



**Stratford City Council
Regular Council Open Session
AGENDA**

Meeting #: 4568th
Date: Monday, January 14, 2019
Time: 7:00 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, Carole Desmeules - Director of Social Services, David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate 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

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:

9 - 70

Motion by _____

THAT the Minutes of the Inaugural Meeting of Council of The Corporation of the City of Stratford dated December 3, 2018, the Regular Meeting of Council of The Corporation of the City of Stratford dated December 10, 2018, the Committee of the Whole Open Session Meeting of The Corporation of the City of Stratford dated December 12, 2018 and the year end Meeting of Council of The Corporation of the City of Stratford dated December 17, 2018, 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 January 14, 2019, be added to the Agenda as printed.

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

5.1 At the January 14, 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;

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

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

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employees or local board employees (section 239.(2)(b));

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

6. Hearings of Deputations and Presentations:

6.1 Presentation by the Stratford Town and Gown Committee

Representatives from the Committee, the University of Waterloo - Stratford Campus, Conestoga College and the Stratford Chef's School would like to provide Council with an update on their activities.

Motion by _____

THAT the presentation by the Stratford Town and Gown Committee, University of Waterloo, Conestoga College and Chef's School, be heard.

7. Orders of the Day:

7.1 Report - Recreational Cannabis Retail Store Options (COU19-004)

71 - 80

Motion by _____

Staff Recommendation: That Stratford City Council provides a decision to staff regarding opting in or opting out of cannabis retail stores in the City of Stratford (Option 1 or Option 2);

And That Council direct staff to notify the Alcohol and Gaming Commission of Ontario (AGCO) of the City's position with respect to cannabis storefronts before Tuesday January 22, 2019.

7.2 Report - Update on the Huron Street & Huntingdon Avenue Crossing (COU19-005)

81 - 87

Motion by _____

Staff Recommendation: For the consideration of Council.

7.3 Resolution - Festival Hydro Inc. 2019 Quarterly Dividends

Motion by _____

WHEREAS The Corporation of the City of Stratford (the City) is the holder of 6,995 Common shares of Festival Hydro Inc., (the Corporation) being

all of the issued and outstanding Common shares of the Corporation;

AND WHEREAS the Directors of the said Corporation have indicated their desire to declare and pay dividends on the Common shares aggregating \$118,915.00 during the 2019 calendar year; such dividends to be declared and paid on a quarterly basis;

AND WHEREAS pursuant to a Declaration of Sole Shareholder of the Corporation dated January 22, 2001, the prior written consent of the City as the sole shareholder to the declaration and payment of such dividends is necessary;

NOW THEREFORE BE IT RESOLVED that the City hereby consents to the declaration and payment of dividends on the Common shares of the Corporation in the total amount of \$17.00 per share (aggregate amount \$118,915.00) such dividends to be declared payable to the shareholder of record with respect to such shares as of the 30th day of each of March, June, September, and December.

AND WHEREAS, The Corporation of the City of Stratford (the City) is the holder of 6,100 Class A Special shares of Festival Hydro Inc., (the Corporation) being all of the issued and outstanding Class A Special shares of the Corporation;

AND WHEREAS the Directors of the said Corporation have indicated their desire to declare and pay dividends on the Class A Special shares aggregating \$76,250.00 during the 2019 calendar year; such dividends to be declared and paid on a quarterly basis;

AND WHEREAS pursuant to a Declaration of Sole Shareholder of the Corporation dated January 22, 2001, the prior written consent of the City as the sole shareholder to the declaration and payment of such dividends is necessary;

NOW THEREFORE BE IT RESOLVED that the City hereby consents to the declaration and payment of dividends on the Class A Special shares of the Corporation in the total amount of \$12.50 per share (aggregate amount \$76,250.00), such dividends to be declared payable to the shareholder of record with respect to such shares as of the 30th day of each of March, June, September, and December.

This results in total special and common share dividends paid in the year equal \$780,660.

- 7.4 Resolution - Extension of Contract 2017-11, Supply and Installation of Sewer Liners (COU19-001) 88 - 90**

Motion by _____

Staff Recommendation: THAT Contract 17-11 with Insituform Technologies be extended, for the Supply and Installation of Sewer Liners – Cured In Place Pipe on Various Locations for 2019, subject to final budget approval.

- 7.5 Report - 2018 Stratford Election Statistics (COU19-002) 91 - 99**

Motion by _____

Staff Recommendation: THAT the Report on the 2018 Stratford Election Statistics be received for information.

- 7.6 Report - Post 2018 Election Accessibility Report (COU19-003) 100 - 104**

Motion by _____

Staff Recommendation: THAT the Post 2018 Election Accessibility Report dated January 14, 2019 be received by City Council for information.

- 7.7 Correspondence - Scott McKay Memorial Award 105**

Orion Raes, Engineering Design Technician for the City of Stratford, has been chosen as the 2018 winner of the annual Scott McKay Memorial Award.

For the information of Council.

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Reports of the Standing Committees:

None scheduled.

10. Notice of Intent:

10.1 Notice of Intention to Designate under Section 29 of the Ontario Heritage Act

The Council of The Corporation of the City of Stratford intends to designate certain property at 24 Glastonbury Drive, Stratford as a property of architectural and historical value or interest under Section 29 of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18.

If any person wishes to object to the proposed designation, a Notice of Objection, together with a statement of the reasons for the objection and all relevant facts, must be served on the Clerk of the City of Stratford NO LATER THAN 4:30 p.m. on Monday, February 4, 2019. The Ontario Heritage Act provides that where a notice of objection has been served on the Clerk, the Council shall refer the matter to the Conservation Review Board for a hearing.

10.2 Notice of Public Meeting to be held under the Planning Act

City of Stratford Council will hold a public meeting on Monday February 11th, 2019 at 7:00pm in the Council Chambers in City Hall, 1 Wellington Street, Stratford to hear all interested persons with respect to Official Plan Amendment O03-18, Plan of Subdivision Application 31T18-003 and Zone Change Application Z10-18.

The Official Plan Amendment, Subdivision Application and Zone Change Amendment applications affect the property municipally known as Part of Lot 5, Concession 2 (Geographic Township of Ellice) now in the City of Stratford. The subject lands have an approximate area of 13.46ha and a lot frontage of 114.8m on O'Loane Avenue, 406.1m on Perth Line 36 and approximately 204m on McCarthy Road West.

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 11.2 be taken collectively.

Motion by _____

THAT By-laws 11.1 to 11.2 be given First and Second Readings.

Motion by _____

THAT By-laws 11.1 to 11.2 be given Third and Final Readings.

11.1 Acceptance of Easement from Stratford Shakespearean Festival Holding Foundation 106 - 108

To authorize the acceptance of an easement from Stratford Shakespearean Festival Holding Foundation for municipal sanitary sewer

main and associated works over Parts 3, 5, 6, 12, 15 and 18 on Reference Plan 44R-5496.

11.2 Extension of Contract 17-11

109 - 110

To authorize the entering into and execution of an extension to Contract 17-11 with Insituform Technologies Limited for Supply and Installation of Sewer Liners – Cured In Place Pipe on Various Locations for 2019, subject to final budget approval.

12. Consent Agenda: CA-2019-001 to CA-2019-005

111 - 113

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

13. New Business:

14. Confirmatory By-law and Adjournment:

114

The next Regular Council meeting is January 28, 2019 in the Council Chamber, City Hall.

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

By-law 11.3 Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on January 14, 2019.

Meeting Start Time:

Meeting End Time:

Motion by _____

THAT By-law 11.3 be given First and Second Readings.

Motion by _____

THAT By-law 11.3 be given Third and Final Readings.

Motion by _____

THAT the January 14, 2019 Regular Council meeting adjourn.



STRATFORD CITY COUNCIL INAUGURAL MINUTES

Inaugural Meeting #: 4565th

Date: Monday, December 3, 2018

Time: 7:02 P.M.

Location: Auditorium, City Hall

The Council of The Corporation of the City of Stratford held its Inaugural Meeting in the City Hall Auditorium on the above date and time.

COUNCIL-ELECT: Mayor-elect Mathieson - Chair presiding, Councillors-elect Beatty, Bunting, Burbach, Clifford, Gaffney, Henderson, Ingram, Ritsma, Sebben and Vassilakos.

STAFF PRESENT: Rob Horne - Chief Administrative Officer, Joan Thomson - City Clerk, Tatiana Dafoe – Deputy Clerk, Jacqueline Mockler – Director of Human Resources, Michael Humble – Director of Corporate Services, Ed Dujlovic – Director of Infrastructure and Development Services, David St. Louis - Director of Community Services, John Paradis – Fire Chief, Carole Desmeules – Director of Social Services, Mike Beitz – Corporate Communications Lead.

ALSO PRESENT: The Honorable Justice McKerlie, Greg Skinner – Police Chief, Gerry Foster – Deputy Police Chief, Julia Merritt – Library Chief Executive Officer, Ysni Semsedini – Festival Hydro Inc. Chief Executive Officer, Joani Gerber – investStratford Chief Executive Officer, Peter Bolland – Administrator, Spruce Lodge, Lori DeGraw – Stratford Tourism Alliance Executive Director, Deputy Warden Jim Aitcheson – County of Perth, Mayor Al Strathdee – Town of St. Marys, Family Members, Special Guests, Media.

ProceSSIONal - Members of Council-elect and Dignitaries – Piper Tim Woodhead

1.0 Introductions by Mayor-elect Mathieson

- Council-elect Members
- Council-elect Member introductions of family members in attendance

2.0 National Anthem – Performed by the Avon Public School Choir, led by Mark McIntosh

3.0 Invocation – Father Dick Bester, St. Joseph’s Church

4.0 Declaration of Office – Mayor - Administered by The Honourable Justice McKerlie

5.0 Declarations of Office – Councillors - Administered by The Honourable Justice McKerlie

6.0 Musical Presentation – Avon Public School Choir

7.0 Greetings and Communications

The CAO introduced Jim Aitcheson, Deputy Warden of the County of the Perth. The Deputy Warden congratulated the new Council and provided some examples of shared services that the City and County partner on.

Mayor Al Stratthdee from the Town of St. Marys stated it was an honour to bring greetings from the Town of St. Marys and the relationship between the City of Stratford and Town of St. Marys has been great over past years.

The CAO read letters of greeting from MP John Nater, MPP Randy Pettapiece and the Ministry of Municipal Affairs and Housing.

8.0 Introduction of Directors – by CAO Rob Horne

The CAO introduced the City of Stratford’s senior management team, Police Chief and Deputy Police Chief, Executive Directors of Spruce Lodge and Stratford Tourism Alliance and the CEO’s of the Stratford Public Library, Festival Hydro and investStratford.

9.0 Disclosures of Pecuniary Interest under the *Municipal Conflict of Interest Act*

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

Name, Item and Nature of Pecuniary Interest

Councillor Henderson declared a pecuniary interest on Item 3.2 of the Nominating Committee report as her cousin was one of the applicants.

10.0 Adoption of the Report of the 2018 Nominating Committee dated December 3, 2018:

R2018-476

Motion by Councillor Beatty

Seconded by Councillor Henderson

The 2018 Nominating Committee recommends:

10.1 That the Report of the 2018 Nominating Committee dated December 3, 2018 be adopted as printed (pages 5-21 attached) with the exception of Item 3.2.

Carried

R2018-477

Motion by Councillor Ingram

Seconded by Councillor Burbach

The 2018 Nominating Committee recommends:

That Item 3.2 of the Report of the 2018 Nominating Committee dated December 3, 2018 be adopted as printed.

Carried

Councillor Henderson abstained from voting.

R2018-478

Motion by Councillor Clifford

Seconded by Councillor Vassilakos

The 2018 Nominating Committee recommends:

10.2 That Councillor Ritsma be appointed as Deputy Mayor for a two-year term to November 30, 2020.

Carried

R2018-479

Motion by Councillor Sebben

Seconded by Councillor Bunting

The 2018 Nominating Committee recommends:

10.3 That the Terms of Reference of the Town and Gown Advisory Committee be amended to provide for three councillors on the Committee.

Carried

Respectfully submitted by Mayor Mathieson, Chair.

11.0 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:

- 11.1 To appoint the Deputy Mayor for a two year term to November 30, 2020.
– By-law 177-2018
- 11.2 To appoint members to Sub-committees and Standing Committees of Council and to appoint members and citizens to Advisory Committees, Boards and Outside Boards and Agencies. – By-law 178-2018
- 11.3 To appoint citizens to the Heritage Advisory Committee. – By-law 179-2018
- 11.4 To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on December 3, 2018. – By-law 180-2018

R2018-480

Motion by Councillor Beatty

Seconded by Councillor Vassilakos

That By-laws 177-2018 to 178-2018 be taken collectively.

Carried unanimously

R2018-481

Motion by Councillor Ingram

Seconded by Councillor Bunting

That By-laws 177-2018 to 178-2018 be read a First and Second time.

Carried two-thirds support

R2018-482

Motion by Councillor Gaffney

Seconded by Councillor Henderson

That By-laws 177-2018 to 178-2018 be read a Third time and Finally Passed.

Carried

R2018-483

Motion by Councillor Ingram**Seconded by** Councillor Vassilakos**That By-law 179-2018 be read a First and Second time.****Carried** two-thirds support

R2018-484

Motion by Councillor Gaffney**Seconded by** Councillor Clifford**That By-law 179-2018 be read a Third time and Finally Passed.****Carried**

Councillor Henderson abstained from voting on By-law 179-2018.

R2018-485

Motion by Councillor Bunting**Seconded by** Councillor Burbach**That By-law 180-2018 be read a First and Second time.****Carried** two-thirds support

R2018-486

Motion by Councillor Gaffney**Seconded by** Councillor Ritsma**That By-law 180-2018 be read a Third time and Finally Passed.****Carried****12.0 Inaugural Address – Mayor Mathieson**

Mayor Mathieson welcomed everyone in attendance and expressed appreciation for the opportunity to serve the community for another term. Some important issues will be tackled in the next four years such as completing a sustainable budget, diversification of the economy and attraction of new investment to the city. They will also be looking at soft services such as affordable housing, public transit, mental health and the environment.

He expressed respect and admiration for everyone working for the City of Stratford and he is looking forward to working together with Council, senior levels of government and many surrounding partners to continue working together towards success.

He concluded his address by thanking his wife and children for being his strongest support network.

13.0 Adjournment

The next Regular Council meeting is Monday, December 10, 2018 at 7:00 p.m. in the Council Chamber, City Hall.

R2018-487

Motion by Councillor Ritsma

Seconded by Councillor Gaffney

That the December 3, 2018 Inaugural Council meeting adjourn.

Carried

Meeting Start Time: 7:02 p.m.

Meeting End Time: 7:42 p.m.

A reception followed the Inaugural Meeting.

Mayor - Daniel B. Mathieson

Clerk - Joan Thomson

2018 Nominating Committee Report

1.0 Sub-Committees and Standing Committees of Council

1.1 Sub-committee Name: Community Services Sub-committee

Reporting to: Community Services Committee

Sub-committee Meeting time: meets the Thursday following the 1st Regular Council meeting of each month at 4:45 pm in the Council Chamber, City Hall

Composition: 5 members of Council

Chair	Councillor Beatty
Vice-Chair	Councillor Sebben
Member	Councillor Burbach
Member	Councillor Clifford
Member	Councillor Henderson

Ex-officio Member: Mayor Mathieson

Mandate: The Sub-committee considers and reports to Standing Committee on policy matters which include, but are not limited to:

- Public parks
- Avondale Cemetery
- Recreational facilities and programs
- Arenas, Lions' Pool, Youth Centre, Anne Hathaway Splashpad
- Rotary Complex and Agriplex
- Public and Parallel transit services
- Public Library
- and further, to consider such similar matters as may be directed by Council, or referred by the City Clerk from time to time.

The Community Services Sub-committee liaisons with or considers recommendations from the following boards and committees:

- Communities in Bloom Advisory Committee
- Sports Wall of Fame Committee
- Stratford Youth Advisory Council

The following Boards and Associations operate independent of City Council, but may have Council representation:

- Board of Park Management
- Minor Sports Council
- Municipal Golf Course Association Board
- Stratford Agriculture Society
- Stratford Public Library Board

Standing Committee Name: Community Services Committee

Composition: All members of Council

Chair: Chair of Community Services Sub-committee

Reporting to: City Council

Meeting time: The Community Services Committee meets following the 2nd Regular Council meeting of each month.

Mandate: The Community Services Committee considers and reports to Council on recommendations made by Sub-committee and such similar matters as may be directed by Council or referred by the City Clerk from time to time.

1.2 Sub-committee Name: Finance and Labour Relations Sub-committee

Reporting to: Finance and Labour Relations Committee

Sub-committee Meeting time: meets the 3rd Tuesday of each month (the week between 1st and 2nd Regular Council meetings) at 4:30 p.m. in the Council Chamber, City Hall

Composition: 5 members of Council

Chair	Councillor Clifford
Vice-Chair	Councillor Gaffney
Member	Councillor Beatty
Member	Councillor Bunting
Member	Councillor Ritsma

Ex-officio Member: Mayor Mathieson

Mandate: The Sub-committee considers and reports to Standing Committee on matters relating to the financial operations of the City of Stratford, administrative and council policies and procedures and labour relations including:

- Accounting, audits, purchasing, tax collection
- Yearly Capital and Operating Budgets
- Technology
- Grants to organizations and others
- Grants from other governments and organizations
- Financial statements and reports
- City's Insurance coverage
- Labour negotiations
- Human Resources policies
- Administrative policies, by-laws and procedures
- Lottery licencing policy
- Financial statements and reports for Festival Hydro Inc., and Festival Hydro Services Inc.
- To consider updates from Stratford Economic Development Corporation (SEED Co). SEED Co. is responsible for business and development opportunities and liaising with other levels of government. Specifically,
 - land acquisitions and sales on behalf of the City of Stratford
 - business promotion and development
 - transportation improvements
 - liaison with federal and provincial governments
 - liaison with business partners
- To consider updates from Stratford Tourism Alliance (STA)
- and further, to consider such similar matters as may be directed by Council, or referred by the City Clerk from time to time.

