



## Stratford City Council Regular Council Open Session AGENDA

**Meeting #:** 4588th  
**Date:** Monday, July 22, 2019  
**Time:** 6:00 P.M.  
**Location:** Council Chamber, City Hall  
**Council Present:** Mayor Mathieson - Chair Presiding, Councillor Beatty, Councillor Bunting, Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Sebben, Councillor Vassilakos  
**Staff Present:** Rob Horne - Chief Administrative Officer, Joan Thomson - City Clerk, David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Kim McElroy - Director of Social Services, Jacqueline Mockler - Director of Human Resources, John Paradis - Fire Chief, Jeff Leunissen - Manager of Development Services, Tatiana Dafoe - Deputy Clerk

Pages

### 1. Call to Order:

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

Singing of O Canada

Moment of Silent Reflection

### 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:**

12 - 23

Motion by \_\_\_\_\_

**THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated July 15, 2019 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 July 22, 2019, be added to the Agenda as printed.**

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

**5.1 From the July 15, 2019 Session under the Municipal Act, 2001, as amended:**

Appointments to Ad-Hoc Transit Committee:

- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));

Motion by \_\_\_\_\_

**THAT Gary Goulding, Alan Wakelin, Iain Begg, Ingrid Bell and Ellen Hurley be appointed as citizen representatives to the Ad-Hoc Transit Committee for two year terms to November 30, 2021 or until successors are appointed.**

**5.2 At the July 22, 2019 Session under the Municipal Act, 2001, as amended, matters concerning the following items were considered:**

Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)) and Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board (section 239.(2)(e));

Security of municipal property of the municipality or local board (section 239.(2)(a)) and, 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);

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;

Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2) (b);

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;

Labour relations or employee negotiations (section 239.(2)(d)).

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

### **6.1 Presentation to Lori McLellan**

City staff member Lori McLellan achieved distinction by obtaining the highest grade in the Province on her Municipal Accounting and Finance exams.

The City wishes to congratulate Ms. McLellan on her achievement.

### **6.2 Public Meeting under the Planning Act - Zone Change Application Z08-19, 58 Griffith Road West (COU19-066)**

24 - 30

Motion by \_\_\_\_\_

**THAT the Council meeting adjourn to a Public Meeting under the Planning Act to hear Zone Change Application Z08-19 for 58 Griffith Road West, to reconvene at the conclusion of the Public Meeting.**

## **7. Orders of the Day:**

### **7.1 Proclamation - Trigeminal Neuralgia**

31

Motion by \_\_\_\_\_

**THAT City Council hereby proclaims October 7, 2019 as "International Trigeminal Neuralgia Day" in the City of Stratford to bring awareness to those who suffer from Trigeminal Neuralgia.**

### **7.2 Resolution - Temporary Extension of a Liquor Sales Licence**

Jobsite Brewing Co. is holding an anniversary party on Saturday, August 17, 2019 from 10 am to 8 pm on their property at 45 Cambria Street. The organizer has applied for an extension of Jobsite Brewing Co's liquor licence for a beer garden.

The Planning Department, the Health Unit and Stratford Police provided no objections or concerns. The Building Department has requested that a portion of the property be boarded off due to uneven conditions as a result of demolition.

Motion by \_\_\_\_\_

**THAT City Council has no objections to the proposed extended licensed area for a beer garden at Jobsite Brewing Co's anniversary party to be held August 17, 2019 at 45 Cambria Street, Stratford, provided that the area adjacent to a recently demolished section be boarded off from public entry due to uneven conditions.**

### **7.3 Acceptance of Proposal - Crossing Guard Services [RFP-2019-25] (COU19-065)**

32 - 35

Motion by \_\_\_\_\_

**Staff Recommendation: THAT the request for proposal [RFP-2019-25] for crossing guard services in the City of Stratford be awarded to Commissionaires Great Lakes until June 2022, with an option to renew for additional two one-year terms until June 2024;**

**THAT the Director of Corporate Services be authorized to accept the renewal for an additional two one-year terms for 2023 and 2024 if satisfied with the provision of crossing guard services;**

**AND THAT the Mayor and Clerk, or their respective designates, be authorized to execute all necessary contract agreements.**

### **7.4 Resolution - Special Occasion Permit**

The Hub Pub and Patio is hosting their third annual Strat Beer Fest on Saturday, August 24, 2019 from 2:00 p.m. to 8:00 p.m. at 207 St. Patrick Street and the organizer has applied for a special occasion permit liquor licence.

The Fire Department and Health Unit have no concerns if food truck information is provided as per their requirements.

The Building Department requires the following to be obtained no later than 10 business days prior to the event:

Tent permit  
 Stage permit  
 Close out an open demolition permit for the site

Motion by \_\_\_\_\_

**THAT City Council does not express concern with the issuance of a special occasion permit for the Strat Beer Fest to be held August 24, 2019 at 207 St. Patrick Street, subject to the necessary tent and stage permits being obtained from the City's Building Department and the demolition permit for the site being closed out and that all approvals are obtained from the Stratford Fire Department and the Perth District Health Unit.**

## **8. Business for Which Previous Notice Has Been Given:**

### **8.1 Declaration of 65 Home Street as Surplus and Disposition of Municipal Property**

Notice of Intent to Declare Surplus and to Dispose of 65 Home Street was given in accordance with Policy P.3.1. on July 6, 2019 in the Town Crier.

Motion by \_\_\_\_\_

**THAT City Council hereby declares Part Lot 32, Plan 36 and South Part Lot 33, Plan 36 PIN 53112-0116 (LT), being a 0.09 acre parcel of vacant city-owned land known municipally as 65 Home Street, to be surplus to the needs of The Corporation of the City of Stratford;**

**AND THAT the method of disposal of the surplus land be by direct sale to an abutting property owner with a condition of the sale that the land is to be purchased in its entirety and in the same name that is on title.**

## **9. Reports of the Standing Committees:**

### **9.1 Report of the Finance and Labour Relations Committee:**

Motion by \_\_\_\_\_

**THAT the Report of the Finance and Labour Relations Committee dated July 22, 2019, be adopted as printed.**

#### **9.1.1 Management Report - Discussion of Tax Policy (FIN19-021)**

36 - 41

THAT the report of Director of Corporate Services dated 18<sup>th</sup> June 2019 regarding tax policy considerations be received for information.

**9.1.2 Management Report - Investing in Canada Infrastructure Program (FIN19-022)**

42 - 48

THAT the report of Director of Corporate Services dated 18th June 2019 regarding the Investing in Canada Infrastructure Program be received for information;

THAT Council approve capital budget amendments in the amount of \$6,390,000 as listed in Attachment 1 to Report FIN19-022 with all projects conditional on receiving successful grant approval from Investing in Canada Infrastructure Program for each individual application;

AND THAT the Mayor and Clerk be authorized to sign the funding agreements necessary related to the Investing in Canada Infrastructure Program as outlined in Report FIN19-022.

Motion by Councillor Gaffney

**Committee Recommendation:** THAT the report of Director of Corporate Services dated 18th June 2019 regarding the Investing in Canada Infrastructure Program be received for information;

THAT Council approve capital budget amendments in the amount of \$6,390,000 as listed in Attachment 1 with all projects conditional on receiving successful grant approval from Investing in Canada Infrastructure Program for each individual application;

AND THAT the Mayor and Clerk be authorized to sign the funding agreements necessary related to the Investing in Canada Infrastructure Program as outlined in this report.

**9.2 Report of the Infrastructure, Transportation and Safety Committee**

Motion by \_\_\_\_\_

THAT the Report of the Infrastructure, Transportation and Safety Committee dated July 22, 2019 be adopted as printed.

**9.2.1 Stratford Landfill Public Input Invited June 2019 (ITS19-044)**

49 - 51

THAT Council consider the comments received;

AND THAT the report on the Stratford Landfill Public Input June

2019 be received for information.

**9.2.2 The Promotion of Municipal Tap Water - Action Plan 2019 (ITS19-045) 52 - 55**

THAT Council approve the Action Plan for the Promotion of Municipal Tap Water.

**9.2.3 Stratford Northwestern Secondary School – Traffic Review for 2019-2020 Transition Year (ITS19-046) 56 - 63**

THAT Council approve a budget of up to \$18,000 for the installation of a Level 2 Type C pedestrian crossover on Forman Avenue just north of Oakdale Avenue;

THAT Council approve a budget of up to \$6,000 for a public awareness campaign for pedestrian crossovers;

THAT the Traffic and Parking By-law No. 159-2008, Schedule 14 – Higher and Lower Speed Limits be amended

By Adding:

Street	Between	Between	Maximum
Matilda Street	Oakdale Avenue	Short Street	40 km/h
Short Street	Matilda Street	Forman Avenue	40 km/h

AND THAT the Traffic and Parking By-law No. 159-2008, Schedule 11 – Through Highways be amended

By Adding:

Street	Between
Matilda Street	From south side of Short Street to the north side of Oakdale Avenue
Matilda Street	From the south side of Oakdale Avenue to the north side of Huron Street

By Deleting:

Street	Between
Matilda Street	From the south side of Short Street to the north side of Huron Street

**9.2.4 Request for Exemption from Noise Control By-law 113-79 for the Stratford Summer Music's Silent Screening of "The Phantom of the Opera" with Live Orchestra Accompaniment Event (ITS19-043)**

64 - 67

THAT approval be given to the request from the organizers of the Silent Screening of "The Phantom of the Opera" with Live Orchestra Accompaniment for exemptions from Noise Control By-law 113-79 in a commercial zone to permit the loading and unloading provision [Schedule 2 clause 4] from 11:00 p.m. to 11:30 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event at Market Square from 9:00 p.m. to 11:00 p.m. on Saturday, August 17, 2019.

**10. Notice of Intent:**

None scheduled.

**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 11.4 be taken collectively.**

Motion by \_\_\_\_\_

**THAT By-laws 11.1 to 11.4 be read a First and Second Time.**

Motion by \_\_\_\_\_

**THAT By-laws 11.1 to 11.4 be read a Third Time and Finally Passed.**

**11.1 Amend Traffic and Parking By-law 159-2008**

68 - 69

To amend Schedules 11 and 14 of Traffic and Parking By-law 159-2008,

as amended, to reduce speed limits on Matilda Street and Short Street.

**11.2 Appointments to Ad-Hoc Transit Committee 70**

To amend By-law 178-2018 as amended, to make appointments to the Ad-Hoc Transit Committee.

**11.3 Appointment of Acting Clerk 71**

To appoint an Acting Clerk of The Corporation of the City of Stratford until the Chief Administrative Officer position has been filled.

**11.4 Acceptance of Proposal for Crossing Guard Services 72**

To authorize the acceptance of the proposal and the undertaking of the work by Commissionaires Great Lakes for the provision of crossing guard services in the City of Stratford.

**12. Consent Agenda: CA-2019-098 to CA-2019-101 73 - 74**

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 August 12, 2019 at 6:00 p.m. in the Council Chamber, City Hall.

Motion by \_\_\_\_\_

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

- Planning and Heritage Committee [6:20 p.m. or thereafter following the Regular Council meeting];
- Infrastructure, Transportation and Safety Committee [6:25 p.m. or thereafter following the Regular Council meeting];
- Community Services Committee [6:30 p.m. or thereafter following the Regular Council meeting]; and
- Social Services Committee [6:35 p.m. or thereafter following the Regular Council meeting]

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

## 15. Council Reconvene:

### 15.1 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 July 22, 2019 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

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### 15.2 Committee Reports

#### 15.2.1 Infrastructure, Transportation and Safety Committee

Motion by \_\_\_\_\_

THAT Item 4.1 of the Infrastructure, Transportation and Safety Committee meeting dated July 22, 2019 be adopted as follows:

4.1 Noise By-law Exemption for Re-Support of Existing Brick Façade at the Administration of Justice Building project Q-2018-40 (ITS19-051)

THAT an exemption from Noise Control By-law 113-79 be granted to Tops Contracting Services Incorporated for working

on Sundays to repair the existing brick Façade at the Administration of Justice Building at 100 St. Patrick Street (project Q-2018-40).

### 15.3 Reading of the By-laws (reconvene):

75

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

#### **By-law 11.5 Confirmatory By-law**

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on July 22, 2019.

Motion by \_\_\_\_\_

**THAT By-law 11.5 be read a First and Second Time.**

Motion by \_\_\_\_\_

**THAT By-law 11.5 be read a Third Time and Finally Passed.**

### 15.4 Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by \_\_\_\_\_

**THAT the July 22, 2019 Regular Council meeting adjourn.**



## Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4587th  
 Date: Monday, July 15, 2019  
 Time: 6:24 P.M.  
 Location: Council Chamber, City Hall

Council Present: Mayor Mathieson - Chair Presiding, Councillor Bunting, Councillor Burbach, \*Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Sebben

Regrets: Councillor Beatty, Councillor Clifford, Councillor Ritsma, Councillor Vassilakos

Staff Present: Rob Horne - Chief Administrative Officer, Joan Thomson - City Clerk, David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Kim McElroy - Director of Social Services, Jacqueline Mockler - Director of Human Resources, John Paradis - Fire Chief, Jeff Leunissen - Manager of Development Services, Tatiana Dafoe - Deputy Clerk, Mike Beitz - Corporate Communications Lead

Also Present: Members of the Public and Media

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

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

Councillors Beatty, Clifford, Ritsma and Vassilakos provided regrets for this meeting.

