



Stratford City Council Regular Council Open Session AGENDA

Meeting #: 4589th
Date: Monday, August 12, 2019
Time: 6:00 P.M.
Location: Council Chamber, City Hall
Council Present: Deputy Mayor Ritsma - Chair Presiding, Councillor Bunting, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Sebben, Councillor Vassilakos
Staff Present: Joan Thomson - Acting Chief Administrative Officer, David St. Louis - Director of Community Services, Tatiana Dafoe - Acting Clerk, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Kim McElroy - Director of Social Services, Jacqueline Mockler - Director of Human Resources, John Paradis - Fire Chief, Jeff Leunissen - Manager of Development Services, Jodi Akins - Council Clerk Secretary

Pages

1. Call to Order:

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

Mayor Mathieson and Councillors Beatty and Burbach 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

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3. Adoption of the Minutes:

23 - 37

Motion by _____

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated July 22, 2019 be adopted as printed.

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

Motion by _____

THAT the Addendum/Addenda to the Regular Agenda of Council and Standing Committees dated August 12, 2019, be added to the Agenda as printed.

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

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

Release from Agreement of Purchase and Sale of Lot 20, Wright Business Park with 2567217 Ontario Limited.

[Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years].

Motion by _____

Staff Recommendation: THAT Stratford City Council authorize the repeal of By-law 37-2019.

5.2 At the August 12, 2019 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)).

6. Hearings of Deputations and Presentations:

6.1 Presentation by Stratford Public Library

Stratford Public Library CEO Julia Merritt to present an update on the financial impact of the Provincial budget and the plan that Stratford Public Library and the Perth County libraries have in place.

Motion by _____

THAT the presentation by Julia Merritt regarding the impacts of the Provincial budget on the library, be heard.

6.2 Presentation by Stratford General Hospital

Representatives from the Stratford General Hospital Foundation and the Huron Perth Healthcare Alliance Stratford site will be presenting their vision for how investment in technology, space, innovation and people can help provide transformational care, increased access to care and a strong sustainable hospital and healthcare system.

Motion by _____

THAT the presentation by Andrea Page and Andrew Williams, be heard.

7. Orders of the Day:

7.1 Resolution - Dragon Boat Festival Municipal Significance

The Rotary Club of Stratford has requested designation of the 24th Annual Dragon Boat Festival as municipally significant for the purposes of obtaining a special occasion permit liquor licence.

The event will be held Saturday, September 14, 2019 in Lower Queen's Park and on Tom Patterson Island.

City Departments, including the Fire Department, indicated no concerns with the request.

Motion by _____

THAT City Council hereby designates the 24th Annual Dragon Boat Festival to be held September 14, 2019 as having municipal significance

in Stratford for the purpose of obtaining liquor licences from the AGCO, subject to the necessary permits being obtained, compliance with the City's Municipal Alcohol Risk Policy and the required certificates of insurance being provided.

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|-----|--|---------|
| 7.2 | Proclamation - Child Care Worker and Early Childhood Educator Appreciation Day | 38 - 40 |
| | <p>Motion by _____</p> <p>THAT City Council hereby proclaims October 24, 2019 as "Child Care Worker and Early Childhood Educator Appreciation Day" in the City of Stratford in recognition of the education, dedication and commitment of child care workers to children, their families and the quality of life in the community.</p> | |
| 7.3 | Correspondence - Perth County Municipal Association Annual Meeting | 41 |
| | <p>The 71st Annual Meeting of the Perth County Municipal Association will be held on November 20, 2019.</p> <p>Members of Council and Staff wishing to attend are asked to make arrangements through the CAO's Office.</p> | |
| 7.4 | Proclamation - Wrongful Conviction Day | 42 |
| | <p>Motion by _____</p> <p>THAT City Council hereby proclaims October 2, 2019 as "Wrongful Conviction Day" in the City of Stratford.</p> | |
| 7.5 | Acceptance of Tender - 2019 Cemetery Loader/Backhoe Tender Approval (COU19-067) | 43 - 45 |
| | <p>Motion by _____</p> <p>Staff Recommendation: THAT the capital budget for the replacement of the Cemetery loader/backhoe (G955-9571) be amended to \$123,129 with all funding from Recreation Capital Reserve Fund (R-R11-RECR);</p> <p>AND THAT approval of the low bid from Strongco Limited Partnership in the amount of \$136,730, including HST for the supply and delivery of one four-wheel drive industrial loader with backhoe be approved.</p> | |
| 7.6 | Resolution - Appoint Building Inspector (COU19-068) | 46 - 47 |
| | <p>Motion by _____</p> <p>Staff Recommendation: THAT Council amend By-law 8-2009, as amended, to appoint Trevor Schon as Inspector under the Building Code</p> | |

Act for The Corporation of the City of Stratford commencing August 19, 2019.

- 7.7 Acceptance of Proposal - 2019 Playground Equipment at Shakespeare Park (COU19-069) 48 - 50**

Motion by _____

Staff Recommendation: THAT the capital budget for the supply and installation of playground equipment at Shakespeare Park (G971-9402) be amended to \$103,786.23 with all funding from Recreation Capital Reserve Fund (R-R11-RECR);

AND THAT the bid from Park N Play Design Co Ltd. in the amount of \$115,250.04, including HST for the design, supply, delivery and installation of an accessible playground, including accessible rubber surface flooring and the installation of an accessible pathway at Shakespeare Park be approved.

- 7.8 Resolution - Road Widening for Site Plan Application SP02-19, 305 Romeo Street South (COU19-070) 51 - 53**

Motion by _____

Staff Recommendation: THAT Council authorize the conveyance of Parts 2, 3 and 4 on Plan 44R-5639 from Spennie Holdings Inc. to The Corporation of the City of Stratford;

AND THAT upon conveyance of Parts 2, 3 and 4 Plan 44R-5639 to the City of Stratford, these lands be dedicated public highway forming part of Romeo Street South and part of Douro Street.

- 7.9 Correspondence - Transport Canada 54**

Transport Canada conducts inspection to verify that certificate holders are in compliance with applicable regulatory requirements. Stratford Municipal Airport was inspected on July 17, 2019 and evaluated in several areas of operation. The surveillance team concluded that all areas were in compliance.

For the information of Council.

- 7.10 Correspondence - Office of the Fire Marshal and Emergency Management 55**

The Office of the Fire Marshal and Emergency Management (OFMEM) reviewed the documentation submitted by the City's Community Emergency Management Coordinator (CEMC) and determined that the City of Stratford was compliant with the Emergency Management and

Civil Protection Act (EMCPA) in 2018.

For the information of Council.

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:

Motion by _____

THAT the Report of the Planning and Heritage Committee dated August 12, 2019, be adopted as printed.

9.1.1 45 Parkview Drive (the Bruce Hotel) Request for a Right-of-way over the former Water Street Road Allowance (PLA19-025) 56 - 64

THAT the request submitted by Marklevitz Architects Inc. on behalf of the JLB Inc. (the Bruce Hotel), for a right-of-way over a portion of the former Water Street road allowance to provide driveway access to three parking spaces for a proposed three suite hotel on 45 Parkview Drive, be filed.