The Finance and Labour Relations Sub-committee liaisons with or considers recommendations from the following Advisory or Ad-Hoc Committees:

- Stratfords of the World Ontario Committee

The following Boards and Associations operate independent of City Council, but may have Council representation:

- Stratford City Centre Business Improvement Area (BIA)
- Perth District Health Unit
- Stratford Perth Museum Association
- Spruce Lodge Board of Management
- Spruce Lodge Non-Profit Housing Corporation
- Joint Acquisition Committee
- Festival Hydro Inc.
- Festival Hydro Services Inc.
- Chamber of Commerce
- Gallery Stratford Board of Directors
- Stratford Festival Board of Directors

- SEED Co
- Stratford Summer Music Board of Directors
- Stratford Tourism Alliance Board
- South West Economic Alliance
- Technical Training Group
- Stratford Chef School

Standing Committee Name: Finance and Labour Relations Committee

Composition: All members of Council

Chair: Chair of Finance and Labour Relations Sub-committee

Reporting to: City Council

Committee Meeting time: The Finance and Labour Relations Committee meets following the 2nd Regular Council meeting of each month.

Mandate: The Finance and Labour Relations Committee considers and reports to Council on recommendations made by Sub-committee and such similar matters as may be directed by Council or referred by the City Clerk from time to time.

1.3 Name of Sub-committee: Planning and Heritage Sub-committee

Reporting to: Planning and Heritage Committee

Meeting time: meets the Thursday following the 2nd Regular Council meeting of each month at 4:30 pm in the Council Chamber, City Hall.

Composition: 5 members of Council

Chair	Councillor Ingram
Vice-Chair	Councillor Ritsma
Member	Councillor Bunting
Member	Councillor Clifford
Member	Councillor Vassilakos

Ex-officio Member: Mayor Mathieson

Mandate: The Sub-committee consider matters relating to the physical growth of Stratford and matters to encourage the preservation of heritage buildings and architecture. The Sub-committee reports to Standing Committee on policy matters which include, but are not limited to:

- planning policies
- property standards
- signage and applications for variances
- heritage designations
- site plan approvals when required
- street naming and renaming when required
- and further, to consider such similar matters as may be directed by Council, or referred by the City Clerk from time to time.

The Planning and Heritage Sub-committee liaisons with or considers recommendations from the following Advisory Committees:

- Heritage Stratford

The following Boards and Associations operate independent of City Council, but may have Council representation:

- Property Standards Committee
- Committee of Adjustment

The members of Planning and Heritage Sub-committee are the members of the Property Standards Committee. The duties of and procedures of the Property Standards Committee shall be in accordance with the requirements and provisions of the *Building Code Act*.

Standing Committee Name: Planning and Heritage Committee

Composition: All members of Council

Chair: Chair of Planning and Heritage Committee

Reporting to: City Council

Meeting time: The Committee meets following the 1st Regular Council meeting of each month.

Mandate: The Planning and Heritage Committee shall consider and report to Council on recommendations made by Sub-committee and such similar matters as may be directed by Council or referred by the City Clerk from time to time.

Following a public meeting under the *Planning Act*, Staff Reports regarding the following applications shall be considered by Planning and Heritage Committee and recommendations made to Council:

- land and property development including condominium conversion, development approvals, official plan amendment, zoning by-law and amendments,
- Plans of Subdivision and Condominiums

1.4 Sub-committee Name: Infrastructure, Transportation and Safety Sub-committee

Reporting to: Infrastructure, Transportation and Safety Committee

Meeting time: meets the Wednesday following the 2nd Regular Council meeting of each month at 4:30 pm in the Council Chamber, City Hall

Composition: 5 members of Council

Chair	Councillor Vassilakos
Vice-Chair	Councillor Burbach
Member	Councillor Gaffney
Member	Councillor Ingram
Member	Councillor Sebben

Ex-officio Member: Mayor Mathieson

Mandate: The Infrastructure, Transportation and Safety Sub-committee shall consider matters relating to infrastructure, municipal services and public buildings and operations of the municipal water treatment plant and water services. They shall also consider and report to Standing Committee on policy matters which include, but are not limited to:

- Infrastructure, municipal services
- Public buildings
- Construction, repair, improvement and maintenance of municipal streets, curbs, gutters, sidewalks, bridges, sewers
- Water services
- Waste collection and removal recycling
- Municipal water treatment plant
- Building inspections
- Street lighting
- Environmental control and co-ordination with the Ministry of the Environment
- Protective services
- Stratford Municipal Airport
- Traffic control, including traffic lights
- School Crossing Guards

- Animal Control Services
- Emergency measures
- Downtown parking policies and long-range planning
- Noise by-law exemptions
- and further, to consider such similar matters as may be directed by Council, or referred by the City Clerk from time to time.

The Infrastructure, Transportation and Safety Sub-committee liaisons with or considers recommendations from the following advisory committees:

- Active Transportation Advisory Committee
- Energy and Environment Committee
- Accessibility Advisory Committee
- Stratford Town and Gown Advisory Committee

The following Boards and Associations operate independent of City Council, but may have Council representation:

- Stratford Police Services Board
- Upper Thames River Conservation Authority

Standing Committee Name: Infrastructure, Transportation and Safety Committee

Composition: All members of Council

Chair: Chair of Infrastructure, Transportation and Safety Sub-committee

Reporting to: City Council

Meeting time: The Committee meets following the 1st Regular Council meeting of each month.

Mandate: The Infrastructure, Transportation and Safety Committee shall consider and report to Council on recommendations made by Sub-committee and such similar matters as may be directed by Council or referred by the City Clerk from time to time.

1.5 Sub-committee Name: Social Services Sub-committee

Reporting to: Social Services Committee

Meeting time: meets the Wednesday following the 1st Regular Council meeting at 4:30 pm in the Council Chamber, City Hall

Composition: 5 members of Council

Chair	Councillor Henderson
Vice-Chair	Councillor Bunting
Member	Councillor Burbach
Member	Councillor Ritsma
Member	Councillor Vassilakos

Ex-officio Member: Mayor Mathieson

Mandate: The Social Services Committee shall consider and report to Standing Committee on policy matters which include, but are not limited to:

- Social services policies
- Child care policies
- Public and Social housing policies
- Anne Hathaway Day Care Centre policies
- Ontario Works

The Social Services Sub-committee liaisons with and considers recommendation from the following committees:

- Shared Services Committee (formerly MLC)

The following Boards and Associations operate independent of City Council, but may have Council representation:

- Perth and Stratford Housing Corporation
- Social Research and Planning Council

Standing Committee Name: Social Services Committee

Composition: All members of Council

Chair: Chair of Social Services Sub-committee

Reporting to: City Council

Meeting time: The Committee meets following the 2nd Regular Council meeting of each month.

Mandate: The Social Services Committee shall consider and report to Council on recommendations made by Sub-committee and such similar matters as may be directed by Council or referred by the City Clerk from time to time.

2.0 Council representatives on Advisory Committees, Ad-Hoc Committees, Joint Boards, Outside Boards and Committees:

- 2.1 Accessibility Advisory Committee 4 year term
(usually member of infrastructure, Transportation and Safety Sub-committee)

Meetings - 1st Tuesday of the month at 11:30 am

Councillor Henderson

- 2.2 Active Transportation Advisory Committee (ATAC) 4 year term
(as per Terms of Reference: 2 Council members)

Meetings – 4th Wednesday of the month at 7:00 pm

Councillor Burbach
Councillor Vassilakos

- 2.3 Board of Park Management 4 year term
(usually 2 Council members from Community Services Sub-committee)

Meetings - 2nd Monday of the month at 3:30 pm

Councillor Beatty
Councillor Henderson

- 2.4 Chamber of Commerce 4 year term
(usually member of Finance Sub-committee)

Meetings - 4th Wednesday of the month at 11:45 am

Councillor Clifford

2.5 Communities in Bloom Advisory Committee 4 year term

Meetings – 1st Thursday of each month at 12:00 pm

Councillor Beatty

Councillor Henderson (Alternate for Mayor)

2.6 Energy and Environment Committee 4 year term

Meetings - 2nd Thursday of the month at 4:00 pm – subject to change

Councillor Burbach

Councillor Henderson

2.7 Festival Hydro Inc. 4 year term

Meetings - Last Thursday of the month at 5:15 pm

Mayor Mathieson

Councillor Beatty

Councillor Bunting

2.8 Festival Hydro Services Inc. 4 year term

Meetings – Last Thursday of the month at 5:00 pm

Mayor Mathieson

Councillor Beatty

Councillor Gaffney

2.9 Gallery Stratford Board of Directors 4 year term

Meetings – 3rd Wednesday of the month – approximately 7 times per year

Councillor Burbach

- 2.10 Heritage Stratford 4 year term
(usually member of Planning & Heritage Sub-committee)

Meetings - 2nd Tuesday of the month at 7:00 pm

Councillor Ingram
- 2.11 Joint Acquisition Committee (Hydro) 4 year term

Meetings - as necessary

Mayor Mathieson, and
Councillor Clifford
- 2.12 Minor Sports Council 4 year term

Meetings - 3rd Monday of the month at 7:00 pm

Mayor Mathieson
- 2.13 Municipal Golf Course Association Board 4 year term
(usually 1 member of Community Services Sub-committee)

Meetings - 3rd Thursday of the month at 7:00 pm

Councillor Gaffney
- 2.14 Shared Services Committee (formerly Municipal Liaison Committee (MLC))
4 year term

Meetings - Quarterly - 3rd Thursday at 1:30 pm. Meetings rotate between Perth County, and City of Stratford

Mayor Mathieson
Councillor Henderson (Chair of Social Services Sub-committee)
Councillor Clifford (Chair of Finance & Labour Relations Sub-committee)

2.15 Perth and Stratford Housing Corporation
(members of Social Services Sub-committee)

4 year term

Meetings - following Social Services Sub-committee meetings, usually 3 or times per year, as necessary

Councillor Henderson
Councillor Bunting
Councillor Burbach
Councillor Ritsma and
Councillor Vassilakos

2.16 Perth District Health Unit Board

4 year term

Meetings - 3rd Wednesday of the month at 9:30 am

Councillor Henderson
Councillor Vassilakos

2.17 Property Standards Committee
(members of Planning & Heritage Sub-committee)

4 year term

Meetings - as necessary when an appeal of a Property Standards Order is received.

Councillor Ingram
Councillor Ritsma
Councillor Bunting
Councillor Clifford and
Councillor Vassilakos

2.18 Social Research and Planning Committee

4 year term

Meetings – as necessary on a monthly basis

Councillor Vassilakos

2.19 South West Economic Alliance (SWEA) 4 year term

Meetings – at the call of the Chair of SWEA Board

Mayor Mathieson

Deputy Mayor

2.20 Sports Wall of Fame 4 year term
(Mayor and Chair of Community Services Sub-committee)

Meetings – Twice per year or at call of Chair

Mayor Mathieson

Councillor Beatty

2.21 Spruce Lodge Board of Management 4 year term

Meetings – 3rd Wednesday of the month at 4:00 pm

Councillor Ingram

Councillor Vassilakos

2.22 Stratford and District Agricultural Society 4 year term

Meetings - 3rd Tuesday of the month at 8:00 pm

Councillor Ritsma

2.23 Stratford City Centre Business Improvement Area (BIA) 4 year term

Meetings - 3rd Tuesday of month at 6:00 pm

Councillor Ingram

2.24 Stratford Economic Enterprise Development Co. (SEED Co.) 4 year term

Meetings – 1st Thursday of the month at 7:30 am

Mayor Mathieson

Councillor Beatty
Councillor Gaffney

2.25 Stratford Festival Board 4 year term

Mayor Mathieson - ex-officio

2.26 Stratford Perth Museum Association 4 year term

Meetings - 3rd Wednesday of the month at 7:00 pm

Councillor Ritsma

2.27 Stratford Police Services Board 4 year term

Meetings – monthly – late afternoon

Mayor Mathieson

Councillor Bunting

2.28 Stratford Public Library Board 4 year term

Meetings – 1st or 3rd Tuesday of the month at 6:30 pm – under review

Councillor Ingram

2.29 Stratford Summer Music Board 4 year term

Meetings – 10 times per year at the call of the Chair

Councillor Bunting

2.30 Stratford Tourism Alliance Board (STA) 4 year term

Meetings – every 2 months and Advisory Committee once per month

Councillor Bunting

Councillor Sebben

2.31 Stratford Town and Gown Advisory Committee 4 year term

Meetings – 3 times per year at the call of the Chair

Councillor Ritsma

Councillor Henderson

Councillor Gaffney

2.32 Stratford Youth Advisory Committee 4 year term
Chair or Vice-Chair of the Community Services Sub-committee

Meetings – To be determined

Councillor Beatty

2.33 Stratfords of the World- Ontario Committee 4 year term

Meetings – At the call of the Chair

Councillor Clifford

2.34 Technical Training Group 4 year term

Meetings – 5 times per year at 5:00 pm plus Committee Meetings

Councillor Ritsma

2.35 Stratford Chefs School Board of Directors 4 year term or
until loan paid

Meetings – to be provided

Councillor Vassilakos

3.0 Citizen appointments to Advisory Committees, Ad-Hoc Committees, Joint Boards, Outside Boards and Committees:

- 3.1 That Laurie Maloney Devlin, Judith Hopf and Diane Sims be appointed as citizen representatives and that Peg Huettlin and Jessica Jantzi be appointed as agency representatives to the Accessibility Advisory Committee for two-year terms to November 30, 2020 or until successors are appointed.

That Lorraine Kuepfer and Cambria Ravenhill be appointed as citizen representatives and that Bernard Goward be appointed as the Avon Trail representative to the Active Transportation Advisory Committee for two-year terms to November 30, 2020 or until successors are appointed.

That Randy Brown, Kimberly Richardson, Dave Hanly, Jen Lamb, Rick Orr and Sheri Maguire be appointed to the Board of Park Management for four-year terms to November 14, 2022 or until successors are appointed.

That George Brown, Charlene Gordon, Roger Black, Kevin Silver and Dave Hunt be appointed to the Committee of Adjustment for four-year terms to November 14, 2022 or until successors are appointed.

That Marianne Hawley, Mike Jorna and Matthew Orchard be appointed as citizen representatives and Vanni Azzano be appointed as the Civic Beautification and Environmental Awareness Committee representative and an exemption be granted from the Appointments Policy for two-year terms to November 30, 2020 or until successors are appointed and that Sammie Orr be appointed as the youth representative to the Energy and Environment Committee for a one-year term to September 30, 2019 or until a successor is appointed.

That Rosemary Tanner be appointed to the Stratford Police Services Board as the Community Representative for a four-year term to November 14, 2022 or until a successor is appointed.

That Lorraine Butson, Brandi Gillett, Zac Gribble, Jack Groothuis, Marianne Hawley, Kim Bardwell, Michael Corbett, Shannon Dyke, Brent Furtney and Marthe Jocelyn be appointed to the Stratford Public Library Board for four-year terms to November 14, 2022 or until successors are appointed.

That Annaka Willemsen be appointed to the Stratford Town and Gown Committee as the University of Waterloo Administration representative for a two-year term to November 30, 2020 or until a successor is appointed.

That Joan Ayton, Susan Kummer, Malorie Leonetti and William Andrus be appointed as citizen representatives to the Stratfords of the World - Ontario Committee for a two-year term to November 30, 2020 or until successors are appointed.

That Joe Salter be appointed to the Upper Thames River Conservation Authority Board of Directors for a four-year term to November 14, 2022 or until a successor is appointed.

That Derek Averell, Jeff Skubowius, Kimberly Richardson, Bob Malcomson and Barry Jesson be appointed to the Ad-hoc Citizen's Committee for Council Remuneration until such time as the Committee has reported to Council with respect to its findings and recommendations and the Committee is automatically dissolved as per the Procedural By-law.

- 3.2 That Cambria Ravenhill Howard Shubert, Jayne Trachsel and Robin Thornrose be appointed as citizen representatives to Heritage Stratford for two-year terms to November 30, 2020 or until successors are appointed.



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4566th
 Date: Monday, December 10, 2018
 Time: 7:00 P.M.
 Location: Council Chamber, City Hall

Council Present: Mayor Mathieson - Chair Presiding, Councillor Bunting, Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Vassilakos

Regrets: Councillor Beatty, Councillor Sebben

Staff Present: Rob Horne - Chief Administrative Officer, Tatiana Dafoe - Deputy Clerk, Carole Desmeules - Director of Social Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Jacqueline Mockler - Director of Human Resources, John Paradis - Fire Chief, Jeff Leunissen - Manager of Development Services, Jodi Akins - Council Clerk Secretary, Mike Beitz - Corporate Communications Lead, Rachel Tucker – Planner, Stephanie Potter – Policy and Research Associate, Nancy Bridges – Recording Secretary

Also Present: Roger Koert, Phil Buhler and Dave Oldenburger (Item 6.1), Members of the Public, Media.

1. Call to Order:

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

Councillors Beatty and Sebben 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

No disclosures of pecuniary interest were made at the December 10, 2018 Council meeting.

3. Adoption of the Minutes:

R2018-488

Motion by Councillor Ritsma

Seconded By Councillor Ingram

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated November 13, 2018 be adopted as printed.

Carried

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

There was no addendum/addenda to the December 10, 2018 Regular Council meeting agenda.

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

5.1 At the November 21, 2018 Session under the Municipal Act, 2001, as amended, matters concerning the following items were considered

- 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)).

Direction was given at the In-camera Session regarding the citizen applications.

5.2 At the December 4, 2018 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));

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

Direction was given at the In-camera Session regarding the items noted above.

6. Hearings of Deputations and Presentations:

6.1 Presentation - Accessibility Advisory Committee Annual Accessible Business Award

R2018-489

Motion by Councillor Henderson

Seconded By Councillor Burbach

THAT the presentation by Roger Koert on behalf of the Accessibility Advisory Committee, be heard.

Carried

Roger Koert provided an overview of the roles and responsibilities of the Accessibility Advisory Committee and noted that December 3, 2018 is the International Day of Persons with Disabilities. The AAC recognizes the day by honouring a business who is dedicated to making their facility accessible to all.