Singing of O Canada

Moment of Silent Reflection

## **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

A declaration of pecuniary interest was not made by a member at the July 15 Regular Council meeting.

## **3. Adoption of the Minutes:**

R2019-301

**Motion by** Councillor Ingram

**Seconded By** Councillor Henderson

**THAT the Minutes of the Special Meetings of Council of The Corporation of the City of Stratford dated June 19, 2019 and July 3, 2019 and the Regular Meeting of Council of The Corporation of the City of Stratford dated June 24, 2019 be adopted as printed.**

**Carried**

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

There was no addendum to be adopted.

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

### **5.1 From the June 24, 2019 Session under the Municipal Act, 2001, as amended**

Council and Staff Representatives on Community Grants Evaluation Team

[Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b))]

R2019-302

**Motion by** Councillor Burbach

**Seconded By** Councillor Ingram

**THAT Councillor Bunting, Councillor Gaffney and Councillor Vassilakos are hereby appointed as Council representatives to the Community Grants Evaluation Team for the 2018-2022 Term of Council;**

**AND THAT the Director of Corporate Services, the Director of Community Services, the Director of Social Services, the Director of Infrastructure and Development Services and the Administrative Assistant to the Director of Corporate Services are hereby appointed as staff representatives to the Community Grants Evaluation Team.**

**Carried**

**5.2 At the July 15, 2019 Session under the Municipal Act, 2001, as amended, matters concerning the following items were considered:**

- 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 trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (section 239.(2)(i));
- Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board (section 239.(2) (e)) and Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2) (f));
- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2) (b));

- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b)).

At the In-camera Session, direction was given on all items.

## 6. Hearings of Deputations and Presentations:

None scheduled.

\*Councillor Gaffney arrived at the meeting at 6:27 p.m.

## 7. Orders of the Day:

### 7.1 Acceptance of Tender - Lions Pool Shallow End Liner (COU19-063)

R2019-303

**Motion by** Councillor Sebben

**Seconded By** Councillor Ingram

**THAT the capital budget for partial Pool Liner Replacement (G-973-9321) be amended to \$124,147 with all funding from Recreation Capital Reserve Fund (R-R11-RECR);**

**THAT Council approval the bid from Acapulco Pools Limited in the amount of \$137,860, including HST for the installation of the PVC Swimming Pool Liner at the Lions Pool;**

**AND THAT the Mayor and Clerk be authorized to sign the necessary Contract Agreement.**

**Carried**

### 7.2 Resolution - Amendment of By-law 84-2008 (COU19-062)

R2019-304

**Motion by** Councillor Gaffney

**Seconded By** Councillor Burbach

**THAT By-Law 84-2008 be updated with the names of those holding the current positions as Fire By-Law Enforcement Officers.**

**Carried**

### **7.3 Correspondence - Petition from Caledonia Street Residents**

Members were advised a petition was received by the Clerk's Office from residents of Caledonia Street petitioning Council as follows:

"To lower the speed limit to 30 km taking a step forward in the safety of our citizens and following the revised data driven safety plan (see Toronto Star June 21, 2019)"

R2019-305

**Motion by** Councillor Ingram

**Seconded By** Councillor Burbach

**THAT the petition dated July 8, 2019 from Caledonia Street residents requesting that the speed limit be lowered to 30 km be received and referred to the Infrastructure, Transportation and Safety Sub-committee.**

**Carried**

### **7.4 Resolution - Implementation of Council Strategic Priorities**

R2019-306

**Motion by** Councillor Burbach

**Seconded By** Councillor Henderson

**THAT Stratford City Council approve the framework to implement its 2018-2022 Strategic Priorities, as described in Report COU19-064.**

**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:**

R2019-307

**Motion by** Councillor Gaffney

**Seconded By** Councillor Bunting

**THAT the Report of the Finance and Labour Relations Committee dated July 15, 2019, be adopted as printed.**

A request was made to take Item 9.1.2 separately.

Mayor Mathieson called the question on Item 9.1.1.

**Carried**

Mayor Mathieson called the question on Item 9.1.2.

**Carried**

**9.1.1 2019 Community Grant Appeal Recommendations (FIN19-023)**

THAT the Gallery Stratford's 2019 grant appeal request in the additional amount of \$8,950 be denied;

THAT the Music & Opera Appreciation's 2019 grant appeal request in the additional amount of \$750 be approved to assist with City Hall Auditorium rental costs related to the HD Met Live Opera program;

THAT the Stratford Blues & Ribfest 2019 grant appeal request in the additional amount of \$10,000 be denied;

AND THAT the Stratford Summer Music's 2019 grant appeal request of \$5,000 be approved as a one-time additional amount to assist with increased facility rent, utilities and maintenance costs for their new location.

**9.1.2 2019 Community Grant Appeal Recommendations (FIN19-023)**

THAT the Feline Friends Network 2019 grant appeal request in the additional amount of \$7,500, be filed.

**10. Notice of Intent:**

**10.1 Notice of Public Meeting under the Planning Act**

Notice was given that the City of Stratford Council will hold a public meeting on Monday, July 22, 2019 at 6:00 pm in the Council Chambers in City Hall, 1 Wellington Street, Stratford to hear all interested persons with respect to the following planning application under Section 34 of the Planning Act, R.S.O. 1990:

Zone Change Application Z08-19 for 58 Griffith Road West

## 11. Reading of the By-laws:

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

R2019-308

**Motion by** Councillor Ingram

**Seconded By** Councillor Burbach

**THAT By-laws 113-2019 to 116-2019 be taken collectively.**

**Carried** unanimously

R2019-309

**Motion by** Councillor Bunting

**Seconded By** Councillor Burbach

**THAT By-laws 113-2019 to 116-2019 be given First and Second Readings.**

**Carried** two-thirds support

R2019-310

**Motion by** Councillor Henderson

**Seconded By** Councillor Gaffney

**THAT By-laws 113-2019 to 116-2019 be given Third and Final Readings.**

**Carried**

### 11.1 Revise Appointments of Fire By-law Enforcement Officers-By-law 113-2019

To amend By-law 84-2008 as amended to revise appointments of Fire By-law Enforcement Officers for the purpose of enforcing fire safety related By-laws in the City of Stratford.

### 11.2 Award of Tender for Lion's Pool Liner-By-law 114-2019

To authorize the acceptance of the tender, execution of the contract and the undertaking of the work by Acapulco Pools Ltd for the installation of the PVC Swimming Pool Liner at the Lion's Pool [T2019-11].

### 11.3 Appointments to the Community Grants Evaluation Team-By-law 115-2019

To amend By-law 178-2018 as amended, to make appointments to the Community Grants Evaluation Team.

#### **11.4 Delegation of Authority - Level 2 Pedestrian Crossover-By-law 116-2019**

To amend By-law 135-2017, as amended, to delegate Council's authority to the Director of Infrastructure and Development Services to determine through a justification report when a proposed Level 2 Pedestrian Crossover is warranted on a City Street.

### **12. Consent Agenda: CA-2019-089 to CA-2019-097**

#### **12.1 CA-2019-089**

It was noted the work undertaken on Romeo Street was completed in 2 1/2 days. The crews were commended for their work.

#### **12.2 CA-2019-093 and CA-2019-095**

R2019-311

**Motion by** Councillor Ingram

**Seconded By** Councillor Burbach

**THAT CA-2019-093, being a resolution from the City of Brantford endorsing a resolution from the Large Urban Mayors Caucus of Ontario (LUMCO) regarding retail cannabis stores be endorsed;**

**AND THAT CA-2019-095, being a resolution from the Township of South Glengarry regarding interlibrary loan services be endorsed.**

**Carried**

### **13. New Business:**

#### **13.1 Humane Society Annual Meeting**

Members were advised Councillor Gaffney attended the annual meeting of the Humane Society on behalf of the City and that he enjoyed the meeting.

### **14. Adjournment to Standing Committees:**

The next Regular Council meeting is Monday, July 22, 2019 at 6:00 p.m. in the Council Chamber, City Hall.

R2019-312

**Motion by** Councillor Sebben

**Seconded By** Councillor Burbach

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

- **Infrastructure, Transportation and Safety Committee [6:20 pm or thereafter following the Regular Council meeting];**
- **Finance and Labour Relations Committee [6:30 pm or thereafter following the Regular Council meeting];**
- **Planning and Heritage Committee [6:40 pm 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 July 15, 2019 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

A declaration of pecuniary interest was not made by a member at the Reconvene portion.

### **15.2 Committee Reports**

#### **15.2.1 Finance and Labour Relations Committee**

R2019-313

**Motion by** Councillor Henderson

**Seconded By** Councillor Gaffney

**THAT Item 5.1 of the Finance and Labour Relations Committee meeting dated July 15, 2019 be adopted as**

**follows:**

### **5.1 Travel and Expense Policy Update (FIN19-020)**

**THAT the report of the Director of Corporate Services dated June 18, 2019, regarding the Travel and Conventions Policy Update be received for information;**

**AND THAT Council approve the draft T.2.1 Travel and Expense Policy presented at the June 18, 2019 Finance and Labour Relations Sub-committee meeting for City staff;**

**AND THAT staff be directed to bring back a revised Travel and Expense Policy for Council members.**

**Carried**

R2019-314

**Motion by** Councillor Gaffney

**Seconded By** Councillor Ingram

**THAT Item 5.4 of the Finance and Labour Relations Committee meeting dated July 15, 2019 be adopted as follows:**

### **5.4 Vacant/Excess Land Tax Reduction Program (FIN19-024)**

**That the Vacant/Excess Land Tax Reduction Program be eliminated commencing January 1, 2020 pending Ministry of Finance approval.**

**Carried**

## **15.2.2 Planning and Heritage Committee**

R2019-315

**Motion by** Councillor Sebben

**Seconded By** Councillor Burbach

**THAT Item 5.1 of the Planning and Heritage Committee meeting dated July 15, 2019 be adopted as follows:**

### **5.1 Request to Permit Street Art on a Municipal Sidewalk (PLA19-026)**

**THAT the proposed artwork be approved subject to the following conditions being met:**

- a final proposed design be submitted to Planning Services;
- proof of insurance is supplied indemnifying the City;
- a deposit in the amount of \$500 be provided;
- the art work is removed by November 1, 2019.

**Carried**

### **15.3 Reading of the Confirmatory By-law (reconvene):**

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

#### **By-law 11.5 Confirmatory By-law 117-2019**

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on July 15, 2019.

R2019-316

**Motion by** Councillor Bunting

**Seconded By** Councillor Henderson

**THAT By-law 117-2019 be given First and Second Readings.**

**Carried** two-thirds support

R2019-317

**Motion by** Councillor Burbach

**Seconded By** Councillor Ingram

**THAT By-law 117-2019 be given Third and Final Readings.**

**Carried**

#### **15.4 Adjournment of Council Meeting**

R2019-318

**Motion by** Councillor Sebben

**Seconded By** Councillor Gaffney

**THAT the July 15, 2019 Regular Council meeting adjourn.**

**Carried**

Meeting Start Time: 6:24 P.M.

Meeting End Time: 6:34 P.M.

Reconvene Meeting Start Time: 6:57 P.M.

Reconvene Meeting End Time: 6:59 P.M.

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Mayor - Daniel B. Mathieson

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Clerk - Joan Thomson



## MANAGEMENT REPORT

**Date:** July 22, 2019  
**To:** Mayor and Council  
**From:** Jeff Leunissen, Manager of Development Services  
**Report#:** COU19-066  
**Attachments:** None

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**Title:** Zone Change Application Z08-19, 58 Griffith Road West, Public Meeting Planning Report

**Objective:** The purpose of this report is to describe the Zone Change application submitted by Zelinka Priamo Ltd. on behalf of Dance Aarts Academy Inc. to change the zoning of the property municipally known as 58 Griffith Road West from a General Industrial I2 Zone to a General Industrial I2- Special Zone to permit a Religious Institution as an additional permitted use and to allow a minimum of 13 parking spaces for the existing 628 m<sup>2</sup> building.

The application was accepted on June 12, 2019.

A Planning Justification Report was submitted with the application.

