early years expertise as they currently provide EarlyON programs in neighbouring municipalities and are committed to program growth and expansion of services.

Analysis: This new EarlyON partnership expands the current base of service providers and brings added programs and support for children and families in the Stratford area. This new service delivery model provides more targeted locations to best suit the community and promotes increased capacity for more families to attend. Initial program growth had been the focus in the first quarter to maintain past service levels, and to establish new relationships in the community. Second quarter growth continued through expanded partnerships and collaborations with current service providers. One such partnership highlighted with the Wildwood Conservation Area and two other EarlyON service providers (PCFK/Town of St. Marys), saw over one thousand children and families participate in a unique outdoor program over a 7-week span through July and August. The YMCA continues to reach the early benchmarks of their operational plan, and there has been continued growth into the third quarter through increased participation numbers and added program offerings.

Financial Implications:

Financial impact to current year operating budget:

There are no impacts on our current 2024 projections as all funding approved falls into our overall EarlyON allocation provided by the Province.

Financial impact on future year operating budget:

This new partnership is under contract for the next three years, with the option for two additional one-year terms before another RFP process would be required. There may be some amendments to the funding schedules throughout the contract life span which is expected given the Province only confirms our EarlyON funding allocations annually.

Alignment with Strategic Priorities:

Work Together for Greater Impact

This report aligns with this priority as it will develop a collaborative model for service providers to provide EarlyON services.

Intentionally Change to Support the Future

This report aligns with this priority as the changes to EarlyON programs reflect the changing needs in the community and the best practices in the sector.

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 report titled, "EarlyON Service Provider Transition Update" (SOC24-014), be received for information.

Prepared by: Darren Barkhouse, Manager of Children's Services
Recommended by: Kim McElroy, Director of Social Services
 Joan Thomson, Chief Administrative Officer



Notice of Public Meeting – Proposed Declaration as Surplus and Disposition of 270 Water Street, Stratford

Notice is hereby given that Stratford City Council will hold a Public Meeting to hear from all interested persons on the potential disposition of a portion of 270 Water Street, Stratford, excluding the eastern balance of the property. These lands are more commonly known as the Discovery Centre, Normal School/former Teacher's College. This notice is given in accordance with the Sale and Other Disposition of Land Policy P.3.1.

The subject land is owned by the City. A portion of the property is under consideration to be declared as surplus to the needs of the Corporation and for disposal through a public process, with the intent to maintain the eastern balance of the property, the building and the heritage designation.

Date Time and Location of the Special and Public Meeting

Date: Thursday, January 16, 2025
 Time: 5:30 pm
 Location: Council Chamber, City Hall, 1 Wellington Street

How to Get Involved

The purpose of a Public Meeting is to share information and to hear and consider public comments. Comments on the potential disposition of 270 Water Street will be reviewed by Staff prior to Council's consideration of the matter.

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

Written comments can also be submitted and included in the Council Agenda. The deadline to provide written comments in the agenda is no later than 4:30 p.m., on Tuesday, January 7, 2025, by any of the following ways:

- By email to clerks@stratford.ca
- In person at the Clerk's Office at Stratford City Hall, 1 Wellington Street, Stratford
- By regular mail or courier to Stratford City Clerk, 1 Wellington Street, Stratford ON N5A 6W1

To watch the meeting live please click the following link:

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

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

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

Dated this 13th day of December, 2024.

Tatiana Dafoe, City Clerk
The Corporation of the City of Stratford
City Hall, P.O. Box 818, Stratford ON N5A 6W1
Telephone: 519-271-0250, extension 5329
Fax: 519-273-5041
Email: clerks@stratford.ca



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

BEING a By-law to authorize the entering into and execution of an agreement with The Humane Society of Kitchener-Waterloo and Stratford-Perth for the provision of animal control and pound services from January 1, 2025, to December 31, 2028.

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 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 Council for The Corporation of the City of Stratford previously entered into agreements which provided The Humane Society of Kitchener-Waterloo and Stratford-Perth with the authority to provide animal control services to the City;

AND WHEREAS the Parties hereto deem it desirable that The Humane Society of Kitchener-Waterloo and Stratford-Perth provide animal control and pound services to the City of Stratford from January 1, 2025 to December 31, 2028;

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

1. That the agreement between The Humane Society of Kitchener-Waterloo and Stratford-Perth and The Corporation of the City of Stratford 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 16th day of December, 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 acceptance of a tender, execution of the contract and the undertaking of the work by Ontario Oasis for the supply and delivery of bedding plants for 2025 through 2028 (T-2024-34).

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;

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

1. That the tender [T-2024-34] of Ontario Oasis to provide for the supply and delivery of bedding plants for 2025 through 2028 in the City of Stratford be accepted and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the contract for the said work and to affix the Corporate seal thereto.
2. That the accepted amount of the tender for the supply and delivery of bedding plants for 2025 through 2028 [T-2024-34] is \$113,001.60, including HST, per year.
3. That Ontario Oasis is authorized to undertake the supply and delivery of bedding plants for 2025 through 2028 in the City of Stratford, pursuant to the said tender and as directed by the Director of Community Services, or designate, of The Corporation of the City of Stratford.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 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 10-2022 as amended, with respect to Zoning By-law Amendment application Z07-22 by Paradize Properties Development Ltd. to amend the zoning at 3980 Road 111 within Draft Plan of Subdivision 31T22-001 to be 'Medium Density Residential' (R4) as described herein.

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 2, to Zoning By-law 10-2022 as amended, is hereby amended by rezoning those lands at 3980 Road 111 in the City of Stratford per the key map in Schedule "B" hereto, from 'Urban Reserve' (UR-4) to 'Medium Density Residential' (R4).
2. 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 16th day of December, 2024.

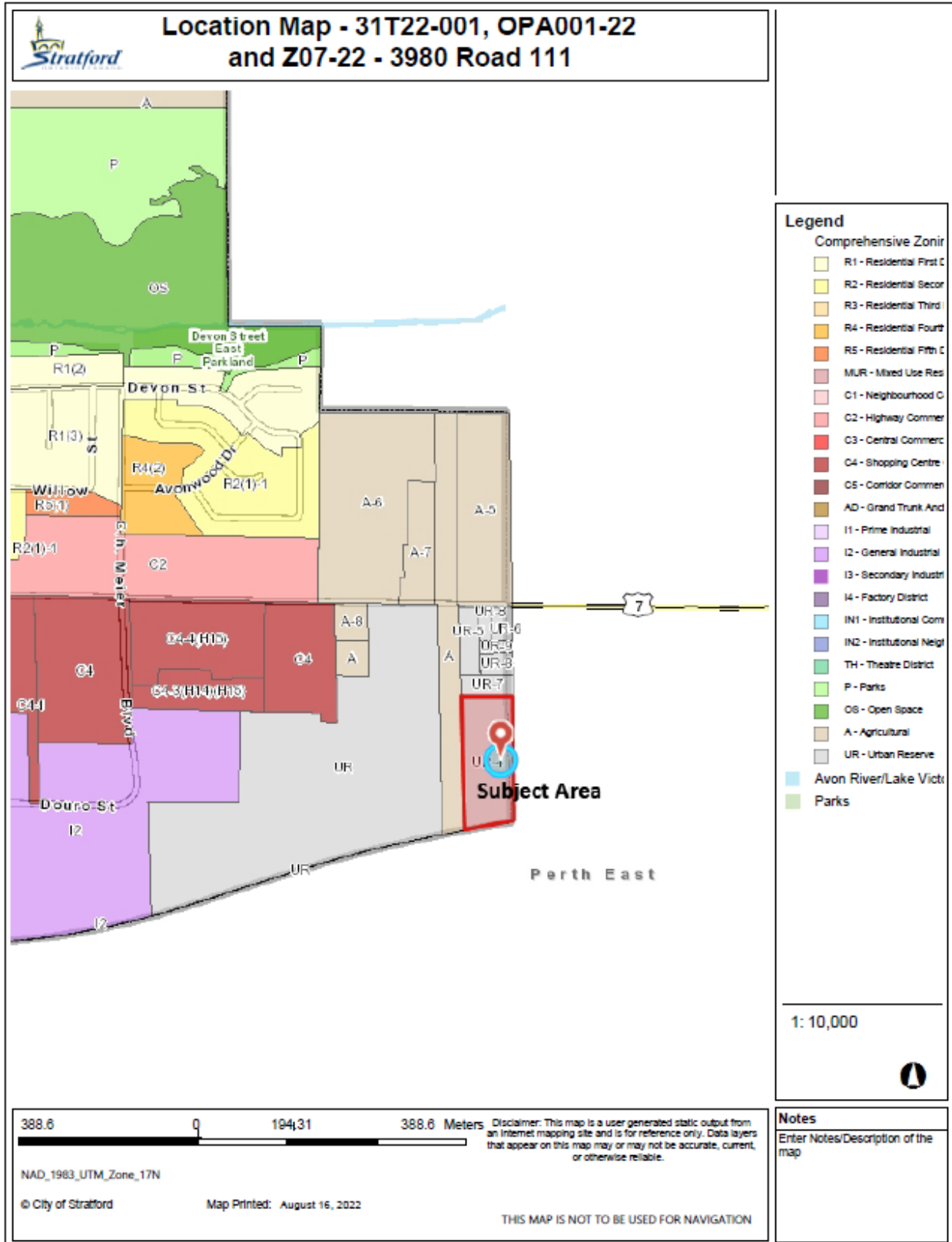
Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