Mr. Koert presented Phil Buhler and Dave Oldenburger, the owners of Jobsite Brewery, with a certificate and provided examples of what they have done to make their business accessible.

6.2 Public Meeting - Official Plan Amendment O02-18 and Zone Change application Z09-18, 677 Erie Street (COU18-072)

R2018-490

Motion by Councillor Vassilakos

Seconded By Councillor Bunting

THAT the Regular Council meeting adjourn for the purpose of holding a Public Meeting under the Planning Act to hear Official Plan Amendment O02-18 and Zone Change Application Z09-18 and to reconvene in Council following the public meeting.

Carried

The Regular Council meeting adjourned to the Public Meeting at 7:08 pm and reconvened into Regular Council at 7:33 pm.

7. Orders of the Day:

7.1 Correspondence - Rural Ontario Municipal Association (ROMA) Call for Nominations to Board of Directors

No nominations were put forward by a member of Council.

7.2 Correspondence - Ontario Good Roads Association (OGRA) Call for Nominations to Board of Directors

R2018-491

Motion by Councillor Clifford

Seconded By Councillor Henderson

That Stratford City Council endorses the nomination of Councillor Martin Ritsma to the Ontario Good Roads Board of Directors.

Carried

7.3 Acceptance of Tender for 2019 Pruning, Removal and Disposal of Designated Trees and Stumps (COU18-069)

R2018-492

Motion by Councillor Ritsma

Seconded By Councillor Bunting

THAT Lange Bros. (Tavistock) Limited be awarded the tender for removal and disposal of designated trees and stumps for \$84,925.15 (incl. HST), along with regular and emergency pruning services in 2019.

Carried

7.4 Correspondence - MMAH Financial Indicator Review

The Ministry of Municipal Affairs and Housing reviews each municipality's financial health through the use of key indicators in relation to established provincial thresholds. The attached Financial Indicator template was prepared using 2017 Financial Information Return.

For the information of Council.

7.5 Report - Cannabis Legalization: Municipal Policy Implications and Retail Store Options (COU18-071)

R2018-493

Motion by Councillor Ingram

Seconded By Councillor Henderson

THAT staff be directed to hold a public open house the week of January 7, 2019 with respect to cannabis retail stores and bring a

report for Council's consideration at the January 14, 2019 Council meeting.

Carried

7.6 Report - City of Stratford Smoking Bylaw – Update to Include Market Square, Electronic Cigarettes, and Cannabis (COU18-070)

R2018-494

Motion by Councillor Gaffney

Seconded By Councillor Vassilakos

THAT Council direct City staff to revise By-law 174-2003 Smoking in Public Places in accordance with the criteria set out in this report (COU18-070);

AND THAT Staff bring a revised Smoking in Public Places By-law to Council for review in the first quarter of 2019.

Carried

7.7 Report - Perth and Stratford Housing Corporation (PSHC) Smoke-Free Policy and Cannabis Growth & Usage Policy Implementation (COU18-073)

R2018-495

Motion by Councillor Henderson

Seconded By Councillor Clifford

THAT the report titled 'Perth and Stratford Housing Corporation (PSHC) Smoke-Free Policy Implementation' be received for information.

Carried

7.8 Retention of Facilitator to Support Stratford Strategic Priorities 2018-2022 (COU18-074)

R2018-496

Motion by Councillor Ingram

Seconded By Councillor Ritsma

THAT Stratford City Council approve the retention of Overlap Associates Inc. to complete its 2018-2022 Strategic Priorities in a form suitable for Council consideration of formal adoption early in 2019, and in accordance with the proposal dated December 5,

2018, at a price of \$29,763 plus HST;

THAT this initiative be led administratively through the CAO's Office, with staff support being provided as necessary;

AND THAT the CAO's Office liaise with other agencies and organizations in the community to ensure they are aware of this initiative and the opportunity to participate, and to support as much alignment of vision and purpose as possible amongst the City's diverse groups and interests.

Carried

7.9 Acceptance of Proposal - Integrity Commissioner Services (COU18-075)

R2018-497

Motion by Councillor Clifford

Seconded By Councillor Bunting

THAT the proposal for Integrity Commissioner Services from Robert J. Swayze, Barrister & Solicitor be accepted;

THAT as the appointed Integrity Commissioner for the City of Stratford, Robert J. Swayze, Barrister & Solicitor will fulfill all statutory requirements pursuant to Sections 223.3 and 223.8 of the *Municipal Act, 2001* and pursuant to the *Municipal Conflict of Interest Act R.S.O. c M.50* as amended;

AND THAT a by-law be enacted to authorize the Mayor and Clerk to execute an agreement with Robert J. Swayze, Barrister & Solicitor for the provision of Integrity Commissioner Services for a period of two (2) years from the date of appointment, with an option to renew for two (2) additional two (2) year periods at the City's sole discretion.

Carried

7.10 Acceptance of Proposal - Consultant Services for Crane Avenue Reconstruction (COU18-076)

R2018-498

Motion by Councillor Ingram

Seconded By Councillor Vassilakos

THAT MTE Engineering Consultants Inc. be retained for Consulting Services for the Crane Avenue Reconstruction RFP2018-53 at a cost of \$31,500.00 excluding HST for Design Services;

THAT the capital budget in the amount of \$1,981,973 for Crane Avenue Reconstruction be forwarded to the 2019 budget process;

AND THAT the Mayor and Clerk be authorized to execute the necessary contract agreement.

Carried

7.11 Request for Proposal for Banking Services (COU18-077)

R2018-499

Motion by Councillor Clifford

Seconded By Councillor Gaffney

THAT the request for proposal for banking services be awarded to the Royal Bank of Canada for a 5 year period starting January 1, 2019 and ending December 31, 2023, with the option to renew for an additional 5 years;

AND THAT the Mayor and Clerk be authorized to execute all contract agreements with the Royal Bank of Canada.

Carried

7.12 Correspondence - 2019 Standard of Care Training

Ontario Clean Water Agency is hosting a Standard of Care training session regarding Council's responsibilities under the Safe Drinking Water Act, delivered by the Walkerton Clean Water Centre.

The session is scheduled for January 10, 2019 at the St. Marys Operations Centre.

Members of Council are encouraged to attend. Please make

arrangements with the CAO's office to attend.

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Reports of the Standing Committees:

9.1 Report of the Planning and Heritage Committee:

R2018-500

Motion by Councillor Ingram

Seconded By Councillor Vassilakos

THAT the Report of the Planning and Heritage Committee dated December 10, 2018, be adopted as printed.

Carried

**9.1.1 Heritage Stratford Recommendation -Intent to Designate-
24 Glastonbury Drive, the former fairground gates, under
Part IV, Section 29 of the Ontario Heritage Act (PLA18-
025)**

THAT City Council acknowledges that the requirements for designation under Part IV, Section 29 of the *Ontario Heritage Act* have been satisfied;

AND THAT notice of intention be given to designate the entrance of the old Stratford Fairgrounds at 24 Glastonbury Drive, specifically the fieldstone gates, gate posts, and pylon, including the flagpole and commemorative plaque under Part IV, Section 29 of the Ontario Heritage Act.

9.1.2 Demolition Control By-law (PLA18-026)

THAT Council receive this report and refer the draft By-law to staff to consult with stakeholders and the public, and to return to Council with a by-law for adoption no later than February 2019.

10. Notice of Intent:

None scheduled.

11. Reading of the By-laws:

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

R2018-501

Motion by Councillor Bunting

Seconded By Councillor Gaffney

THAT By-laws 176-2018 to 188-2018 be taken collectively.

Carried unanimously

R2018-502

Motion by Councillor Clifford

Seconded By Councillor Vassilakos

THAT By-laws 176-2018 to 188-2018 be given First and Second Readings.

Carried two-thirds support

R2018-503

Motion by Councillor Henderson

Seconded By Councillor Gaffney

THAT By-laws 176-2018 to 188-2018 be given Third and Final Readings.

Carried

11.1 Debenture By-law - By-law 176-2018

To authorize the borrowing upon serial debentures in the principal amount of \$6,113,000.00 towards the cost of the Britannia Street Affordable Housing, Transit Terminal, Sewer Relining, Water Pollution Plant Clarifiers.

11.2 2019 Interim Tax Levy - By-law 181-2018

To authorize an interim tax levy for 2019 and to govern and regulate the finances of The Corporation of the City of Stratford for the fiscal year ending December 31, 2019.

11.3 Temporary Borrowing By-law - By-law 182-2018

To authorize the temporary borrowing of funds from time to time to meet current expenditures during the fiscal year ending December 31, 2019 until municipal taxes are collected.

11.4 Appointment to of Municipal Enforcement Officers - By-law 183-2018

To amend By-law 226-2005 to appoint municipal law enforcement officers for The Corporation of the City of Stratford to enforce the Snow and Ice Removal By-law.

11.5 Acceptance of Tender for 2019 Pruning, Removal and Disposal of Trees and Stumps - By-law 184-2018

To authorize the acceptance of a tender, entering into of a contract and the undertaking of the work for pruning, removal and disposal of designated trees and stumps [T-2018-56].

11.6 Acceptance of Proposal for Crane Avenue Consulting Services [RFP-2018-53] - By-law 185-2018

To authorize the acceptance of a proposal, entering into of a contract and the undertaking of the work for Consultant Services for Crane Avenue Reconstruction [RFP-2018-53].

11.7 Acceptance of Proposal for Banking Services - By-law 186-2018

To authorize the acceptance of the proposal from Royal Bank of Canada for banking services starting January 1, 2019 to December 31, 2023 with the option to renew.

11.8 Acceptance of Proposal for Integrity Commissioner - By-law 187-2018

To accept the proposal for the provision of Integrity Commissioner services.

11.9 Appointment of Integrity Commissioner - By-law 188-2018

To appoint an Integrity Commissioner.

12. Consent Agenda: CA-2018-122 to CA-2018-127

No items on the Consent Agenda were discussed.

13. New Business:

13.1 Sidewalk Snow Removal

Councillor Ingram advised of a resident's suggestion that the City cease sidewalk snow removal to save tax dollars and promote neighbourly relations and the Snow Angel's program.

She requested that staff prepare a report on the potential cost savings.

R2018-504

Motion by Councillor Ingram

Seconded by Councillor Vassilakos

THAT staff be directed to prepare a report for the Infrastructure, Transportation and Safety Sub-committee on the potential cost savings that would be achieved if the sidewalk snow removal program were to be eliminated.

Carried

13.2 Advanced Green Light at Erie Street and Lorne Avenue

A report from staff to the Infrastructure, Transportation and Safety Sub-committee was requested regarding the advanced green light at the Erie and Lorne Avenue intersections. Reports from residents have been received that they are having difficulty seeing oncoming cars.

13.3 Smoke-Free Ontario Act

Concern was noted that the Municipal Act, 2001 and provincial guidelines around smoking are not consistent regarding smoking in public, which makes enforcement difficult.

A letter was previously sent to the province on this matter. It was requested that staff follow up on the letter and reiterate those concerns.

13.4 Resident Letter Regarding Retail Cannabis Sales

It was noted that there was a letter on Council's desks from a citizen with comments regarding retail cannabis sales in the City.

14. Adjournment to Standing Committees:

The Year-end Council meeting is December 17, 2018 at 6:00 p.m. in the Council Chamber, City Hall.

R2018-505

Motion by Councillor Gaffney

Seconded By Councillor Clifford

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

- **Finance and Labour Relations Committee [7:30 pm or thereafter following the Regular Council meeting];**
- **Infrastructure, Transportation and Safety Committee [7:45 pm or thereafter following the Regular Council meeting];**
- **Social Services Committee [8:00 pm or thereafter following the Regular Council meeting]; and**

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 December 10, 2018 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made at the December 10, 2018 Council Reconvene meeting.

15.2 Reading of the By-laws (reconvene):

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

By-law 11.10 Confirmatory By-law - By-law 190-2018

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on December 10, 2018.

R2018-506

Motion by Councillor Vassilakos

Seconded By Councillor Gaffney

THAT By-law 190-2018 be given First and Second Readings.

Carried two-thirds support

R2018-507

Motion by Councillor Bunting

Seconded By Councillor Ingram

THAT By-law 190-2018 be given Third and Final Readings.

Carried

15.3 Adjournment of Council Meeting

R2018-508

Motion by Councillor Henderson

Seconded By Councillor Gaffney

THAT the December 10, 2018 Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 pm

Meeting End Time: 7:59 pm

Reconvene Meeting Start Time: 8:51 pm

Reconvene Meeting End Time: 8:53 pm

Mayor - Daniel B. Mathieson

Deputy Clerk – Tatiana Dafoe



Stratford City Council Committee of the Whole Open Session MINUTES

Date: Wednesday, December 12, 2018
 Time: 5:30 P.M.
 Location: Council Chamber, City Hall

Council Present: Deputy Mayor Ritsma - Chair Presiding, *Councillor Burbach, *Councillor Clifford, *Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Sebben, Councillor Vassilakos

Regrets: Mayor Mathieson, Councillor Beatty, Councillor Bunting

Staff Present: Rob Horne - Chief Administrative Officer, Michael Humble - Director of Corporate Services, Ed Dujlovic - Director of Infrastructure and Development Services, Tatiana Dafoe - Deputy Clerk, Mike Beitz - Corporate Communications Lead, Jodi Akins – Council Clerk Secretary

1. Call to Order

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

Mayor Mathieson and Councillors Beatty and Bunting provided regrets for this meeting.

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 Thereof

A declaration of pecuniary interest was not made by a member of Council at the December 12, 2018 Committee of the Whole Open Session.

3. Presentation by Bruce Curtis

Bruce Curtis provided a PowerPoint presentation on changes to the Planning Act and their effects on municipal councils.

*Councillor Gaffney left the meeting at 6:07 p.m., and returned at 6:11 p.m.

*Councillor Gaffney left the meeting at 6:16 p.m., and returned at 6:23 p.m.

*Councillor Gaffney left the meeting at 6:26 p.m.

*Councillor Clifford left the meeting at 6:36 p.m., and returned at 6:38 p.m.

*Councillor Burbach departed the meeting at 6:43 p.m.

Discussion was held on part lot control, plans of subdivision and on other items outlined in the PowerPoint presentation.

*Councillor Gaffney returned to the meeting at 7:03 p.m.

*Councillor Gaffney left the meeting at 7:08 p.m., and returned at 7:32 p.m.

4. Orientation Sessions

Members were advised the next Council Orientation session is scheduled for January 21, 2019 at 5:30 pm.

5. Adjournment:

Motion by Councillor Clifford

Seconded By Councillor Henderson

THAT the December 12, 2018 Committee of the Whole Open Session Meeting adjourn.

Carried

Meeting Start Time: 5:34 P.M.

Meeting End Time: 7:33 P.M.

Deputy Mayor – Martin Ritsma

Deputy Clerk – Tatiana Dafoe



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4567th
 Date: Monday, December 17, 2018
 Time: 6:00 P.M.
 Location: Council Chamber, City Hall

Council Present: Mayor Mathieson - Chair Presiding, Councillor Beatty, Councillor Burbach, Councillor Clifford, *Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Sebben, Councillor Vassilakos

Regrets: Councillor Bunting

Staff Present: Rob Horne - Chief Administrative Officer, Carole Desmeules - Director of Social Services, David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Jacqueline Mockler - Director of Human Resources, John Paradis - Fire Chief, Joan Thomson - City Clerk, 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.

Councillor Bunting 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 December 17, 2018 Regular Council meeting.

3. Adoption of the Minutes:

Members were advised the December 3, 2018 Inaugural and December 10, 2018 Regular Council minutes will be listed on the January 14, 2019 Regular Council agenda for adoption.

4. Adoption of the Addenda to the Agenda:

R2018-509

Motion by Councillor Clifford

Seconded By Councillor Burbach

THAT the Addenda to the Regular Agenda of Council and Standing Committees dated December 17, 2018, to add Item 7.3 be added to the Agenda as printed.

Carried

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

5.1 At the December 10, 2018 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was 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). 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 process or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (section 239.(2)(i)).

At the In-camera Session, direction was given.

5.2 At the December 17, 2018 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)
- 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; 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 process or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (section 239.(2)(i)).
- 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 the matter relating to a proposed or pending acquisition or disposal of land and the personal matters about an identifiable individual.

6. Hearings of Deputations and Presentations:

6.1 Presentation of Long Service Award

A Long Service Award was presented to Cathy Rehberg by Mayor Mathieson in recognition of 25 years of service to the City and Stratford Tourism Alliance.

6.2 Presentation by Overlap Associates Inc.

R2018-510

Motion by Councillor Ingram

Seconded By Councillor Burbach

THAT the presentation by Rachel Hofstetter of Overlap Associates Inc. regarding Council Strategic Priorities, be heard.

Carried

Rachel Hofstetter, Vice-President, People & Culture, of Overlap Associates Inc., provided a presentation on setting strategic priorities with the City of Stratford.

Referring to a PowerPoint Presentation, members were introduced to Overlap Associates Inc., the design thinking process and the proposed project timeline.

6.3 Presentation by Stratford Public Library

R2018-511

Motion by Councillor Ritsma

Seconded By Councillor Ingram

THAT the presentation by Julia Merritt regarding the Stratford Public Library's Strategic Plan, be heard.

Carried

Julia Merritt, CEO of Stratford Public Library, provided a PowerPoint Presentation regarding the Library's 2019-2022 Strategic Plan.

The presentation provided history on the Stratford Public Library. An overview of the 2013-2018 Strategic Plan, including the measureable outcomes, was provided. Ms. Merritt provided information on the 2018 planning process which was undertaken with Overlap Associates Inc., and noted that three directions have been established for 2019-2022. The three directions are:

"Strengthening our Community: Attracting People and Investment"

1. Enhance the user experience with empowering and inclusive programs.
2. Lead global change with the local community.
3. Firm our foundation of resources and staff.

6.4 Presentation by Ontario Clean Water Agency

This presentation is to be rescheduled.