9.1.2 Plan of Condominium Application 31CDM 19-004, 456 Lorne Avenue West (PLA19-027) 65 - 78

THAT the City of Stratford pursuant to Section 51(31) of the Planning Act grant draft approval to Plan of Condominium 31CDM-19004 subject to the following conditions:

This approval applies to the draft plan submitted by Labelle/RHP Stratford Inc., prepared by NA Geomatics Inc., certified by David J. Raithby, OLS, File No. 19-6021, drawing file name 19-6021_Draft Plan Condo_Db.dwg, dated 26-Apr-19. The Plan contains 168 Units including 52 residential Units, 38 storage locker Units and 78 parking space Units.

This draft approval is for a Standard Plan of Condominium under the Condominium Act, 1998.

The development is to be registered as one condominium corporation.

This approval of the draft plan applies for a period of five (5)

years, and if final approval is not given within that time, the draft approval shall lapse, except in the case where an extension has been granted by the Approval Authority.

Prior to final approval for the registration of the development as a condominium corporation by the Approval Authority, the Manager of Development Services, City of Stratford, is to be advised in writing by the Municipal Building Official, that:

all buildings are substantially complete and an occupancy permit issued;

site works in the common elements are substantially complete, the Owner's consulting engineer has submitted a final lot grading certificate which has been accepted by the City;

the proposed plan of condominium showing any "as constructed" buildings and structures has been submitted and accepted by the City as in compliance with all applicable zoning by-law regulations;

the fire route and fire route signs have been installed to the satisfaction of the City; and,

all obligations of the Owner, pursuant to the Development Agreement with the City are substantially complete.

Prior to final approval for the registration of the Condominium Corporation, the Manager of Development Services is to be satisfied that the Condominium Declaration shall contain the appropriate provisions to ensure:

- i. unitized parking spaces are to be owned by residential Unit owners within the lands included in SP10-18; and
- ii. all storage Units are owned by residential Unit owners within the lands included in SP10-18.

The Condominium Declaration shall contain the following Warning Clause:

Purchasers/Tenants are advised that sound levels due to increasing road traffic may interfere with some activities of dwelling occupants.

Purchasers/Tenants are advised that the existing agricultural-related industrial facility located on the south side of Lorne

Avenue West and in proximity to the residential development operates on a semi-continuous basis during harvest season(s) and that emissions including noise, dust, light and odour, may from time to time interfere with the use and enjoyment of the residential dwellings. Purchasers/Tenants are advised that they will not be compensated by the municipality, developer or adjacent agricultural-related industrial facility for any inconvenience or damages suffered as a result of the proximity of the residential development to the existing facility.

Prior to final approval for the registration of any condominium corporation within this development, a list of apartment numbers and the corresponding legal descriptions that will be in place upon registration of the plan of condominium shall be submitted to the City to the satisfaction of the Manager of Development Services.

Prior to final approval for the registration of the development as a condominium corporation by the Approval Authority, the Manager of Development Services, City of Stratford, is to be advised in writing by the City of Stratford Corporate Services Department, Tax Division that all financial obligations/encumbrances on the said lands have been paid in full, including property taxes and local improvement charges.

Prior to final approval by the Approval Authority, the Manager of Development Services, is to be advised in writing, by Union Gas, that its requirements with respect to easements and rights-of-way for services have been met.

Prior to final approval for the registration or the development as a condominium corporation, the Manager of Development Services is to be advised in writing by Canada Post that the Owner has confirmed mail delivery equipment has been supplied and installed to the satisfaction of Canada Post.

The Condominium Declaration shall contain a provision that outlines that telecommunications, mail delivery equipment, water lines and appurtenances, hydro, perimeter fencing, parking, sanitary sewer lines and appurtenances are to be described as a common element and may include items that are external to the buildings and items that service more than one Unit or the Units and common elements and are to be operated, repaired, and maintained by the Condominium Corporation to

the satisfaction of the Manager of Development Services.

The digital copy of the plans provided are required containing the plan of condominium in Auto CAD native format (.dwg), stored as a single file, with all of the classes of features (eg. building footprint, Unit boundaries, interior roadways, access to public street, retaining walls, noise attenuation walls, fences, etc.) separated into different layers. For further information, please contact City of Stratford Infrastructure and Development Services Department.

Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the City of Stratford a complete submission consisting of all required clearances and final plans, and to advise the City of Stratford in writing how each of the conditions of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by the City of Stratford, such submission will be returned to the Owner without detailed review by the City.

Notes:

1. Pursuant to Section 51(59) of the Planning Act, if a plan approved under Section 51(58) of the Planning Act is not registered within 30 days of approval, the City of Stratford may withdraw its approval.
2. If final approval is not given to this Plan, within 5 years of the draft approval date, and no extensions have been granted, draft approval shall lapse under subsection 51(32) of the Planning Act, R.S.O., 1990. If the Owner wishes to request an extension to draft approval, a written explanation, together with a resolution from the local municipality, must be received by the Approval Authority 60 days prior to the lapsing date.
3. All plans are to be prepared using total station survey and compatible with the latest version of AutoCAD. The final plan submitted for registration, engineered design drawings and construction record drawings are to be provided in print and digital format referenced to a control network compiled to the satisfaction of the City of Stratford Engineering Department in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical information system.

4. The Owner is advised that clearances from the following agencies is required:
 - City of Stratford Corporate Services Department, Tax Division
 - City of Stratford Infrastructure and Development Services Department, Manager of Development Services
 - City of Stratford Infrastructure and Development Services Department, Chief Building Official
 - City of Stratford Infrastructure and Development Services Department, Engineering Division
 - Canada Post
 - Union Gas

I.the request is consistent with the Provincial Policy Statement;
and

II.the request is consistent with the goals, objectives and
policies of the Official Plan.

9.1.3 Plan of Condominium Application 31CDM 19-003- 350 O’Loane Avenue (PLA19-029)

79 - 94

THAT the City of Stratford pursuant to Section 51(31) of the Planning Act grant draft approval to Plan of Condominium 31CDM-19003 subject to the following conditions:

1. This approval applies to the Draft Plan of Condominium 31CDM-19003 for Werner Bromberg Limited, prepared by GSP Group, certified by Erich Rueb OLS, Project No. 16142.60, dated April 16, 2019. The Plan contains a total of 50 Units, 45 residential Units and 5 parking space Units, located at 350 O’Loane Avenue.
2. This draft approval is for a Vacant Land Plan of Condominium under Part XII of the Condominium Act, 1998.
3. The development is to be registered as one Condominium Corporation.
4. This approval of the draft plan applies for a period of five (5) years, and if final approval is not given within that time, the draft approval shall lapse, except in the case where an extension has been granted by the Approval Authority.

5. Prior to final approval for the registration of any Condominium Corporation within the development by the City of Stratford, the Manager of Development Services, is to be advised in writing by the Municipal Building Official that:
 - i) site works in the common elements are substantially complete, the Owner's consulting engineer has submitted a final lot grading certificate which has been accepted by the City;
 - ii) the proposed plan of condominium showing any "as constructed" buildings and structures if applicable has been submitted and accepted by the City as in compliance with all applicable zoning by-law regulations; and,
 - iii) the fire route and fire route signs have been installed to the satisfaction of the City.
6. Prior to final approval for the registration of any Condominium Corporation a plan shall be provided demonstrating that the unit boundaries in conjunction with the approved site plan are in compliance with the applicable Zoning By-law regulations.
7. The Condominium Declaration shall contain appropriate provisions setting out the responsibility for maintaining, repairing, and replacing services which serve:
 - i) more than one Unit, whether or not those services are within the common elements or within a Unit;
 - ii) the owner's Unit only, that are located within the owner's Unit or another Unit; and
 - iii) the owner's Unit only, that are located within the common elements.
8. The description of the Common Elements in the Condominium Declaration shall include water lines below each Unit and to the foundation wall to accommodate the water system and appurtenances, sanitary sewer lines and appurtenances and storm sewers and appurtenances to the satisfaction of the Manager of Engineering and the Manager of Environmental Services. These elements are to be

operated, repaired and maintained by the Condominium Corporation.