## Location and Zoning Map





### Site Characteristics

Existing Use: 628 m<sup>2</sup> building (former dance studio)  
Frontage: 35 m (114.8 ft)  
Depth: 75.7 m (248.4 ft)  
Area: 2578.4 m<sup>2</sup> (0.64 ac)  
Shape: Rectangular

### Surrounding Land Uses:

North: Fuel storage depot (Industrial)  
East: Industrial Use (Industrial)  
West: Industrial Use (Industrial)  
South: Fuel storage depot (Industrial)

### Subject Lands – 58 Griffith Road West

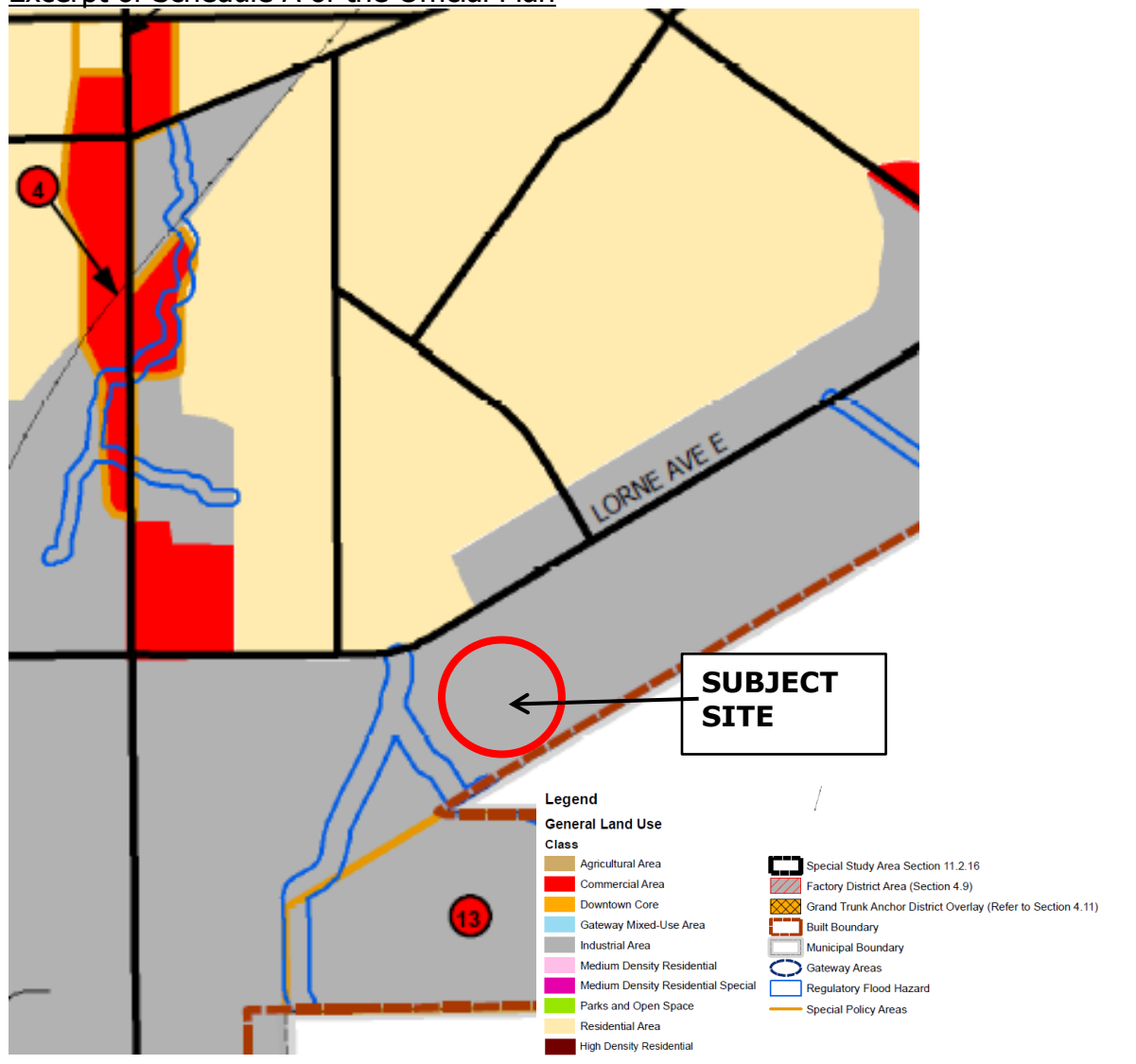


### Official Plan Designation

The lands are designated 'Industrial Area' which permits a range of uses including manufacturing, assembling, repair, wholesaling and storage of goods.

Secondary uses that do not detract from the area for industrial purposes nor which would conflict with existing or potential future industrial uses, have the characteristics or functional requirements similar to industry, and do not pre-empt the ultimate development of the lands for industrial purposes may also be permitted. Permitted secondary uses include motor vehicle sales and service establishments, institutional uses, research and development uses and education and training other than elementary schools.

### Excerpt of Schedule A of the Official Plan



### Zoning By-law

The subject lands are currently zoned General Industrial I2 which permits a range of uses such as a business office of a consulting engineer or surveyor, a car wash, a commercial school, a data centre, a dry cleaning establishment, an equipment service establishment, a factory store, a food processing establishment, an industrial use, a motor vehicle repair shop, a motor vehicle sales or rental establishment, a motor vehicle service station, a private club, a public use, a scientific or medical laboratory, a recreational park, a veterinarian clinic and a warehouse.

The Zoning By-law requires religious institutions to provide 1 parking space per 4 person seating capacity.

The application indicates the congregation consists of approximately 58 persons, 46 adults and 12 children. If congregation size were used to determine seating capacity, the minimum number of parking spaces required by the By-law for the proposed religious institution would be 15.

The applicant is proposing to allow, in addition to the current permitted uses, a religious institution with a minimum of 13 parking spaces for the existing 628 m<sup>2</sup> building.

### Agency Comments

Circulation of the application to various agencies produced the following comments to date (July 8, 2019):

#### Fire Department

- No issues.

#### Upper Thames River Conservation Authority

- No objections.

The remaining agency comments will be provided in a future report that will be provided to the Planning and Heritage Committee.

### Public Comments:

Notice of the application was sent to 19 abutting property owners on June 26, 2019. Notice was also published in the Beacon Herald on June 29, 2019. No comments have been received to date. Any comments received after the completion of this report will be provided to the Planning and Heritage Committee.

**Financial Impact:** To be reported in a future planning report.

**Staff Recommendation: THAT Council hear all interested persons with respect to Zone Change Application Z08-19.**



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Prepared by: Jeff Bannon, MCIP, RPP – Planner



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Recommended by: Jeff Leunissen, MCIP, RPP – Manager of Development Services



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Rob Horne, Chief Administrative Officer

**From:** [emailofficeofthMayor@stratford.ca](mailto:emailofficeofthMayor@stratford.ca) [<mailto:emailofficeofthMayor@stratford.ca>]

**Sent:** July-10-19 1:10 PM

**To:** Patricia Shantz; Charlene Weber

**Subject:** [External Email] New Response Completed for Email the Office of the Mayor

Hello,

Please note the following response to Email the Office of the Mayor has been submitted on Wednesday July 10th 2019 1:09 PM with reference number 2019-07-10-092.

- **Subject:**  
7th International Trigeminal neuralgia day
- **Full name:**  
kathy somers
- **Message:**  

October 7th 2019 is our 7th International Trigeminal Neuralgia day. Our 2019 Light up Teal illumination initiative is to bring light and awareness to the World Health Organization by asking them to please add Trigeminal Neuralgia to their "Health Topic List" of illnesses which will expand awareness, grant access to further resources, and create opportunities for funding research for Trigeminal Neuralgia and Facial Pain Disorders.

Canadian Trigeminal Neuralgia Assoc (CATNA) support group, supports TNNME in the lighting up of buildings, bridges, all over the world. We go out to dinner, wear teal/blue clothing, ribbons to celebrate on October 7th. Please help us bring awareness for those who suffer from Trigeminal Neuralgia. Perhaps you even know someone who has tn and they have not been diagnosed. 10 percent of MS patients will be diagnosed with TN.

TN patients are likely to be in so much pain they can't speak, work, or socialize with others. Loss of friends because of not understanding TN is depressing for those who have TN. Please help bring awareness by announcing our 7th International day, wear teal/blue to support awareness for TN. PLEASE HELP LIGHT UP THE WORLD IN TEAL/BLE FOR AWARENESS!! If you are not able to light up buildings for us, perhaps you could put us on your social media sites.



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## MANAGEMENT REPORT

**Date:** July 22, 2019  
**To:** Mayor and Members of Council  
**From:** Tatiana Dafoe, Deputy Clerk  
**Report#:** COU19-065  
**Attachments:** Bid Closing Submission Summary [RFP-2019-25]

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**Title:** Crossing Guard Services Request for Proposal Award [RFP-2019-25]

**Objective:** To award the request for proposal for crossing guard services in the City of Stratford.

**Background:** The City of Stratford provides contracted crossing guard services at 17 locations. The purpose of this service is to provide the safe crossing of students, from JK to grade 6, while they walk to and from school at specified intersections within the City as warranted by the *Highway Traffic Act*. The last request for proposal (RFP) for crossing guard services was issued in 2010 for a five (5) year period. It was then subsequently extended until June 2019.

As it is a best practice to regularly issue RFPs to ensure competitive pricing and quality service delivery, the City issued an RFP for crossing guard services on May 15, 2019.

**Analysis:** At the close of the RFP, the City received three (3) submissions, as outlined in the attached bid summary. An evaluation of each submission was undertaken and it was determined that only one submission met the requirements of the City's RFP.

As a result, staff recommend awarding the request for proposal to Commissionaires Great Lakes until June 2022, with an option to renew for an additional two one-year terms until June 2024.

**Financial Impact:** The total cost of this RFP over five years, including HST, is \$1,281,247.71. This includes costs of wages for all crossing guards, the supervisor, and training. The breakdown is as follows:

Year	Total Costs
September 2019-June 2020:	\$248,676.50
September 2020-June 2021:	\$252,406.65
September 2021-June 2022:	\$256,192.75
Optional Year 4:	\$260,035.64
Optional Year 5:	\$263,936.17

In 2019, \$230,360 was budgeted for the provision of this service. Approximately \$114,705 has been spent to date with \$115,655 remaining. It is estimated the cost to provide this service from September to December 2019 will be approximately \$113,756 including HST.

**Staff Recommendation: THAT the request for proposal [RFP-2019-25] for crossing guard services in the City of Stratford be awarded to Commissionaires Great Lakes until June 2022, with an option to renew for an additional two one-year terms until June 2024;**

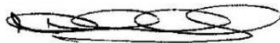
**THAT the Director of Corporate Services be authorized to accept the renewal for an additional two one-year terms for 2023 and 2024 if satisfied with the provision of crossing guard services;**

**AND THAT the Mayor and Clerk, or their respective designates, be authorized to execute all necessary contract agreements.**




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Tatiana Dafoe, Deputy Clerk




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Michael Humble, Director of Corporate Services




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Rob Horne, Chief Administrative Officer

**RFP-2019-25****School Crossing Guard Program**

Closing Date: Wednesday, June 5, 2019

**Submission Summary****Vendor****City/Province**

Commissionaires Great Lakes	London, ON
Neptune Security Services Inc	Mississauga, Ontario
Cannon Security and Patrol Services	Toronto, Ontario

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*Witness (Print Name)**Signature**Date*

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*Witness (Print Name)**Signature**Date*

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*Witness (Print Name)**Signature**Date*

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Submission NameUnofficial Value or Notes

Submission 1	
Submission 1	
Submission 1	

## MANAGEMENT REPORT

**Date:** June 18, 2019  
**To:** Finance & Labour Relations Sub-committee  
**From:** Michael Humble, Director of Corporate Services  
**Report#:** FIN19-021  
**Attachments:** None.

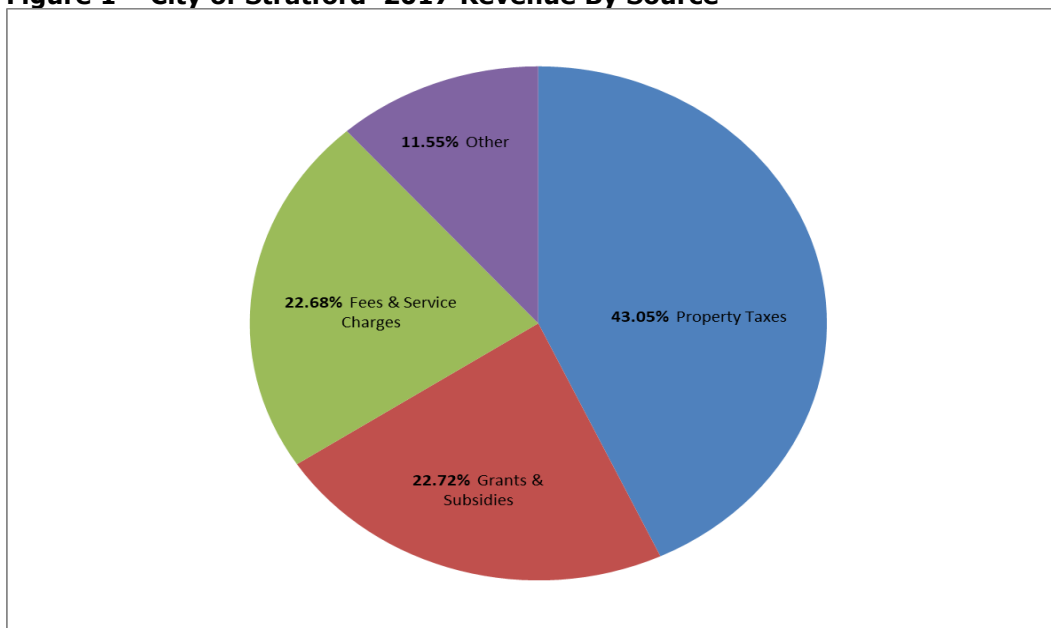
**Title:** Discussion of Tax Policy

**Objective:** To introduce the discretionary tax policy options available to the City for discussion and consideration during the 2020 budget process.