7. Orders of the Day:

7.1 Grand Trunk Block – Expropriation, Site Maintenance and Adaptive Re-Use Expenditures to Date (COU18-078)

R2018-512

Motion by Councillor Clifford

Seconded By Councillor Burbach

THAT the report of the Director of Corporate Services dated 17th December 2018, regarding the Grand Trunk Block expenditures to date, be received for information.

Carried

7.2 Huron Street & Huntingdon Avenue Crossing (COU18-079)

The City Clerk provided clarification on the subject report. The report was brought to Council's attention due to safety issues identified in a crossing warrant study at Huron & Huntingdon. The study examined how many children cross the intersection and the number of safe gaps in order for the children and the guards to cross safely. The study found there are limited safe gaps in the morning and no safe gaps in the afternoon.

Due to the safety concerns, staff brought a report immediately to Council and recommend re-locating the crossing to Huron & Forman which is a signalized intersection. A crossing guard would be stationed to assist children through and the second guard would be temporarily stationed to guide children to the Huron & Forman intersection for crossing.

The City Clerk expressed concern with the Huron & Huntingdon intersection in its present state.

The Chief Administrative Officer advised discussion was held with the Chief of Police and they have offered assistance at this crossing on a temporary basis.

It was noted that as safety concerns have been identified a temporary solution must be identified while a long-term solution is investigated.

It was questioned whether there is value in looking at Huron & Forman and John & Forman. It was noted the City typically does not recommend stationing a crossing guard at a controlled intersection.

It was requested that alternatives be investigated due to safety concerns at Huron & Forman as there is significant traffic and a variety of businesses which increase traffic flow in the morning and afternoon.

Further concern was expressed that children may try and cross at Huron & Huntingdon and that if parents choose to drive their children there will be a further increase of traffic in the area.

It was noted the relocation to Huron & Forman should be a temporary solution as there is a need to install a controlled intersection at Huron & Huntingdon by the next school year. It was further noted that in the Bike & Pedestrian Master Plan, Huntingdon is a potential route for consideration with \$250,000 allocated. A crossing could be included as part of this plan.

It was suggested Stratford Police Services should assist more at Huron & Huntingdon in the morning and afternoon and that stop signs with flashing lights be acquired.

Members were advised an e-mail was received from a pre-school in the area voicing concerns about removing the crossing at Huron & Huntingdon as they often use the services of the crossing guards.

It was questioned whether the timing of the signalized lights could be altered to create safe gaps. The Director of Infrastructure & Development Services advised it could be investigated.

It was questioned what the police assistance would look like. Members were advised staff would work with Police. It was noted assistance by the Police would be on a temporary basis.

It was identified that sidewalks are missing on Forman and that once Central students begin attending Northwestern there will be even more activity at Huron & Forman.

It was questioned whether the City could install a controlled intersection at Huron & Huntingdon. Members were advised that as Huron Street is a connecting link and any improvements require Ministry of Transportation approval. It was advised correspondence could be sent immediately but that studies would need to be undertaken and approval could take between 3 to 5 months.

It was questioned whether consideration had been given to an overhead walkway. The Director of Infrastructure and Development Services advised it had not as it would be expensive, need to be compliant with accessibility standards and would take a long time to design and construct.

A request was made to divide the motion.

R2018-513

Moved by Councillor Henderson

Seconded by Councillor Ritsma

THAT the City request the assistance of the Stratford Police Service at the Huron & Huntingdon crossing, and that the City acquire flashing stop signs for crossing guards.

THAT a letter be sent to the Ministry of Transportation advising of the City's concerns with the Huron & Huntingdon crossing and the request to install a signalized crossing.

THAT staff prepare a costing report on the installation of a signalized crossing at Huron & Huntingdon.

THAT staff look at the coordination of timing for the lights at John & Huron and Forman & Huron to determine if safe gaps in traffic could be created.

A request was made to take the first part of the motion and the fourth part separately.

Mayor Mathieson called the question on the first part of the motion.

Carried

Mayor Mathieson called the question on the second and third part of the motion.

Carried

Mayor Mathieson called the question on the fourth part of the motion.

Carried

*Councillor Gaffney left the meeting at 7:08 p.m.

A request was made for staff to bring a report for Council's consideration in January on alternatives and that statistics be collected from Stratford Police Services on the number of accidents and pedestrians hit at the Huron & Forman intersection.

R2018-514

Motion by Councillor Vassilakos

Seconded By Councillor Ingram

THAT staff be directed to bring back a report on other alternatives for the Huron & Huntingdon crossing, and to consult with local school boards and parents.

Carried

7.3 Encroachment Application – 386 William Street

The applicant requested a deferral of this matter until February 2019.

It was noted the matter is listed on the December 17, 2018 Regular Council agenda as Item 9.1.4 – Reports of the Infrastructure, Transportation and Safety Committee.

*Councillor Gaffney returned to the meeting at 7:10 p.m.

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Reports of the Standing Committees:

9.1 Report of the Infrastructure, Transportation and Safety Committee:

R2018-515

Motion by Councillor Vassilakos

Seconded By Councillor Burbach

THAT the Report of the Infrastructure, Transportation and Safety Committee dated December 17, 2018 be adopted as printed.

Carried

9.1.1 Stratford Landfill Public Input Invited November 2018 (ITS18-057)

THAT Council consider the comments received;

THAT the report on the Stratford Landfill Public Input November 2018 be received for information;

AND THAT staff look into the feasibility of laptops being separated and stored separately at the landfill for pick-up by the Perth County Coalition.

9.1.2 City Right-of-Way Encroachment 125 Ballantyne Avenue (ITS18-054)

THAT The Corporation of the City of Stratford enter into an encroachment agreement with the property owner for steps and landing at 125 Ballantyne Avenue.

9.1.3 Rail Required Stop Sign at Nile Street Rail Crossing North of Guelph Street (ITS18-055)

THAT a stop sign be installed at the Nile Street mile 88.61 Guelph Subdivision rail crossing located immediately North of Guelph Street;

AND THAT the Traffic and Parking By-law 159-2008, Schedule 11 – Through Streets, be amended by deleting:

Street	Between
--------	---------

Nile Street	From the south side of Shakespeare Street to the north side of Guelph Street
	From the south side of Guelph Street to the north side of East Gore Street

And adding:

Street	Between
Nile Street*	From the south side of Shakespeare Street to the north side of East Gore Street

***Exception. A stop sign (R1-1) shall be placed on the northbound lane of Nile Street, immediately south of the Mile 88.61 Guelph Subdivision rail crossing.**

9.1.4 Encroachment Application for 386 William Street (ITS18-052)

THAT the application for an encroachment by the owner of 386 William Street, requesting the installation of patio/landscaping stones across municipal property to the Joffre Street Road allowance, be denied as the City of Stratford continues to require the use of this property for municipal purposes.

9.1.5 Encroachment Application for 171 Ballantyne Avenue (ITS18-059)

THAT the amended application be approved for an encroachment by the owner of 171 Ballantyne Avenue, to permit the retaining walls, front stairs and landscaped gardens to encroach onto City property at 171 Ballantyne Avenue provided that the encroachments are moved 2 feet back from the new sidewalk to the face of the wall on one side and 1 foot back from the new sidewalk to the face of the wall on the other side with the existing Japanese maple tree;

THAT a building permit be obtained prior to the encroachments being moved;

THAT the city approval for the amended application be subject to

the property owner no longer discharging the roof leaders from this property onto the city right of way;

THAT the property owners be required to enter into an encroachment agreement with the City prior to the encroachments being moved;

AND THAT the annual fee of \$641.29, adjusted yearly by the CPI, be added to the property tax bill for 171 Ballantyne Avenue.

9.1.6 Simple Dreams Request to Waive Tipping Fees (ITS18-056)

THAT the request to waive the landfill tipping fees for Simple Dreams for waste brought to the City's landfill that is not fit for donation, recycle or re-use, be referred to the 2019 budget discussions.

9.1.7 Extension of the Water and Sewage Billing Services Agreement with Festival Hydro Inc. for One Year (ITS18-051)

THAT The Corporation of the City of Stratford extends the existing contract for water and sewage billing services with Festival Hydro Inc. for one year;

AND THAT the Mayor and Clerk be authorized to execute the necessary amending agreement.

9.1.8 Drinking Water Quality Management Standard 2018 Management Review (ITS18-058)

THAT the summary report entitled Council Report – 2018 Top Management Review for Drinking Water Quality Management System be received for information.

9.1.9 Amendment to Rental of Meter Hoods Policy P.1.2. (ITS18-053)

THAT the Rental of Meter Hoods Policy P.1.2 be amended as outlined in the attachment to the report entitled "Amendment to Rental of Meter Hoods Policy P.1.2".

9.1.10 Stratford Winterfest By-law Exemption Request (ITS18-060)

THAT an exemption to Section 8.2 (a) of By-law 5-2006 be granted to the Stratford Winterfest Committee to allow for an open burn from 9:30 am – 4:30 pm on January 19 and 20, 2019 in Lower Queens Park.

9.2 Report of the Finance and Labour Relations Committee:

R2018-516

Motion by Councillor Clifford

Seconded By Councillor Gaffney

THAT the Report of the Finance and Labour Relations Committee dated December 17, 2018 be adopted as printed.

A request was made to take 9.2.2 separately.

Mayor Mathieson called the question on Items 9.2.1, 9.2.3 to 9.2.9 as printed.

Carried

On Item 9.2.2, it was questioned whether the recommended non-sufficient fund charge covers costs. The Director of Corporate Services advised it does.

It was questioned why the transit rates were not included in the by-law and why the Kiwnais Community Centre is still mentioned. The Director of Community Services advised how their fees are determined and listed.

A request was made for staff to review a rate increase for transit fees and to bring a report for Council's consideration

It was questioned what the status was of reviewing fees to ensure cost recovery. The Director of Infrastructure & Development Services advised staff had started a review but due to other priorities have not been able to complete.

Mayor Mathieson called the question on Item 9.2.2 as printed.

Carried

R2018-517

Motion by Councillor Clifford

Seconded By Councillor Ingram

THAT staff review a rate increase for transit fees and bring a report for Council's consideration

Carried

**9.2.1 2019 Rates for Water, Sanitary and Waste Management
User Fees and Charges (FIN18-071)**

THAT the following rates be charged for water starting January 1, 2019:

Consumption Charge	2019
First 3 cubic metres	\$2.50/m3
All additional cubic metres	\$1.02/m3
Minimum consumption charge	\$7.50
Monthly Flat Charge	
Under 1 inch meter	\$6.00
1 inch meter	\$10.00
1½ inch meter	\$13.00
2 inch meter	\$16.00
3 inch meter	\$22.00
4 inch meter	\$29.00
6 inch meter	\$50.00
8 inch meter	\$68.00

THAT the following rates be charged for sanitary sewer starting January 1, 2019:

Sewage Service Rate	2019
Percentage of the water rate	165.6%
Fixed monthly charge	\$6.00

AND THAT the following rates be charged for waste management starting January 1, 2019:

	2019
Bag Tag	\$2.60
Bag or Can at Landfill Site	\$3.50
Minimum scale rate	\$17.50
Tip Fee – regular	\$79.50 per tonne
Tip Fee – large hauler	\$74.50 per tonne
Scale down – car	\$17.50
Scale down – truck	\$21.00
Scale down – trailer	\$21.00
Scale down- Roll off	\$11.00/cubic yard
Scale down - Packer	\$16.00/cubic yard
Large Item Tag	\$11.00
Recycle Box	\$7.08

Backyard Composter	\$26.55
White Goods – Freon removal	\$41.00
White Goods – No Freon	\$23.00
Televisions & computer monitors	\$0.00
Commission Fee on sale of garbage bag tags	5%
Finished compost produced through the City's organic diversion program to Commercial Users and Landscapers	\$3.50/cubic metre

An administrative fee of \$20.00, excluding applicable taxes, shall be charged by the City to provide duplicate copies of tickets for tipping fees when requested to do so.

9.2.2 2019 Fees & Charges (FIN18-069)

THAT the necessary by-law to set fees for the services performed by the City be placed on the December 17 Regular Council agenda for consideration.

9.2.3 Operating Budget Variance Report as at 30th November 2018 (FIN18-072)

THAT the report of the Director of Corporate Services dated 10th December 2018, regarding the Operating Budget Variance Report as at 30th November 2018, be received for information.

9.2.4 Tax Adjustments – December 10, 2018 (FIN18-070)

THAT taxes totalling approximately \$47,289.19 as shown in the Summary of Tax Adjustments dated December 10, 2018 be adjusted under Section 357 of the Municipal Act, 2001 in the amount of \$11,792.45 and Section 36 of the Assessment Act in the amount of \$25,228.29 and Section 39.1 of the Assessment Act in the amount of \$2,414.05 and a tax adjustment in the amount of \$7,854.40 of which the City's portion is estimated to be \$35,664.00.

THAT the associated interest be cancelled in proportion to the tax

adjustments;

AND THAT the Treasurer be directed to adjust the Collector's Roll accordingly.

9.2.5 Financial Statements and Commentary for Festival Hydro Inc. (FHI) – Q3 ending September 30, 2018 (FIN18-065)

THAT the Festival Hydro Inc. financial statements and commentary for the period ending September 30, 2018, be received for information.

9.2.6 Financial Statements and Commentary for Festival Hydro Services Inc. (FHSI) – Q3 ending September 30, 2018 (FIN18-066)

THAT the Festival Hydro Services Inc. financial statements and commentary for the period ending September 30, 2018, be received for information.

9.2.7 Stratford Economic Enterprise Development Corporation – 2018 Quarterly Report 3 (FIN18-067)

THAT the Stratford Economic Enterprise Development Corporation (SEED Co.) quarterly report dated November 20, 2018, be received as information.

9.2.8 Stratford Tourism Alliance – 2018 Quarterly Report 3 (FIN18-068)

That the Stratford Tourism Alliance report dated November 20, 2018, be received for information.

9.2.9 Golf Course 2019 Budget & Fee Schedule (COM18-015)

THAT the 2019 Municipal Golf Course Budget and Fee Schedule be approved as presented.

9.3 Report of the Social Services Committee

R2018-518

Motion by Councillor Henderson

Seconded By Councillor Ritsma

THAT the Report of the Social Services Committee dated December 17, 2018 be adopted as printed.

Carried

9.3.1 2018 Update of the OneHSN, Event Registration and Attendance Manager (ERAM) for EarlyON Child and Family Centres (SOC18-012)

THAT the report titled "2018 Update of the OneHSN, Event Registration and Attendance Manager (ERAM) for EarlyON Child and Family Centres " be received for information.

9.3.2 Final Report from the 2018 Homeless Enumeration (SOC18-013)

THAT the report entitled "Final Report from the 2018 Homeless Enumeration be received for information.

9.3.3 Update on the 100% Provincially Funded Home For Good Program, under the name of Supported Housing of Perth Program (SHOPP) (SOC18-014)

THAT Council accept the update on SHOPP, a 100% provincially funded program through the Ministry of Housing be received as information;

THAT the Director of Social Services be authorized to issue an RFP for on-site support services for the two SHOPP properties being constructed in the Town of Listowel by EvoGlobe Inc.;

AND THAT The Mayor and Clerk be authorized to enter into a purchase of service agreement with the selected proponent(s) as per the Home For Good Funding proposal and guidelines approved under the Transfer Payment Agreement with the Ontario Ministry of Municipal Affairs and Housing for the Home For Good Program in October 2017.

10. Notice of Intent:

None scheduled.

11. Reading of the By-laws:

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

R2018-519

Motion by Councillor Beatty

Seconded By Councillor Vassilakos

THAT By-laws 190-2018 to 193-2018 be taken collectively.

Carried unanimously

R2018-520

Motion by Councillor Henderson

Seconded By Councillor Ingram

THAT By-laws 190-2018 to 193-2018 be given First and Second Readings.

Carried two-thirds support

R2018-521

Motion by Councillor Gaffney

Seconded By Councillor Beatty

THAT By-laws 190-2018 to 193-2018 be given Third and Final Readings.

Carried

11.1 Fees and Charges By-law-By-law 190-2018

To establish fees and charges to be collected by The Corporation of the City of Stratford

11.2 Amendment to Traffic and Parking By-law-By-law 191-2018

To amend Schedule 11 of Traffic and Parking By-law 159-2008 as amended, to regulate a stop on Nile Street immediately south of Guelph Subdivision mile 88.61 rail crossing.

11.3 Agreement with Festival Hydro Inc.-By-law 192-2018

To authorize the entering into and execution of an Addendum Agreement between The Corporation of the City of Stratford and Festival Hydro Inc. for water and sewage billing and collections services, effective January 1, 2019.

11.4 Encroachment Agreement at 171 Ballantyne-By-law 193-2018

To authorize the entering into and execution of an encroachment agreement with Catharina and Steven Jutting, to permit retaining walls, front stairs and landscaped gardens at 171 Ballantyne Avenue to encroach onto City property.

12. Consent Agenda: CA-2018-128

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

13. New Business:

13.1 Transit Passes - 3 and 6 Month Option Consideration

A request was made for staff to consider implementing 3 and 6 month transit passes.

R2018-522

Motion by Councillor Ingram

Seconded By Councillor Beatty

THAT staff review implementing 3 and 6 month transit passes and that a report be brought to an upcoming Community Services Sub-committee meeting.

Carried

13.2 To Stratford With Love Event - Congratulations

Congratulations were extended to Ruth and Richard Kneider who organized the To Stratford With Love event held on December 15, 2018. This event celebrated 30 years.

13.3 2019 Tim Hortons Brier

Congratulations were extended to the Director of Community Services, David St. Louis, who will be competing in the 2019 Brier as part of Team Nunavut.

14. Adjournment to Standing Committees:

The next Regular Council meeting is January 14, 2019 in the Council Chamber, City Hall.

R2018-523

Motion by Councillor Clifford

Seconded By Councillor Burbach

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

- **Infrastructure, Transportation and Safety 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 December 17, 2018 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 at the December 17, 2018 Reconvene meeting.