9. Prior to final approval, the Owner's professional engineer shall provide certification to the Approval Authority that all buildings, structures, facilities and services (including landscaping, walkways, retaining walls and grading) shown in the declaration and description to be included in the common elements have been completed, installed and provided in accordance with the requirements of the Condominium Act, 1998.

Should all facilities and services (including landscaping, walkways, retaining walls and grading) not be installed and provided prior to final approval, the Owner's engineer shall have his professional engineer provide a written, detailed estimate of 100% of the cost to install and provide the facilities and services shown in the declaration and description to be included in the common elements, to the City's satisfaction, and provide security in the accepted amount plus 25% for administration and contingencies in a form acceptable to the City Treasurer. Should security already being held by the City under the authority of Section 41 of the Planning Act be partially or fully sufficient in form and amount to meet this requirement, the Condominium security requirement may be reduced or waived by the City. The City will not hold security for amenities such as pools, tennis courts, or clubhouses.

Should security be provided, the Owner shall enter into a condominium agreement with the City to be registered on title prior to final approval.

10. Prior to final approval for the registration of the Condominium Corporation, the Manager of Development Services is to be satisfied that the Condominium Declaration shall contain the appropriate provisions to ensure:
 1. that a minimum 1m wide access shall be granted along the rear of the residential Units to ensure the townhouse dwellings have access to the rear yard of their Unit; and
 2. that access shall be granted to ensure the Condominium Corporation has access to maintain the

perimeter fencing.

11. Prior to final approval for the registration of the Condominium Corporation, the Manager of Development Services is to be satisfied that the Condominium Declaration shall contain the appropriate provision to ensure that access shall be granted for Union Gas or that the owner enter into any required agreements for the provision of gas services to the site, satisfactory to Union Gas.
12. Prior to final approval for the registration of the Condominium Corporation within this development, a list of residential Unit numbers and the corresponding legal descriptions that will be in place upon registration of the plan of condominium shall be submitted to the City to the satisfaction of the Manager of Development Services.
13. The Condominium Declaration shall contain appropriate provisions requiring municipal addressing and/or door point numbers to be posted on the façade of each Unit in accordance the City's Municipal Addressing By-law 47-2008 to the satisfaction of the Manager of Development Services.
14. Prior to final approval for the registration of the Condominium Corporation by the Approval Authority, the Manager of Development Services, City of Stratford, is to be advised in writing by the City of Stratford Corporate Services Department, Tax Division that all financial obligations/encumbrances on the said lands have been paid in full, including property taxes and local improvement charges.
15. Prior to final approval for the Condominium Corporation, the Manager of Development Services is to be advised in writing by Canada Post that the Owner has confirmed mail delivery equipment has been supplied and installed to the satisfaction of Canada Post.
16. The Condominium Declaration shall contain a provision that outlines that telecommunications, mail delivery equipment, water lines and appurtenances, hydro, gas,

perimeter fencing, accessible parking, visitor parking, sanitary sewer lines and appurtenances are to be described as a common element and may include items that are external to the buildings and items that service more than one Unit or the Units and common elements and are to be operated, repaired, and maintained by the Condominium Corporation to the satisfaction of the Manager of Development Services.

17. The Condominium Declaration shall contain a provision outlining that no parking is available on the internal driveway or along O'Loane Avenue and that all parking shall be provided in the garage, driveway, parking space Units or within the 12 visitor parking spaces, **and it shall also state that the clause shall not be amended without consent of the City of Stratford.(revised)**
18. The condominium declaration shall contain a clause outlining that the following clause shall be included in any agreements such as offers of purchase and sale, and lease/rental agreements to the satisfaction of the Manager of Development Services:

"in accordance with the applicable Zoning By-laws and approved Site Plan, this condominium contains 12 visitor parking spaces. No parking is available within the internal driveway or along O'Loane Avenue and all parking shall be provided in the garage, driveway, parking space units or within the 12 visitor parking spaces." (revised)

19. The digital copy of the plans provided are required containing the plan of condominium in Auto CAD native format (.dwg), stored as a single file, with all of the classes of features (eg. building footprint, Unit boundaries, interior roadways, access to public street, noise attenuation walls, fences, etc.) separated into different layers. For further information, please contact City of Stratford Infrastructure and Development Services Department.
20. Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the City of Stratford a complete submission consisting of all required clearances and final plans, and to advise the City of Stratford in writing how each of the conditions

of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by the City of Stratford, such submission will be returned to the Owner without detailed review by the City.

Notes:

1. Pursuant to Section 51(59) of the Planning Act, if a plan approved under Section 51(58) of the Planning Act is not registered within 30 days of approval, the City of Stratford may withdraw its approval.
2. If final approval is not given to this Plan, within 5 years of the draft approval date, and no extensions have been granted, draft approval shall lapse under subsection 51(32) of the Planning Act, R.S.O., 1990. If the Owner wishes to request an extension to draft approval, a written explanation, together with a resolution from the local municipality, must be received by the Approval Authority 60 days prior to the lapsing date.

Please note that an updated review of the plan, and revisions to the conditions of approval, may be necessary if an extension is to be granted.

3. All plans are to be prepared using total station survey and compatible with the latest version of AutoCAD. The final plan submitted for registration, engineered design drawings and construction record drawings are to be provided in print and digital format referenced to a control network compiled to the satisfaction of the City of Stratford Engineering Department in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical information system.
4. The Owner is advised that clearances from the following agencies is required:
 - City of Stratford Corporate Services Department, Tax Division
 - City of Stratford Infrastructure and Development Services Department, Manager of Development

Services

- City of Stratford Infrastructure and Development Services Department, Chief Building Official
- City of Stratford Infrastructure and Development Services Department, Engineering Division
- Canada Post
- Union Gas

9.2 Report of the Social Services Committee

Motion by _____

THAT the Report of the Social Services Committee dated August 12, 2019, be adopted as printed.

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| 9.2.1 | Preliminary report on the Integration and Transformation of Employment Services be received for information (SOC19-013) | 95 - 125 |
| | <p>THAT the Preliminary report on the Integration and Transformation of Employment Services be received for information;</p> <p>AND THAT The City of Stratford CMSM continues to work collaboratively with Bruce, Grey and Huron CMSM's to discuss future opportunities in regards to the Integration and Transformation of Employment Services.</p> | |
| 9.2.2 | New Capital Build Project: Anne Hathaway Public School Site (SOC19-014) | 126 - 128 |
| | <p>THAT the "New Capital Build Project; Anne Hathaway Public School Site" report be received for information;</p> <p>AND THAT this initiative be referred to the City of Stratford 2020 budget process.</p> | |
| 9.2.3 | 2019 Approved Alternate Average Market Rent (SOC19-011) | 129 - 138 |
| | <p>THAT the report titled "2019 Approved Alternate Average Market Rent" be received for information.</p> | |
| 9.2.4 | Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI) (SOC19-012) | 139 - 142 |
| | <p>THAT Council authorize the Mayor, City Clerk and Director of</p> | |

Social Services to execute the Transfer Payment Agreement and other necessary documentation with the Ontario Ministry of Municipal Affairs and Housing (MMAH) as required for the purpose of participating in the Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI).