**Background:** Property taxation is the most important revenue source for municipalities. It is the only tax that municipalities have the authority to collect.

Other municipal revenue sources include user fees, service charges, provincial and federal grants, contributions from other municipalities, licenses, permits, rents, fines & penalties, investment income and asset sales (land and used equipment).

**Figure 1 City of Stratford 2017 Revenue By Source**



### Prior to 1998

In 1998 the provincial government initiated reforms of a property tax system that had become outdated and had regional inconsistencies that resulted in confusion and unfairness for some taxpayers.

Valuations were based on a concept of market value, but inconsistent valuation databases (ranging from the 1940's to the 1990's across the province) led to similar properties paying significantly different property taxes, even within the same municipality.

Prior to reforms, tax rates were referred to as mill rates (a rate per \$100,000 of assessment) and properties were either classed as residential or commercial and business assessment.

By legislation, the residential mill rate was fixed at 85% of the commercial mill rate.

In addition, businesses occupying commercial property were subject to a Business Occupancy Tax (BOT) using business assessment and a commercial mill rate.

The BOT was levied on business owners and not property owners and was the source of a large portion of municipalities' tax arrears.

### Tax Reforms From 1998

The reforms introduced the valuation principal of Current Value Assessment (CVA) using a common date of valuation for all properties in the Province, with updates now being generated every four years.

Reforms also established several new property tax classes (i.e. residential, multi-residential, commercial, industrial) and allowed municipalities to set different tax rates for different types of property within a range of parameters.

**Analysis:** The current method of property assessment divides properties into nine mandatory classes and seven optional sub-classes of the mandatory class.

#### Mandatory Property Classes

1. Residential
2. Multi-Residential
3. New Multi-Residential (2017)
4. Commercial
5. Industrial
6. Pipelines
7. Farm
8. *Managed Forests (none in City of Stratford)*
9. Landfill (2017)

### Optional Property Classes

1. Office Building
2. Shopping Centre
3. Parking Lot & Vacant Land
4. Residual Commercial
5. Large Industrial
6. *Professional Sports Facility (none in City of Stratford)*
7. *Resort Condominium (none in City of Stratford)*

In addition, property classes are split into mandatory and optional subclasses of properties. These were established in order to allow for the application of discounted tax rates due to the special nature of some properties.

### Mandatory Subclasses

1. Taxable at full rate
2. Taxable no education taxes
3. Farmland awaiting development I
4. Farmland awaiting development II
5. Excess Land
6. Vacant Land

### Optional Subclasses

1. Small-scale on-farm business for the Commercial Property Class (since 2018)
2. Small-scale on-farm business for the Industrial Property Class (since 2018)

Properties in different classes are taxed at different tax rates as a result of historical differences in tax burdens that were present prior to the 1998 reform of the property tax system and reflected in the initial transition ratios set by the Province.

Typically, commercial, industrial and multi-residential properties pay higher taxes than residential properties.

The different relative tax burdens among properties are based on the tax ratios set by municipalities. Changing the tax ratios will result in a shift of the tax burden between classes.

Based on provincial legislation, the tax ratio for the residential class is set at 1.00. Initially, the Farm and Managed Forest property classes were set at 0.25, but municipalities were granted the authority to lower the farm ratio starting in 2003. Many municipalities have come under pressure to do so in recent years due to the rapidly escalating CVA of farmland in comparison to other types of property.

Municipalities can change the tax ratios for the commercial, industrial, multi-residential and pipeline property classes. As these classes typically have a tax ratio higher than the

residential class, the province only permits municipalities to change tax ratios towards established “ranges of fairness.” The ranges ensure that taxes are not shifted onto properties that are already subject to relatively higher taxes.

Property Class	Range Of Fairness	2019 City of Stratford
Residential	1.00	1.000000
Farm	0 - 0.25	0.250000
Multi-residential	1.00 - 1.10	2.000000
New Multi-residential	1.00 - 1.10	1.000000
Commercial	0.60 - 1.10	1.975937
Industrial	0.60 - 1.10	2.734745
Pipeline	0.60 - 0.70	1.509000
Landfill	0.60 - 1.10	1.965003

The province has also enacted Threshold Ratios which limit a municipality’s ability to levy municipal tax increases on commercial, industrial and multi-residential properties if their respective class ratios are above the provincial class average.

Generally, a municipality may pass on only 50% of the levy increase that would be applied to the residential class if they exceed the Threshold Ratio for a tax class.

Property Class	Threshold Ratio	2019 City of Stratford
Multi-residential	2.000000	2.000000
Commercial	1.980000	1.975937
Industrial	2.630000	2.734745

The City of Stratford is slightly higher than the threshold ratio for the Industrial property class. Since we are only permitted to pass along half of the levy increase in any budget year, this ratio will edge downwards over time until it falls below the permitted provincial threshold (2018 - 2.758490)

This is a simplified description of property tax calculations and is presented to demonstrate that the impact of tax policy decisions can be complex. If a tax ratio change is contemplated by Council and permitted by legislation, the impact on all other tax classes is not a straightforward calculation, but complicated by restrictions in our ability to pass along changes to some other tax classes.

As part of the current property taxation system, the province established legislation to provide municipalities with more autonomy to make tax policy decisions and more flexibility to respond to local priorities.

There are approximately fifteen tax policy options available to municipalities. Some are mandatory, others are optional, some do not apply to the City of Stratford and others are already in use.

The most important tool, and the one that can have the broadest benefit is the ability to change tax ratios which affect the relative tax burden between property classes.

Tax ratios can be used to prevent large shifts of the tax burden caused by relative changes in assessment among property classes as well as to lower the tax rates on a particular class or classes.

Municipalities are only permitted to adjust tax ratios for the multi-residential, commercial, industrial or pipeline property classes closer to the provincially prescribed ranges of fairness except when the change is implemented to achieve a revenue neutral tax position between property classes thereby eliminating the impact of any reassessment related tax shifts that normally occur at the time of each assessment cycle.

The most recent 2017 BMA Study shows a wide range of tax ratios between the 56 municipalities that participate in their study.

	Multi-residential	Commercial	Industrial
<b>Stratford</b>	<b>2.0000</b>	<b>1.9759</b>	<b>2.7584</b>
Average	1.7902	1.6871	2.11826
Median	1.8831	1.6929	2.2150
Minimum	1.0000	1.1000	1.1000
Maximum	2.6342	2.8476	4.7186
Range of Fairness	1.00 - 1.10	0.60 - 1.10	0.60 - 1.10
Threshold	2.0000	1.9800	2.6300

If tax ratios are not periodically reviewed and adjusted, property class assessed values that consistently increase at a faster rate than the residential class, may pay an increasing share of the overall tax levy.

Provincially, this has most prominently been the case for Farmland (FT) and also Multi-Residential (MT) in recent years.

It has been a number of years since the City of Stratford undertook a tax policy review, and it would be prudent to open the discussion to see if there is any interest by Council in

- Shifting the tax burden between property classes, or
- Eliminating the impact of any reassessment related tax shifts that normally occur at the time of each assessment cycle.

Since the analysis for each potential scenario is unique, it would be beneficial and cost-effective if Council could give some direction as to what outcome they would like to investigate.

**Financial Impact:** Tax policy discussions revolve around the “who pays what” after the City budget has been approved. Shifts in tax ratios rebalance the amounts paid by each property tax class.

**Staff Recommendation: THAT the report of Director of Corporate Services dated 18<sup>th</sup> June 2019 regarding tax policy considerations be received for information.**



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Michael Humble, Director of Corporate Services



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Rob Horne, Chief Administrative Officer



## MANAGEMENT REPORT

**Date:** June 18, 2019  
**To:** Finance & Labour Relations Sub-committee  
**From:** Michael Humble, Director of Corporate Services  
**Report#:** FIN19-022  
**Attachments:** Attachment 1 - 2019 Capital Budget Amendments  
 Attachment 2 - Revised Ten Year Capital Forecast (Transit)  
 Attachment 3 - Revised Ten Year Capital Forecast (Roads)

**Title:** Investing In Canada Infrastructure Program (ICIP)

**Objective:** To provide Mayor and Council with information regarding applications made to the ICIP grant program, and to seek approval to amend the 2019 capital budgets for Roads and Transit, as well as receive revised 2020-2028 capital forecasts for information.

**Background:** The Federal and Provincial governments have entered into a bi-lateral agreement to invest over \$30 billion in combined federal, provincial and municipal funding over ten years, spread over four funding streams.

- 1.) Public transit;
- 2.) Green Infrastructure;
- 3.) Community, Culture and Recreation; and
- 4.) Rural and Northern Communities.

### **Analysis:**

#### **Rural and Northern Communities**

The Rural and Northern Communities stream is an application-based competitive process and only one project submission per municipality is allowed.

On 14th May, staff submitted an application under the Rural and Northern Communities stream for the reconstruction of three kilometers on O'Loane Ave and Line 36 in the amount of \$5,000,000, which is the maximum eligible project cost.

Engineering staff selected the reconstruction of O'Loane Ave and Line 36 because:

- it met the eligibility criteria for the program;
- it does not involve the additional costs of sanitary, storm or water-main works that are ineligible and would not be funded; and
- it will give us the opportunity to not only rebuild the road, which is in very poor condition, but to also provide active transportation infrastructure (multi-use trails or cycle lanes).

Funding will be 50% Federal, 33.33% Provincial and 16.67% municipal cost share. If our project is successful, the municipal cost share would be \$833,500 which would be funded from available funds in the Public Works Capital Reserve Fund.

Projects will be evaluated on the following criteria:

- improving the asset's reliability;
- improving public health and safety;
- improving drainage;
- improving pedestrian and cyclist safety;
- providing active transportation and other factors.

The Province will undertake pre-screening and will notify applicants if their project has been selected for nomination to the federal government for review and approval in summer 2019 (estimated).

Applicants will be notified of the federal funding decision in the summer/fall of 2019 (estimated).

## **Public Transit**

Allocations to municipalities are based on ridership and the City of Stratford has been allocated \$14,167,535 in combined funding over the next ten year period.

- Federal \$5,667,014, Provincial \$4,722,039, and Municipal share \$3,778,482

Municipalities are permitted to use other provincial sources of funding (Provincial Gas Tax) towards their municipal contribution.

Stratford must submit eligible projects for review and approval, but should be cognizant that proposed projects do not "*displace municipal spending on municipal transit*".

Eligible projects will be evaluated on their ability to improve the capacity, quality and/or safety of public transit infrastructure, or improve access to a public transit system.

For 2019, Community Services staff have elected to submit the following applications:

- One additional conventional bus (\$570,000);
- One replacement conventional bus (\$570,000);

- Software solution to implement pilot project for on-demand Sunday service (\$50,000);
- Software solutions (\$200,000) to
  - Upgrade the current GPS system (bus call out voice and signage),
  - Introduce new Automatic Vehicle Location technology,
  - Introduce a new real-time arrival application.

For the 2020 and 2021 program years, Community Services staff have identified several projects based on the need to replace current aged rolling stock, and we have submitted these requests for consideration during the current submission window. We will be able to assess the rigidity of program guidelines based on the response to these requests.

*"The primary focus of ICIP is for new projects, however the federal government will allow rehabilitation projects up to a maximum of 15% of Ontario's public transit allocation."*

### **Community, Culture & Recreation**

It is staff's understanding that the Community, Culture and Recreation funding application process will occur later in 2019. It is expected that Stratford could apply for Grand Trunk Community Hub funding through this program.

### **Financial Impact:**

#### O'Loane Ave and Line 36

Project Cost \$5,000,000

Funding: ICIF Federal \$2,500,000, ICIF Provincial \$1,666,500, Municipal share to be drawn from PW Reserve Fund (R-R11-PWCA) \$833,500.

#### Additional Conventional Transit Bus

Project Cost: \$570,000

Funding: ICIF Federal \$228,000, ICIF Provincial \$189,980, Municipal share to be drawn from Provincial Gas Tax Reserve Fund (R-R11-RGAS) \$72,020 and Fleet Reserve Fund (R-R11-FLET) \$80,000.

#### Replacement Conventional Transit Bus

Project Cost: \$570,000

Funding: ICIF Federal \$228,000, ICIF Provincial \$189,980, Municipal share to be drawn from Provincial Gas Tax Reserve Fund (R-R11-RGAS) \$72,020 and Fleet Reserve Fund (R-R11-FLET) \$80,000.