This is Schedule "A" to By-law XXX-2024

Adopted this 16th day of December, 2024

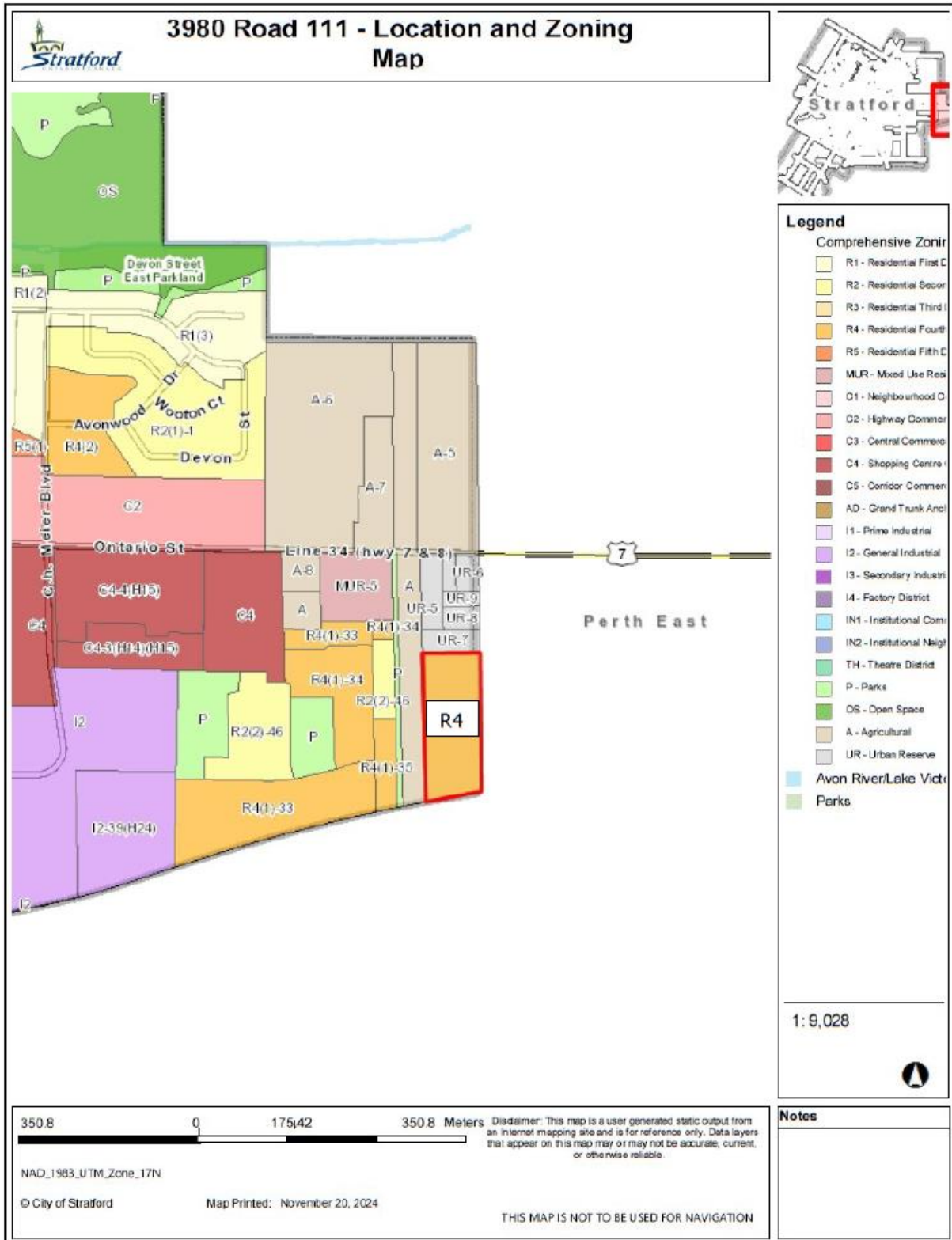
3980 Road 111



This is Schedule "B" to By-law XXX-2024

Adopted this 16th day of December, 2024

Key Plan showing 3980 Road 111 where the Medium Density Residential (R4) zone is proposed.





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

BEING a By-law to adopt Official Plan Amendment No. 35 to redesignate the lands municipally known as 3980 Road 111 in the City of Stratford to "Medium Density Residential" designation.

WHEREAS Sections 17 and 21 of the Planning Act, R.S.O. 1990, c.P.13, as amended, provide that the Council of a municipality may, by by-law, adopt amendments to its Official Plan;

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

AND WHEREAS the public interest was considered by Council to the need to adopt an amendment to the Official Plan of the City of Stratford for the subject lands;

AND WHEREAS the Council has determined that the request for an amendment is consistent with the Provincial Planning Statement, conforms with the goals and objectives of the Official Plan, will facilitate development that is appropriate for the lands, is compatible with surrounding lands and is considered to be sound land use planning and will encourage efficient use of land and infrastructure;

NOW THEREFORE the Council of The Corporation of the City of Stratford in accordance with the Planning Act, R.S.O. 1990, c.P13 as amended, hereby enacts as follows:

1. That Amendment No. 35 to the Official Plan of the City of Stratford, consisting of the attached text and schedules, is hereby adopted.
2. The Clerk is hereby authorized and directed to proceed with the giving of written notice of Council's decision in accordance with the provisions of the Planning Act.
3. This By-law shall come into effect upon Final Passage and in accordance with the Planning Act.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



City of Stratford

Official Plan Amendment No. 35

Adopted: December 16, 2024

AMENDMENT NO. 35 TO THE OFFICIAL PLAN
OF THE CITY OF STRATFORD

Section 1 – Title and Components

This amendment shall be referred to as Amendment No. 35 to the Official Plan of the City of Stratford. Sections 1 to 4 of this Amendment constitute background information and are not part of the formal Amendment. Section 5 constitutes the formally adopted Amendment to the Official Plan.

Section 2 – Location

The subject lands are presently known as 3980 Road 111 in the City of Stratford. Legally, these lands are referred to as Part Lot 41, Concession 1, in the former Township of South Easthope, County of Perth. The location of the subject lands is shown in Schedule B to this Amendment.

Section 3 – Purpose of the Amendment

The purpose of this amendment is to redesignate the subject lands to "Medium Density Residential" designation applicable to the subject lands.

Section 4 – Basis of Amendment

Amendment No. 35 to the Official Plan of the City of Stratford will facilitate the redesignation of the subject lands to "Medium Density Residential" from the current "Urban Fringe Area" designation within the Perth County Official Plan. The subject lands were annexed by the City of Stratford in 2016 and are now proposed for 'Medium Density Residential' development comprised of 68 Street fronting townhouses by way of plan of subdivision. This Amendment would facilitate the redevelopment of the subject lands and would aid in the provision of housing options within the City.

The Official Plan Amendment is consistent with the Provincial Planning Statement, 2024. The Official Plan Amendment maintains the general intent of the City of Stratford's Official Plan.

Section 5 – The Amendment

The Official Plan of the City of Stratford is amended as follows:

- a) Schedule "A" of the Official Plan of the City of Stratford is amended by redesignating the Subject Lands to 'Medium Density Residential Special', municipally known as 3980 Road 111, as identified on Schedule "B" to this Official Plan Amendment No. 35; and
- b) By adding the following Section to the Official Plan of the City of Stratford:

"Section 4.5.4.11 3980 Road 111

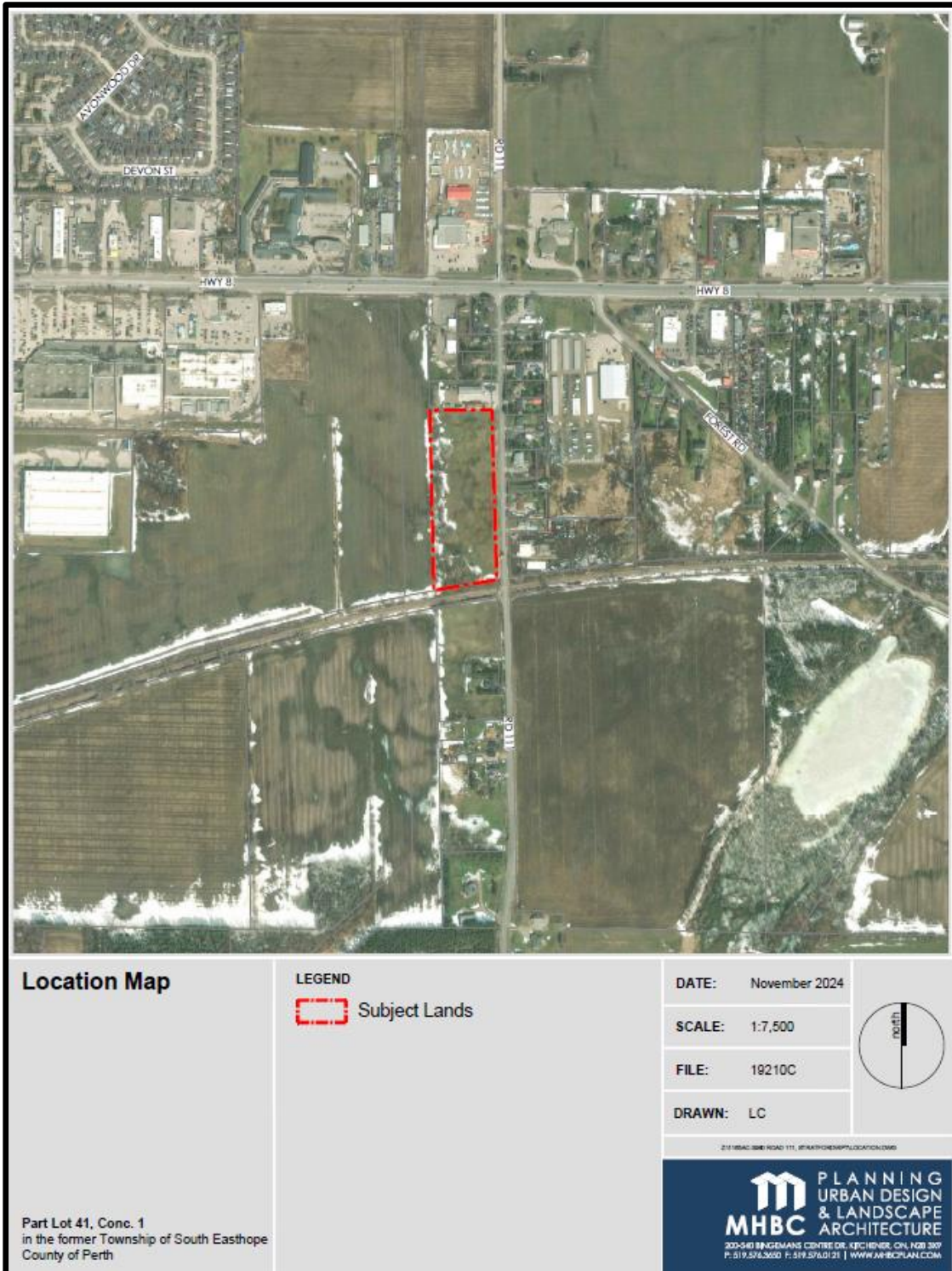
On lands identified on the attached 'Schedule A' the following uses shall be permitted within the Medium Density Residential designation:

- i) medium density residential including street townhouse dwellings, low rise apartments and stacked townhouses, but shall generally not include single detached, semi-detached or duplex dwellings up to a maximum density of 65 units per net hectare in accordance with Section 4.5.3.3.