9.2.5 An Update on the Ontario Works Caseload and Targets - 2018 (SOC19-010) 143 - 145

THAT the report titled "An update on Ontario Works Caseload and Targets – 2018" be received for information.

9.3 Report of the Community Services Committee

Motion by _____

THAT the Report of the Community Services Committee dated August 12, 2019, be adopted as printed.

9.3.1 Cemetery By-law and Fees (COM19-020) 146 - 167

THAT the Cemetery By-law be approved as revised;

AND THAT Council approve the Fee Schedule for 2019, 2020 and 2021.

9.3.2 Community Services Department 2020, 2021 and 2022 Fees and Charges (COM19-019) 168 - 175

THAT the Community Services Department revised fees and charges for 2020, 2021 and 2022 be approved, with the exception that the child and student rates for transit, public swimming and public skating admissions be frozen at 2020 rates for years 2021 and 2022;

AND THAT By-law 190-2018 be updated.

10. Notice of Intent:

None scheduled.

11. Reading of the By-laws:

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

Motion by _____

THAT By-laws 11.1 to 11.9 be taken collectively.

Motion by _____

THAT By-laws 11.1 to 11.9 be read a First and Second Time.

Motion by _____

THAT By-laws 11.1 to 11.9 be read a Third Time and Finally Passed.

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| 11.1 | Cemetery By-law Amendment | 176 - 177 |
| | To amend By-law 88-2012 of The Corporation of the City of Stratford to make housekeeping amendments. | |
| 11.2 | Fees and Charges By-law Amendment | 178 - 191 |
| | To amend the Fees and Charges By-law 190-2018, as amended, to reflect amended Community Services fees, including Cemetery fees. | |
| 11.3 | Transfer Payment Agreement | 192 |
| | To authorize the entering into and execution of a Transfer Payment Agreement, and other necessary documentation, with the Ontario Ministry of Municipal Affairs and Housing for the Canada-Ontario Community Housing Initiative and Ontario Priorities Housing Initiative. | |
| 11.4 | Repeal of By-law 37-2019 | 193 |
| | To repeal By-law 37-2019 authorizing the conveyance to 2567217 Ontario Limited of Lot 20, Plan 44M-38, save and except Part 1 on Plan 44R-5393 being all of PIN 53264-0151(LT) in the Wright Business Park. | |
| 11.5 | Appoint Building Inspector | 194 - 195 |
| | To appoint a building inspector under the <i>Building Code Act</i> for The Corporation of the City of Stratford. | |
| 11.6 | 2019 Cemetery Loader/Backhoe Tender Award | 196 |
| | To authorize the acceptance of the tender for the 2019 Cemetery Loader/Backhoe project. | |
| 11.7 | Accept Proposal for Playground Equipment at Shakespeare Park | 197 |
| | To authorize the acceptance of the proposal of Park N Play Design Co Ltd., for the design, supply, delivery and installation of playground equipment at Shakespeare Park. | |

11.8 Conveyance from Spennie Holdings Inc. 198 - 199

To accept the transfer (conveyance) from Spennie Holdings Inc. of Parts 2, 3 and 4 on 44R-5639 as a condition of site plan approval (SP02-19) for 305 Romeo Street South.

11.9 Dedication as Public Highway of Parts of Romeo Street South and Douro Street 200 - 202

To dedicate Part 2 on Reference Plan 44R-5639 as public highway forming part of Romeo Street South and Parts 3 and 4 on Reference Plan 44R-5639 as public highway forming part of Douro Street.

12. Consent Agenda: CA-2019-102 to CA-2019-107 203 - 209

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

13. New Business:

14. Adjournment to Standing Committees:

The next Regular Council meeting is August 26, 2019 at 6:00 p.m. in the Council Chamber, City Hall.

Motion by _____

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

- Planning and Heritage Committee [6:30 p.m. or thereafter following the Regular Council meeting];
- Infrastructure, Transportation and Safety Committee [6:35 p.m. or thereafter following the Regular Council meeting];
- Finance and Labour Relations Committee [6:40 p.m. or thereafter

following the Regular Council meeting];

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

15. Council Reconvene:

15.1 Declarations of Pecuniary Interest made at Standing Committees

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

Declarations of Pecuniary Interest made at Standing Committee meetings held on August 12, 2019 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

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15.2 Committee Reports

15.2.1 Infrastructure, Transportation and Safety Committee

Motion by _____

THAT Items 6.1, 6.2 and 7.3 of the Infrastructure, Transportation and Safety Committee meeting dated August 12, 2019 be adopted as follows:

6.1 Request for Exemption from Noise Control By-law 113-79 for the 2019 Jobsite Anniversary Event (ITS19-049)

THAT approval be given to the request from the organizers of the "Jobsite Brewings 1st Year on the Job" at 45 Cambria Street for exemptions from Noise Control By-law 113-79 in a residential zone to the amplification of sound provision [Schedule 2 clause 2] from 7:00 p.m. to 8:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event from 10:00 a.m. to 8:00 p.m. on Saturday, August 17, 2019.

6.2 Request for Exemption from Noise Control By-law 113-79 for The Hub Event on September 14, 2019 and September 15, 2019 (ITS19-052)

THAT approval be given to the request from The Hub Management Staff for exemptions from Noise Control By-law 113-79 in a commercial zone to the amplification of sound provision [Schedule 2 clause 2] from 12:00 midnight to 1:00 a.m. and from the unreasonable noise provision [Schedule 1 clause 8] for the duration of the event from 5:00 p.m. on Saturday, September 14, 2019 to 1:00 a.m. on Sunday, September 15, 2019 at 33 Market Place.

7.3 51 and 59 Campbell Court Request for Exemption to the City's Traffic and Parking By-law (ITS19-053)

THAT 8 vehicles be permitted to park on Greenwood Drive, including overnight, from August 15 to September 30, 2019, or a similar date range dependent on final construction dates, subject to no complaints being received;

AND THAT Stratford Police Services be notified of this one time exemption.

15.2.2 Finance and Labour Relations Committee

Motion by _____

THAT Item 5.1 of the Finance and Labour Relations Committee meeting dated August 12, 2019 be adopted as follows:

5.1 Purchasing Policy Exemption Request for the Purchase of Combination Plow and Sander Trucks with Wing Attachment (FIN19-025)

THAT Council approve an exemption as per Clause 42 of the City of Stratford's Purchasing and Materials Management Policy P.5.1 to allow the purchase of two 2017 Western Start plow/sander trucks from Gradall Rental Ltd. at a cost of \$610,200 including HST.

15.3 Reading of the By-laws (reconvene):

210

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

By-law 11.11 Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on August 12, 2019.

Motion by _____

THAT By-law 11.11 be read a First and Second Time.

Motion by _____

THAT By-law 11.11 be read a Third Time and Finally Passed.

15.4 Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by _____

THAT the August 12, 2019 Regular Council meeting adjourn.