#### On Demand Pilot Project Software

Project Cost: \$50,000

Project Funding: ICIF Federal \$20,000, ICIF Provincial \$16,660, Municipal share to be drawn from Provincial Gas Tax Reserve Fund (R-R11-RGAS) \$13,340.

GPS, AVL and Real-Time Arrival Application

Project Cost \$200,000

Project Funding: ICIF Federal \$80,000, ICIF Provincial \$66,660, Municipal share to be drawn from Provincial Gas Tax Reserve Fund (R-R11-RGAS) \$28,340 and Recreation Reserve Fund (R-R11-RECR) \$25,000.

**Staff Recommendation: THAT the report of Director of Corporate Services dated 18th June 2019 regarding the Investing in Canada Infrastructure Program be received for information;**

**THAT Council approve capital budget amendments in the amount of \$6,390,000 as listed in Attachment 1 with all projects conditional on receiving successful grant approval from Investing in Canada Infrastructure Program for each individual application;**

**AND THAT the Mayor and Clerk be authorized to sign the funding agreements necessary related to the Investing in Canada Infrastructure Program as outlined in this report.**




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Michael Humble, Director of Corporate Services




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Rob Horne, Chief Administrative Officer

CITY OF STRATFORD 2019 CAPITAL BUDGET						Attachment 1
NEW PROJECTS TO APPROVE ICIP APPLICATIONS		Grants (Fed / Provincial)	Development Charges	Developer / Homeowner	City Reserve	Long Term Debt
O'Loane & Line 36	\$ 5,000,000	\$ (2,500,000) ICIP Federal \$ (1,666,500) ICIP Provincial			\$ (833,500) R-R11-PWCA	
Additional Conventional Transit Bus	\$ 570,000	\$ (228,000) ICIP Federal \$ (189,980) ICIP Provincial			\$ (72,020) R-R11-RGAS \$ (80,000) R-R11-FLET	
Replacement Conventional Transit Bus	\$ 570,000	\$ (228,000) ICIP Federal \$ (189,980) ICIP Provincial			\$ (72,020) R-R11-RGAS \$ (80,000) R-R11-FLET	
On Demand Pilot Project Software	\$ 50,000	\$ (20,000) ICIP Federal \$ (16,660) ICIP Provincial			\$ (13,340) R-R11-RGAS	
GPS, AVL & Real Time Arrival Application	\$ 200,000	\$ (80,000) ICIP Federal \$ (66,660) ICIP Provincial			\$ (28,340) R-R11-RGAS \$ (25,000) R-R11-RECR	
	<b>\$ 6,390,000</b>	<b>\$ (5,185,780)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,204,220)</b>	<b>\$ -</b>

CITY OF STRATFORD																		Attachment 2								
2019 TAX SUPPORTED CAPITAL BUDGET																										
2020 -2028 TAX SUPPORTED CAPITAL FORECAST																										
Dept		Community Services			Gross Project Cost								Total Project Cost	Sources of External Financing					Internal Financing							
Project Number	Unit #	Project Description & Location			2019	2020	2021	2022	2023	2024	2025	2026		2027	2028	Grants Fed/Prov	Devm't Charges	Provincial Gas Tax	Other	Reserves	TOTAL					
Division	Transit																									
Replacement Of Existing Capital Assets & Non DC Eligible New Assets																										
1	Accessible Stops & Shelters	112,000															\$	112,000	\$	-	\$	112,000				
2	NEW ICIP Grant Project GPS, AVL & Real Time Arrival App	200,000															\$	200,000	\$	146,660	\$	28,340	\$	25,000	\$	200,000
3	NEW ICIP Grant On Demand Pilot Project Software	50,000															\$	50,000	\$	36,660	\$	13,340	\$	-	\$	50,000
4	NEW ICIP Grant Bus Additional	570,000															\$	570,000	\$	417,980	\$	72,020	\$	80,000	\$	570,000
5	NEW ICIP Grant Bus Replacement (97 Nova)	570,000															\$	570,000	\$	417,980	\$	72,020	\$	80,000	\$	570,000
6	ICIP Grant Farebox System				175,000												\$	175,000	\$	128,330	\$	46,670	\$	-	\$	175,000
7	ICIP Grant Bus Replacement (97 Nova)				570,000												\$	570,000	\$	417,980	\$	72,020	\$	80,000	\$	570,000
8	ICIP Grant Bus Replacement (97 Nova)				570,000												\$	570,000	\$	417,980	\$	72,020	\$	80,000	\$	570,000
9	ICIP Grant Accessible Stops & Shelters				150,000												\$	150,000	\$	110,000	\$	40,000	\$	-	\$	150,000
10	ICIP Grant Bus Replacement (2004)						570,000										\$	570,000	\$	417,980	\$	72,020	\$	80,000	\$	570,000
11	ICIP Grant Bus Replacement (2006)						570,000										\$	570,000	\$	417,980	\$	72,020	\$	80,000	\$	570,000
12	ICIP Grant Accessible Stops & Shelters						150,000										\$	150,000	\$	110,000	\$	40,000	\$	-	\$	150,000
13	Bus Replacement (2010)									600,000							\$	600,000			\$	120,000	\$	480,000	\$	600,000
14	Bus Replacement (2012)												650,000				\$	650,000			\$	450,000	\$	200,000	\$	650,000
15	ICIP Grant Mobility Bus Replacement (2009)				100,000												\$	100,000	\$	73,330			\$	26,670	\$	100,000
16	ICIP Grant Mobility Bus Replacement (2010)					100,000											\$	100,000	\$	73,330			\$	26,670	\$	100,000
17	Replacement of 2011 Para Bus								100,000								\$	100,000			\$	100,000	\$	-	\$	100,000
18	Replacement of 2012 Para Bus										105,000						\$	105,000			\$	85,000	\$	20,000	\$	105,000
19	Replacement of 2015 Para Bus												110,000				\$	110,000			\$	90,000	\$	20,000	\$	110,000
TOTAL Replacement Of Existing Capital Assets & Non DC Eligible New Assets				\$ 1,502,000	\$ 1,565,000	\$ 1,390,000	\$ -	\$ 100,000	\$ 600,000	\$ 105,000	\$ -	\$ 110,000	\$ 650,000	\$ 6,022,000	\$ 3,186,190	\$ -	\$ 1,557,470	\$ -	\$ 1,278,340		\$ 6,022,000					

Dept		Gross Project Cost										Total Project Cost	External Financing			Internal Financing				TOTAL
Project Number	Project Description & Location	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028		Grants Fed/Prov	Federal Gas Tax	Other (Private Share)	Infrastructure	Water	Waste Water	Long Term Debt	
Division	Engineering																			
Replacement Of Existing Capital Assets & Non DC Eligible New Assets																				
Traffic																				
1	Private Sidewalks	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$ 100,000				100,000				\$ 100,000
2	Sidewalk Replacement	100,000	120,000	150,000	150,000	150,000	150,000	160,000	175,000	175,000	175,000	\$ 1,505,000				1,505,000				\$ 1,505,000
3	Accessibility Improvements	30,000	40,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	\$ 470,000				470,000				\$ 470,000
4	Asphalt Resurfacing	1,360,000	1,290,000	1,950,000	1,700,000	2,165,000	1,950,000	2,900,000	2,700,000	2,700,000	2,700,000	\$ 21,415,000		17,125,000		2,650,000	840,000	800,000		\$ 21,415,000
5	Trails / BP Master Plan Implementation	250,000	100,000	100,000	100,000		100,000	100,000	150,000	150,000	150,000	\$ 1,200,000				1,200,000				\$ 1,200,000
6	Bridge Appraisal	24,000		20,000		25,000		25,000		25,000		\$ 119,000				119,000				\$ 119,000
7	Bridge improvements	375,000	900,000	550,000	375,000	700,000	450,000	300,000	275,000	300,000	300,000	\$ 4,525,000	4,525,000							\$ 4,525,000
8	House Service Applications	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	\$ 4,000,000			4,000,000					\$ 4,000,000
9	Frederick Street from Romeo to Burritt and Burritt to Douro	650,000										\$ 650,000	350,000		300,000					\$ 650,000
11	Pleasant Drive from Ontario to Devon	640,000										\$ 640,000		199,000	230,000	211,000				\$ 640,000
	NEW ICIP Grant O'Loane Ave & Line 36	5,000,000										\$ 5,000,000	4,166,500			833,500				\$ 5,000,000
	Stratford Street		330,000									\$ 330,000	190,500			139,500				\$ 330,000
	Water Street from Parkview to Queen		360,000									\$ 360,000				360,000				\$ 360,000
	Redford Cresent - at St. Vincent		870,000									\$ 870,000		317,000		553,000				\$ 870,000
	Queen Street Diversion		70,000									\$ 70,000							70,000	\$ 70,000
	Jones Street LI from Caledonia to Britannia			300,000								\$ 300,000			65,000	235,000				\$ 300,000
	Avondale Ave from Huron to Cemetery			654,000								\$ 654,000				654,000				\$ 654,000
	Babb Crescent			200,000								\$ 200,000				200,000				\$ 200,000
	Brunswick Street from Queen to King			530,000								\$ 530,000				530,000				\$ 530,000
	Intersection Improvements Church and Ontario			100,000								\$ 100,000				100,000				\$ 100,000
	Mercer Street from Caledonia to Britannia				300,000							\$ 300,000				300,000				\$ 300,000
	Waldies Lane				150,000							\$ 150,000				150,000				\$ 150,000
	Lorne Downie Intersection Improvements				1,000,000							\$ 1,000,000				1,000,000				\$ 1,000,000
	Queen Street local reconstruction Lakeside to Ontario				470,000							\$ 470,000	347,000			123,000				\$ 470,000
	Willow Street Pleasant to Devon				300,000							\$ 300,000				300,000				\$ 300,000
	McDonald Street Willow to Devon				170,000							\$ 170,000				170,000				\$ 170,000
	Queen Street local reconstruction Ontario to Brunswick					400,000						\$ 400,000				400,000				\$ 400,000
	Mowat Street from West Gore to Brydges					470,000						\$ 470,000	390,000			80,000				\$ 470,000
	St. Vincent St. South - Redford to West Gore					320,000						\$ 320,000				320,000				\$ 320,000
	Ontario WM Queen to Parkview					150,000						\$ 150,000				150,000				\$ 150,000
	Perth Street - Downie to Borden						820,000					\$ 820,000				820,000				\$ 820,000
	Huron Street - Matilda to Douglas						1,465,000	1,475,000				\$ 2,940,000			2,940,000					\$ 2,940,000
	Laurier Street - East Gore to Norfolk						260,000					\$ 260,000		210,000		50,000				\$ 260,000
	Daly Avenue						400,000					\$ 400,000				400,000				\$ 400,000
	Brunswick Street - King to Romeo							420,000				\$ 420,000	420,000							\$ 420,000
	Argyle Street - St. David to Cambria							280,000				\$ 280,000				280,000				\$ 280,000
	Douglas Street - John to Avondale							300,000				\$ 300,000				300,000				\$ 300,000
	Birmingham St - Cambria to Worsley							525,000				\$ 525,000				525,000				\$ 525,000
	Brunswick Street Queen to King								525,000			\$ 525,000	500,000			25,000				\$ 525,000
	Norfolk Street Borden to Romeo								825,000			\$ 825,000				825,000				\$ 825,000
	Avon St - Avondale to McLagan								525,000			\$ 525,000				525,000				\$ 525,000
	Grange Street - Waterloo to Front									775,000		\$ 775,000	775,000							\$ 775,000
	East Gore - Laurier to Borden									375,000		\$ 375,000				375,000				\$ 375,000
	Burritt Storm Sewer Upgrade									1,025,000		\$ 1,025,000				1,025,000				\$ 1,025,000
	Albert Street - Front to King										850,000	\$ 850,000				850,000				\$ 850,000
	Queen Street - Brunswick to Douro										350,000	\$ 350,000	350,000							\$ 350,000
	MacKenzie - St. David to Cambria										300,000	\$ 300,000				300,000				\$ 300,000
	Willow Street Canterbury to Walsh										650,000	\$ 650,000				650,000				\$ 650,000
Traffic																				
22	Street Lighting Improvements	20,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	\$ 245,000				245,000				\$ 245,000
23	Signal Intersection Updates for AODA (7yr program)	42,000	42,000	42,000	42,000	42,000	42,000	42,000				\$ 294,000				294,000				\$ 294,000
24	New Traffic Signals Lorne/Wright	20,000	100,000									\$ 120,000				120,000				\$ 120,000
25	Traffic Study - Downtown areas	150,000										\$ 150,000				150,000				\$ 150,000
	Pedestrain Crossing Downie and George		200,000									\$ 200,000				200,000				\$ 200,000
	Traffic Signal Upgrades - Various other				25,000	25,000	25,000	25,000	25,000	25,000	25,000	\$ 150,000				150,000				\$ 150,000
TOTAL Replacement Of Existing Capital Assets & Non DC Eligible New Ass		\$ 9,071,000	\$ 4,857,000	\$ 5,081,000	\$ 5,242,000	\$ 4,932,000	\$ 6,147,000	\$ 7,037,000	\$ 5,685,000	\$ 6,035,000	\$ 5,985,000	\$ 60,072,000	\$ 12,014,000	\$ 17,851,000	\$ 7,535,000	\$ 20,962,000	\$ 840,000	\$ 800,000	\$ 70,000	\$ 60,072,000



## MANAGEMENT REPORT

**Date:** June 29, 2019  
**To:** Infrastructure, Transportation and Safety Sub-Committee  
**From:** Ed Dujlovic, Director of Infrastructure & Development Services  
**Report#:** ITS19-044  
**Attachments:** None

**Title:** Stratford Landfill Public Input Invited June 2019

**Objective:** To consider comments received regarding the operation of the Landfill Site.

**Background:** As a requirement of Environmental Compliance Approval Number A150101 for the Stratford Landfill Site, the public must be invited to make comments, either verbal or written, about the operation of the Landfill Site on a semi-annual basis.