Schedule "A"

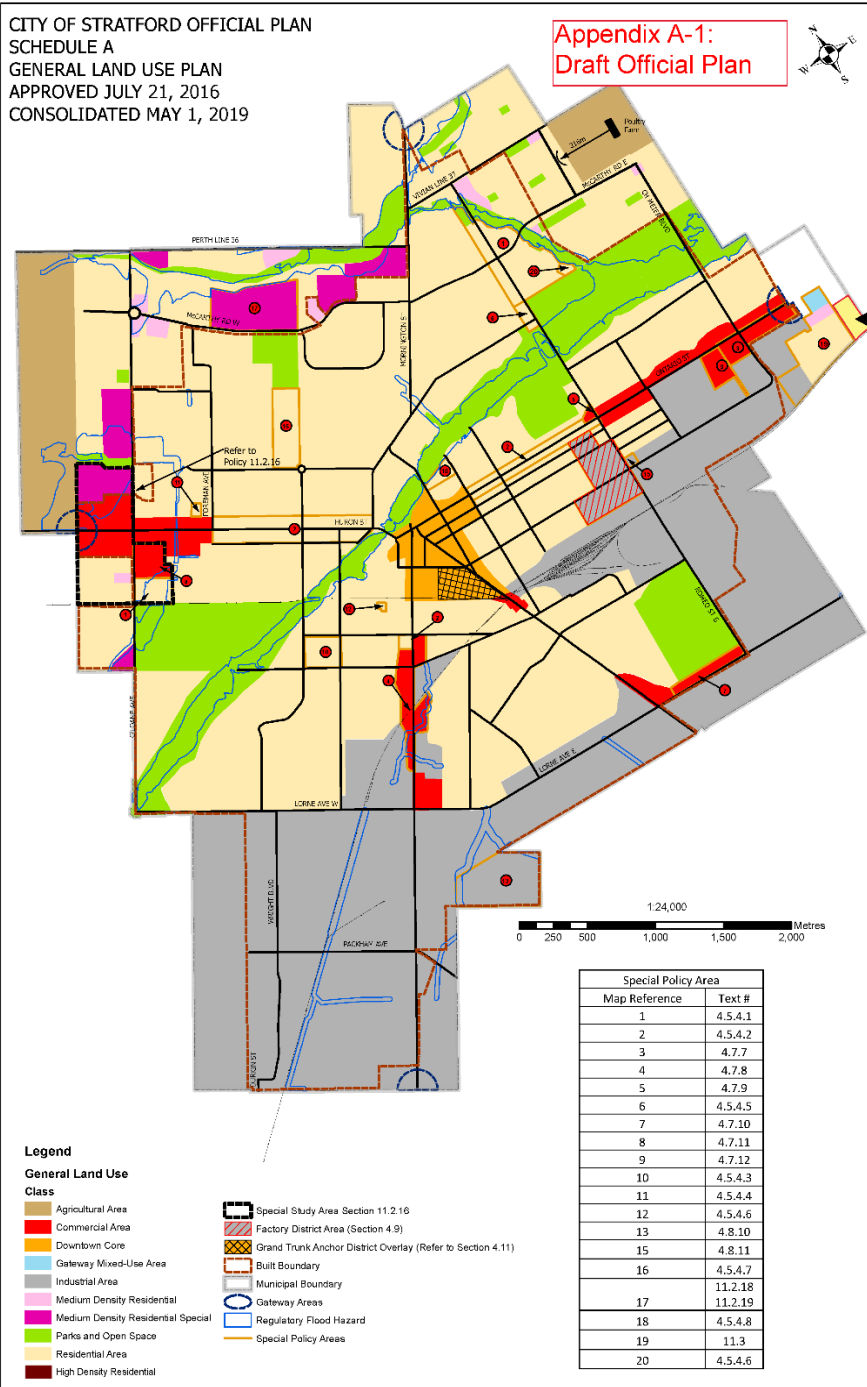
To Official Plan Amendment No. 35

Location Map



Schedule "B"

To Official Plan Amendment No. 35





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

BEING a By-law to authorize an interim tax levy for 2025 and to govern and regulate the finances of The Corporation of the City of Stratford for the fiscal year ending December 31, 2025.

WHEREAS Section 10(2)3 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, ("the Municipal Act, 2001") provides that a single-tier municipality may pass by-laws respecting financial management of the municipality and its local boards;

AND WHEREAS Section 307.(1) of the Municipal Act, 2001, provides that all taxes shall, unless expressly provided otherwise, be levied upon the whole of the assessment for real property or other assessments made under the Assessment Act according to the amounts assessed and not upon one or more kinds of property or assessment or in different proportions;

AND WHEREAS Section 317.(1) of the Municipal Act, 2001, provides that a local municipality, before the adoption of the estimates for the year may pass a by-law levying amounts on the assessment of property in the local municipality ratable for local municipality purposes;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it necessary to pass a by-law to levy on the whole of the assessment for each property class in the local municipality ratable for a local municipality purpose, a sum not to exceed that which would be produced by applying the prescribed percentage (or 50 percent if no percentage is otherwise prescribed) of the total amounts billed to each property for all purposes in the previous year on the properties that, in the current year, are in the property class as provided for in section 317 of the Municipal Act, 2001;

AND WHEREAS Section 317.(3) of the Municipal Act, 2001, also authorizes a municipal council by by-law, to adjust the interim taxes on a property if the Council is of the opinion that the Interim Levy on a property is too high or too low in relation to its estimate of the total taxes which will be levied on the property in 2025;

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

1. That the interim tax levy shall become due and payable in two instalments as allowed under Section 342(a) of the Municipal Act, 2001 as follows:
 - a) Fifty percent (50%) of the interim levy, rounded, shall become due and payable on February 26, 2025, and
 - b) the balance of the interim levy shall become due and payable on April 28, 2025, and

- c) non-payment of the amounts due on the dates stated, in accordance with this section, shall constitute default.
2. Section 342 (b) of the Municipal Act, 2001 allows for alternate instalment due dates to spread the payment of taxes more evenly over the year. Therefore, the interim tax levy for those on a 12 month pre-authorized automatic withdrawal payment plan shall be paid in 6 equal instalments due and payable on or after the first day of each month January to June. The pre-authorized payment plans shall be penalty free for as long as the taxpayer is in good standing with the terms of the plan agreement.
 3. That when payment of any instalment or any part of any instalment of taxes levied by the City of Stratford is in default, penalties and where applicable interest, shall be imposed respectively in accordance with City of Stratford policies.
 4. That a penalty of one and one-quarter (1¼) per cent shall be added to any instalment on the first day of default and on the first day of each calendar month thereafter in which such default continues until the end of the year in which the taxes are levied, and such penalty shall be levied and collected in the same manner as if it had been originally imposed with and formed part of such instalment.
 5. That the interim tax levy rates shall also apply to any property added to the assessment roll after this By-law is enacted.
 6. This By-law shall come into force and take effect upon final passage hereof.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 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 temporary borrowing of funds from time to time to meet current expenditures during the fiscal year ending December 31, 2025 until municipal taxes are collected.

WHEREAS the Council of The Corporation of the City of Stratford deems it necessary to enact a by-law to authorize the temporary borrowing of monies by the City to meet current budget expenditures for the year 2025 ("the year") pending receipt of current revenue;

AND WHEREAS Section 407 of the Municipal Act, 2001, S.O. 2001, C.25, as amended, ("the Municipal Act, 2001") authorizes temporary borrowing until taxes are collected and other revenues received, of the amount Council considers necessary to meet current expenditures of the municipality for the year;

AND WHEREAS Section 407(2) of the Municipal Act, 2001, sets out the total amount which may be borrowed from all sources at any one time plus any outstanding amount of principal borrowed and accrued interest;

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

1. That the Treasurer of The Corporation of the City of Stratford is hereby authorized to borrow during the fiscal year ending December 31, 2025, such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in Section 407 of the Municipal Act, 2001.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be the Royal Bank of Canada or such other lender(s) as may be determined from time to time by resolution of Council.
3. The total amount which may be borrowed at any one time under this By-law, together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1 to September 30 in the year, 50 percent of the total estimated revenues of the municipality as set out in the budget adopted for the year, and from October 1 to December 31 in the year, 25 percent of the total of the estimated revenues of the municipality as set out in the budget adopted for the year or \$15,000,000.00 whichever is less.
4. The Treasurer shall, at the time when any amount is borrowed under this By-law, ensure that the lender is or has been furnished with a certified copy of this By-law (a certified copy of the resolution mentioned in Section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the year and also showing the total of any other amounts

borrowed from any and all sources under authority of Section 407 of the Municipal Act that have not been repaid.

5. a) If the estimates for the year have not been adopted at the time an amount is borrowed under this By-law, the limitation on total borrowing, as set out in Section 3 of this Bylaw, shall be calculated for the time being upon the estimated revenues of the municipality as set forth in the estimates adopted for the next preceding year.
- b) If the estimates for the year have not been adopted at the time an amount is borrowed under this By-law, the statement furnished under Section 4 shall show the nature and amount of the estimated revenues of the municipality as set forth in the estimates adopted for the current preceding year and the nature and amount of the revenues received for and on account of the current year.
6. All or any sums borrowed under this By-law shall, with interest thereon, be a charge upon the whole of the revenues of the municipality for the year and for any preceding years as and when such revenues are received, provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.
7. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this By-law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the year and preceding years or from any other source, which may lawfully be applied for such purpose.
8. Promissory Notes or banker's acceptances made under Section 1 shall be signed by the Treasurer or by such other person as is authorized by by-law to sign it.
9. This by-law shall come into force and take effect upon the final passage thereof.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 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 acceptance of a tender, execution of the contract and the undertaking of the work by Tree Tech Tree and Property Maintenance Specialists Inc. for the removal of designated trees and stumps in 2025 (T-2024-31).

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;

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

1. That the tender (T-2024-31) of Tree Tech Tree and Property Maintenance Specialists Inc. for the removal of designated trees and stumps in 2025 in the City of Stratford be accepted and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the contract for the said work and to affix the Corporate seal thereto.
2. That the accepted amount of the tender for the removal of designated trees and stumps in 2025 (T-2024-31) is \$66,735.54, including HST.
3. That Tree Tech Tree and Property Maintenance Specialists Inc. is authorized to undertake the removal of designated trees and stumps in 2025 in the City of Stratford, pursuant to the said tender and as directed by the Director of Community Services, or designate, of The Corporation of the City of Stratford

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 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 acceptance of a tender, execution of the contract and the undertaking of the work by Tree Tech Tree and Property Maintenance Specialists Inc. for the removal of designated stumps in 2025 (T-2024-31).

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;

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

1. That the tender (T-2024-31) of Tree Tech Tree and Property Maintenance Specialists Inc. for the removal of designated stumps in 2025 in the City of Stratford be accepted and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the contract for the said work and to affix the Corporate seal thereto.
2. That the accepted amount of the tender for the removal of designated stumps in 2025 (T-2024-31) is \$11,342.94, including HST.
3. That Tree Tech Tree and Property Maintenance Specialists Inc. is authorized to undertake the removal of designated stumps in 2025 in the City of Stratford, pursuant to the said tender and as directed by the Director of Community Services, or designate, of The Corporation of the City of Stratford

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 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 acceptance of a tender, execution of the contract and the undertaking of the work by Lange Bros. (Tavistock) Limited for regular, overtime, and emergency pruning services in 2025 (T-2024-31).