15.2 Committee Reports

15.2.1 Infrastructure, Transportation and Safety Committee

R2018-524

Motion by Councillor Vassilakos

Seconded By Councillor Henderson

THAT Item 4.1 of the Infrastructure, Transportation and Safety Committee meeting dated December 17, 2018 be adopted as follows:

Animal Control Services Contract Extension (ITS18-061)

THAT the amended Animal Control Services Contract with The Humane Society of Kitchener-Waterloo and Stratford-Perth be approved for one year at an annual cost of \$118,844;

AND THAT the Mayor and Clerk be authorized to execute the amended agreement.

Carried

15.3 Reading of the By-laws (reconvene):

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

By-law 11.5 - Animal Control Services Contract-By-law 194-2018

To authorize the entering into and execution of an agreement with The Humane Society of Kitchener-Waterloo and Stratford-Perth c.o.b. as Stratford-Perth Humane Society for the provision of animal control services for a one-year term effective January 1, 2019.

By-law 11.6 Confirmatory By-law-By-law 195-2018

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on December 17, 2018.

R2018-525

Motion by Councillor Henderson

Seconded By Councillor Ingram

THAT By-laws 194-2018 to 195-2018 be taken collectively.

Carried unanimously

R2018-526

Motion by Councillor Vassilakos

Seconded By Councillor Gaffney

THAT By-laws 194-2018 to 195-2018 be given First and Second Readings.

Carried two-thirds support

R2018-527

Motion by Councillor Gaffney

Seconded By Councillor Beatty

THAT By-laws 194-2018 to 195-2018 be given Third and Final Readings.

Carried

15.4 Adjournment of Council Meeting

R2018-528

Motion by Councillor Ritsma

Seconded By Councillor Burbach

THAT the December 17, 2018 Regular Council meeting adjourn.

Carried

Meeting Start Time: 6:00 P.M.

Meeting End Time: 7:33 P.M.

Reconvene Meeting Start Time: 7:34 P.M.

Reconvene Meeting End Time: 7:37 P.M.

Mayor - Daniel B. Mathieson

Clerk - Joan Thomson



MANAGEMENT REPORT

Date: January 14, 2019
To: Mayor and Council
From: Stephanie Potter, Policy and Research Associate
Report#: COU19-004
Attachments: Map – Stratford Schools with 150 Meter Buffer and Retail Zoning

Title: Recreational Cannabis Retail Store Options

Objective: To seek Council direction regarding allowing recreational cannabis retail stores to operate in Stratford.

Background:

I) PREVIOUS REPORT AND COUNCIL DIRECTION

Like all Ontario municipalities, the City of Stratford has until 22 January 2019 to decide whether retail cannabis stores will be allowed in our municipality. Staff brought a report to Council on 10 December 2018 that provided information regarding cannabis in Stratford and included options for consideration with respect to cannabis retail stores. The report is available for review here:

https://www.stratfordcanada.ca/en/insidecityhall/resources/Cannabis_Stores/20181210---Report---Cannabis-Legalization---Municipal-Policy-Implications-and-Retail-Store-Options.pdf

At the 10 December meeting, Council provided the following direction:

THAT staff be directed to hold a public open house the week of January 7, 2019 with respect to cannabis retail stores and bring a report for Council's consideration at the January 14, 2019 Council meeting.

This report provides updated information with respect to new policies and regulations that have been released since the previous report was tabled with Council, outlines the results of our public consultation efforts, and provides updated best practices information.

Please be reminded that if Council chooses not opt out of the cannabis retail program as per Ontario Regulation 468/18 s.22, private cannabis retail stores would be allowed in this community. Please note that a municipality that decides to prohibit cannabis retail stores **may later reverse its decision**; however, under the *Cannabis License Act, 2018*, a decision by a municipality to allow cannabis retail stores is **final** and may not be subsequently reversed.

Also, please note that municipalities cannot zone for cannabis stores specifically, or create a licensing system for the sale of cannabis, or pass a bylaw that distinguishes land or building use for cannabis from any other kinds of use. Please see the attached map for retail zoning where cannabis stores would generally be allowed if Council decides to opt in.

II) REGULATIONS INTRODUCED AFTER 10 DECEMBER 2018

a) Phased Store Licencing:

On 13 December 2018, the Government of Ontario amended Ontario Regulation 468/18 with respect to the allocation of cannabis retail store licensing.¹ Due to the shortage of legal cannabis supply, cannabis retail stores will open in phases. The AGCO will license up to **25 stores** during the initial phase, to open on 1 April 2019. These 25 stores will be distributed through a lottery system throughout the province as follows:

Region	Maximum Number of Store Licences
Toronto	5
Greater Toronto Area (GTA)	6
Western Ontario	7
Eastern Ontario	5
Northern Ontario	2

The amended regulation also states that these 25 cannabis retail store licenses will only be located in municipalities with **populations of over 50,000 people**. Therefore, **Stratford does not meet the minimum population threshold for the first phase of store licensing**. While the Government of Ontario could amend this regulation at any time, these changes are in effect until 13 December 2019, when Ontario Regulation 468/18 is scheduled to be amended. There have been no further details released regarding the next phase of licensing. However, the deadline to opt out of cannabis retail stores is still 22 January 2019 for all Ontario municipalities.

¹ Ontario Regulation 468/18 is available here: <https://www.ontario.ca/laws/regulation/180468>.

b) Registrar's Standards for Cannabis Retail Stores:

In December 2018, the Alcohol and Gaming Commission of Ontario (AGCO) released standard requirements for cannabis retail stores. Some key physical store requirements are as follows:

- ⇒ All stores must be equipped with a high-resolution video surveillance system, which must include cameras inside and outside store premises, including entrances, exits, point of sale areas, receiving areas, sales floor areas, and storage areas;
- ⇒ Video recordings must be retained for a minimum of 30 days and made available to the AGCO upon request;
- ⇒ All points of store access must be secured and protected against unauthorized access;
- ⇒ Cannabis and accessories for sale cannot be visible from the exterior of the store;
- ⇒ Exterior store signage cannot communicate information about the price or distribution of cannabis, make cannabis appealing to youth, contain any testimonials or endorsement, or present cannabis or accessories in a way that evokes a positive or negative connotation, promote cannabis in a way that is false, associate recreational cannabis with medicine, health, or pharmaceuticals, or associate cannabis with driving a motorized vehicle;
- ⇒ Cannabis can only be promoted within the store by presenting information about the product that is factual;
- ⇒ Stores may not provide cannabis or accessories free of charge and cannot accept material inducements from licensed producers;
- ⇒ Stores must ensure that information related to the responsible use of cannabis is available to patrons;
- ⇒ Stores must maintain records of employees, store inventory, product tracking data, compliance records, and records demonstrating compliance with sections 7 and 8 of the Cannabis Control Act (which prohibits sale to minors and intoxicated persons) for a minimum of 3 years;

- ⇒ Stores must complete weekly inventory counts for all cannabis in store. Inventory logs must be maintained and any discrepancies must be reported to the AGCO.

The complete list of standards are available for review here:

<https://www.agco.ca/content/registrars-standards-cannabis-retail-stores>

Analysis:

I) PUBLIC FEEDBACK

Staff created a webpage (www.stratfordcanada.ca/cannabis) and accepted public feedback between 13 December 2018 and 8 January 2019. Feedback was accepted online, via e-mail, via telephone, via regular mail, or by personal drop off. Feedback forms were also accepted at the Cannabis Open House. Feedback was collected until midnight on 8 January 2019.

Staff received 69 online responses, 4 e-mail responses, and 6 written responses, including forms filled out at the Open House. All feedback collected throughout this process is available for review here (with personal information redacted):

https://www.stratfordcanada.ca/en/insidecityhall/resources/Cannabis_Stores/Cannabis_feedback.pdf

a) Open House

City staff hosted a public open house on recreational retail cannabis stores on 7 January 2019. Drop-in hours were held between 4pm and 5pm and between 6pm and 7pm. Staff gave a brief presentation at 5pm and repeated it at 7pm. Each presentation was followed by a question and answer period. The following representatives were in attendance to answer questions:

Stratford Police Service:	Gerry Foster, Deputy Chief of Police Sgt. Tony Burrows, Training Officer
Stratford Fire Department:	John Paradis, Fire Chief
Perth County Paramedic Services:	Cliff Eggleton, Acting Chief of Paramedic Services
Perth District Health Unit:	Janet Jackson, Public Health Manager Jaelyn Kloepper, Public Health Promoter
Stratford Housing Division:	Eden Grodzinski, Manager of Housing
Stratford Development Services:	Jeff Leunissen, Manager of Development Services
Stratford Mayor and CAOs Office:	Stephanie Potter, Policy and Research Associate

The open house was attended by approximately 40 people in total. Feedback received was generally in favour of allowing recreational retail cannabis stores to operate in Stratford, and questions were primarily about enforcement, licencing, store locations, and requests for clarification on provincial regulations.

The staff presentation delivered at the open house is available for review here:

https://www.stratfordcanada.ca/en/insidecityhall/resources/Cannabis_Stores/20190107---Cannabis-Open-House---Presentation.pdf

The information boards displayed at the open house are available for review here:

https://www.stratfordcanada.ca/en/insidecityhall/resources/Cannabis_Stores/20190107---Cannabis-Stores---Open-House---Display-Boards.pdf

b) Online and Written Feedback

Written and online feedback has been largely in favour of allowing recreational cannabis stores to operate in Stratford. Some common opinions **in favour** of storefronts include:

- ⇒ Cannabis is a legal product that should be made available and should be treated the same as alcohol and tobacco;
- ⇒ Prohibiting storefronts will encourage the continued operation of the illegal market;
- ⇒ It is difficult to access the legal market online;
- ⇒ Those who wish to purchase cannabis will do so regardless of the presence of storefronts, therefore there is no clear benefit to opting out of retail cannabis stores;
- ⇒ Allowing cannabis retail is a significant economic development opportunity.

Conversely, some common opinions **against** storefronts include:

- ⇒ Those who wish to purchase cannabis can do so online;
- ⇒ Health and safety concerns, including youth access;
- ⇒ Could lead to increased drug and addiction issues;
- ⇒ Generally against the legalization of cannabis and do not think it should be allowed anywhere.

c) Other Community Feedback

- ⇒ City Staff have received approximately five expressions of interest from individuals who wish to open recreational retail cannabis stores;

- ⇒ InvestStratford has indicated that they have also received inquiries from parties interested in opening small retail cannabis businesses. InvestStratford has indicated that they would support having cannabis stores in our community;
- ⇒ GreenSeal has begun to assess the viability of opening a factory outlet store at their property in Wright Business Park. Please note that if Council opts out of allowing cannabis retail stores, GreenSeal would not be able to establish a factory outlet store;
- ⇒ Through the Comprehensive Zoning By-law Update, we received correspondence from individuals asking that we treat the sale of cannabis similar to that of alcohol, and that retail stores be allowed;
- ⇒ The BIA has indicated that they would welcome new business of any kind to the core, and will support whatever decision Council feels is best for the community;
- ⇒ The Ontario Chamber of Commerce has indicated their support for private sector cannabis retail;²
- ⇒ The Association of Municipalities of Ontario (AMO) has supported private cannabis retail approach to create jobs and income locally in Ontario communities;
- ⇒ Stratford's Police Chief reports that to date, we have not seen any significant issues with regard to cannabis legalization, and that allowing retail stores and governing them to our community standards would be the preferred route. Stratford's Police Chief does not foresee any significant enforcement related issues with respect to allowing cannabis retail stores.

II) BEST PRACTICES

The AGCO is keeping a current list of municipalities have opted out of retail cannabis stores for the public to access on their website: http://agco.ca/cannabis/list-ontario-municipalities-prohibiting-or-allowing-cannabis-retail-stores?utm_medium=email&utm_campaign=Cannabis-

As of 10 January 2019, 96 out of 444 Ontario municipalities have reported their cannabis storefront decision to the AGCO. Of these 96 municipalities, 28 have opted out of having cannabis storefronts (29%).³

Many of the municipalities that have opted out of retail cannabis stores have done so because of the unknown impacts of cannabis storefronts, and because of the lack of

² The Ontario Chamber of Commerce statement is available here: <https://occ.ca/mediareleases/cannabis-retail-legislation-welcome-news-for-small-business-and-public-safety/>

³ Please note that only municipalities that have opted out must inform the AGCO of their decision; those who wish to allow cannabis storefronts do not need to report their decision to the AGCO.

municipal control over store locations/the number of stores that can locate in a community, and the ongoing changes to provincial regulations regarding the sale of cannabis (e.g. Mississauga,⁴ Niagara on the Lake, Ingersoll, Tecumseh). Many of these municipalities have opted out with the rationale that they can opt back later once the impacts are better known (i.e. – a “wait and watch” approach). Similarly, while the City of Toronto has decided to allow recreational cannabis stores, they are advocating for greater municipal control over where cannabis stores can be located.⁵

Other municipalities have opted out in response to strong public opinion against recreational cannabis legalization and having cannabis storefronts, to limit youth exposure to cannabis, because of health concerns, and because of the unknown impacts of cannabis legalization (e.g. Markham, King, Richmond Hill, Bluewater).

Some municipalities that have decided to allow recreational cannabis retail stores have done so in response to strong public opinion in favour of retail cannabis stores and community interest in opening stores, noting that this is a significant economic development, property tax revenue, and job creation opportunity (e.g. London, Guelph, Owen Sound). Many that have opted in to cannabis storefronts have done so because it is anticipated that prohibiting legal cannabis retail stores would encourage the illegal market to continue to operate, which would require increased enforcement to address illegal operations and could enable youth access to cannabis while encouraging access to illegal, unregulated, and potentially dangerous cannabis products (e.g. Toronto, Ottawa, Sarnia, Owen Sound). Other communities have recommended allowing stores because issues arising from cannabis legalization will be present regardless of the presence of storefronts (e.g. St. Thomas⁶).

Locally, the Councils of North Perth, Perth East, Perth South, West Perth, and St. Marys have all recently passed resolutions to allow cannabis retail stores to operate in their communities. These resolutions were passed with the rationale that cannabis is a legal product, and it would not be beneficial for municipalities to eliminate a source of government funding, potential tax revenue, and potential economic development.

III) OPTIONS FOR COUNCIL

The following options are presented for Council’s consideration with respect to opting in or opting out of recreational cannabis retail stores:

⁴ Note that the results of a public opinion survey in Mississauga were 68% in favour of having cannabis storefronts.

⁵ Note that it has been argued that opting out of cannabis storefronts would not have been a practical option for the City of Toronto. Prior to legalization, there were at least 92 illegal cannabis stores operating in Toronto. After 17 October, 56 closed. As of 30 November, approximately 11 illegal cannabis dispensaries were still operating.

⁶ St. Thomas City Council will consider cannabis storefronts on 14 January 2019.

Option 1:

That cannabis retail stores be permitted to operate within the City of Stratford;

And That staff be directed to develop a Municipal Cannabis Policy Statement for Council to review that would allow staff to provide comments to the Alcohol and Gaming Commission of Ontario on behalf of Council with respect to any store license application that does not meet the public interest of the City of Stratford.

OR**Option 2:**

That the City of Stratford hereby opts out of having cannabis retail stores located within Stratford.

Financial Impact:

The City of Stratford has received our first installment of per household funding in the amount of \$37,506 (\$255 per household; 14,708 households).

If the City of Stratford does not opt out of retail cannabis sales, we will receive a second per household installment that will likely be slightly higher than the first installment. We would also be eligible for a share of 50 per cent of the surplus funding if the provincial share of federal excise tax exceeds \$100 million in the first two years.

If the City of Stratford opts out of retail cannabis sales, we will receive \$5,000 in 2019. Please note that while opting out of cannabis retail stores can be reversed after 22 January 2019, the municipality will not gain any more funding from the Ontario Cannabis Legalization Implementation Fund (OCLIF) than it had as of 22 January 2019 beyond the minimum second payment of \$5000. Stratford would also forfeit any share of the federal excise tax.

Staff Recommendation:

That Stratford City Council provides a decision to staff regarding opting in or opting out of cannabis retail stores in the City of Stratford (Option 1 or Option 2 above);

And That Council direct staff to notify the Alcohol and Gaming Commission of Ontario (AGCO) of the City's position with respect to cannabis storefronts before Tuesday January 22, 2019.



Stephanie Potter, Policy and Research Associate



Rob Horne, Chief Administrative Officer



City of Stratford Schools



Infrastructure and Development
Services Department
November 2018



- Legend**
- Public Schools
 - Private Schools
 - 150m Buffer
 - Retail Zoning
 - Railway
 - Streets
 - Avon River/Lake Victoria
 - Parks
 - City Limit



MANAGEMENT REPORT

Date: January 14, 2019
To: Mayor and Members of Council
From: Tatiana Dafoe, Deputy Clerk
Report#: COU19-005
Attachments: Motor Vehicle Collision and Traffic Complaint Analysis Report

Title: Update on the Huron Street & Huntingdon Avenue Crossing

Objective: To provide an update on the Huron Street & Huntingdon Avenue Crossing and to advise of alternative crossing options.

Background: At the December 18, 2018 Regular Council meeting, Council passed the following recommendations:

Recommendation 1: **THAT the City request the assistance of the Stratford Police Service at the Huron & Huntingdon crossing, and to acquire flashing stop signs for crossing guards.**

Recommendation 2: **THAT a letter be sent to the Ministry of Transportation of Ontario advising of the City's concerns with the Huron & Huntingdon crossing and the request to install a signalized crossing; AND THAT staff prepare a costing report on the installation of a signalized crossing at Huron & Huntingdon.**

Recommendation 3: **THAT staff look at the coordination of timing for the lights at John & Huron and Forman & Huron to determine if safe gaps in traffic could be created.**

Recommendation 4: **THAT staff be directed to bring a report on other alternatives for the Huron & Huntingdon crossing, and to consult with local school boards and parents.**

Analysis: Recommendation 1: Staff liaised with Stratford Police Services and requested police presence at the Huron & Huntingdon intersection from December 10-21, 2018 and January 7-18, 2019. Following the January 14, 2019 Regular Council meeting a review of the assistance required will be undertaken.