**Analysis:** A notice was placed in the Beacon Herald Town Crier on Saturday, June 1, 2019, stating this requirement and inviting input. The notice was also posted on the City's website. Comments were to be submitted by June 12, 2019.

The following comments were received:

1. Why is there a charge for a pickup truck of yard waste at the landfill
2. Why is the charge higher at the landfill for a bag of garbage
3. Concerns about how close the landfill is to residential areas
4. What is expected lifetime of the landfill
5. What are plans for future of landfill site
6. How can we make it environmentally friendly

In response to the above comments, we provide the following information:

1. Recyclables and yard waste greater than 200 kg is charged at the current rate of \$79.50 per tonne. The charge was established to deal with landscaping contractors that were bringing in large amounts of yard waste. Typically, yard waste taken to the landfill by residents is less than 200 kg. A survey of surrounding municipalities was taken and the results are that some municipalities charge and some do not charge.
2. The charge for disposing of a bag of garbage at the landfill, \$3.50, over curbside pickup, \$2.60 is higher. This was established to encourage residents to use the

curbside service in order to divert traffic away from the landfill. Large volumes of traffic at the landfill may result in vehicles queueing on the road. If this were to occur on a regular basis this may result in the need to construct additional lanes on Romeo Street or a cueing area within the landfill.

3. The landfill has been in operation at this location since the early 1950's. The City performs regular monitoring at the landfill and neighbouring properties to ensure Ministry regulations are met.
4. Estimated capacity of the landfill was 26 years at the end of 2018.
5. Once the landfill is closed, the City will be required to continue with site monitoring. This includes operating the methane collection system, collecting and treating leachate, as well as, ongoing testing of water from the test well at the site to meet Ministry of the Environment, Conservation and Parks requirements as per the Certificate of Approval. There are no end uses at this time.
6. The City manages the landfill site as per the requirements of the Certificate of Approval as issued by the Ministry of the Environment, Conservation and Parks.

Also, at the December 17, 2018 Council meeting, staff were asked to look into the feasibility of laptops being separated and stored separately at the landfill for pick-up by the Perth County Coalition. Staff investigated methods, associated costs to the City, and also took into account the City's risk management program with providing a private group access to the e-waste bin at the City landfill.

The City is unable to grant the Perth County Coalition or any other volunteer organizations access to the bins at the City landfill. Access to bins at the landfill, other than for drop-off, is not recommended as it is a challenge to ensure the safety of the public due to the potential for injury caused by hazardous conditions, vehicular traffic, heavy equipment, slippery or uneven terrain, dust and debris and noise.

The City does have 2 bins that are managed by Diabetes Canada as per the contract between Diabetes Canada and the City. The bins are the property of Diabetes Canada, their staff have been trained in emptying them and they have the proper insurance in place as per City requirements.

**Financial Impact:** Any change in service levels at the Stratford Landfill Site would have a financial impact to be determined by staff and brought back to a future meeting for consideration.

**Staff Recommendation: THAT Council consider the comments received;**

**AND THAT the report on the Stratford Landfill Public Input June 2019 be received for information.**



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Ed Dujlovic, Director of Infrastructure and Development Services



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Rob Horne, Chief Administrative Officer



## MANAGEMENT REPORT

**Date:** June 26, 2019  
**To:** Infrastructure, Transportation and Safety Sub-Committee  
**From:** Mike Mortimer, Manager of Environmental Services  
**Report#:** ITS19-045  
**Attachments:** None

**Title:** The Promotion of Municipal Tap Water - Action Plan 2019

**Objective:** To provide information on the development of a social marketing campaign to promote the use of municipal drinking water; to provide information on additional opportunities to install water fountains at City facilities; to provide information on providing a city owned mobile water filling station at larger community events.

**Background:** On February 3, 2009, the Association of Municipalities Ontario (AMO) released a memo to members reinforcing its long standing position of promoting municipal drinking water. AMO encouraged members to contact the Ontario municipalities who have taken action to limit the use of bottled water in municipal facilities and support the use of municipal drinking water by residents and visitors.

On March 7, 2009, the Federation of Canadian Municipalities (FCM), which is Canada's national municipal organization, issued a resolution urging "all municipalities to phase out the sale and purchase of bottled water at their own facilities where appropriate, and where potable water is available, and that municipalities be urged to develop awareness campaigns about the positive benefits and quality of municipal water supplies".

In January 2018, a presentation was made by the Canadian Federation of University Women (CFUW) to the Infrastructure, Transportation and Safety Committee requesting that the City of Stratford actively promote the use of Stratford tap water and ban the use of single-use non-renewable plastic water bottles from all municipal premises and stop the provision of bottled water at all municipal functions.

A staff recommendation was ultimately brought forward as a result of this meeting in a Management Report by the Director of Infrastructure and Development Services. That recommendation forms the basis of the objectives of this report.

Although the proposal to ban bottled water was the objective of the presentation by CFUW, it is the City's intent to achieve this outcome through the promotion of municipal drinking water as a first step. If successful, a ban on bottled water could be revisited.

### **Analysis:**

#### Marketing Campaign

A marketing campaign would look at multiple aspects.

**Educational** - Updates to the City website will provide information on tap water and include educational material and videos.

**Community** - The procurement and utilization of a portable water filling station is planned for July 2019. This unit would be booked through the City of Stratford "Special Events" application process and would be subject to various guidelines.

**Promotional** - City of Stratford water bottles will be available for sale and for promotional purposes (limited supply each year).

#### Installation of Additional Filling Stations

Drinking water fountains have recently been upgraded or installed at multiple City buildings. This includes:

- City Hall (2)
- City Hall new washrooms (planned to be installed)
- Annex (3)
- Rotary Complex (4)
- Dufferin Arena (1)
- Allman Arena (2)
- Splash Pad (1)
- North Shore Washroom (1)
- Agri-Complex (1 procured, yet to be installed)

At the time of this report there have been no further requests for water filling stations to be installed. Where stations do not exist, or large participants are expected (events), a mobile water filling station is a practical solution.

#### Mobile Water Filling Stations

There are City functions where water fountains do not exist and therefore, the provision of potable water at these functions is to be accomplished through the purchase of a City owned mobile drinking water filling station. The only requirement for these units is access to a potable water connection which is usually accessible for these functions on City owned land.

**Financial Impact:** Upfront costs are approximately \$20,000. This has been included in the 2019 Water Operating Budget (G350-4325-4020). Annual costs to maintain the program would be budgeted for \$5,000. This annual budget would cover City events, maintenance of the unit and water bottle purchases.

- **Reusable Water Bottles**

The cost of water bottles is approximately \$8/bottle. Depending on the number of bottles purchased, the cost would be approximately \$2,000-\$3,000 for 250-300 promotional bottles.

- **Portable Unit**

The cost of a portable mobile unit has been quoted at approximately \$12,000.

- **Staff Time** – For the portable unit, it would take staff approximately 3 hours to set-up and disinfect the mobile unit for each usage. Approximate cost per event would be \$250 and costs would be part of water operations operating budget.
- **Disinfection/Maintenance** – There would be minimal costs to perform maintenance and disinfection on the mobile unit as material and chemical are already in stock and not a special purchase. Approximate cost per year is estimated at \$500.
- **Storage** – The water division already has a location where the mobile unit can be stored. It would be winterized for the colder months when not in use.

**Cost Recovery** - The water division recovers approximately \$2,000 per year on recyclable water parts (brass fittings, etc.). It is proposed that this money be put towards future promotional endeavors pertaining to the program of the promotion of tap water. For non-city events, there would be a flat rate charge to recover staff time for the mobilization and set up of the mobile water filling station.

**Staff Recommendation: THAT Council approve the Action Plan for the Promotion of Municipal Tap Water.**




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Mike Mortimer, Manager of Environmental Services




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Ed Dujlovic, Director of Infrastructure and Development Services

A handwritten signature in black ink that reads "Rob Horne". The letters are cursive and fluid, with the first name "Rob" and last name "Horne" clearly distinguishable.

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Rob Horne, Chief Administrative Officer



## MANAGEMENT REPORT

**Date:** June 26, 2019  
**To:** Infrastructure, Transportation and Safety Sub-Committee  
**From:** Taylor Crinklaw, Project Engineer  
**Report#:** ITS19-046  
**Attachments:** None

**Title:** Stratford Northwestern Secondary School – Traffic Review for 2019-2020 Transition Year

**Objective:** To inform Council of the existing and potential pedestrian and vehicular traffic movement in the area of Stratford Northwestern Secondary School (NWSS), to inform Council of the requested traffic adjustments made by the Avon Maitland District School Board (AMDSB), and to inform Council on whether those requests are warranted from an Engineering Division perspective.

**Background:** Stratford Central Secondary School (SCSS) is one of two public high schools administered by the AMDSB and is scheduled for substantial reconstruction during the 2019-20 school year. The majority of students from SCSS are anticipated to be accommodated by NWSS, bringing its 2019-20 school enrollment at NWSS to approximately 1,900. The enrollment of the adjacent YMCA daycare and St. Michael Catholic Secondary School is approximately 75 and 800; bringing the total student 2019-2020 enrollment in the area to approximately 2,800. This does not include the estimated 300 staff supporting educational services.

The current perception of existing capacity and overall functionality in the area is one that could use improvement. There is concern that the additional student enrollment will worsen functionality of traffic movement and increase the risk of pedestrian related traffic hazards. The Engineering Division collected information and prepared an assessment of the traffic patterns in the area. As part of Engineering Division's information gathering, consultation was conducted with the following:

- Janet Baird Jackson – AMDSB Superintendent of Corporate Services
- David Frier – Huron Perth Student Transportation Services, servicing both NWSS and St. Michael Catholic Secondary School
- Hugh Cox – AMDSB Facilities Administrator

- Michael Mousley – City of Stratford Manager of Transit
- Dan Peters – Principal, St. Michael Catholic Secondary School

In preparing the traffic analysis, the AMDSB requested that the following be investigated and supported:

- That either an all-way stop or a pedestrian crossover be installed at the intersection of Oakdale Avenue and Forman Avenue.
- That the entire block surrounding the schools (Forman Avenue, Oakdale Avenue, Short Street and Matilda Street) be reduced to a speed limit of 30 km/h.
- That the entire block surrounding the schools be defined as a 'Community Safety Zone' as defined under the Highway Traffic Act.
- That 'No Parking' zones be enforced.

**Analysis:** The Engineering Division collected pedestrian and vehicle counts throughout the month of May at the following locations:

- Matilda Street/Oakdale Avenue (Tuesday, May 21, 2019)
- Forman Avenue/Oakdale Avenue (Wednesday, May 15, 2019)
- Forman Avenue/Britannia Street (Thursday, May 16, 2019)

The potential for implementing four-way stops and pedestrian crossovers were investigated for all locations.

### **Four-Way Stop**

The intent of a four-way stop from a transportation perspective is to provide a safe flow of vehicular traffic. They are typically installed at locations of two intersecting streets of similar, but elevated traffic volumes. Their use is not intended to ensure the safety of pedestrian traffic or reducing vehicle speeds. These two concerns can usually be addressed by other means.

### **Pedestrian Crossovers**

In 2016, more strict laws and guidelines to support engineering design came into place for pedestrian crossovers. Pedestrian crossovers are identified by the unique and specific signs, pavement markings, and potential light configurations used to define the crossing. Pedestrian crossovers are not to be confused with pedestrian crosswalks that are typically found at intersections that have stop signs, traffic signals or pedestrian signals. The fines and demerit points were increased on September 1, 2018, from up to \$500 to up to \$1,000; and from 3 to now 4 demerit points. This exceeds the fines associated with running a red light. The additional infrastructure requirements provided by pedestrian crossovers and the increased penalty for infractions from drivers and cyclists help ensure the safety of pedestrians in and around the road right-of-way.

The MTO manual provides standards to determine if a crossover is warranted. Depending on the volume of vehicle traffic, the type of recommended crossover will change. Basically, increased traffic results in more signs, pavement markings and other street infrastructure. The range of daily traffic counts that would warrant a pedestrian crossover is 750 and 17,500. The minimum daily pedestrian traffic volume to warrant a crossing is 100.