Stratford City Council Regular Council Open Session MINUTES

Meeting #:	4588th
Date:	Monday, July 22, 2019
Time:	6:05 P.M.
Location:	Council Chamber, City Hall
Council Present:	*Mayor Mathieson - Chair Presiding, Councillor Beatty, Councillor Bunting, Councillor Burbach, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Sebben, Councillor Vassilakos
Regrets:	Councillor Clifford
Staff Present:	Rob Horne - Chief Administrative Officer, Joan Thomson - City Clerk, David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Kim McElroy - Director of Social Services, Jacqueline Mockler - Director of Human Resources, John Paradis - Fire Chief, Jeff Leunissen - Manager of Development Services, Tatiana Dafoe - Deputy Clerk, Mike Beitz - Corporate Communications Lead, Mike Mousley - Transit Manager, Quin Malott - Cemetery/Parks & Forestry Manager, Brad Hernden - Manager of Recreation and Marketing, Eden Grodzinski - Housing Manager, Barb Hobson - Manager of Early Years and Child Care
Also Present:	Members of the Public and Media

1. **Call to Order:**

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

Councillor Clifford provided regrets for this meeting.

Singing of O Canada

Moment of Silent Reflection

Mayor Mathieson, on behalf of the City, extended thanks to Chief Administrative Officer, Rob Horne, who is retiring at the end of July, 2019. Chief Administrative Officer, Rob Horne, expressed thanks to Council, staff and the broader community.

*Mayor Mathieson departed the meeting at 6:07 p.m.

Deputy Mayor Ritsma assumed the position of Chair presiding.

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

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

Name, Item and General Nature of Pecuniary Interest

A declaration of pecuniary interest was not made by a member at the July 22, 2019 Regular Council meeting.

3. **Adoption of the Minutes:**

R2019-319

Motion by Councillor Bunting

Seconded By Councillor Ingram

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated July 15, 2019 be adopted as printed.

Carried

4. Adoption of the Addenda to the Agenda:

R2019-320

Motion by Councillor Beatty

Seconded By Councillor Henderson

THAT the Addenda #1 and #2 to the Regular Agenda of Council and Standing Committees dated July 22, 2019, be added to the Agenda to include Items 5.3, 8.2, 11.6 and 11.7 and to amend Item 11.2.

Carried

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

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

Appointments to Ad-Hoc Transit Committee:

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

R2019-321

Motion by Councillor Sebben

Seconded By Councillor Vassilakos

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

Carried

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

- Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)) and Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board (section 239.(2)(e));
- Security of municipal property of the municipality or local board (section 239.(2)(a)) and, Proposed or pending acquisition or disposal of land by the municipality or local board (section

239.(2)(c)) (includes municipal property leased for more than 21 years);

- Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years;
- Personal matters about an identifiable individual(s) including municipal employees or local board employees) (section 239.(2)(b);
- Proposed or pending acquisition or disposal of land by the municipality or local board (section 239.(2)(c)) (includes municipal property leased for more than 21 years;
- Labour relations or employee negotiations (section 239.(2)(d)).

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

5.3 ADDED - Council Representative Appointments to Ad-Hoc Transit Committee

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

R2019-322

Motion by Councillor Gaffney

Seconded By Councillor Burbach

THAT Councillor Beatty and Councillor Henderson be appointed as Council representatives to the Ad-Hoc Transit Committee for two-year terms to November 30, 2021 or until successors are appointed.

Carried

6. Hearings of Deputations and Presentations:

6.1 Presentation to Lori McLellan

Deputy Mayor Ritsma congratulated Ms. McLellan, and presented her with a certificate, in recognition of her achievement of obtaining the highest grade in the Province on her Municipal Accounting and Finance exams.

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

R2019-323

Motion by Councillor Sebben

Seconded By Councillor Vassilakos

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

Carried

*The Regular Council meeting adjourned to a Public meeting at 6:14 p.m., and reconvened at 6:33 p.m.

7. Orders of the Day:

7.1 Proclamation - Trigeminal Neuralgia

R2019-324

Motion by Councillor Vassilakos

Seconded By Councillor Bunting

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

Carried

7.2 Resolution - Temporary Extension of a Liquor Sales Licence

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

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

R2019-325

Motion by Councillor Burbach

Seconded By Councillor Ingram

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

Carried

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

R2019-326

Motion by Councillor Gaffney

Seconded By Councillor Burbach

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

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

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

Carried

7.4 Resolution - Special Occasion Permit

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

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

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

Tent permit

Stage permit

Close out an open demolition permit for the site

R2019-327

Motion by Councillor Sebben

Seconded By Councillor Burbach

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

Carried

8. Business for Which Previous Notice Has Been Given:

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

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

R2019-328

Motion by Councillor Henderson

Seconded By Councillor Vassilakos

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

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

Carried

8.2 ADDED - Disposal of 65 Home Street

[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)]

R2019-329

Motion by Councillor Gaffney

Seconded By Councillor Bunting

THAT the agreement of purchase and sale with Carol Vida Eckenswiller for 65 Home Street be accepted and the Mayor and Clerk be authorized to execute the said agreement.

Carried

9. Reports of the Standing Committees:

9.1 Report of the Finance and Labour Relations Committee:

R2019-330

Motion by Councillor Gaffney

Seconded By Councillor Burbach

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

Carried

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

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

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

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

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

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

9.2 Report of the Infrastructure, Transportation and Safety Committee

R2019-331

Motion by Councillor Vassilakos

Seconded By Councillor Burbach

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

Carried

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

THAT Council consider the comments received;

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

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

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

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

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

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

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

By Adding:

Street	Between	Between	Maximum Limit
Matilda Street	Oakdale Avenue	Short Street	40 km/hr

Short Street	Matilda Street	Forman Avenue	40 km/hr
--------------	----------------	---------------	----------

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

By Adding:

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

By Deleting:

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

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

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

10. Notice of Intent:

None scheduled.

11. Reading of the By-laws:

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

R2019-332

Motion by Councillor Beatty

Seconded By Councillor Sebben

THAT By-laws 118-2019 to 123-2019 be taken collectively.

Carried unanimously

R2019-333

Motion by Councillor Ingram

Seconded By Councillor Vassilakos

THAT By-laws 118-2019 to 123-2019 be read a First and Second Time.

Carried two-thirds support

R2019-334

Motion by Councillor Gaffney

Seconded By Councillor Bunting

THAT By-laws 118-2019 to 123-2019 be read a Third Time and Finally Passed.

Carried

11.1 Amend Traffic and Parking By-law 159-2008-By-law 118-2019

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

11.2 Appointments to Ad-Hoc Transit Committee-By-law 119-2019

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

11.3 Appointment of Acting Clerk-By-law 120-2019

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

11.4 Acceptance of Proposal for Crossing Guard Services-By-law 121-2019

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

11.6 ADDED - Agreement of Purchase and Sale-By-law 122-2019

To authorize the execution of an Agreement of Purchase and Sale with Carol Vida Eckenswiller for 65 Home Street.

11.7 ADDED - Transfer of Conveyance-By-law 123-2019

To authorize the transfer (conveyance) to Carol Vida Eckenswiller of 65 Home Street.

12. Consent Agenda: CA-2019-098 to CA-2019-101

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

13. New Business:

13.1 Status of Development on Huron Street

Concern was expressed that the showcase part of the development at 519 Huron Street has not been completed. A request was made for staff to follow-up with the developer on its status. The Manager of Development Services confirmed the showcase development is not completed, that a security is being maintained and that the developer has not pulled the permit for the second building.

The status of the development of the second building was questioned. The Manager advised a phasing of the site plan approval was granted. The last amendment included both buildings but only one permit was pulled.

It was questioned whether there are active discussions on the second building. The Manager advised he is not aware of any active discussions.