Staff are awaiting delivery of crossing guard stop signs with flashing lights. In addition, staff purchased cones to be added at crossing locations in order to further enhance visibility of crossings in the City.

Recommendation 2 and 3: Staff contacted the MTO and were advised the timing of lights could be altered without MTO approval but that any other improvements, including the installation of controlled intersections, would require approval.

In addition, staff obtained the services from R.V. Anderson to analyse the traffic counts that are being done from January 7-15, 2019 at Huron & John, Huron & Huntingdon and Huron & Forman. The purpose of the counts will determine whether the timing of the lights can be altered to create safe gaps and whether the installation of a controlled intersection is warranted at Huron & Huntingdon. Once the analysis is completed and recommendations made, staff will bring a further report for Council's consideration, including costs.

Recommendation 4: The following additional alternatives have been identified.

1. Continue to station two crossing guards at Huron & Huntingdon pending results of study completed by consultant.

The preferred solution would be to amend the timing of the lights on Huron Street in order to create safe gaps for children to cross. As studies are being undertaken it may be beneficial to maintain the current status quo until further recommendations on the timing of lights can be made.

While this option does not address the immediate safety concerns of crossing at this intersection it does address the safety concerns of crossing at Huron & Forman.

2. Locate one guard at Huron & Forman, one guard at Huron & John and one guard at Huron & Huntingdon directing children on a temporary basis.

At controlled intersections, the necessary safe gaps will be created in order for the children and guards to cross safely. Concerns have been noted in relation to the amount of traffic in these areas and the number of accidents involving pedestrians.

Attached is an analysis report of motor vehicle collisions and traffic complaints for Huron & Huntingdon, Huron & Forman and Huron & John. While no collisions at Huron & Huntingdon involved pedestrians there have been reports of near misses.

If this option is to be considered, the City would contact property owners in the area and request the installation of signs advising drivers to watch for pedestrians. Staff also

recommend the consideration of an exemption from the City's Sidewalk Policy to install a second sidewalk on Forman.

3. Permit a crossing at Avondale.

A suggestion has been made to cross children at Avondale as there is better visibility at this intersection compared to Huntingdon. This option is not recommended as there will still be a lack of safe gaps present.

4. Reduce speeds on Huron Street to 40km/hr and install speed bumps.

Reducing the speed on Huron Street has been suggested in order to increase safety. Staff do not recommend this option as the safety concerns relate to the volume of traffic and not on the speed of vehicles. In addition, changes to speed limits and installation of speed bumps would require MTO approval and would not reduce the volume of traffic.

5. Develop education plan with Stratford Police Services on crossing safely for children and preferred behaviour at crossings by motorists.

In order to encourage and promote safe crossing activity a partnership with Stratford Police Services could be entered into in order to provide continued education to school aged children about crossing safely at crossing locations. A second campaign could be created providing information to motorists about crossings in the City.

While the City annually publishes information related to preferred behaviour at crossing locations by motorists this option does not address the immediate safety concerns.

6. Send correspondence to the Huron Perth Transportation Service requesting transportation services be provided for any school aged child required to cross a four-lane highway to reach their designated school.

The Huron Perth Transportation Service provides transportation to students from their designated bus stops to and from the assigned School of attendance whose registered residence from the School campus exceeds 1.6 kilometers for students JK to Grade 8.

Currently, many students do not qualify for transportation services in the City as they do not exceed the required 1.6km, even if they must cross a four lane highway. Staff recommend contacting the Huron Perth Transportation Service to provide students who must cross a four-lane highway with transportation services.

While this option does not encourage active transportation it addresses safety concerns with crossing high volume traffic highways such as Huron, Romeo and Ontario.

Financial Impact: Costs for the crossing guard flashing stop signs and the cones were funded from the 2018 Crossing Guard operating budget.

Stationing guards at alternative locations will not affect the budget as the City currently funds two full time guards in this area and has budgeted for spare coverage.

Staff Recommendation: For the consideration of Council.



Tatiana Dafoe, Deputy Clerk

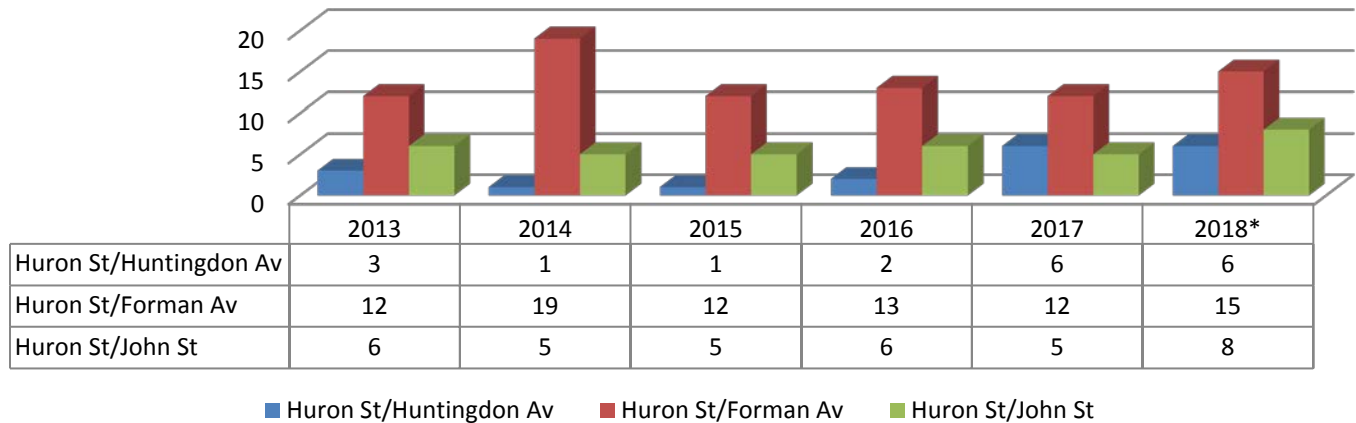


Michael Humble, Director of Corporate Services

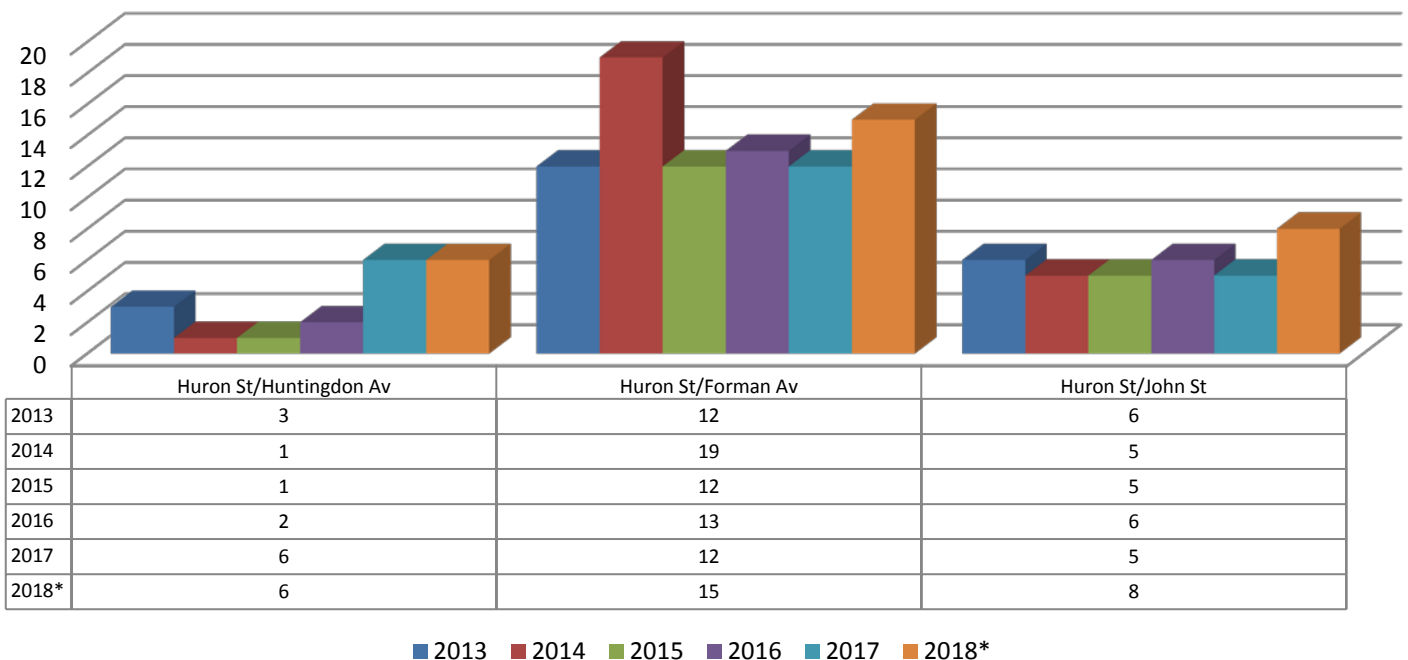


Rob Horne, Chief Administrative Officer

Motor Vehicle Collisions at Intersections of Huron and Huntingdon, Forman and John



Motor Vehicle Collisions at Intersections of Huron and Huntingdon, Forman and John



Motor Vehicle Collisions							
Totals by Year							
	2013	2014	2015	2016	2017	2018*	Totals
Huron St/Huntingdon Av	3	1	1	2	6	6	19
Huron St/Forman Av	12	19	12	13	12	15	83
Huron St/John St	6	5	5	6	5	8	35
Totals	21	25	18	21	23	29	137

Motor Vehicle Collisions						
Huron St/Huntingdon Av by Month						
	2013	2014	2015	2016	2017	2018*
January					1	1
February						
March						
April					1	
May						
June	1					
July						
August						1
September				1		
October		1	1		1	2
November	1				1	2
December	1			1	2	
Totals	3	1	1	2	6	6

Motor Vehicle Collisions						
Huron St/Forman Av by Month						
	2013	2014	2015	2016	2017	2018*
January		3	3	2		
February			1	2	2	1
March	1	2		1	2	
April	1	2	2	2		1
May	1	1		1	2	2
June	2	1	1	1	2	1
July		1	1		1	
August	2	2	1	1		2
September	2	2	1		1	1
October	1	2		3	1	1
November						4
December	2	3	2		1	2
Totals	12	19	12	13	12	15

*ST13-10354 - pedestrian hit,
 ST14-12566 - pedestrian hit,
 ST14-18344 - pedestrian struck
 ST15-18102 - cyclist hit,
 ST15-17682 - pedestrian hit,
 ST16-01405 - cyclist hit,
 ST18-13407 - pedestrian struck,
 ST18-08004 - pedestrian struck

Motor Vehicle Collisions						
Huron St/John St by Month						
	2013	2014	2015	2016	2017	2018*
January						1
February		2	1	1	1	
March			2	1		
April	2	1	1			1
May				1	1	
June						1
July	2			1	1	
August	1		1			2
September						1
October		1		1		1
November		1				
December	1			1	2	1
Totals	6	5	5	6	5	8

*ST14-2600 - cyclist struck
 crossing road illegally
 ST18-13785 - 2 pedestrians hit,
 one fatality.

Traffic Complaints

Huron St/Huntingdon Av by Month

	2013	2014	2015	2016	2017	2018*
January						
February						
March						
April						
May						1
June					1	
July						
August						
September						
October			1	1		
November						
December						
Totals	0	0	1	1	1	1

Traffic Complaints

Huron St/Forman Av by Month

	2013	2014	2015	2016	2017	2018*
January					1	
February	1	1				
March					2	1
April					1	
May		1	1			2
June						1
July			1		2	
August						1
September	1	1			1	
October	1	1		1		
November			1	1		
December	1				1	
Totals	4	4	3	2	8	5

Traffic Complaints

Huron St/John St by Month

	2013	2014	2015	2016	2017	2018*
January					1	
February			1			
March						
April	1		1			
May				1		
June	1					1
July						1
August	1	1		1		1
September	1					
October	1					
November			1			
December			1	1		
Totals	5	1	4	3	1	3

Traffic Complaints include persons calling in to report a specific incident and do not include general inquiries, FOI requests or reports from the City, etc.



MANAGEMENT REPORT

Date: January 8, 2019
To: Mayor and Council
From: Nancy Roulston, Manager of Engineering
Report#: COU19-001
Attachments: None

Title: Extension of Contract 2017-11, Supply and Installation of Sewer Liners

Objective: To obtain Council approval to extend the 2017 contract with Insituform Technologies Limited for the 2019 sewer relining project.

Background: Many municipalities implement multi-year programs to rehabilitate their sewer pipe infrastructure through the use of trenchless technology as opposed to the traditional dig and replace method.

Sewer lining is a cost effective rehabilitation option that allows a plastic like liner to be installed inside the existing pipe. The liner technology creates a new thin and structurally sound pipe that does not impact flow. This technology allows for leaks in the sewer to be addressed, which in turn helps reduce the City's Infiltration and Inflow (I/I) problem.

The following figure is a before and after example of sewer lining rehabilitation of Whitelock Street in 2016.



The main benefit for this innovative technology is the substantial cost savings achieved by avoiding open excavation. In a road reconstruction setting, the approximate cost for replacing sanitary sewer ranges from \$1,300 to \$2,000 per metre. Under the same generic setting, sewer lining is in the range of \$250 per metre.

In 2016, staff were granted a purchasing policy exemption in order to retain Insituform Technologies to line approximately 1000m of sewer. Insituform Technologies was under a three year contract with the City of London to complete 12,000m of sewer relining each year. They offered their services to the City of Stratford at City of London tendered prices (average cost of \$170/m) in order to promote trenchless technologies in Southwest Ontario. (Industry prices for the relatively small quantities we were able to do in 2016 were approximately \$250/m at that time).

In 2017, the City was successful in receiving \$1,800,000 in funding for a large sewer relining project. The project was tendered, and Insituform Technologies was the lowest of five bids received. Almost 8000m of sewers were relined in 2017 and 2018 under this contract, with prices ranging from \$130/m for 200mm diameter sewers to \$740/m for 760mm diameter sewers.

The number of calls and complaints for the 2016 through 2018 projects was far lower than typical reconstruction projects, as the impacts to residents' daily lives were minimized and the requirement for restoration was eliminated. Typical installations require that the sanitary service not be used from a period of 7 a.m. to 5 p.m. for only a single day. This project only encountered minimal issues. The final product exceeded the Engineering Division expectations.

The success of the 2016-2018 sewer lining projects and the cost effectiveness for installation work has put this technology as the Engineering Division's preferred option for sewer rehabilitation.

The material used for sanitary and storm sewers is expected to last 75-125 years, putting an appropriate sustainable replacement schedule at 0.8% to 1.3% of the system per year.

The 2019 draft budget includes only \$295,000 for sewer relining. Staff will be proposing both storm and sanitary sewer sections for rehabilitation. Due to the small budget, staff estimates 1,000m to 1,200m of sewer relining will be done this year, which represents up to approximately 0.13% of the sanitary system, and 0.58% of the storm system.

Analysis: A large portion of the Contractor's cost for sewer relining projects is associated with mobilization and setup of equipment. For small projects, this generally results in a higher cost per metre for the work. Larger contracts, with kilometres of relining instead of metres, are routinely completed for a lower cost per metre price. Insituform Technologies has indicated that they would be willing to complete the 2019 works under their existing contract, with only CPI increases to the tendered prices, and mutually agreed upon pricing for site specific items such as traffic control. Staff recommends that this opportunity be seized in order to utilize the competitive pricing available. If the 2019 work were tendered, the small quantities would most certainly result in a higher per metre price, resulting in fewer sewers being relined for our budgeted amount.

Financial Impact: The draft 2019 Capital Budget includes \$295,000 for storm and sanitary sewer relining, funded \$60,000 from the Waste Water capital reserve fund (R-R11-WWTR) and \$235,000 from Storm Water capital reserve fund (R-R11-STRM).

Staff Recommendation: THAT Contract 17-11 with Insituform Technologies be extended, for the Supply and Installation of Sewer Liners – Cured In Place Pipe on Various Locations for 2019, subject to final budget approval.



Nancy Roulston, Manager of Engineering



Ed Dujlovic, Director of Infrastructure and Development Services



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: January 14, 2019
To: Mayor and City Council
From: Joan Thomson, City Clerk
Report#: COU19-002
Attachments: None

Title: 2018 Stratford Election Statistics

Objective: To provide Council with a summary of the 2018 municipal election statistics and activities for information purposes.

Background: The City used, for the third time, Internet and Telephone voting for the 2018 municipal and school board elections.

Summary of Voting Methods Used in Stratford

Starting with the 1997 municipal election, electors in Stratford have used alternate methods of voting in place of the traditional paper ballot with a manual vote count.

Elections Prior to 1997	Traditional Paper Ballot with Manual Count in each Polling Station. [one polling station for every 500 eligible electors]
1997 and 2000 Elections	Vote Tabulators with optical scanning technology in each of 5 Polling Stations and a roving poll at nursing homes/institutions.
2003 and 2006 Elections	Vote Tabulators with optical scanning technology in each of 5 Polling Stations and a roving poll at nursing homes/institutions. A touch screen voting machine was added for the 2006 election to assist electors with disabilities.
2010, 2014 and 2018 Elections	Internet and Telephone Voting with a voting centre at the Rotary Complex and roving polls at nursing homes/institutions.

Stratford Voter Participation Rates

In the municipal elections between 1997 and 2006 that used paper ballots with vote tabulators, voter turnout was between 45.5% and 50%. For municipal elections, this turnout is considered high; however, still lower than provincial and federal election statistics.

The voter turnout for the 2018 election using internet and telephone voting was 49.7%. This is an increase of 2.1% from the 2014 election. There were 11 days that voting was open in 2018 compared to 8 days of voting for 2014.

- 2010 Stratford Election Participation Rate: 47.8%
- 2014 Stratford Election Participation Rate: 47.6%
- 2018 Stratford Election Participation Rate: 49.7%

Secondly, more electors voted in the 2018 election than the 2014 election. Election statistics show that electors between the ages of 50-70 utilized the internet voting system the most in Stratford which is comparable to the 2014 election statistics.