### **Forman Avenue and Britannia Street**

The pedestrian traffic at Forman Avenue and Britannia Street was very low and did not warrant further investigation into a pedestrian crossover.

This intersection does, however, meet one of the warrants for a four-way stop.

In order to meet the minimum warrants for collisions at the intersection, the Ministry of Transportation of Ontario (MTO) standards recommend a minimum of three turning collisions per year. Records show on average less than one turning movement collision in a given year at this intersection.

The intersection meets the minimum warrants (350) in terms of peak hour traffic volume with vehicle counts at 634 from 8:00 AM to 9:00 AM. However, it doesn't meet the warrants in terms of traffic distribution. The minimum warrant for traffic splits (north/south versus east/west) is 65/35 (Total 100%). This is not met as the splits are currently 74/26.

Multiple small to large scale developments in the area will affect future traffic patterns and volumes in the area. The majority of these developments are not anticipated to achieve occupancy till after the fall of 2020.

The 2019-2020 School year will result in daily vehicle counts increasing at this intersection by an estimated 130 vehicles. It is unlikely that the distribution splits would change significantly.

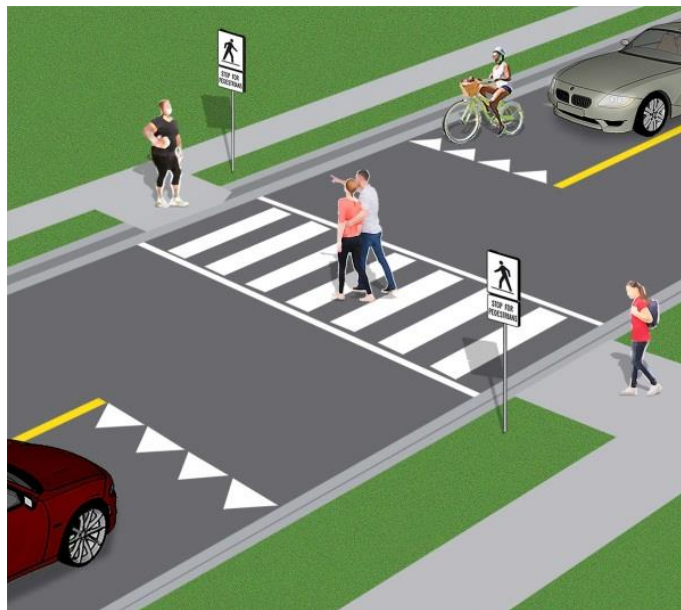
Engineering recommends leaving the Forman Avenue and Britannia Street intersection unchanged from how it functions today and to evaluate the intersection in 3 to 5 years when development occupancy starts to impact traffic movement.

### **Forman Avenue and Oakdale Avenue**

There is significantly more traffic on the collector road, Forman Avenue, than there is on Oakdale Avenue; making a 4-way stop unwarranted and not recommended. However, the vehicular/pedestrian characteristics in the area of the intersection make it a potential candidate for a pedestrian crossover.

The recommended location of a pedestrian crossover on Forman Avenue would be immediately north of Oakdale Avenue. This crossing would encounter 8-hour traffic volumes of approximately 2,200 vehicles. During peak times (8:30 AM to 9:00 AM) the

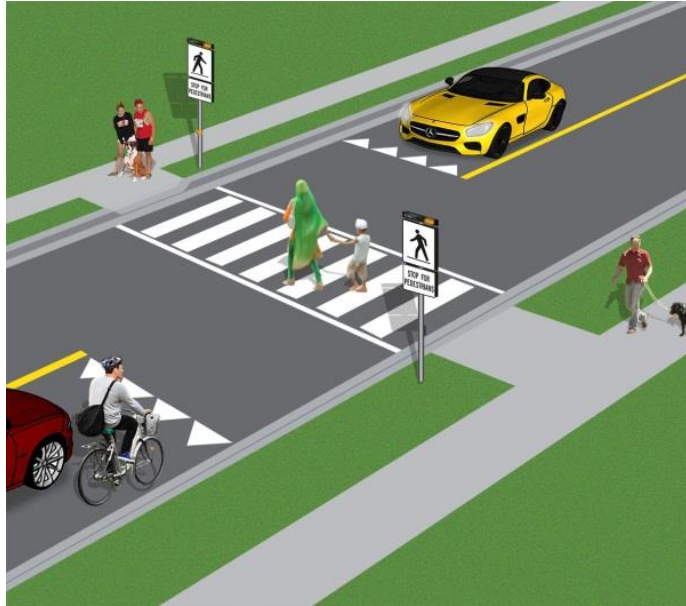
estimated average gap time between vehicles is 7 seconds. This is insufficient for safe crossing where the street width is approximately 9.5 m and takes 7 to 9 seconds to cross. The total pedestrians crossing Forman Avenue at Oakdale Avenue for the peak 8-hour period on the day of the counts was 85. These counts do not include the additional students being generated by the new City bus stop located on Forman Avenue, north of Oakdale Avenue. This stop is anticipated to generate approximately 35 students over the long-term and upwards of 100 students for the 2019-2020 school year. In both cases, it results in pedestrian counts beyond the warrants for justifying a pedestrian crossover. According to the MTO manual, the appropriate type of pedestrian crossover for this location is Level 2 Type D, which is a crossing with only street signage, and pavement markings as illustrated below.



Pedestrian Crossover - Level 2 Type D

Image Credits Ministry of Transportation

The management report ITS 19-030 speaks to the future installation of pedestrian crossovers in the City. In the report, staff recommend avoiding the installation of Level 2 Type D crossings until the majority of motorists are familiar with their operation in relation to the Highway Traffic Act. In order for motorists and pedestrians to feel comfortable with the operation of pedestrian crossovers, a thorough public awareness campaign should first be conducted. Staff also recommend in this report to start with installation of Level 2 Type C pedestrian crossovers (see below) as the flashing beacons will increase the likelihood of vehicles observing the pedestrian crossover and making the appropriate action.



Pedestrian Crossover - Level 2 Type C

Image Credits Ministry of Transportation

The estimated cost of Level 2 Type C and Level 2 Type D crossings are \$18,000 and \$5,000, respectively.

### **Matilda Street and Oakdale Avenue**

If a pedestrian crossover were to be installed on Matilda Street, it would likely be immediately north of Oakdale Avenue. This crossing would encounter 8-hour traffic volumes of approximately 1,000 vehicles. During peak times (8:30 AM to 9:00 AM), the estimated average gap time between vehicles is 14 seconds, giving ample time to cross safely even at the conservative walking speed of 1.0 m/s where it would take 8 seconds.

The total pedestrians crossing Matilda Street at Oakdale Avenue on the day of the counts was 172. This elevated number is the result of a high school event situated in the adjacent sports fields. Upon future funding and general public awareness of pedestrian crossovers; this may be an appropriate location of a Level 2 Type D crossing.

This location, however, does meet the warrants for a four-way stop.

The traffic splits at the Matilda Street and Oakdale Avenue intersection is 56/44, meeting the minimum warrants of a 65/35 split. The peak hour traffic volume from 3 PM to 4 PM was recorded at 353, which meets the minimum warrant of 350. It is the Engineering Division's recommendation to install a four-way stop at this location. A by-product of installing a four-way stop would be a reduction in vehicular speed immediately adjacent to the school and public recreational facilities, in addition to providing a safe crossing for pedestrians. The estimated cost for installation of the required signage is \$3,600.

The Engineering Division generally does not recommend installing 4-way stops to control speeding, as vehicles tend to speed up after they are forced to stop, especially when the volume of traffic does not support the stop sign. In this case, the intersection meets all the warrants, and the configuration of the streets in the area (short distance to the next stop sign to the north and west, curved alignment to the east) will tend to discourage drivers from speeding up.

### **Reducing Speed to 30 KM/H and Community Safety Zone**

The school board has requested that the frontage of the streets surrounding the schools (Forman Avenue, Oakdale Avenue, Matilda Street, Short Street) be reduced to 30 KM/H and that it be designated a Community Safety Zone as per the Highway Traffic Act.

Under the Highway Traffic Act an urban area may be assumed to have a maximum vehicle speed of 50 KM/H, unless otherwise posted. The Council of a municipality is permitted by passing a by-law to change the rate of speed on roads within its jurisdiction. Currently, two sides of the block have reduced speed zones as follows.

- Forman Avenue from Huron Street to Briarhill Drive – 40 KM/H
- Oakdale Avenue from Forman Avenue to Matilda Street – 40 KM/H

If a 4-way stop were to be installed at the intersection of Matilda Street and Oakdale Avenue, this would achieve the goal of reducing vehicle speeds on Matilda Street directly in front of St. Michael Catholic Secondary School.

No speed statistics were collected for Short Street. Due to the orientation and length of the street, elevated speeds are not anticipated.

It is atypical to have a posted speed of 30 KM/H without prior history of incidents. There was no information found that would support reducing the speed to 30 KM/H. The municipalities investigated for this report limit the lowest posted speed to 40 KM/H. Already having reduced speeds posted on two of the streets fronting the schools, and there being a total of four streets that front the schools, provides justification for the two streets currently unposted, Short Street and Matilda Street, to be posted as 40 KM/H.

### **Community Safety Zone**

The Council of a municipality may by by-law designate a portion of the road as a Community Safety Zone. Community safety zones are sections of roadway where public safety is of special concern. Community Safety Zones may include roadways near schools, day care centres, playgrounds, parks, hospitals, senior citizen residences. Community Safety Zones may be used to indicate to the motorist that they are within a zone where fines have been increased (e.g. speeding fines are doubled) through a special designation under the Highway Traffic Act.

The City currently does not have Community Safety Zones. In order to implement a community safety zone, the traffic by-law would require updating. Before this would happen, the Engineering Division would recommend creating a policy for their use in the City and the warrants to determine if and where they should be implemented.

## **Enforcement**

The AMDSB has requested increased enforcement of no parking zones surrounding the school. The additional vehicle and staff anticipated to be hired by the Clerk's Division would be able to more frequently provide inspection and enforcement of parking by-laws in and around the school.

## **Fall Assessment**

The analysis made above is based on the available existing information and may vary from what is encountered once the school year starts. The Engineering Division will monitor and collect information to confirm the findings and conclusions made in this report.

## **Financial Impact:**

The installation of a Level 2 Type C pedestrian crossover on Forman Avenue just north of Oakdale Avenue is estimated to be approximately \$18,000.

Before proceeding with installation of a pedestrian crossover, a public awareness campaign would be required. The ITS report 19-030 recommends a budget of up to \$6,000 to provide the necessary material and media support to ensure motorists and cyclists are aware of the recent updates to the Highway Traffic Act laws.

It is proposed to fund the Forman Avenue pedestrian crossover and the public awareness campaign from the Trails/BP Master Plan Implementation budget:

Trails/BP Master Plan Implementation \$250,000	R-R11-PWCA
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The installation of a new 4-way stop at the Matilda Street and Oakdale Avenue intersection would cost approximately \$3,600 and be paid for from the Roads Operating budget.

**Staff Recommendation: THAT Council approve a budget of up to \$18,000 for the installation of a Level 2 Type C pedestrian crossover on Forman Avenue just north of Oakdale Avenue;**

**THAT Council approve a budget of up to \$6,000 for a public awareness campaign for pedestrian crossovers;**

**THAT the Traffic and Parking By-law No. 159-2008, Schedule 14 – Higher and Lower Speed Limits be amended**

**By Adding:**

<b>Street</b>	<b>Between</b>	<b>Between</b>	<b>Maximum Limit</b>
<b>Matilda Street</b>	<b>Oakdale Avenue</b>	<b>Short Street</b>	<b>40 km/hr</b>
<b>Short Street</b>	<b>Matilda Street</b>	<b>Forman Avenue</b>	<b>40 km/hr</b>

**AND THAT the Traffic and Parking By-law No. 159-2008, Schedule 11 – Through Highways be amended**

**By Adding:**

<b>Street</b>	<b>Between</b>
<b>Matilda Street</b>	<b>From south side of Short Street to the north side of Oakdale Avenue</b>
<b>Matilda Street</b>	<b>From the south side of Oakdale Avenue to the north side Huron Street</b>

**By Deleting:**

<b>Street</b>	<b>Between</b>
<b>Matilda Street</b>	<b>From the south side of Short Street to the north side of Huron Street</b>




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Taylor Crinklaw, Project Engineer




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Ed Dujlovic, Director of Infrastructure and Development Services




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Rob Horne, Chief Administrative Officer



## MANAGEMENT REPORT

**Date:** June 11, 2019  
**To:** Infrastructure, Transportation and Safety Sub-committee  
**From:** Allison Jordan, Events Coordinator  
**Report#:** ITS-043  
**Attachments:** None

**Title:** Request for Exemption from Noise Control By-law 113-79 for the Stratford Summer Music's Silent Screening of "The Phantom of the Opera" with Live Orchestra Accompaniment Event

**Objective:** To consider the request from the organizers of the Silent Screening of "The Phantom of the Opera" with Live Orchestra Accompaniment event for an exemption from Noise Control By-law 113-79 for their event on Saturday, August 17, 2019.