R2019-335

Motion by Councillor Gaffney

Seconded By Councillor Sebben

THAT the request to follow-up with the developer on the status of the showcase part of the development at 519 Huron Street be referred to Planning and Building Services.

Carried

14. Adjournment to Standing Committees:

The next Regular Council meeting is August 12, 2019 at 6:00 p.m. in the Council Chamber, City Hall.

R2019-336

Motion by Councillor Henderson

Seconded By Councillor Burbach

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

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

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

Carried

15. Council Reconvene:

15.1 Declarations of Pecuniary Interest made at Standing Committees

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

Declarations of Pecuniary Interest made at Standing Committee meetings held on July 22, 2019 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

A declaration of pecuniary interest was not made by a member at the July 22, 2019 reconvene portion of the Council meeting.

15.2 Committee Reports

15.2.1 Infrastructure, Transportation and Safety Committee

R2019-337

Motion by Councillor Vassilakos

Seconded By Councillor Burbach

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

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

THAT an exemption from Noise Control By-law 113-79 be granted to Tops Contracting Services Incorporated for working on Sundays to repair the existing brick Façade at the Administration of Justice Building at 100 St. Patrick Street (project Q-2018-40).

Carried

15.3 Reading of the By-laws (reconvene):

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

By-law 11.5 Confirmatory By-law 124-2019

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

R2019-338

Motion by Councillor Henderson

Seconded By Councillor Beatty

THAT By-law 124-2019 be read a First and Second Time.

Carried two-thirds support

R2019-339

Motion by Councillor Ingram

Seconded By Councillor Vassilakos

THAT By-law 124-2019 be read a Third Time and Finally Passed.

Carried

15.4 Adjournment of Council Meeting

R2019-340

Motion by Councillor Gaffney

Seconded By Councillor Burbach

THAT the July 22, 2019 Regular Council meeting adjourn.

Carried

Meeting Start Time: 6:05 P.M.

Meeting End Time: 6:46 P.M.

Reconvene Meeting Start Time: 7:49 P.M.

Reconvene Meeting End Time: 7:50 P.M.

Deputy Mayor – Martin Ritsma

Clerk - Joan Thomson

COALITION ONTARIENNE POUR
de meilleurs services
éducatifs à l'enfance



RECEIVED
Better Child Care
JUL 30 2019

CUPE SCFP
Ontario
RECEIVED

July 24, 2019

CITY CLERK'S OFFICE

JUL 29 2019

Re: 19th Annual Child Care Worker and Early Childhood Educator Appreciation Day, October 24, 2019

CITY OF STRATFORD
MAYOR/CAO OFFICE

To Ontario mayors and councils,

The Ontario Coalition for Better Child Care (OCBCC), the Canadian Union of Public Employees (CUPE) and other labour and community partners around Ontario have announced **Thursday, October 24, 2019** as the 19th annual Child Care Worker & Early Childhood Educator Appreciation Day, a day of recognition for the many people who work providing early learning and child care services in your community.

Our theme again this year is: ***Champions for Children.***

This annual awareness day recognizes the education, skills, commitment and dedication of Early Childhood Educators (ECEs) and child care staff, and each year is proclaimed by municipalities and school boards across Ontario. Many groups are recognized by way of municipal resolution. Such a day allows us to acknowledge the important contributions of child care workers and ECEs.

We are writing to ask that you and your Council consider proclaiming Child Care Worker & Early Childhood Educator Appreciation Day in your municipality. A sample proclamation is attached.

Even if your council does not issue official proclamations, there are many ways for your municipality to participate in celebrating this special day:

- Your council could sponsor a public announcement;
- Display our posters and distribute our buttons;
- Many municipalities organize events and contests for the day or have councilors or the mayor participate in events hosted by child care centres within the municipality.
- A document of further ideas and examples is attached.

We would love to acknowledge those municipalities celebrating child care workers and ECEs across Ontario on October 24, 2019. Let us know how your municipality is participating in the recognition day and we will add your municipality to our list of proclamations and celebrations.

Please direct any correspondence on proclamations and/or celebration activities to the attention of Carolyn Ferns, by mail: Ontario Coalition for Better Child Care, 489 College St., Suite 206, Toronto, ON M6G 1A5, by fax at 416-538-6737, or by email at: carolyn@childcareontario.org.

Thank you for your consideration.

Sheila Olan-Maclean
President, Ontario Coalition for Better Child Care

Fred Hahn
President, CUPE Ontario Division

CHILD CARE WORKER & ECE APPRECIATION DAY 2019

19TH ANNIVERSARY – OCTOBER 24TH, 2019

*This year marks the 19th annual Child Care Worker & Early Childhood Educator Appreciation Day, which will be held on **Thursday October 24th 2019**. On this day we recognize the hard work, meaningful care and continuous learning these educators provide children every day. This year's theme is **CHAMPIONS FOR CHILDREN** in recognition of the essential role that educators play in the lives of our youngest learners.*

Ideas to celebrate the day!

Municipalities

- Place an ad in the local newspaper announcing Child Care Worker and ECE Appreciation Day.
- Take nominations from local child care centres for outstanding staff to be recognized by the Mayor through a letter, announcement or event.
- Encourage local councillors to tour child care centres to find out more about this important work. Event could also generate media coverage.
- Organize a community-wide celebration to recognize individual staff or centres and programs.

School Boards

- Insert the day on the monthly calendar of October.
- Arrange to have the day announced on the PA the morning of Thursday October 24th.
- Encourage classes of grade 7 and 8 students to visit the child care centre. Students may ask the educators about their role as an ECE.
- Set up a Wall of Fame where parents have the opportunity to say thank you to each staff.
- Place our poster on school bulletin boards.

Child care centres

- Host a pizza lunch for the staff. Give each staff member a certificate of appreciation.
- Have every staff in the centre vote on one child care champion of the year.
- Set up a board near the entrance of the centre where parents may write thank you notes.
- Place our poster on the door to show everyone that it is Child Care Worker and Early Childhood Educator Appreciation Day!

Show ECEs your appreciation on social media

- Share photos of how you're celebrating Child Care Worker and ECE Appreciation Day.
- Use the hashtags **#Champion4Children** and **#ECEappreciation** and tag us **@ChildCareON**
- Share an event prior to the date to raise awareness and get more people involved.
- Write a kind message about a child care provider you know.

Contact the OCBCC to order posters and buttons by Tuesday October 1st to ensure delivery.

Ontario Coalition for Better Child Care

Phone: 416-538-0628 x 2 / toll-free 1-800-594-7514 x 2

Email: campaigns@childcareontario.org

COALITION ONTARIENNE POUR
de meilleurs services
éducatifs à l'enfance



ONTARIO COALITION FOR
Better Child Care

19th Annual Child Care Worker & Early Childhood Educator Appreciation Day

October 24, 2019

Proclamation

Whereas years of research confirms the benefits of high quality child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

Whereas child care promotes the well-being of children and responds to the needs of parents and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

Whereas trained and knowledgeable Early Childhood Educators and child care staff are the key to quality in early learning and child care programs and champions for children;

Therefore Be It Resolved that October 24, 2019 be designated the 19th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

Perth County Municipal Association 71st Annual Meeting

November 20th, 2019 – West Perth Community Centre, Mitchell

THEME: EMBRACING CHANGE

The 71st^h annual meeting for the Perth County Municipal Association will be held at:

- West Perth Community Centre, 185 Wellington Street, Mitchell
- Wed. November 20, 2019

Registration (\$30.00/pp) at 8:15 AM

Program begins at 8:45 AM with lunch around noon

- **Keynote Speaker:** Michael Fenn – Special Advisor to the Province on Ontario to review Regional Government; as well as an extensive career in public service as Ontario Deputy Minister under three Premiers
- **Sharing Business Successes – Local Businesses**

*Further details and program to follow

REGISTRATION DETAILS

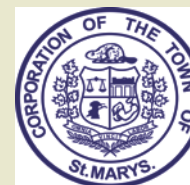
Pre-registration by email pwalkom@perthcounty.ca

519-271-0531 extension 121 by Nov 12, 2018.