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;

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

1. That the tender (T-2024-31) of Lange Bros. (Tavistock) Limited for regular, overtime, and emergency pruning services in 2025 in the City of Stratford be accepted and the Mayor and Clerk, or their respective delegates, be and the same are hereby authorized to execute the contract for the said work and to affix the Corporate seal thereto.
2. That the accepted amount of the tender for regular, overtime, and emergency pruning services in 2025 (T-2024-31) is \$257,075, including HST.
3. That Lange Bros. (Tavistock) Limited is authorized to undertake regular, overtime, and emergency pruning services in 2025 in the City of Stratford, pursuant to the said tender and as directed by the Director of Community Services, or designate, of The Corporation of the City of Stratford

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 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 Fees and Charges By-law 99-2024, to change the rates for water and wastewater services.

WHEREAS the Municipal Act, 2001, S.O. 2001, as amended, ("the Municipal Act, 2001") provides that a municipality may pass by-laws imposing fees and charges on any class of persons;

AND WHEREAS Section 398 of the Municipal Act, 2001, provides that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, respectively;

AND WHEREAS the Council of The Corporation of the City of Stratford adopted the Water and Wastewater Rate Study and Financial Plans at the December 16, 2024, Regular meeting;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it necessary to amend the Fees and Charges By-law 99-2024 to update the water and wastewater rates as provided in the Water and Wastewater Rate Study;

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

1. That Schedule "D", Infrastructure Services Fees and Charges. is hereby repealed and replaced with the Schedule "D" attached hereto and forming part of this By-law to amend certain fees related to water and wastewater services.
2. All other provisions of By-law 117-2023 remain in force and effect.
3. This by-law shall come into force and take effect on January 1, 2025.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

THIS IS SCHEDULE "D" TO BY-LAW XXX-2024

Adopted on the 16th day of December, 2024

Amending By-law 99-2024
of The Corporation of the City of Stratford
adopted on the 9th day of September, 2024

INFRASTRUCTURE SERVICES FEES AND CHARGES

Miscellaneous

Item	Fee
Land transfer inquiries	\$65.00 per land transfer inquiry
Street Permit: Hoarding on City Sidewalk Excavation on Road Allowance	\$65.00
Single Trip Oversized Load Permit	\$65.00
Hydration Station Rental	\$30.00 per day

Administrative Fees

Item	Fee
New Sewer and/or Water Connections	\$190.00 plus actual cost of the project
Sewer and/or Water Repairs	\$85.00 plus actual cost of the project
Private Sidewalk and Curb: Driveway widenings or relocation Curb or sidewalk replacement Damage deposit and repair	\$85.00 plus actual cost of the project
Sidewalk or Curb Repair for Utility Companies	\$42.50 per location plus actual cost of the project
Miscellaneous Invoice for Service: Damaged sign and traffic signals Street cleaning (mud, fuel, oil) Sewer flushing Garbage pickup Road Closures for MTO, etc.	Actual cost to provide service including materials. Plus 7% administrative costs with minimum fee of \$85.00
Special Events Road Closure Set-up and Takedown Requiring Barricades Only	\$200 per event
Special Events Road Closure Setup Requiring Traffic Control Plan	Actual costs for provide service including materials. Plus 7% administrative costs with a minimum fee of \$85.00
Payroll Burden on invoices to the public	45%
Warehouse Fee on the invoices to the public for material taken from stock	15%
Temporary Access Across Municipal Property (Policy P.3.6) Fees and damage deposits subject to annual Consumer Price Index increase	\$55 per application, plus damage deposit of \$105 per metre of private property abutting city property
As Built Drawings	\$25.00 per sheet \$25.00 per pdf file

Water Rates

Consumption Charge	2025
First 3 cubic metres	\$3.12 /m3
All additional cubic metres	\$1.27 /m3
Minimum consumption charge	\$9.37

Monthly Flat Charge	2025
Under 1 inch meter	\$10.17
1 inch meter	\$15.78
1½ inch meter	\$20.06
2 inch meter	\$24.61
3 inch meter	\$33.17
4 inch meter	\$43.34
6 inch meter	\$73.56
8 inch meter	\$99.51

Sanitary Sewer

Sewage Service Rate	2025
First 3 cubic metres	\$4.57 /m3
All additional cubic metres	\$1.87 /m3
Minimum consumption charge	\$13.68
Fixed monthly charge	\$10.46

Development, Subdivision, Pre-Servicing, Condominium Servicing Agreements

Item	Fee
a) Administrative fees for preparation of an agreement	\$2,300.00 Plus all legal fees, including registration*
b) Review fees for Engineering Submissions	
i. Variable fee per single detached or semi detached dwelling lot per submission	\$57.40
ii. Variable fee per block per submission (excluding road widening and reserve blocks)	\$114.00
c) Construction Inspection Fee (prior to registration of agreement)	2% of total construction cost estimate
d) Subdivision Tree fee (prior to registration of agreement) Number of required trees to be determined by the Manager of Parks, Forestry and Cemetery	\$350.00 per tree

*an \$8,000.00 initial deposit is required to be applied towards legal expenses. Any costs incurred over this amount will be invoiced separately. If total expenses are less than the initial deposit, a refund along with a continuity statement will be issued for the remaining balance.

MECP Consolidated Linear ECA and Water System Review and Approvals

Item	Fee
Watermain review and approvals	\$1,200.00
Sanitary and Storm Sewers review and approvals	\$1,100.00
Stormwater Management Systems review and approvals	\$1,800.00

Waste Management Rates

Item	Fee
Bag Tag	\$3.86
Bag or Can at Landfill Site	\$5.06
Minimum scale rate	\$25.00
Tip Fee – regular – loose loads of waste	\$94.00 per tonne
Tip Fee – regular – more than five (5) bags or cans of waste	\$94.00 per tonne
Tip Fee – regular – loads of recyclables, brush or yard waste 200 kilograms or greater	\$94.00 per tonne
Tip Fee – Asbestos	\$180.00 per tonne
Tip fee concrete/asphalt	\$5.00 tonne
Scale down – car	\$25.00
Scale down – truck	\$27.00
Scale down – trailer	\$25.00
Scale down- Roll off	\$12.50/cubic yard
Scale down – Packer	\$18.00/cubic yard
Large Item Tag	\$14.00
Recycle Box	\$8.25
Green Bin – 45 litre	\$20.00
White Goods – No Freon	\$25.00
White Goods – Freon Removal	\$45.00
Large Green Bin (commercial only)	\$40.00
IPL Recycle Carts (commercial only)	\$100.00
Organic Kitchen Catcher	\$4.00
Commission Fee on sale of garbage bag tags	5%

An administrative fee of \$25.00, excluding applicable taxes, shall be charged by the City to provide duplicate copies of tickets for tipping fees when requested to do so.

All goods sold are HST applicable and HST is included the price of the goods.

Site Alteration

Item	Fee
Site Alteration Permit Fee	\$510.00
Site Alteration Permit Renewal Fee	\$510.00
Site Alteration Transfer of Permit Fee	\$255.00
Preparation of Site Alteration Agreement Fee (including registration fee)	\$920.00 Plus all legal fees, including registration*

*a \$2,000.00 initial deposit is required to be applied towards legal expenses. Any costs incurred over this amount will be invoiced separately. If total expenses are less than the initial deposit, a refund along with a continuity statement will be issued for the remaining balance.



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

BEING a By-law to authorize the execution of an Amendment to the Lease Agreement with the Stratford Municipal Golf Course Association for the lease of the municipal golf course on Norfolk 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 owner of the Municipal Golf Course on Norfolk Street in the City of Stratford;

AND WHEREAS Council of The Corporation of the City of Stratford authorized the entering into of an agreement for the lease of the golf course to the Stratford Municipal Golf Course Association through By-law 64-2024;

AND WHEREAS an amendment to the Lease Agreement has been prepared to amend the term of the agreement, the lease payments, and to clarify wording in the agreement;

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

1. That the Amended Lease Agreement between The Corporation of the City of Stratford and Stratford Municipal Golf Course Association for the lease of the municipal golf course on Norfolk 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.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 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 drainage assessments estimated in the Engineer's Report based on actual costs incurred for the construction of the Kelly Drain in the City of Stratford.

WHEREAS the Council of The Corporation of the City of Stratford received a request under section 78 of the Drainage Act, R.S.O 1990, to provide for the repair and improvement of the Kelly Drain;

AND WHEREAS the Council of The Corporation of the City of Stratford in the County of Perth authorized Joel Miller, P.Eng., of K. Smart Associates Limited to prepare an engineer's report dated April 5, 2023;

AND WHEREAS By-law 68-2023 was adopted by The Corporation of the City of Stratford to authorize the repair and improvement of certain drainage works for the Kelly Drain;

AND WHEREAS such repair and improvement have been completed and the actual costs of the repair and improvement vary from the estimate previously adopted;

AND WHEREAS under the provisions of the Drainage Act, R.S.O., 1990, Chap D. 17, Section 62(1), the Council of The Corporation of the City of Stratford shall apply every surplus or deficiency proportionately according to the assessment schedules and the rates imposed by it for the said drainage works;

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

1. That the Treasurer for The Corporation of the City of Stratford is hereby authorized to levy and collect upon such lands as described in the drainage by-law for the Kelly Drain in accordance with the attached amended amounts which reflect actual costs, such rates to be levied and collected in the same manner as taxes.
2. That the actual amounts detailed in Schedule "A" for the Kelly Drain form part of this by-law.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

This is Schedule "A" to By-law XXX-2024

Adopted this 16th day of December, 2024

Engineer's Estimated Assessment	Actual Assessment Following Improvements	Grant	Allowances	Net
\$243,000	\$237,433.63	\$60,035.89	\$6,950	\$170,447.74



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

BEING a By-law to amend By-law 10-2022 as amended, with respect to the removal of Holding Provision (H22) from the zoning of certain lands legally described as Part of Lot 5, Concession 2 (geographic Township of Ellice), now City of Stratford, being Block 44 on Plan 44M-93.

WHEREAS authority is given to the Council of The Corporation of the City of Stratford by Section 36 of the Planning Act, R.S.O. 1990, c. P.13, as amended, to pass this By-law;

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 City of Stratford Zoning By-law, be further amended;

AND WHEREAS this By-law is in conformity with the City of Stratford Official Plan and consistent with the Provincial Planning Statement;

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

1. THAT Schedule "A", Map 2, to Zoning Bylaw 10-2022 as amended, is hereby amended by changing the zoning of lands from Residential Fourth Density – Holding (R4(1)-23(H22)) / Residential Fourth Density – Holding (R4(2)-24(H22)) to Residential Fourth Density (R4(1)-23) / Residential Fourth Density (R4(2)-24, those lands outlined in heavy solid lines and described as 'R4(1)-23/R4(2)-24' on Schedule "A" attached hereto and forming part of this By-law, and legally described as Part of Lot 5, Concession 2 (geographic Township of Ellice), now City of Stratford, being Block 44 on Plan 44M-93.
2. 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 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe

**This is Schedule "A" to
By-Law XXX-2024**





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

BEING a By-law to amend By-law 4-2023, as amended, to make appointments to the Stratfords of the World (Ontario) Advisory Committee.