Election Voter Turnout for Municipal Elections

Across the Province, voter turnout for municipal elections is low when compared with federal and provincial elections. Each election involves variables that influence voter turnout, including but not limited to:

- controversial issues during the election period
- number of candidates for Mayor race
- level of interest by electors - can be influenced by age, education, economic conditions
- previous voting history within the family or networking group
- recent provincial and federal elections or by-elections in the area
- weather conditions on voting day

While internet voting has not resulted in a large increase in voter participation in most municipalities that have used this alternate method of voting, it is the choice of more and more municipalities with each election.

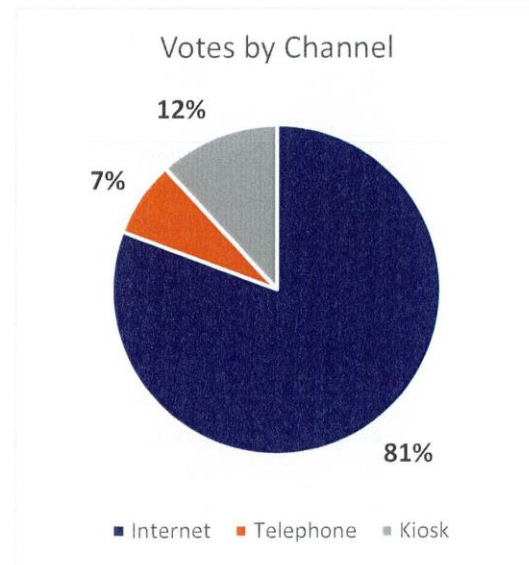
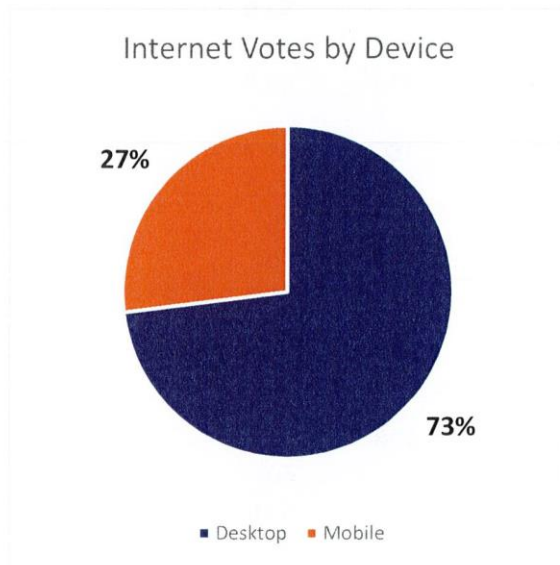
The main reasons identified for the growing trend towards internet voting is to make voting easier and more accessible for electors. People rely on the internet for their day to day activities and are familiar with using the internet to access services and to make purchases. In addition, municipalities continue to experience difficulty in recruiting and retaining election staff to assist with each election.

The next section of this report provides data on age groups, participation rates, voting time breakdowns and voter sessions by operating system. As shown in the statistics, internet voting was the preferred method over telephone voting and the majority of electors continue to wait to vote until the last day at supper hour.

In the chart and graphs below, the majority of voters in Stratford used the internet and a desktop computer to vote during the 2018 municipal election.

Turnout by Channel and Device Statistics

	Statistics	Quantity	%
1	Number of eligible electors.	23478	
2	Voter participation.	11679	49.7%
3	Total voters who voted by Internet.	9425	80.7%
	Total voters who voted by Kiosk.	1383	11.8%
	Total voters who voted by Telephone.	871	7.5%
4	Internet / Kiosk vote by device type: desktop	7894	73.0%
	Internet / Kiosk vote by device type: mobile	2914	27.0%



The following statistics show that 92% of Stratford electors voted from within Canada by internet. A small number of electors chose to vote from outside of Canada by internet.

Turnout by Country Statistics

Note: Not captured represents telephone votes.

Country	Voters	Votes (%)
Canada	10739	92
Not captured	871	7.5
United States of America	53	0.5
United Kingdom of Great Britain and Northern Ireland	4	0
Australia	3	0
Norway	2	0
Portugal	2	0
Romania	1	0
New Zealand	1	0
Italy	1	0
Unknown	1	0
France	1	0

The chart below provides statistics on the minimum, maximum and average voting session by internet, telephone and kiosk. The average session length for internet was less than 4 minutes and for telephone, less than 7 minutes.

Voting Session Statistics

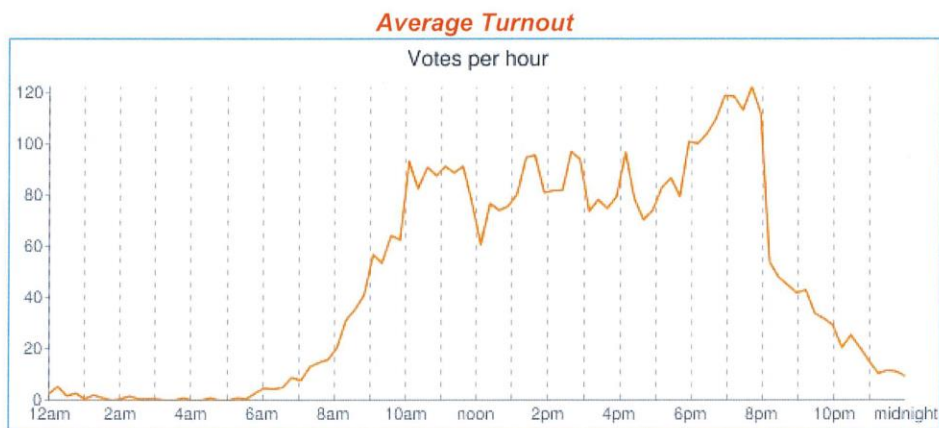
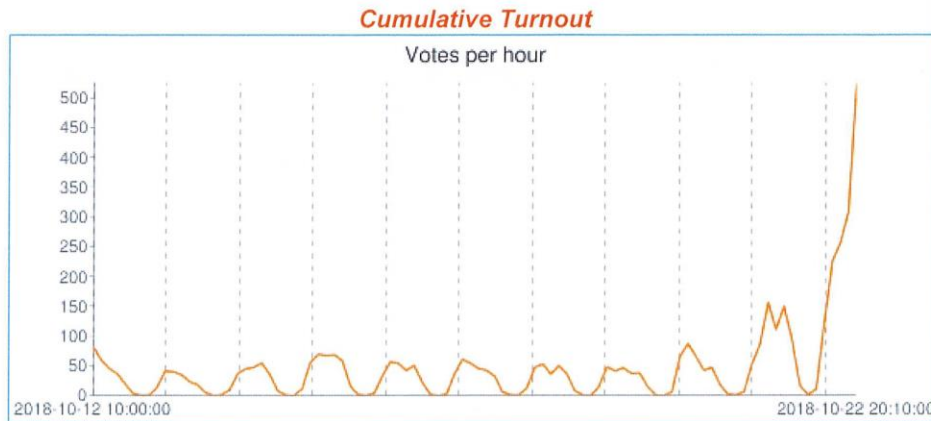
Voting Session Length

INTERNET		
Minimum	Maximum	Average
10 seconds	4,899 seconds (~81.7 minutes)	197.7 seconds (~3.3 minutes)
TELEPHONE		
Minimum	Maximum	Average
71 seconds	1458 seconds (~24.3 minutes)	397.9 seconds (~6.6 minutes)
KIOSK		
Minimum	Maximum	Average
16 seconds	968 seconds (~16.1 minutes)	142.5 seconds (~2.4 minutes)

The graphs below show the turnout statistics by hour during the voting period in Stratford and highlight the large percentage who voted on the last day of the election.

The majority of voters voted each day between 10:30 am and 10:00 pm with a spike in voting between 6:00 pm and 8:00 pm.

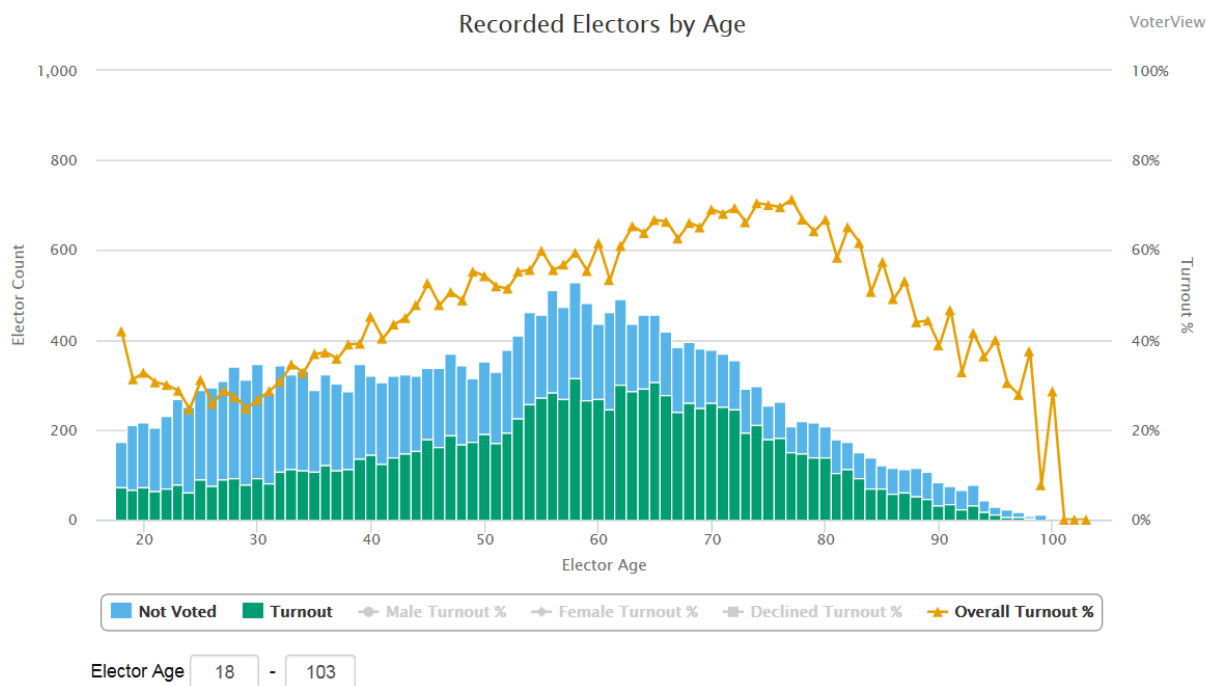
Turnout Charts



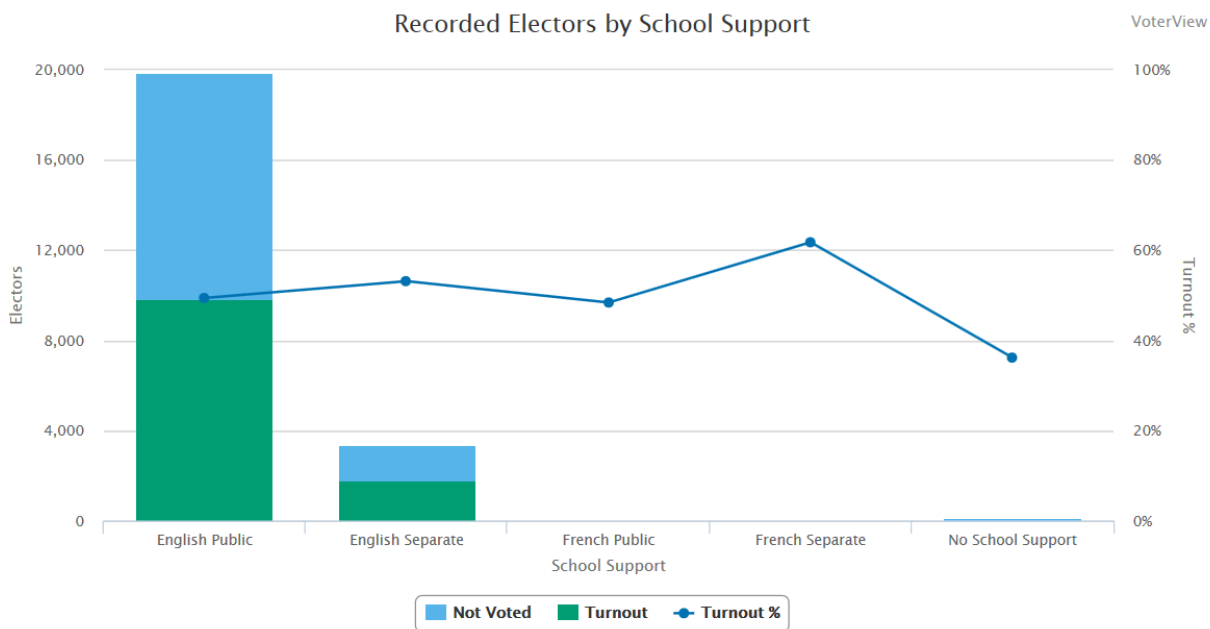
Number of Votes by Date / Time Statistics

Hour	12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	17-Oct	18-Oct	19-Oct	20-Oct	21-Oct	22-Oct
0	0	2	3	0	3	1	4	0	1	3	14
1	0	1	0	0	1	2	1	1	0	0	2
2	0	1	0	2	0	0	1	0	0	1	2
3	0	0	0	0	1	0	2	0	0	0	0
4	0	0	1	0	0	0	0	0	0	1	0
5	0	1	1	0	0	0	0	0	1	1	6
6	0	2	3	10	4	4	1	5	3	8	19
7	0	2	6	12	8	14	4	12	6	8	61
8	0	25	17	24	23	24	20	29	16	37	118
9	0	23	26	54	43	66	38	55	44	71	197
10	114	38	40	75	53	57	32	50	129	101	234
11	70	54	59	81	57	73	62	41	94	76	241
12	45	36	38	60	53	41	30	47	97	85	216
13	75	43	40	66	44	42	78	32	75	160	261
14	52	38	55	67	64	71	43	46	59	163	266
15	39	29	39	67	49	53	39	52	56	126	249
16	46	41	50	60	40	50	35	34	36	97	344
17	48	21	53	86	45	34	37	42	39	125	382
18	47	27	57	58	50	35	53	35	57	145	564
19	29	25	47	68	50	53	66	54	64	152	607
20	22	23	43	54	41	39	42	29	33	156	9
21	23	15	24	38	35	45	25	26	23	105	0
22	16	14	11	17	17	13	16	28	9	70	0
23	4	3	7	6	5	8	8	9	20	40	0
TOTAL	630	464	620	905	686	725	637	627	862	1731	3792

The graph below charts recorded electors by age between 18 years to over 100.



This graph shows the breakdown of electors in Stratford by school support:



2018 Election Activities

Electors had two additional ways to look up their voter information for the 2018 election:

- On-line Voter Lookup feature from MPAC
- Voter View feature for the Preliminary List of Electors [PLE] hosted on the City's website
- 2,794 individuals used this feature to check to see if their names were on the Voters' List.

The City partnered with the Public Library again for the 2018 election. There were computers and Wi-Fi access available at the Library. Library staff were helpful in assisting electors with questions and in referring electors to where they could obtain more information.

Communications to electors and candidates were handled through a redesigned web site, use of social media, print and radio ads to convey important information and to provide updated information during the election period.

Mr. Shurgold's class at St. Michael's Secondary School created YouTube videos about the Stratford election. These were posted on the City's website to encourage electors to vote.

A call centre was operated out of the Clerk's Office where election officials responded to questions from electors. Initially the calls received dealt with questions about how to get

on the voters list and checking elector information. Then, during the voting period, the calls related to answering questions about the voting system or incorrect voter information.

While there continues to be some voters who expressed displeasure with internet and telephone voting, the majority of electors using the voting system were able to cast their ballot anywhere anytime at their convenience. Some electors even contacted the City to express how convenient it was for them.

Post-Election Activity

The Clerk's Office continues to work on the election. In this Post-Election period, candidates will be filing their financial statements regarding their election campaigns and third party advertisers will be filing regarding their campaigns and compliance with the *Municipal Elections Act*.

Analysis: The project plan for the 2018 election was moved forward by one-year because of the changes made to the *Municipal Elections Act* by the province. In addition, the City selected a different voting system provider in 2017 through an RFP process.

Staff are pleased with the system provider and the support received in implementing internet and telephone voting for the 2018 election.

Financial Impact: The budget to conduct the 2018 municipal and school board election was \$170,000. Staff continue to monitor the budget post-election and advise that there will be expenses incurred in 2019 related to the compliance audit committee established by City Council.

Staff Recommendation: **THAT the Report on the 2018 Stratford Election Statistics be received for information.**



Joan Thomson, City Clerk



Michael Humble, Director of Corporate Services



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: January 14, 2019
To: Mayor and City Council
From: Joan Thomson, City Clerk
Report#: COU19-003
Attachments: None

Title: Post 2018 Election Accessibility Report

Objective: To report out on the identification, removal and prevention of barriers that affect electors and candidates with disabilities in accordance with section 12.1 (3) of the *Municipal Elections Act*.

Background:

Identification of Barriers

The City took the following actions to identify barriers that affect electors and candidates with disabilities:

Actions

1. Reviewed our election accessibility initiatives with the Stratford Accessibility Advisory Committee (AAC).
2. Used an accessibility checklist for election personnel to use when conducting site visits of each designated voting location.
3. Assessed the risk of past election administration practices, identifying the likelihood of a practice creating a risk to accessibility of candidates and electors. Then identified the impact of the risk and developed measures to mitigate or minimize the risk.
4. Assessed the risk of past election facilities and feedback regarding these facilities and identified areas where adjustments could be made to reduce the risk to accessibility of electors.