Fee :\$30 per person (includes lunch) payment to the “Perth County Municipal Association” 1 Huron St., Stratford

*Please advise if you have any dietary concerns.

Perth County
Municipal
Association
Members



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

Sent: July 28, 2019 6:57 PM

To: Patricia Shantz

Subject: New Response Completed for Email the Office of the Mayor

Subject:

Wrongful Conviction Day Proclamation

- **Full name:**

Mabel Pastrana

- **City:**

Oakville

- **Message:**

Dear Mayor Dan Mathieson,

My name is Mabel Pastrana, a Criminal Justice and Public Policy student from the University of Guelph, and a volunteer for Innocence Canada (formerly the Association in Defence of the Wrongfully Convicted). I am writing to you on behalf of Innocence Canada to ask if you would proclaim October 2nd as Wrongful Conviction Day in Stratford.

The purpose of Wrongful Conviction Day is to spread awareness about wrongful convictions and the effects these convictions have on individuals, their families, and the society at large. Through Wrongful Conviction Day, Innocence Canada aims to decrease the amount of wrongful convictions in Canada by encouraging the justice system to address issues that contribute to wrongful convictions.

Innocence Canada is a not-for-profit organization founded in 1993 and have been responsible for exonerating 24 wrongly convicted individuals. Amongst these exonerees are David Milgaard, Romeo Phillion, Steven Truscott and Guy Paul Morin. There is an undetermined number of individuals imprisoned for crimes they did not commit. Nobody is exempt from the possibility of being wrongfully convicted.

We hope that you would be able to offer us assistance in our mission to declaring October 2nd as Wrongful Conviction day across Canada. Numerous cities have joined us in our efforts such as Toronto, Oakville, Ajax, Pickering, Orillia, etc. Please visit <http://www.innocencecanada.com/> for more information on the organization, and feel free to contact me if you have further questions.

I look forward to hearing from you,

Mabel Pastrana,
Innocence Canada Volunteer
B.A (Hons.), Criminal Justice and Public Policy
University of Guelph



MANAGEMENT REPORT

Date: July 31, 2019
To: Mayor and City Council
From: Quin Malott - Parks, Forestry & Cemetery Manager
Report#: COU19-067
Attachments: Bid Summary

Title: 2019 Cemetery Loader/Backhoe Tender Approval

Objective: To recommend the low bid from Strongco Limited Partnership for the supply and delivery of one four-wheel drive industrial loader with backhoe.

Background: The replacement of the current 17 year old loader/backhoe in the Cemetery Division was approved in the 2019 Capital Budget. This particular piece of equipment is required for grave openings and winter control on department facility parking lots.

Public Works also has a similar piece of equipment but in discussion with their Director, it is not feasible to share equipment as theirs is required in emergency situations and the cemetery equipment is also needed in our snow clearing program.

Analysis: The tender closed on July 10, 2019 with four bids received.

Financial Impact: Cost is \$121,000 plus \$15,730 HST. Total cost to the City, including the 1.76% HST is \$123,129.

Approved budget amount is \$122,000 and staff confirms that the Recreation Reserve has sufficient funds to cover the \$1,129 overage in the tender.

Staff Recommendation: THAT the capital budget for the replacement of the Cemetery loader/backhoe (G955-9571) be amended to \$123,129 with all funding from Recreation Capital Reserve Fund (R-R11-RECR);

AND THAT approval of the low bid from Strongco Limited Partnership in the amount of \$136,730, including HST for the supply and delivery of one four-wheel drive industrial loader with backhoe be approved.



Parks, Forestry & Cemetery Manager



Director of Community Services



Joan Thomson, Acting Chief Administrative Officer

T-2019-37

Supply and Deliver One, Four-Wheel Drive Industrial Loader with Backhoe

Closing Date: Wednesday, July 10, 2019

Submission Summary

Vendor	City/Province	Submission Name	Unofficial Value or Notes
STRONGCO LIMITED PARTNERSHIP	BRAMPTON, Ontario	Submission 1	\$136,730.00
Delta Power Equipment	Warwick TWP., Ontario	Submission 1	\$140,900.83
Nortrax Canada Inc.	London, Ontario	Submission 1	\$149,725.00
Toromont Cat	Concord, Ontario	Submission 1	\$156,900.50

 Witness (Print Name)

Signature

Date

 Witness (Print Name)

Signature

Date

 Witness (Print Name)

Signature

Date



MANAGEMENT REPORT

Date: August 12, 2019
To: Mayor and City Council
From: Jonathan DeWeerd, Chief Building Official
Report#: COU19-068
Attachments: None

Title: Appoint Building Inspector

Objective: To adopt the necessary By-law to officially appoint Trevor Schon in the roll of Building Inspector for the City of Stratford.

Background: Section 3(2) of the *Ontario Building Code Act* requires that each municipality appoint a Chief Building Official and such Inspectors as necessary to enforce the Ontario Building Code in the area in which the municipality has jurisdiction. Inspectors must be appointed by By-Law to comply with the Ontario Building Code Act.


In the 2019 budget, Council approved the expansion of the Building Division to include a Municipal Building Official III position. This position was filled internally by Kelsey Hammond who vacated her Municipal Building Official II (MBOII) position.

On August 19, 2019, Trevor Schon will begin his permanent employment with the City of Stratford in the position of Municipal Building Inspector II. In order for Mr. Schon to carry out his statutory duties as Building Inspector, a by-law of Council is required to officially appoint him as a Building Inspector.

Analysis: Section 4.35 of the Delegation of Authority By-law gives authority to bring by-laws directly to Council with respect to statutory appointments, municipal by-law enforcement officers, peace officers, appointments under the *Municipal Act*, *Building Code Act*, appointments under the *Fire Protection and Prevention Act* and *Legislation Act*.

Financial Impact: The Municipal Building Official II salary is included in the 2019 operating budget.

Staff Recommendation: THAT Council amend By-law 8-2009, as amended, to appoint Trevor Schon as Inspector under the Building Code Act for The Corporation of the City of Stratford commencing August 19, 2019.

A handwritten signature in black ink, appearing to read 'Jonathan DeWeerd', with a large loop at the end.

Jonathan DeWeerd, Chief Building Official

A handwritten signature in blue ink, appearing to read 'Ed Dujlovic', with a large loop at the end.

Ed, Dujlovic, Director of Infrastructure and Development Services

A handwritten signature in black ink, appearing to read 'Joan Thomson', with a large loop at the end.

Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: August 1, 2019
To: Mayor and City Council
From: Quin Malott, Parks, Forestry & Cemetery Manager
Report#: COU19-069
Attachments: Bid Summary

Title: 2019 Playground Equipment at Shakespeare Park

Objective: To recommend approval of bid for the design, supply, delivery and installation of playground equipment at Shakespeare Park.