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 Council of The Corporation of the City of Stratford adopted By-law 4-2023 to appoint Council Members to Sub-committees of Council and Standing Committees of Council and to Advisory Committees, Boards and Agencies and to appoint Citizens to Advisory Committees and Boards during the 2022 term of municipal office;

AND WHEREAS Council of The Corporation of the City of Stratford deems it necessary to amend By-law 4-2023 to make further appointments to several advisory committees and boards;

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

1. That Section 2.16 of By-law 4-2023, as amended, be further amended to make the following appointments:

2.16 d) (insert name) is hereby appointed as a citizen representative to the Stratfords of the World-Ontario Committee for a XX-year term to (insert date) or until a successor is appointed by City Council.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe



STRATFORD CITY COUNCIL
CONSENT AGENDA

December 16, 2024

REFERENCE NO. CONSENT AGENDA ITEM

CA-2024-195 Resolution from the City of Toronto regarding Respecting Local Democracy and Cities.

Attachment – Letter from the City of Toronto dated November 18, 2024.

Endorsement of this resolution is requested.

CA-2024-196 In accordance with By-law 135-2017 as amended, the Infrastructure Services Department is providing notification that:

Glastonbury Drive between Palmer Square and Warwick Road will be closed November 20 at 8:00 a.m. due to construction work. The closure is necessary for the installation of a new sanitary sewer lateral at 292 Glastonbury Drive. The sidewalk on the west side will be closed at the site with the east side remaining open for the duration of the job. Work will be completed by late afternoon/early evening.

CA-2024-197 Resolutions Requesting the Redistribution of Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding.

Attachments:

- Letter from the Township of King dated November 18, 2024.
- Letter of support from the Town of Aurora dated November 27, 2024
- Letter of support from the Town of New Tecumseth dated December 3, 2024.

Endorsement of the resolution is requested.

CA-2024-198 Additional Road Closure – Winter Wonder Land

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, November 30, 2024 & Sunday, December 1, 2024, from 9:00 a.m. to 6:00 p.m. daily:

- York Street between entrances to the York Street parking lot

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-2024-199 Notification that the Social Services Department, Housing Division, intends to call the following Request for Proposal in accordance with the City's Purchasing Policy:

- Affordable Housing, Interior Renovation

CA-2024-200 Notification that the Social Services Department, Housing Division, intends to call the following Tender in accordance with the City's Purchasing Policy:

- Provide Various Trade Services for Building Maintenance Calls

CA-2024-201 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 traffic Saturday, November 30 and Sunday, December 1 from 9:00 a.m. until 6:00 p.m. daily for Winter Wander-Land;

- York Street between entrances to the York Street Parking Lot
- Northbound lane of Wellington Street from Downie Street to Market Place
- Market Place from Wellington Street to Downie Street

CA-2024-202 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 traffic Sunday, December 1 from 3:00 p.m. until 7:00 p.m. for Santa's Parade of Lights;

- William Street from Waterloo Street to Martin Street
- Hillcrest Street from Delamere Avenue to William Street
- Denison Street
- Lakeside Drive North from Martin Street to Lakeside Drive
- Lakeside Drive from Lakeside Drive North to Waterloo Street
- Veterans Drive from Waterloo Street to York Street

CA-2024-203 Resolution from the Township of Puslinch regarding Enabling Greater Beneficial Reuse Excess Soil.

Attachment – Letter from the Township of Puslinch dated November 21, 2024.

Endorsement of this resolution is requested.

CA-2024-204 In accordance with By-law 135-2017 as amended, the Infrastructure Services Department is providing notification that:

- Perth Line 36 from Mornington Avenue to O'Loane Avenue, Stratford, will be temporarily closed to through traffic, local traffic only, for two days only, beginning Tuesday, November 26, 2024, concluding Wednesday, November 27, 2024. This road closure is necessary to facilitate the watermain connection to the Knightsbridge Subdivision Development.
- Charles Street, from John Street to Avondale Avenue, will be closed to through traffic, local traffic only, Wednesday, November 27, 2024, between the hours of 8:00 a.m. and 4:30 p.m., due to water service repair.
- Britannia Street from Churchill Circle, to Briarhill Drive, Stratford, will be temporarily closed to through traffic, local traffic only, for one and one half days, beginning Wednesday, November 27, 2024, concluding Thursday, November 28, 2024.

This road closure is necessary to facilitate the Stratford Fairgrounds subdivision hydro service connection.

CA-2024-205 Notification that the Social Services Department, Housing Division, intends to call the following Request for Proposal in accordance with the City's Purchasing Policy;

- 398 Erie Street, Stratford Affordable Housing – Architectural Services.

CA-2024-206 Municipal Information Form for Liquor License Application for an indoor area at 24 St. Andrew Street (Here For Now Theatre)

Section 2 – To be completed by the City Clerk.

Section 3 – Asking if Council has specific concerns regarding the zoning, non-compliance with by-law or general objections to this application.

The Planning Division, Police Services and Huron Perth Public Health have not expressed concerns with this application.

Fire Services provided the following comments:

- 24 St. Andrew Street is currently under renovation. Once complete an on-site fire inspection will be required to ensure compliance with the Ontario Fire Code. Please contact fireprevention@stratford.ca to arrange an on-site inspection. An Agency Letter of Approval will not be provided at this time.

The Building Division provided the following comments:

- A separate AGCO letter will be required from the Building Department. The applicant will be required to submit the following:
 - A fee of **\$85.00** is required to be paid
 - Applicant is required to submit floor plans showing the areas that are to be licensed. Drawings completed by an Architect as part of the active building permit may be utilized and submitted along with their request letter so long as they demonstrate:
 - The areas desired to be licenses
 - The occupant loads for licensed areas
 - Exits/egress paths from the licensed areas
 - Washrooms
 - The attached AGCO template to be filled out within the "Re" section and send to building@stratford.ca

- An AGCO letter will not be issued the by Building Department until occupancy has been granted to the space, as this space is currently undergoing renovation work.

CA-2024-207 Resolution from the City of Guelph regarding Enabling Municipalities to Charge Fees for use of Municipal Property by Gas Utilities.

Attachment – Letter from the City of Guelph dated November 29, 2024.

Endorsement of this resolution is requested.

CA-2024-208 Notification that the Community Services Department, Facilities Division, intends to call the following Tenders in accordance with the City's Purchasing Policy:

- Building Maintenance Trades Program
- HVAC Unit Replacement for Stratford Public Library, Gallery Stratford, and the Administration of Justice Building
- National Stadium Washroom Renovations

CA-2024-209 Notification that the Community Services Department, Facilities Division, intends to call the following Request for Proposal in accordance with the City's Purchasing Policy:

- Elevator Maintenance Program



John D. Elvidge
City Clerk

City Clerk's Office

Secretariat
Sylvia Przedziecki
Council Secretariat Support
City Hall, 12th Floor, West
100 Queen Street West
Toronto, Ontario M5H 2N2

Tel: 416-392-7032
Fax: 416-392-2980
e-mail:
Sylvia.Przedziecki@toronto.ca
web: www.toronto.ca

**In reply please quote:
Ref.: 24-CC23.1**

(Sent by Email)

November 18, 2024

ALL ONTARIO MUNICIPALITIES:

**Subject: New Business Item 23.1
Respecting Local Democracy and Cities (Ward All)**

City Council on November 13 and 14, 2024, considered [Item CC23.1](#) and a copy is attached for your information or appropriate action.

A handwritten signature in cursive script, appearing to read "Przedziecki".

for City Clerk

S. Przedziecki/wg

Attachment

c. City Manager

City Council

New Business - Meeting 23

CC23.1	ACTION	Amended		Ward: All
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Respecting Local Democracy and Cities

City Council Decision

City Council on November 13 and 14, 2024, adopted the following:

1. City Council express its opposition to the proposed amendments to Part XII of the Highway Traffic Act contained in Bill 212, and any related proposed regulations, both of which contradict the stated purpose of the City of Toronto Act, 2006, to allow the City to determine what is in the public interest of the city.
2. City Council request the Province to work collaboratively with cities to address congestion and road safety, and accordingly withdraw the proposed amendments to Part XII of the Highway Traffic Act contained in Bill 212.
3. City Council direct the City Solicitor to review Bill 212 and any accompanying regulations, once in force, and to report to City Council with a summary of the legislation and regulations and the potential for commencing litigation to challenge Bill 212 or the regulations.
4. City Council request the General Manager, Transportation Services, or designates, to appear before the Ontario Legislature's Standing Committee on Heritage, Infrastructure, and Cultural Policy as part of public hearings regarding Bill 212 to give testimony in accordance with the position outlined in this item.
5. City Council request the City Manager to submit written comments to Ontario's Regulatory Registry and Environment Registry of Ontario that reflect the City's positions outlined in this item, including the City's opposition to any requirement of the City to provide support in the removal of City Infrastructure approved by its democratically elected City Council.
6. City Council adopt the position that no costs associated with the amendments to Part XII of the Highway Traffic Act should be incurred or paid by the City of Toronto, including staff time, planning, design, construction, and traffic management as a result of the congestion created by the removal.
7. City Council forward this item to the Premier of Ontario, the Minister of Transportation, the Minister of Municipal Affairs and Housing, the Leader of the Official Opposition, all Ontario Members of Provincial Parliament, the Association of Municipalities of Ontario, the Ontario Big City Mayors, and all Ontario municipalities and include City Council's commitment to the right of municipalities to govern their own affairs and represent the interests of their residents and electors.

8. City Council request the Ministry of Transportation to permit the publication of the results of the Transportation Tomorrow Survey 2022 as soon as possible to facilitate the use of the study in informing collaborative consultations with cities regarding options for addressing congestion and road safety.

9. City Council direct the City Manager to report back on the feasibility of placing signs on City roads where there are traffic delays resulting from the Provincial mandate to remove bike lanes from Toronto roads and that these signs would read "This road congestion and traffic delay is the result of Premier Ford's Bill 212".

10. City Council direct that Confidential Attachment 1 to the supplementary report (November 13, 2024) from the City Manager remain confidential in its entirety, as it contains information explicitly supplied in confidence to the City of Toronto as a partner municipality in the Transportation Tomorrow Survey 2022, conducted by a consultant retained by the Ministry of Transportation of Ontario as part of a cooperative effort by local and provincial government agencies to collect information about urban travel in southern Ontario, until such time as the Transportation Tomorrow Survey 2022 is authorized to be published by the Ministry of Transportation of Ontario.

Confidential Attachment 1 to the supplementary report (November 13, 2024) from the City Manager remains confidential in its entirety in accordance with the provisions of the City of Toronto Act, 2006, as it contains information explicitly supplied in confidence to the City of Toronto as a partner municipality in the Transportation Tomorrow Survey 2022, conducted by a consultant retained by the Ministry of Transportation of Ontario as part of a cooperative effort by local and provincial government agencies to collect information about urban travel in southern Ontario, until such time as the Transportation Tomorrow Survey 2022 is authorized to be published by the Ministry of Transportation of Ontario.