**Background:** The City has been approached by organizers of the Silent Screening of "The Phantom of the Opera" with Live Orchestra Accompaniment event for an exemption from the City's Noise Control By-law. The event is held by Stratford Summer Music and is a first-time event of this nature for this group. The event is scheduled in Market Square from 9:00 p.m. to 11:00 p.m. on Saturday, August 17, 2019. Load-out for the event will occur between 11:00 p.m. and 11:30 p.m. The event location is within a Commercial Zone.

The production, reproduction or amplification of sound is one of the sounds regulated by Noise Control By-law 113-79 as follows:

No person shall make, cause or permit an unreasonable noise or a noise that is likely to disturb inhabitants of the City [Schedule 1 clause 8].

The operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound. [Schedule 2 clause 2] Prohibited Zones and Times:

Quiet Zone – Prohibited at all times;

Residential Zone – Prohibited all day Sundays and Statutory Holidays, and from 7:00 p.m. of one day to 7:00 a.m. next day;

**Commercial Zone** - Prohibited all day Sundays and Statutory Holidays, and from 11:00 pm of one day to 7:00 a.m. the next day (Monday to Thursday) and from 12:00 midnight of one day to 7:00 a.m. next day (Friday and Saturday);

Park Zone – Prohibited from 11:00 p.m. of one day to 7:00 a.m. next day; 9:00 a.m. on Sundays.

The loading, unloading, delivering, packing, unpacking, or otherwise handling of any containers, products, materials or refuse whatsoever, unless necessary for the maintenance of essential services or the moving of private household effects is also one of the sounds regulated by the By-law. [Schedule 2 clause 4] Prohibited Zones and Times:

Quiet Zone – Prohibited all day Sundays and Statutory Holidays, and from 7:00 p.m. of one day to 7:00 a.m. next day;

Residential Zone – Prohibited all day Sundays and Statutory Holidays, and from 9:00 p.m. of one day to 7:00 a.m. next day;

**Commercial Zone** – Prohibited all day Sundays and Statutory Holidays, and from 9:00 p.m. of one day to 7:00 a.m. next day;

Park Zone – Prohibited all day Sundays and Statutory Holidays.

The operation or use of musical instruments or noise making equipment. [Schedule 2 clause 17] Prohibited Zones and Times:

Quiet Zone – Prohibited at all times;

Residential Zone – Prohibited all day Sundays and Statutory Holidays, and from 7:00 p.m. of one day to 7:00 a.m. next day;

**Commercial Zone** – Prohibited from 1:00 a.m. of one day to 7:00 a.m. next day.

Noise By-laws are designed to reduce and control both unnecessary and excessive sound which can be a nuisance and generally degrade the quality and peacefulness of neighbourhoods.

The organizers for the event circulated a notice to residents within 120m on May 27 with a deadline for comments of June 14. As of the June 14 deadline, no concerns were received.

Notice of the request was also issued in the Town Crier with a deadline for comments of June 10. As of the June 10 deadline, the City has not received any concerns.

Previous outdoor movie events with live orchestras have been held in Market Square since 2017. Logistics for each event have been properly executed and events were well attended.

**Analysis:** The City's Noise Control By-law defines parameters for noise and emissions that may impact local citizens. Any exemption to these time limitations is subject to Council review and final decision.

The organizers have sought public input by mailing notices to residents within 120 m of the event location, designated within a commercial zone. No submissions were received.

The intent of the noise exemption is to permit the following:

- Noise produced by the event for the duration of the event from 9:00 p.m. to 11:00p.m. Unreasonable noise is prohibited per the unreasonable noise provision [Schedule 1 clause 8].
- Event tear down from 11:00 p.m. to 11:30 p.m. These hours are prohibited by the loading and unloading provision [Schedule 2 clause 4] in a Commercial Zone from 9:00 p.m. of one day to 7:00 a.m. next day.

The hours for the amplification of sound for the orchestra from 9:00 p.m. until 11:00 p.m. are permitted within the amplification of sound provision [Schedule 2 clause 2] in a Commercial Zone until 12:00 midnight on Saturdays and do not require an exemption.

The hours for the operation and use of musical instruments for the orchestra from 9:00 p.m. until 11:00 p.m. are permitted within the amplification of sound provision [Schedule 2 clause 2] in a Commercial Zone until 1:00 a.m. and do not require an exemption.

**Financial Impact:** None identified.

**Staff Recommendation:** **THAT approval be given to the request from the organizers of the Silent Screening of "The Phantom of the Opera" with Live Orchestra Accompaniment for exemptions from Noise Control By-law 113-79 in a commercial zone to permit the loading and unloading provision [Schedule 2 clause 4] from 11:00 p.m. to 11:30 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event from 9:00 p.m. to 11:00 p.m. on Saturday, August 17, 2019.**



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Allison Jordan, Events Coordinator



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David St. Louis, Director of Community Services



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Rob Horne, Chief Administrative Officer



**BY-LAW NUMBER                      -2019**  
**OF**  
**THE CORPORATION OF THE CITY OF STRATFORD**

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BEING a By-law to amend Schedules 11 and 14 of Traffic and Parking By-law 159-2008, as amended, to reduce speed limits on Matilda Street and Short Street.

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**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** Council of The Corporation of the City of Stratford adopted Traffic and Parking By-law 159-2008 to regulate traffic and the parking of motor vehicles in the City of Stratford;

**AND WHEREAS** Council has amended Traffic and Parking By-law 159-2008 from time to time as necessary to further regulate traffic and parking of motor vehicles;

**AND WHEREAS** Council deems it necessary to further amend Traffic and Parking By-law 159-2008 to reduce the speed limits and control traffic on Matilda Street and Short Street;

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

1. That Schedule 11 of Traffic and Parking By-law 159-2008, as amended, be further amended by deleting the following:

COLUMN 1 Street	COLUMN 2 Between
Matilda Street	From the south side of Short Street to the north side of Huron Street

And adding:

COLUMN 1 Street	COLUMN 2 Between
Matilda Street	From the south side of Short Street to the north side of Oakdale Avenue
Matilda Street	From the south side of Oakdale Avenue to the north side of Huron Street

2. That Schedule 14 of Traffic and Parking By-law 159-2008, as amended, be further amended by adding the following:

COLUMN 1 Street	COLUMN 2 Between	COLUMN 3 Between	COLUMN 4 Maximum Limit
Matilda Street	Oakdale Avenue	Short Street	40km/hour
Short Street	Matilda Street	Forman Avenue	40km/hour

3. The provisions of this By-law shall come into effect upon when appropriate signage has been installed by the City of Stratford.
4. All other provisions of Traffic and Parking By-law 159-2008, as amended, shall remain in force and effect.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 22nd day of July, 2019.

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Mayor – Daniel B. Mathieson

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Clerk – Joan Thomson



**BY-LAW NUMBER                      -2019**  
**OF**  
**THE CORPORATION OF THE CITY OF STRATFORD**

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BEING a By-law to amend By-law 178-2018 as amended, to make appointments to the Ad-Hoc Transit Committee.

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**WHEREAS** Council of The Corporation of the City of Stratford adopted By-law 178-2018 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 2018 term of municipal office;

**AND WHEREAS** Council of The Corporation of the City of Stratford deems it necessary to make further appointments to its Advisory Committees, Committees and Boards;

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

1. That By-law 178-2018 as amended, is further amended by adding to Section 2.0, Citizen Appointments, the following:
  - 2.21 That City Council hereby appoints the following representatives to the Ad-Hoc Transit Committee for two-year terms to November 30, 2021, or until successors are appointed:
    - a) Gary Goulding
    - b) Alan Wakelin
    - c) Iain Begg
    - d) Ingrid Bell
    - e) Ellen Hurley

2. All other provisions of By-law 178-2018 remain in full force and effect.

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

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 22nd day of July, 2019.

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Mayor – Daniel B. Mathieson

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Clerk – Joan Thomson



**BY-LAW NUMBER      -2019  
OF  
THE CORPORATION OF THE CITY OF STRATFORD**

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BEING a By-law to appoint an Acting Clerk of The Corporation of the City of Stratford until the Chief Administrative Officer position has been filled.

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**WHEREAS** section 228.(1) of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, provides that a municipality shall appoint a Clerk;

**AND WHEREAS** the Council of The Corporation of the City of Stratford has appointed a Clerk and Deputy Clerk by By-law to perform the duties required under the *Municipal Act* or under any other Act;

**AND WHEREAS** the Council of The Corporation of the City of Stratford is recruiting for the position of Chief Administrative Officer due to the pending retirement of the Chief Administrative Officer and has appointed the City Clerk as Acting Chief Administrative Officer;

**AND WHEREAS** the Council of The Corporation of the City of Stratford deems it necessary to appoint an Acting Clerk to ensure that the powers and duties of the Office of the Clerk may be exercised efficiently and effectively at all times;

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

1. That Tatiana Dafoe, Deputy Clerk, is hereby appointed as Acting Clerk and the Acting Clerk shall perform the duties of Clerk required under the *Municipal Act* or under any other Act, including the execution of documents relating to the conduct of the operations of The Corporation of the City of Stratford.
2. That the appointment in Paragraph 1 above shall take effect August 1, 2019 and shall remain in force and effect until the Chief Administrative Officer position of The Corporation of the City of Stratford has been filled.
3. That this By-law shall come into force and take effect upon its final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 22nd day of July, 2019.

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Mayor – Daniel B. Mathieson

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City Clerk – Joan Thomson



**BY-LAW NUMBER     -2019**  
**OF**  
**THE CORPORATION OF THE CITY OF STRATFORD**

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BEING a By-law to authorize the acceptance of the proposal and the undertaking of the work by Commissionaires Great Lakes for the provision of crossing guard services in the City of Stratford.

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

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

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

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

1. That the proposal of Commissionaires Great Lakes be accepted for the provision of crossing guard services for three (3) years with the option of two (2) one (1) year renewals, 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. The accepted amount of the proposal is \$1,281,247.71 over five (5) years, including HST.
3. That Commissionaires Great Lakes is hereby authorized to undertake the provision of crossing guard services pursuant to the said proposal and as directed by the Deputy Clerk, or designate, of The Corporation of the City of Stratford.
4. That the Director of Corporate Services of The Corporation of the City of Stratford is authorized to accept the renewal for the additional two (2) one (1) year terms for Optional Year 4 and Optional Year 5 if satisfied with the provision of crossing guard services.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 22nd day of July, 2019.

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Mayor – Daniel B. Mathieson

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Clerk – Joan Thomson



## **STRATFORD CITY COUNCIL CONSENT AGENDA**

July 22, 2019

### **REFERENCE NO.    CONSENT AGENDA ITEM**

- |             |   |
|-------------|---|
| CA-2019-098 | <p>In accordance with By-law 102-2008 and By-law 135-2017, the City Clerk provides notification that the following streets were/will be temporarily closed for parades/street events:</p> <ul style="list-style-type: none"> <li>• Lakeside Drive North from Lakeside Drive to William Street on Friday, July 19 and Tuesday, August 27 from 9:45 a.m. to 10:45 a.m. for the Stratford Summer MusicBarge.</li> <li>• Market Place from Wellington Street to Downie Street on Saturday, August 17 from 5:00 p.m. to 10:30 p.m. for the Stratford Summer Music Silent Screening of Phantom of the Opera with Chamber Choir.</li> </ul> <p>Emergency Services were notified.</p>   |
| CA-2019-099 | <p>Notification that the Information Technology Services Division intends to call requests for proposal in accordance with the City's Purchasing Policy for Cellular Services and Hardware Devices.</p>   |
| CA-2019-100 | <p>Notification that the Corporate Services and Community Services Departments intend to call quotations in accordance with the City's Purchasing Policy for snow removal at transit bus stops and crossing guard locations throughout the City.</p>  |
| CA-2019-101 | <p>In accordance with By-law 135-2017 the Infrastructure and Development Services Department provides notification that the following streets were temporarily closed to through traffic, local traffic only:</p> <ul style="list-style-type: none"> <li>• Freeland Drive from Sutter Street to Lorne Avenue West on Tuesday, July 30 for 4 days for the installation of a 375 mm storm service and MH including final paving and all necessary restorations of Freeland Drive for the development at 456 Lorne Avenue West.</li> <li>• Birmingham Street from St. David Street to Cambria Street on Wednesday, July 24 for 1 day only for the installation of a sanitary and water service and final paving including all restorations of</li> </ul> |

Birmingham Street for the infill development at 122 Birmingham Street.



**BY-LAW NUMBER                    -2019**  
**OF**  
**THE CORPORATION OF THE CITY OF STRATFORD**

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BEING a By-law to confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on July 22, 2019.

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**WHEREAS** subsection 5(1) of the *Municipal Act, 2001, S.O. 2001 c.25* as amended, 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 July 22, 2019 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 22nd day of July, 2019.

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Mayor – Daniel B. Mathieson

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Clerk – Joan Thomson