Removal and Prevention of Barriers

The City took the following actions to remove and prevent barriers that affect electors and candidates with disabilities:

Communications and Information:

Actions

1. Ensured communication initiatives and information for candidates and electors were available in alternate formats upon request.
2. Posted information to municipality's website.
3. Posted information to the municipality's Facebook and twitter accounts.
4. Provided links to: a Candidates Guide to Accessible Elections, produced jointly by the Association of Municipal Managers, Clerks and Treasurers of Ontario and the Province; the provincial accessibility website; the municipality's website.
5. Established a process on the City web page to receive feedback on accessibility initiatives.
6. Provided documentation and forms in large print to assist visually impaired upon request.
7. Provided candidates and staff with information relating to accessible customer service.
8. Provided candidates with supplementary information to ensure a positive campaign for both candidates and electors.
9. Provided information to Candidates regarding Campaign Expenses and particular rules affecting disabled candidates.
10. Addressed feedback received by revising election information for electors and training material for election officials.
11. Sign Language Interpreters participated in the 2018 Candidate Information Night.
12. Made amendments to the City Website to make the election information more prominent and added information as it become available.

Voting Locations:

Actions

1. Used check list when staff conducted site visits of potential voting locations to ensure accessibility.
2. Met with staff at voting locations to obtain feedback on accessibility and awareness prior to voting.
3. Provided voting locations with accessible voting equipment, in addition to being physically accessible at City Hall and Rotary Complex.
4. Service animals and support persons welcome in voting locations.

5. Provided a wheelchair at the voting location at the Rotary Complex during the voting period.
6. Varied times at many of the Nursing Home and Institutions to make it easier for residents to get to the polling place.
7. Worked with staff to take the election team bed to bed if it was difficult for an elector to vote.
8. Added additional signage that contained larger font sizes at the Institutions and Nursing Homes with voting information.
9. Arranged for additional polls at McCarthy Residence and River Gardens in an attempt to make it easier for residents to vote. (the opening of these sites was not required by legislation; however, staff felt it would be easier for some residents if they needed assistance with the computer and/or phone voting.)

Voting:

Actions

1. Provided accessible equipment at designated voting locations and at City Hall and Rotary Complex.
2. Provided instructions on use of accessible voting equipment.
3. Scheduled voting hours to offer a variety of voting opportunities.
4. Promoted voting opportunity for electors with disabilities.
5. Provided vote anywhere in the municipality during the voting period.
6. Provided voting opportunities on the premises of
 - a) an institution in which 20 or more beds are occupied by persons who are disabled, chronically ill or infirmed;
 - b) a retirement home in which 50 or more beds are occupied.
7. Provided voting opportunities on the premises of additional facilities with established hours of voting.
8. Added tools to assist with ensuring accessibility as identified – magnifiers, touch screens on notebooks provided by the City.
9. Met with representatives from McCarthy Residence to outline the procedure for completing Application to Amend Forms so residents could receive a Voter Notification Letters. Suggestions were also made to staff at the two facilities for helping the residents find the dedicated SimplyVoting website as their facility was in lock-down due to illness. This was appreciated as City staff were not able to access the institution/facility due to their lock down but facility staff were able to find the voting webpage on their library computers to assist the electors in casting ballots.

10. IT staff switched the computers from laptops to computer terminals at the Rotary Complex so the monitors would be larger making it easier for electors to view the screen contents.

Staff Training:

Actions

1. Staff training incorporated provisions to meet accessible customer service standards.
2. An Accessible customer service video was shown in the training sessions to ensure election officials would be aware of different types of disabilities.
3. Each citizen or staff member working at the Election was required to complete an Accessible Customer Service Quiz to increase their awareness of different types of disabilities and helpful hints for providing assistance to voters.
3. Monitor concerns and ensure that their needs were met, i.e. if an individual with a walker was in a long line, staff observed, and if felt that the elector was having difficulties, offer a chair and ensure that their place was saved in the voting line-up.
4. Ensured that electors were aware that magnifiers were available, if required.
5. Directed election staff to observe electors during discussions with them, and if it appeared that the voter was having difficulty understanding, ensured that the voter was able to clearly see the speaker.
6. Encouraged election workers to approach an elector if it appeared that the elector required assistance to get around in the voting location. Offered assistance to help, did not assume an individual needed help.
7. Election staff was trained to identify a service animal and followed the Municipality's Accessible Customer Service Policy.
8. Maintained a friendly and approachable demeanour of election staff.
9. Checked the access doors frequently to offer assistance and watch for electors unable to easily enter the building/room.
10. Evaluated effectiveness of training post-election.

Voting Method

For each voting method, the City took the following measures to ensure accessibility:

1. Audio ballots – telephone voting.
2. Other Assistive Devices (magnifiers and magnifying glasses)
3. Combined Telephone-Internet Voting
4. Telephone Voting

5. Internet voting that met the Web Accessibility Initiative (WAI) requirements and the Accessibility for Ontarians with Disabilities Act, 2005.

Analysis: The Clerk's Office has not received communications from persons with disabilities regarding concerns following the 2018 municipal and school board elections. Staff will continue to review best practices in preparation for the 2022 Municipal and School Board Elections.

Financial Impact: The cost for the identification, removal and prevention of barriers that affect electors and candidates with disabilities were included in the 2018 Municipal Election budget and are within the approved budget.

Staff Recommendation: **THAT the Post 2018 Election Accessibility Report dated January 14, 2019 be received by City Council for information.**



Joan Thomson, City Clerk



Michael Humble, Director of Corporate Services



Rob Horne, Chief Administrative Officer



June 29, 2018

Orion Raes
City of Stratford
Engineering Design Technician
82 Erie St, 3rd Floor
Stratford, ON N5A 2M4

Scott McKay Memorial Award

Dear Orion:

It gives me great pleasure to advise that you are the 2018 winner of the annual Scott McKay Memorial Award.

The Municipal Engineers Association and the Ontario Good Roads Association present this award in honour of W. Scott McKay for his long and outstanding contribution to municipal affairs in Ontario. The award is presented to the participant achieving highest average mark on any two of the Scott McKay Municipal Technology courses.

Please accept our congratulations for your superlative achievement on the 2018 Scott McKay Bituminous Technology and the 2015 Scott McKay Soils Technology courses. Your average for the two courses was 86.5%.

Presentation of the award will take place at the annual Awards Luncheon at the 2019 OGRA Conference. The Awards Luncheon will be held at 12:00 noon at the Sheraton Centre in Toronto on **Tuesday, February 26, 2019**. Your name also appears with the list of previous Scott McKay Award winners in the 2019 education calendar.

The award consists of a plaque, and a complimentary course registration of your choice. Municipal Infrastructure Training, Guelph Road School, or Snow School (excludes accommodation) are the training programs qualified for your one (1) complimentary course. We ask that you take the course within the next three years.

For presentation purposes, I would ask that you provide some biographical information. Please send your bio to Cherry Sales, Coordinator of Training Services, thru email cherry@ogra.org or contact Cherry at 289-291-6472 x43.

The complimentary ticket for you and a guest will be mailed closer to the event.

Congratulations on this outstanding achievement, Orion. I look forward to meeting you at the conference.

Yours truly,

Joe Tiernay
Executive Director, OGRA



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

BEING a By-law to authorize the acceptance of easements in gross from Stratford Shakespearean Festival Holding Foundation over Parts 3, 5, 6, 12, 15 and 18 on Reference Plan 44R-5496 for municipal sanitary sewer main and associated works.

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

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

AND WHEREAS The Corporation of the City of Stratford and Stratford Shakespearean Festival Holding Foundation (the "Festival") entered into a sanitary sewer servicing agreement in relation to development of a new theatre on the property municipally known as 48 Water Street;

AND WHEREAS as part of the sanitary sewer servicing agreement the Stratford Shakespearean Festival Holding Foundation agreed to convey easements in gross as described herein to The Corporation of the City of Stratford for access to, maintenance of and replacement of the sewer works;

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

1. That The Corporation of the City of Stratford hereby accepts easements in gross from Stratford Shakespearean Festival Holding Foundation over the lands described in Paragraph 2 herein.
2. That the lands to which the easements in gross referred to in Paragraph 1 herein, are Parts of Lot 569, 570, 571, and Part of a Closed Road Allowance known as Water Street, Plan 20 and now designated as:
 - a) Parts 3, 5, 6, 12, 15 and 18 on Reference Plan 44R-5496 for municipal sanitary sewer main and associated works.
3. The Mayor and Clerk, or their respective delegates, of The Corporation of the City of Stratford are hereby authorized to execute all documents related to this grant of easement.

4. A copy of Plan 44R-5496 is attached hereto as Schedule "A" to this By-law.

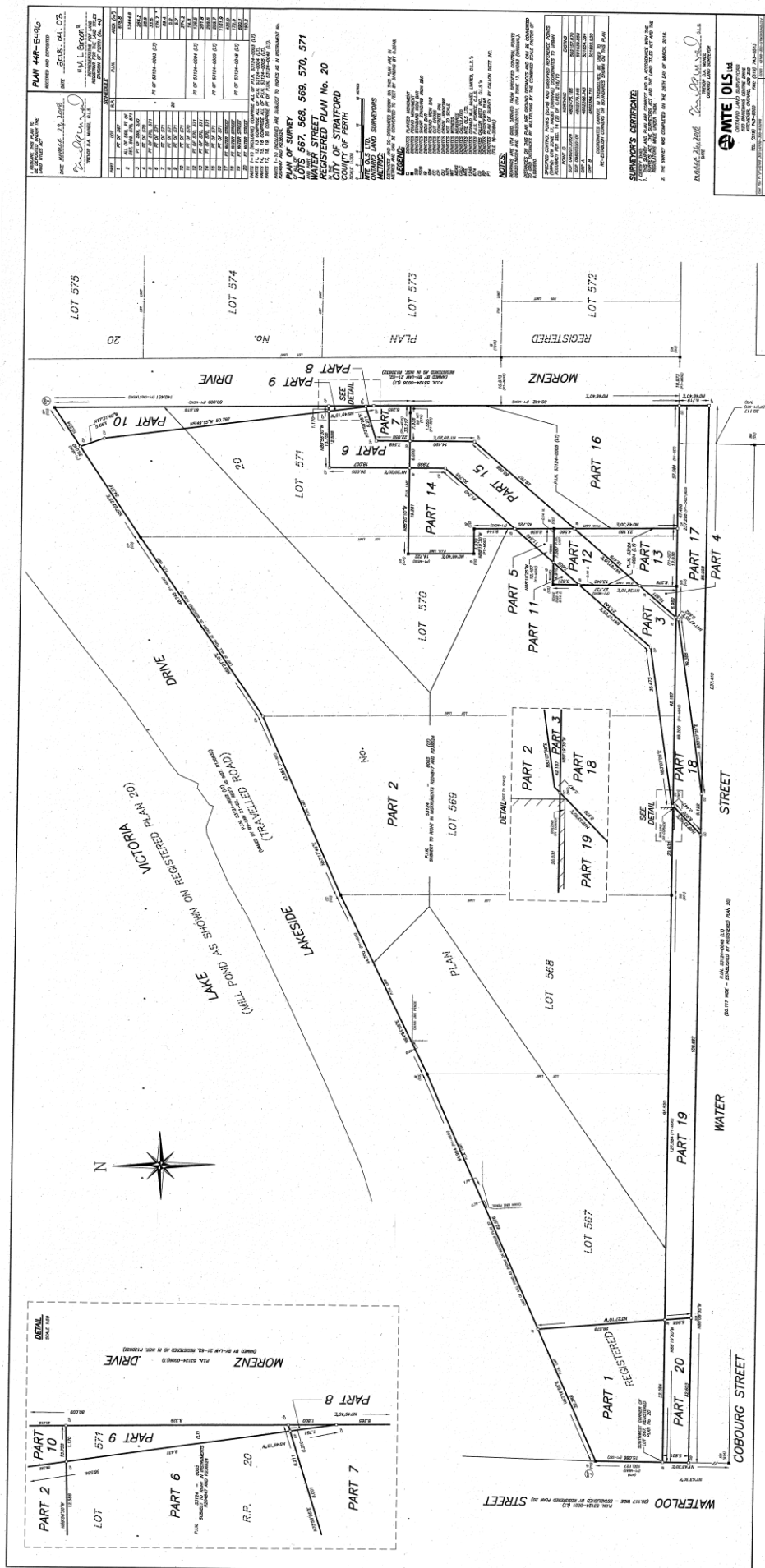
Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 14th day of January, 2019.

Mayor – Daniel B. Mathieson

Clerk – Joan Thomson

Plan 44R-5496





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

BEING a By-law to authorize the entering into and execution of an extension to Contract 17-11 with Insituform Technologies Limited for Supply and Installation of Sewer Liners – Cured In Place Pipe on Various Locations for 2019, subject to final budget approval.

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

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

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

AND WHEREAS City Council approved the award of the supply and delivery of sewer liners on various streets by By-law 79-2016 to Insituform Technologies Limited;

AND WHEREAS City Council approved the award of the supply and installation of Sewer Liners – Cured in Place Pipe Contract T17-11 to Insituform Technologies Limited by By-law 100-2017;

AND WHEREAS The Corporation of the City of Stratford and Insituform Technologies Limited entered into a contract based upon the tender bid submission approved by By-law 100-2017;

AND WHEREAS The Corporation of the City of Stratford and Insituform Technologies Limited wish extend the contract to set out the terms and conditions for the continuation of the contract in 2019, subject to final budget approval;

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

1. That an extension contract dated the 14th day of January, 2019 between The Corporation of the City of Stratford and Insituform Technologies Limited with respect to the Supply and Installation of Sewer Liners – Cured in Place Pipe Contract T17-11 be entered into, and the Mayor and Clerk or their respective delegates be and are hereby authorized to execute the said extension contract on behalf of and for this Corporation, and to affix the corporate seal thereto, subject to 2019 budget approval.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 14th day of January, 2019.

Mayor – Daniel B. Mathieson

Clerk – Joan Thomson



STRATFORD CITY COUNCIL **CONSENT AGENDA**

January 14, 2019

REFERENCE NO. CONSENT AGENDA ITEM

- | | |
|-------------|---|
| CA-2019-001 | <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"> • Britannia Street from Churchill Circle to Briarhill Drive on December 18 from 8:00 am to noon for asphalt repair for the water main. • Norman Street from Huntingdon Avenue to Avondale Avenue on or about January 3 for one day only to facilitate a watermain repair. <p>Emergency Services were notified.</p> |
| CA-2019-002 | <p>Notification that the Infrastructure and Development Services Department, Public Works Division intends to call for requests for proposal for Blue Box Recyclable Material Processing 2019.</p> |
| CA-2019-003 | <p>Notification that the Infrastructure and Development Services Department, Public Works Division intends to call for requests for proposal for Source Separated Organics Processing 2019.</p> |
| CA-2019-004 | <p>Notification that the Infrastructure and Development Services Department, Public Works Division intends to call for requests for proposal for Concrete Crushing at the Landfill Site 2019.</p> |
| CA-2019-005 | <p>Community Services Department advises that the following special events and temporary street closures have been approved and that copies of the approvals are attached:</p> <ul style="list-style-type: none"> • Winterfest |



CITY OF STRATFORD SPECIAL EVENT PERMIT

STRATFORD WINTERFEST 2019

Lesley Spencer-Cooper
c/o Community Services
PO Box 874
Stratford, Ontario
N5A 6W3

**DATE OF
ISSUANCE:** 09-JAN-19

STATUS: **FIRM
APPROVAL**

Type of event: FESTIVAL

Application NO: 20190119PSA

Event date: JAN 19-20, 2019

Event time: 10 AM - 4 PM

Event location(s): LOWER QUEENS
PARK

Attendance: 5,000

Road closures:

Effective: 8AM – 5PM JAN 19-20, 2019

Location(s): QUEEN ST. FROM LAKESIDE DR. TO BALLANTYNE AVE.

Notes:

FIRE PIT ON-SITE

Event Details:

Day	Load-in Time	Load-out Time	Start Time	End Time	Location
JAN 19/19	8:00 AM	5:00 PM	10:00 AM	4:00 PM	LOWER QUEENS PARK
JAN 20/19	8:00 AM	5:00 PM	10:00 AM	4:00 PM	LOWER QUEENS PARK

The applicant must comply to all the City By-laws, Policies and Regulations as well as the applicable Provincial and Federal Regulations. This permit is not transferrable.

The conditions outlined on Page 2 have been met and applicable documents provided to the City of Stratford's Community Services Department c/o Events Coordinator as of **January 9, 2019**

Failure to meet the required Conditions will be grounds for denial and/or revocation of permit.

For questions at any time, contact the City's Events Coordinator at ajordan@stratford.ca.



CITY OF STRATFORD SPECIAL EVENT PERMIT

Conditions:

- **Certificate of Insurance**

A Certificate of Insurance is required naming 'The Corporation of the City of Stratford' as an additional insured for the event for the minimum amount of \$2 million dollars per occurrence. Certificates shall be submitted to the Events Coordinator for reference.

- **Business Licence**

Selling of any kind is prohibited unless a business licence is obtained by the Clerk's Office. A copy of the licence must be submitted to the Events Coordinator for reference.

- **Road Closure Approval**

Approval is required from the Director of Infrastructure and Development Services if the event includes a road closure. The City will contact the Director on the event's behalf and will advise accordingly.

- **Burn Permit**

An exemption has been granted by City Council at December 17, 2019 council meeting. The following conditions shall be met:

- A five (5) metre radius free and clear of combustible material must be maintained at each open burn
- Each open burn is to be monitored by appropriate, responsible personnel at all times
- An extinguisher with a minimum 3A 10BC rating must be available at each open burn
- Monitors of the area must be trained in the use of the fire extinguisher (the Fire Department can assist with training)
- Organizers must adhere to Open Burn By-law 5-2006 Section 8 at all times (excluding the exemption from Section 8.2 (a))

Additional Notes:

- **Recycle Carts**

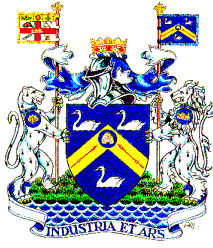
The request for TBC recycle cart arrangements has been forwarded onto the City's Waste Reduction Coordinator. The City will advise accordingly.

- **Barricades**

The request for TBC barricade arrangements is pending for Public Works.

- **Parks Department Resources**

The request for TBC resources is pending for Parks Department.



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

BEING a By-law to confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on January 14, 2019.

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 January 14, 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 14th day of January, 2019.

Mayor – Daniel B. Mathieson

Clerk – Joan Thomson