Summary

The recent provincial Bill 212 seeks to overturn the decisions and work of our locally elected Toronto City Council. If passed, the Bill means one government would, at tremendous cost to the taxpayer and without collaboration, undo another government's work.

As Mayor, it is my responsibility to stand up for the decision-making authority of City Council and the expertise of our professional public service which supports that decision-making. As such, I am working with City Staff to review the City's options and will provide recommendations on this item prior to the City Council meeting on November 13, 2024.

Background Information (City Council)

(November 5, 2024) Report from the Mayor on Respecting Local Democracy and Cities (CC23.1)

<https://www.toronto.ca/legdocs/mmis/2024/cc/bgrd/backgroundfile-250054.pdf>

(November 13, 2024) Supplementary report and Attachments 2 to 5 from the City Manager on Respecting Local Democracy and Cities - Supplemental Report: Impact of Bill 212 Bike Lanes Framework (CC23.1a)

<https://www.toronto.ca/legdocs/mmis/2024/cc/bgrd/backgroundfile-250545.pdf>

Confidential Attachment 1

Communications (City Council)

(November 7, 2024) E-mail from Matthew Freedlander (CC.Supp)

(November 8, 2024) E-mail from Adam Rodgers (CC.Supp)

(November 7, 2024) E-mail from Derek van Vliet (CC.Supp)

(November 7, 2024) E-mail from Beverley Yu (CC.Supp)

(November 7, 2024) E-mail from Santiago Pacheco Perez (CC.Supp)

(November 7, 2024) E-mail from Genessa Radke (CC.Supp)
(November 7, 2024) E-mail from Jesse Knapp (CC.Supp)
(November 7, 2024) E-mail from Ernest Tam (CC.Supp)
(November 8, 2024) E-mail from Keyondre Young (CC.Supp)
(November 8, 2024) E-mail from Adam Rodgers (CC.Supp)
(November 7, 2024) E-mail from Bryn Kennedy (CC.Supp)
(November 8, 2024) E-mail from Lilia Kazberuk (CC.Supp)
(November 8, 2024) E-mail from Aaron MacLean (CC.Supp)
(November 9, 2024) E-mail from Conrad Heidenreich (CC.Supp)
(November 9, 2024) E-mail from Jack Wynne (CC.Supp)
(November 9, 2024) E-mail from Omar Khan (CC.Supp)
(November 9, 2024) E-mail from Arkady Arkhangorodsky (CC.Supp)
(November 9, 2024) E-mail from Debbie Green (CC.Supp)
(November 10, 2024) E-mail from Mike D'Agostino (CC.Supp)
(November 10, 2024) E-mail from Darren Donahue (CC.Supp)
(November 10, 2024) E-mail from Stacy Kennedy (CC.Supp)
(November 8, 2024) E-mail from Isabel Reid (CC.Supp)
(November 8, 2024) E-mail from David Eddison (CC.Supp)
(November 10, 2024) E-mail from Zachary Davis (CC.Supp)
(November 9, 2024) E-mail from Susan Ye (CC.Supp)
(November 10, 2024) E-mail from Robert J A Zaichkowski (CC.Supp)
(November 10, 2024) E-mail from Michael Ross (CC.Supp)
(November 9, 2024) Letter from Cathie Macdonald, President and Richard Steele, Board member, Deer Park Residents Group (CC.Supp)
(<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184523.pdf>)
(November 10, 2024) E-mail from Loudon Young (CC.Supp)
(November 10, 2024) E-mail from Justin EJ Sharp (CC.Supp)
(November 10, 2024) Letter from Alison Stewart, Bicycle Mayor of Toronto (CC.Supp)
(<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184527.pdf>)
(November 11, 2024) E-mail from David Safran (CC.Supp)
(November 11, 2024) E-mail from Caitlin Walsh (CC.Supp)
(November 12, 2024) E-mail from Catherine Clark (CC.Supp)
(November 9, 2024) E-mail from Alex Bonenfant (CC.Supp)
(November 10, 2024) E-mail from Cameron MacDonald (CC.Supp)
(November 10, 2024) E-mail from Holly Reid (CC.Supp)
(November 10, 2024) E-mail from M. Kalocilja (CC.Supp)
(November 10, 2024) E-mail from Leona Laird (CC.Supp)
(November 10, 2024) E-mail from Kenneth Brown (CC.Supp)
(November 10, 2024) E-mail from Jenny Sin (CC.Supp)
(November 10, 2024) E-mail from Jane Auster (CC.Supp)
(November 10, 2024) E-mail from Elizabeth Osborne (CC.Supp)
(November 10, 2024) E-mail from Geoff Hodgson (CC.Supp)
(November 10, 2024) E-mail from Brian Dunfield (CC.Supp)
(November 10, 2024) E-mail from John Oyston (CC.Supp)
(November 10, 2024) E-mail from Sean Cooper (CC.Supp)
(November 10, 2024) E-mail from Fernando Gonçalves (CC.Supp)
(November 10, 2024) E-mail from Gillian Bogden (CC.Supp)
(November 10, 2024) E-mail from Siobhan Fitzmaurice (CC.Supp)
(November 12, 2024) E-mail from Steve Cooke (CC.Supp)
(November 12, 2024) E-mail from Susan Raphael (CC.Supp)
(November 12, 2024) E-mail from Lee Giles (CC.Supp)
(November 12, 2024) E-mail from Melinda Rawn (CC.Supp)
(November 12, 2024) E-mail from Hamish Wilson (CC.Supp)
(November 12, 2024) E-mail from Shelly Nixon (CC.Supp)

(November 12, 2024) E-mail from Kerry Scott (CC.Supp)
(November 12, 2024) E-mail from Amanda Parcher (CC.Supp)
(November 12, 2024) E-mail from Elizabeth Hallerman (CC.Supp)
(November 12, 2024) E-mail from Ralph Callebert (CC.Supp)
(November 10, 2024) E-mail from Ryan Mumby (CC.Supp)
(November 10, 2024) E-mail from Gray E Taylor (CC.Supp)
(November 10, 2024) E-mail from Alexander Saxton (CC.Supp)
(November 10, 2024) E-mail from Lisa Bonney (CC.Supp)
(November 10, 2024) E-mail from David Nash (CC.Supp)
(November 10, 2024) E-mail from Tim Morawetz (CC.Supp)
(November 10, 2024) E-mail from James Deutsch (CC.Supp)
(November 10, 2024) E-mail from Linda Rowe (CC.Supp)
(November 10, 2024) E-mail from Michael Chung (CC.Supp)
(November 10, 2024) E-mail from Kathy Chung (CC.Supp)
(November 10, 2024) E-mail from Harold Smith (CC.Supp)
(November 10, 2024) E-mail from Dawn Scarrow (CC.Supp)
(November 10, 2024) E-mail from Steve Clayman (CC.Supp)
(November 10, 2024) E-mail from David Johnson (CC.Supp)
(November 11, 2024) E-mail from Jan Gould (CC.Supp)
(November 11, 2024) E-mail from Emily Tate (CC.Supp)
(November 11, 2024) E-mail from Rebecca Southgate (CC.Supp)
(November 12, 2024) E-mail from Hamish Wilson 2 (CC.Supp)
(November 12, 2024) E-mail from Charlotte Graham (CC.Supp)
(November 12, 2024) E-mail from Elizabeth Hallerman, BeRationalTO (CC.Supp)
(November 12, 2024) E-mail from JJ. Fueser (CC.Supp)
(November 12, 2024) E-mail from Linda Brett, President, Bloor Street East Neighbourhood Association (CC.Supp)
<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184636.pdf>
(November 12, 2024) E-mail from Cait and Ty (CC.Supp)
(November 10, 2024) E-mail from Yuen Chua (CC.Supp)
(November 10, 2024) E-mail from Karen Wyler (CC.Supp)
(November 10, 2024) E-mail from Noreen Jamal (CC.Supp)
(November 10, 2024) E-mail from Piotr Sepski (CC.Supp)
(November 10, 2024) E-mail from Lauren McVittie (CC.Supp)
(November 10, 2024) E-mail from Alice Baujet (CC.Supp)
(November 10, 2024) E-mail from Linh Tran (CC.Supp)
(November 10, 2024) E-mail from Theresa Campbell (CC.Supp)
(November 10, 2024) E-mail from Filip Matovina (CC.Supp)
(November 10, 2024) E-mail from Greg Kozma (CC.Supp)
(November 10, 2024) E-mail from Steven Fistell (CC.Supp)
(November 10, 2024) E-mail from Jenna Blumenthal (CC.Supp)
(November 11, 2024) E-mail from Barbara Captijn (CC.Supp)
(November 11, 2024) E-mail from Hamish Wilson (CC.Supp)
(November 11, 2024) E-mail from Kevin Harris (CC.Supp)
(November 11, 2024) Letter from Mary Helen Spence and Arlene Dejarbins, The Avenue Road Safety Coalition (CC.Supp)
<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184646.pdf>
(November 11, 2024) E-mail from Sharon Pel (CC.Supp)
(November 11, 2024) E-mail from Arushi Nath (CC.Supp)
(November 11, 2024) E-mail from Joe Power (CC.Supp)
(November 11, 2024) E-mail from Edward Knapp (CC.Supp)
(November 11, 2024) E-mail from Janet Lin (CC.Supp)
(November 12, 2024) E-mail from John Shea (CC.Supp)
(November 10, 2024) E-mail from Alexis Venerus (CC.Supp)

(November 10, 2024) E-mail from Lois Pike (CC.Supp)
(November 10, 2024) E-mail from Christine Bear (CC.Supp)
(November 10, 2024) E-mail from Vanessa Brown (CC.Supp)
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(November 10, 2024) E-mail from Daphne Jackson (CC.Supp)
(November 10, 2024) E-mail from Patrick DeRochie (CC.Supp)
(November 10, 2024) E-mail from Rachael Vuong (CC.Supp)
(November 10, 2024) E-mail from Mike Kurz (CC.Supp)
(November 10, 2024) E-mail from Alex Pletsch (CC.Supp)
(November 10, 2024) E-mail from David Simmons (CC.Supp)
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(November 11, 2024) E-mail from Frank Siciliano (CC.Supp)
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(November 11, 2024) E-mail from Alina Iordache (CC.Supp)
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(November 11, 2024) E-mail from Susan Stock (CC.Supp)
(November 11, 2024) E-mail from Chad Mohr (CC.Supp)
(November 11, 2024) E-mail from Ive Viksne (CC.Supp)
(November 11, 2024) E-mail from Nelson Torres De Miranda (CC.Supp)
(November 11, 2024) E-mail from Michael Dawn (CC.Supp)
(November 11, 2024) E-mail from Ilana Newman Hernandez (CC.Supp)
(November 11, 2024) E-mail from Erin Marchak (CC.Supp)
(November 11, 2024) E-mail from Lauri Lintott (CC.Supp)
(November 11, 2024) E-mail from Joseph Pauker (CC.Supp)
(November 11, 2024) E-mail from Lisa Kristensen (CC.Supp)
(November 11, 2024) E-mail from Kevin Carmona-Murphy (CC.Supp)
(November 11, 2024) E-mail from Tim Lynch (CC.Supp)
(November 11, 2024) E-mail from Felix Whitton (CC.Supp)
(November 11, 2024) E-mail from Julia M Swiggum (CC.Supp)
(November 11, 2024) E-mail from Elizabeth Chrumka (CC.Supp)
(November 11, 2024) E-mail from Lola Landekic (CC.Supp)
(November 11, 2024) E-mail from John Hallerman (CC.Supp)
(November 11, 2024) E-mail from Prasann Patel (CC.Supp)
(November 11, 2024) E-mail from Dan Reisler (CC.Supp)
(November 11, 2024) E-mail from David Townley (CC.Supp)
(November 11, 2024) E-mail from Virginia Trieloff (CC.Supp)
(November 12, 2024) E-mail from Caitlin Walsh (CC.Supp)
(November 11, 2024) E-mail from Caitlin Walsh (CC.Supp)
(November 12, 2024) E-mail from Angela Zehr (CC.Supp)
(November 11, 2024) E-mail from Jay D Gould (CC.Supp)
(November 11, 2024) E-mail from Jan Gould (CC.Supp)
(November 11, 2024) E-mail from Grant Oyston (CC.Supp)
(November 11, 2024) E-mail from Carol Gray (CC.Supp)
(November 12, 2024) Letter from Isaac Berman, Co-Chair, Palmerston Residents' Association (CC.Supp)
(<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184683.pdf>)
(November 11, 2024) E-mail from Frances Gallop (CC.Supp)
(November 11, 2024) E-mail from Cameron Tedford (CC.Supp)

(November 12, 2024) E-mail from Candace Hart (CC.New)
(November 12, 2024) E-mail from Patrick Dias (CC.Supp)
(November 12, 2024) E-mail from Emelia Zamidar (CC.New)
(November 12, 2024) E-mail from Tyler McGraw (CC.New)
(November 12, 2024) Letter from Michael Longfield, Executive Director, Cycle Toronto (CC.New)
<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184728.pdf>
(November 12, 2024) E-mail from Barry Pickford (CC.New)
(November 12, 2024) E-mail from L. Spring (CC.New)
(November 12, 2024) E-mail from Sandra Dosen (CC.New)
(November 12, 2024) E-mail from Luis Ledesma (CC.New)
(November 12, 2024) E-mail from John Leeson (CC.New)
(November 12, 2024) E-mail from Kimberly Hinton (CC.New)
(November 12, 2024) E-mail from Linda Nicolson (CC.New)
(November 12, 2024) E-mail from Donna Patterson (CC.New)
(November 12, 2024) E-mail from Michael Szego (CC.New)
(November 12, 2024) Letter from Marjorie Nichol, On behalf of Yonge4All (CC.New)
<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184725.pdf>
(November 12, 2024) Letter from Lee Scott, on behalf of the Steering Committee, Walk Toronto (CC.New)
<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184753.pdf>
(November 12, 2024) E-mail from Ingrid Doucet (CC.New)
(November 11, 2024) E-mail from Arushi Nath (CC.Supp)
(November 12, 2024) E-mail from Pamela Hardie (CC.New)
(November 12, 2024) E-mail from Pamela Hardie 2 (CC.New)
(November 13, 2024) Multiple Communications from 2,139 Individuals (CC.New)
<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184764.pdf>
(November 12, 2024) E-mail from Peter Lindley (CC.New)
(November 12, 2024) E-mail from Norman Di Pasquale (CC.New)
(November 12, 2024) E-mail from Hilary Stone (CC.New)
(November 12, 2024) E-mail from Angela Dale (CC.New)
(November 12, 2024) E-mail from John Shea (CC.New)
(November 12, 2024) E-mail from Aaron Matthews (CC.New)
(November 13, 2024) E-mail from Aleksuei Riabtsev (CC.New)
(November 13, 2024) E-mail from Diana Arteaga (CC.New)
(November 13, 2024) E-mail from Maria Boyad (CC.New)
(November 12, 2024) E-mail from Jay Scott (CC.New)
(November 12, 2024) E-mail from Laura Lindberg (CC.New)
(November 12, 2024) E-mail from Heather Hatch (CC.New)
(November 12, 2024) E-mail from Peter Low (CC.New)
(November 13, 2024) E-mail from Rosalie Lam (CC.New)
(November 13, 2024) E-mail from Edik Zwarenstein (CC.New)
(November 13, 2024) E-mail from Darren Donahue (CC.New)
(November 13, 2024) E-mail from Tom Henheffer (CC.New)
(November 13, 2024) E-mail from Jeff Wintersinger (CC.New)
(November 13, 2024) E-mail from Katherine Sawicka (CC.New)
(November 13, 2024) E-mail from Billy Leung (CC.New)
(November 13, 2024) E-mail from Stewart Ellis (CC.New)
(November 13, 2024) E-mail from Andrew Hurlbut (CC.New)
(November 13, 2024) E-mail from Paromita Nakshi (CC.New)
(November 13, 2024) E-mail from Jennifer Dickie (CC.New)
(November 14, 2024) Letter from Geoff Kettel and Cathie Macdonald, Co-Chairs, FoNTRA (CC.New)

<https://www.toronto.ca/legdocs/mmis/2024/cc/comm/communicationfile-184819.pdf>



King Township
2585 King Road
King City, Ontario
Canada L7B 1A1

Phone: 905.833.5321
Fax: 905.833.2300
Website: www.king.ca
Email: clerks@king.ca

November 18, 2024

The Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

justin.trudeau@parl.gc.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

premier@ontario.ca

Dear Prime Minister and Premier,

RE: TOWNSHIP OF KING RESOLUTION – REQUESTING THE REDISTRIBUTION OF PROVINCIAL LAND TRANSFER TAX AND GST TO MUNICIPALITIES FOR SUSTAINABLE INFRASTRUCTURE FUNDING

At its Council meeting of November 12, 2024, Council of the Township of King received and supported the following Resolution:

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development; and

Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and

Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities; and

Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs; and

Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and

Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

Now Therefore Be It Resolved That;

1. The Township of King Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and

2. The Township of King Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities; and
3. That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and
4. That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and
5. That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.

Carried Unanimously.

Yours sincerely,



Denny Timm
Township Clerk

- cc. Hon. Peter Bethlenfalvy, Ontario Minister of Finance Peter.Bethlenfalvy@pc.ola.org
 Hon. Paul Calandra, Ontario Minister of Municipal Affairs and Housing
Paul.Calandra@pc.ola.org
 Anna Roberts, MP, King-Vaughan anna.roberts@parl.gc.ca
 Scot Davidson, MP, York-Simcoe Scot.Davidson@parl.gc.ca
 Stephen Lecce, MPP, King-Vaughan Stephen.lecce@pc.ola.org
 Hon Caroline Mulroney, MPP, York-Simcoe caroline.mulroneyca@pc.ola.org
 444 Municipalities of Ontario
 The Federation of Canadian Municipalities (FCM) info@fcm.ca
 Association of Municipalities of Ontario amo@amo.on.ca
 Mayor Steve Pellegrini, King spellegrini@king.ca
 Councillor David Boyd, King dboyd@king.ca



Legislative Services
Ishita Soneji
905-726-4768
clerks@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

November 27, 2024

The Right Honourable Justin Trudeau
Prime Minister of Canada

Delivered by email
justin.trudeau@parl.gc.ca

The Honourable Doug Ford
Premier of Ontario

premier@ontario.ca

Dear Prime Minister Trudeau and Premier Ford:

**Re: Town of Aurora Council Resolution of November 26, 2024
Member Motion 8.9.1 - Mayor Mrakas; Re: Request the Redistribution of the
Provincial Land Transfer Tax and GST to Municipalities for Sustainable
Infrastructure Funding**

Please be advised that this matter was considered by Council at its meeting held on November 26, 2024, and in this regard, Council adopted the following resolution:

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development; and

Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and

Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities; and

Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs; and

Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and

Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure

Town of Aurora Council Resolution of November 26, 2024
Request the Redistribution of the Provincial Land Transfer Tax and GST to
Municipalities for Sustainable Infrastructure Funding
November 27, 2024

2 of 3

initiatives, supporting local economic growth and improving the quality of life for residents;

- 1. Now Therefore Be It Hereby Resolved That Aurora Town Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and**
- 2. Be It Further Resolved That Aurora Town Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities; and**
- 3. Be It Further Resolved That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and**
- 4. Be It Further Resolved That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and**
- 5. Be It Further Resolved That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Ishita Soneji
Deputy Town Clerk
The Corporation of the Town of Aurora

IS/lb

Attachment (Council meeting extract)

Town of Aurora Council Resolution of November 26, 2024
Request the Redistribution of the Provincial Land Transfer Tax and GST to
Municipalities for Sustainable Infrastructure Funding
November 27, 2024

3 of 3

Copy: Hon. Peter Bethlenfalvy, Ontario Minister of Finance
Hon. Paul Calandra, Ontario Minister of Municipal Affairs and Housing
Leah Taylor Roy, MP Aurora—Oak Ridges—Richmond Hill
Tony Van Bynen, MP Newmarket—Aurora
Dawn Gallagher Murphy, MPP Newmarket—Aurora
Hon. Michael Parsa, MPP Aurora—Oak Ridges—Richmond Hill
All Ontario Municipalities
Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Council Meeting Extract

Tuesday, November 26, 2024

8. Committee of the Whole Meeting Report of November 5, 2024

Moved by Councillor Weese

Seconded by Councillor Thompson

That the Committee of the Whole Meeting Report of November 5, 2024, be received and the recommendations carried by the Committee approved, with the exception of sub-items 8.5.4, 8.8.1, and 8.8.3, which were discussed and voted on separately as recorded below.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

8.9 Member Motions

8.9.1 Mayor Mrakas; Re: Request the Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development; and

Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and

Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities; and

Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs; and

Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and

sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and

Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

1. Now Therefore Be It Hereby Resolved That Aurora Town Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and
2. Be It Further Resolved That Aurora Town Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities; and
3. Be It Further Resolved That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and
4. Be It Further Resolved That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and
5. Be It Further Resolved That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.

Carried



Clerks/Administration Department
Administration Centre
24 Tupper Street W.
Alliston, ON L9R 1H2

Web Address: www.newtecumseth.ca
Email: pslowleigh@newtecumseth.ca
Phone: 705-435-3900
or 905-729-0057
Fax: 705-435-2873

December 3, 2024

The Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

VIA EMAIL: justin.trudeau@parl.gc.ca

Dear Prime Minister:

Re: Request the Redistribution of the Provincial Land Transfer Tax and GST

Please be advised that the Town of New Tecumseth Council passed the following resolution at their meeting of December 2, 2024:

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development;

And Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment;

And Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities;

And Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs;

And Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers;

And Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

Now Therefore Be It Resolved That the Town of New Tecumseth Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities;

And Further That the Town of New Tecumseth Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities;

And Further That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs;

And Further That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs);

And Further That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.

Yours truly,

Pam Slowleigh

Pamela Slowleigh
Deputy Clerk

- cc. Hon. Doug Ford, Premier of Ontario, premier@ontario.ca
 Hon. Peter Bethlenfalvy, Minister of Finance, Peter.Bethlenfalvy@pc.ola.org,
minister.fin@ontario.ca
 Honourable Paul Calandra, Minister of Municipal Affairs and Housing,
minister.mah@ontario.ca, Paul.Calandra@pc.ola.org
 Brian Saunderson, MPP Simcoe-Grey, Brian.Saunderson@pc.ola.org,
 Terry Dowdall, MP Simcoe-Grey, Terry.Dowdall@parl.gc.ca
 Federation of Canadian Municipalities (FCM), resolutions@fcm.ca; info@fcm.ca
 Association of Municipalities of Ontario (AMO), amo@amo.on.ca
resolutions@amo.on.ca
 All Ontario Municipalities



Hon. Paul Calandra
Minister of Environment,
Conversation and Parks
VIA EMAIL:
Paul.Calandra@pc.ola.org

Hon. Doug Ford
Premier of Ontario
VIA EMAIL:
premier@ontario.ca

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

November 21, 2024

Hon. Matthew Rae, MPP
VIA EMAIL:
Matthew.Rae@pc.ola.org

Hon. Ted Arnott, MPP
181 St. Andrew St. East
2nd Floor, Fergus
ON N1M 1P9
VIA EMAIL:
ted.arnottco@pc.ola.org

Hon. Rob Flack
Minister of Agriculture,
Food, and Agribusiness
VIA EMAIL:
minister.omafra@ontario.ca

RE: 10.1 ERO Posting 019-9196 Enabling greater beneficial reuse excess soil

Please be advised that Township of Puslinch Council, at its meeting held on November 20th, 2024 considered the aforementioned topic and subsequent to discussion, the following was resolved:

**Resolution No. 2024-415: Moved by Councillor Hurst and
Seconded by Councillor Sepulis**

**That Council receive the Mayors and Council member updates for information.
Whereas the Ministry of the Environment, Conservation and Parks is currently
consulting on proposed amendments to the Excess Soil Regulation, with potentially
significant implications for local municipalities; and**

**Whereas these proposed changes, including landfilling restrictions and exemptions for
waste environmental compliance approvals, pose substantial risks to environmental**



integrity, groundwater protection, local enforcement efforts, and land use planning; and

Whereas the proposed amendments may undermine local municipalities' ability to effectively manage excess soil, potentially leading to adverse environmental impacts, such as soil and/or groundwater contamination and disruption of local ecosystems; and

Whereas the relaxation of regulatory requirements for soil management could further hinder the enforcement capabilities of municipal authorities, making it more challenging to monitor and address compliance issues, thus jeopardizing public health and safety; and

Whereas the proposed regulations do not provide sufficient clarity regarding whether the intent of the proposed regulations are to permit ARA licensed sites to be used as reuse sites for excess soil; and

Whereas the proposed flexibility in soil reuse standards could conflict with established land use planning frameworks, potentially resulting in incompatible land uses and further strain on local infrastructure; and

Whereas the introduction of regional mapping for areas with naturally occurring exceedances presents significant financial challenges for municipalities, as the costs associated with implementing such mapping projects may not be feasible given limited budgets and resources; and

Whereas relaxing excess soil regulations and implementing regional mapping could negatively impact agricultural lands by allowing excess soil to be disposed of in ways that diminish the quality and usability of these valuable lands for future agricultural purposes, highlighting the need to prioritize the protection of agricultural lands equally with infrastructure projects and housing developments;

Therefore, be it resolved that the Council of Township of Puslinch formally objects to the proposed amendments to the Excess Soil Regulation, citing concerns regarding the detrimental effects on local municipalities, the environment, soil and groundwater quality protection, and effective land use planning; and



That the Council of Township of Puslinch directs staff to forward this resolution to the Ministry of the Environment, Conservation and Parks, outlining these concerns and advocating for a more balanced approach that prioritizes environmental protection, local governance, and the protection of resident's health and safety; and further,

That this resolution be shared with all Ontario Municipalities, the Premier of Ontario; County Planning staff, MPP Arnott; MPP Rae; the Wellington Federation of Agriculture; and OMAFRA requesting support for the protection of agricultural lands and sustainable excess soil management practices in Ontario.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston
Municipal Clerk

CC: All Ontario Municipalities, County of Wellington Planning Staff, Wellington Federation of Agriculture, Executive Director of TAPMO



November 29, 2024

**Sent via email to: premier@ontario.ca; minister.mah@ontario.ca;
MinisterEnergy@ontario.ca**

Premier of Ontario

Legislative Building
Queen's Park
Toronto, ON M7A 1A1

The Honourable Paul Calandra

Minister of Municipal Affairs and Housing
17th Floor, 777 Bay Street
Toronto, ON M7A 2J3

The Honourable Stephen Lecce

Minister of Energy and Electrification
10th Floor, 77 Grenville Street
Toronto, ON M7A 2C1

RE: Guelph City Council Resolution to Enable Municipalities to Charge Fees for use of Municipal Property by Gas Utilities

Dear Premier Ford, Minister Calandra and Minister Lecce,

Guelph City Council at its meeting held on November 26, 2024 passed a resolution regarding the ability of municipalities to charge gas utilities for their use of municipal property, which included the following motions:

1. That Council request the Province of Ontario to amend section 9 of Regulation 584/06 under the Municipal Act, 2001, to permit municipalities to charge fair fees to for-profit gas utilities for their use of public property, as municipalities do in most other provinces.
2. That Council direct staff, to the satisfaction of the DCAO of IDE, to negotiate a Franchise Agreement with the gas distribution company that:
 - a. will allow the City of Guelph to charge fees for use of public property if and when Ontario Regulation 584/06 is amended to allow such charges,
 - b. will ensure that the City of Guelph is not liable to pay for any gas infrastructure relocations needed due to conflicts with municipal infrastructure, and
 - c. will ensure future charges for use of municipal property is not passed on to Guelph customers of the gas distribution company.
3. That the City of Guelph supports, in principle, the Bill 219, "No Free Ride for Fossil Fuels Act, 2024" tabled November 4, 2024 by Guelph MPP Mike Schreiner.

City Hall
1 Carden St
Guelph, ON
Canada
N1H 3A1

T 519-822-1260
TTY 519-826-9771

guelph.ca

Across most of Canada, municipalities charge for-profit gas utilities fees for the use of municipal property. This revenue supports municipalities in managing abandoned gas distribution infrastructure and any conflicts with municipal infrastructure without increasing the financial burden on property taxpayers. However, in Ontario, Section 9 of *O.Reg. 584/06* under the *Municipal Act, 2001* prohibits municipalities from charging for-profit gas utilities these fees. If the charging of these fees is permitted, revenues would provide much needed funding towards essential City services and programs, and support the City in funding any future work associated with gas distribution infrastructure.

As Guelph seeks to renew its Franchise Agreement, which sets out the conditions for the use of municipal property by the gas distribution company, there is an opportunity to review the compensation framework for municipalities across Ontario. Many sectors and individuals are increasingly transitioning away from natural gas in favour of cleaner and carbon-free technologies, and Guelph Council believes municipalities should not be locked in to long-term agreements which limit the ability of municipalities to receive fair compensation from for-profit gas distribution companies.

As such, Guelph City Council requests the Province of Ontario amend section 9 of *O.Reg. 584/06* under the *Municipal Act, 2001*, to permit municipalities to charge fees to for-profit gas utilities for their use of public property. Additionally, Guelph City Council would like to express its support, in principle, for Bill 219 – the *No Free Ride for Fossil Fuels Act, 2024*, which would enshrine the right of municipalities to charge fees under the *Municipal Act, 2001*, and the *City of Toronto Act, 2006*.

Sincerely,

Intergovernmental Services on behalf of Guelph City Council

Chief Administrative Office

Intergovernmental.relations@guelph.ca

City Hall, 1 Carden Street, Guelph ON N1H 3A1

519-822-1260 x5602

TTY: 519-826-9771

CC: Mike Schreiner, Member of Provincial Parliament for Guelph;
Ontario's Big City Mayors
Association of Municipalities of Ontario
All Ontario Municipalities



Alcohol and Gaming
Commission
of Ontario

Telephone: 416 326-8700
1 800 522-2876 toll free in Ontario
Fax: 416 326-5555

Agency Letter of Approval

Note: A separate letter is required from Building, Fire and Health authority.

THIS FORM IS NOT REQUIRED FOR CHANGES IN OWNERSHIP ONLY.

Attention: Approving Agency

This form is supplied for the convenience of approving authorities.
Any individual agency may choose to utilise their own specific correspondence.

Name of approving agency				
City of Stratford				
Address				
Street Number	Street Name	Street Type	Direction	Suite/Floor/Apt.
82	Erie St			
Lot/Concession/Rural Route		City/Town/Municipality	Postal Code	
		Stratford ON	N 5 A 2 M 4	
Re:				
Name of Establishment			Municipality	
Street Number	Street Name	Street Type	Direction	Suite/Floor/Apt.
Lot/Concession/Rural Route		City/Town	Postal Code	
<p>Please indicate: <input type="checkbox"/> New Building OR <input type="checkbox"/> Alterations</p> <p><input type="checkbox"/> Indoor Areas <input type="checkbox"/> Outdoor Areas</p> <p><input type="checkbox"/> Agency has no objections to the use of this facility as a licensed premises under the <i>Liquor Licence Act</i>. No determination or assessment has, or will be made, at this time with respect to the occupant load.</p> <p><input type="checkbox"/> Agency has no objections to the use of this facility as a licensed premises under the <i>Liquor Licence Act</i>. A total occupant load has been established at Indoor _____ Outdoor _____ <i>Note: If the total occupant load should be segmented into specific areas, please define below or provide appropriate attachment.</i></p> <p><input type="checkbox"/> Agency has no objections to the use of this facility as a licensed premises under the <i>Liquor Licence Act</i> following compliance with the identified requirements. <i>Note conditions below or provide appropriate attachment.</i></p>				
<input type="checkbox"/> See attachment				
Name of approving official (please print)		Title of approving official		Date
Signature of approving official		Telephone number	Fax number	
		() -	() -	



**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 December 16, 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 December 16, 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 16th day of December, 2024.

Mayor – Martin Ritsma

Clerk – Tatiana Dafoe