Background: An RFP was advertised and closed on June 26, 2019 for the design, supply, delivery and installation of an accessible playground including accessible rubber surface flooring at Shakespeare Park. The RFP also included the installation of an accessible pathway to the playground equipment.

Analysis: Five submissions were received and reviewed by the Parks, Forestry & Cemetery Manager and members of the Accessibility Advisory Committee.

Submissions were rated on the following criteria:

1. Play value & safety
2. Accessibility
3. Appearance and novelty
4. Quality and durability of materials
5. Warranty, service and maintenance requirements
6. Price

Financial Impact: Total cost including HST is \$115,250.04, with net cost being \$103,786.23. This project was approved in the 2019 Capital Budget at \$102,000.

The Kiwanis Club of Stratford has offered \$25,000 for the upgrade of the playground equipment at Shakespeare Park. This will be paid over two years, \$12,500 in 2019 and \$12,500 in 2020 and will be deposited back into the Recreation Capital Reserve Fund.

Staff Recommendation: THAT the capital budget for the supply and installation of playground equipment at Shakespeare Park (G971-9402) be amended to \$103,786.23 with all funding from Recreation Capital Reserve Fund (R-R11-RECR);

AND THAT the bid from Park N Play Design Co Ltd. in the amount of \$115,250.04, including HST for the design, supply, delivery and installation of an accessible playground, including accessible rubber surface flooring and the installation of an accessible pathway at Shakespeare Park be approved.



Parks, Forestry & Cemetery Manager



Director of Community Services



Joan Thomson, Acting Chief Administrative Officer

RFP-2019-30

Design, Supply, Deliver and Installation of Accessible Playground at Shakespeare Park, Including Accessible Rubber Surface Flooring and Accessible Path

Closing Date: Wednesday, June 26, 2019

Submission Summary

Vendor	City/Province	Submission Name	Unofficial Value or Notes
Openspace Solutions Inc.	Wellesley, Ontario	Submission 1	\$103,643.60
New World Park Solutions Inc	Brantford, Ontario	Submission 1	\$113,000.00
ABC Recreation Ltd.	Paris, Ontario	Submission 1	\$114,285.02
PlayPower Canada	Paris, ON	Submission 1	\$115,057.99
Park N Play Design Co Ltd	Rocky View County, ALBERTA	Submission 1	\$115,250.04

 Witness (Print Name)

Signature

Date

 Witness (Print Name)

Signature

Date

 Witness (Print Name)

Signature

Date



MANAGEMENT REPORT

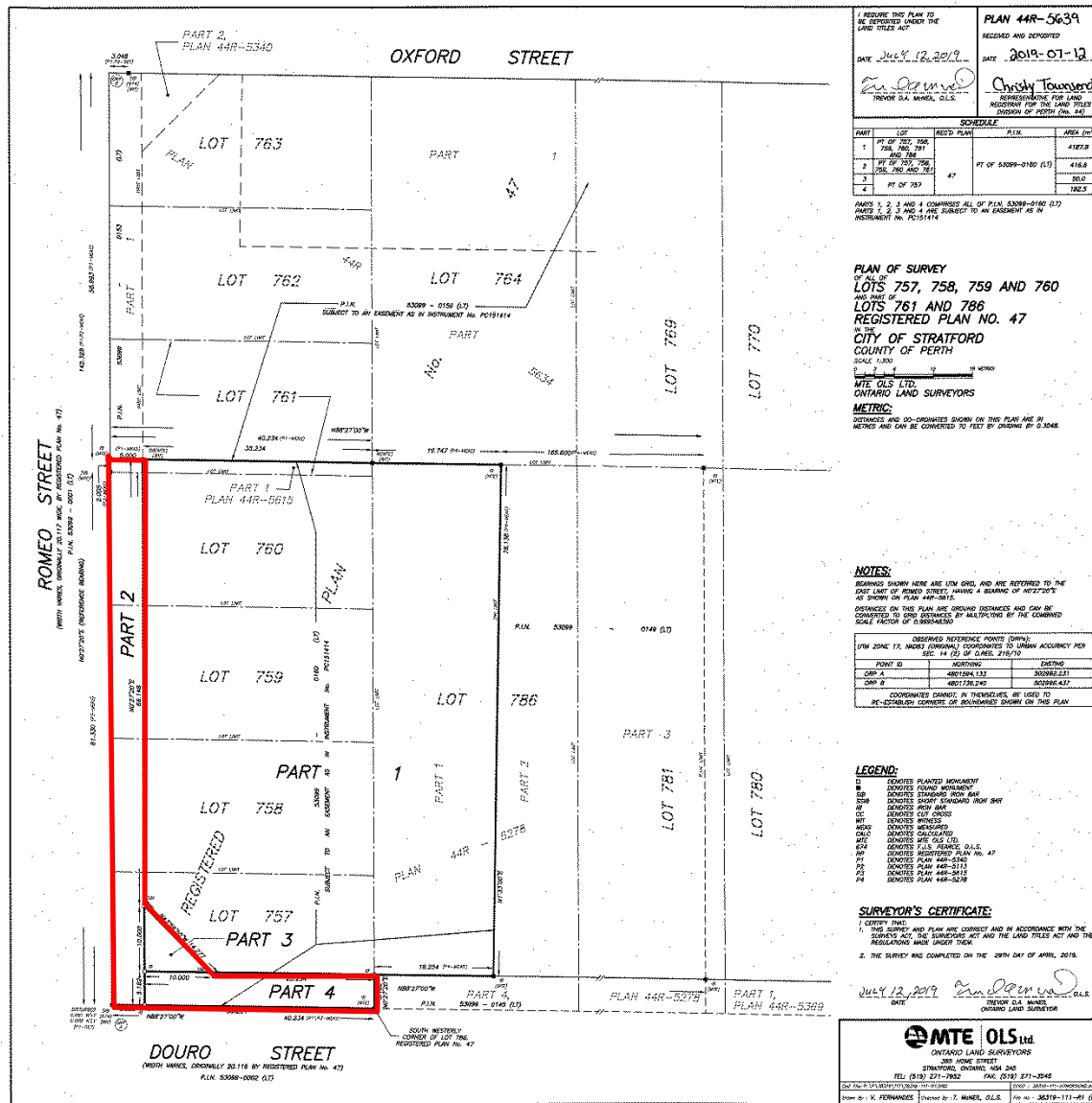
Date: August 12, 2019
To: Mayor and Council
From: Jeff Leunissen, Manager of Development Services
Report#: COU19-070
Attachments: None

Title: Road Widening for Site Plan Application SP02-19, 305 Romeo Street South

Objective: The purpose of this report is to authorize the conveyance of Part 2, 3 and 4 on Reference Plan 44R-5639 from Spennie Holdings Inc., to The Corporation of the City of Stratford and to dedicate these lands as public highway for the purpose of a 5m road widening along Romeo Street South and 5.182m along Douro Street and 10m x 10m daylight triangle at the corner of Douro Street and Romeo Street South.

Background: Spennie Holdings Inc. has received site plan approval (SP02-19) for 305 Romeo Street South. A condition of site plan approval is a road widening and daylight triangle land dedication to the City of Stratford.

44R-5639

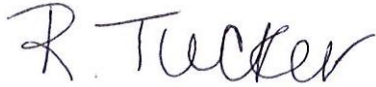


Analysis: Parts 2, 3 and 4 on Reference Plan 44R-5639 are required to be dedicated to the City of Stratford for the purpose of providing a road widening along Romeo Street South and Douro Street, and a daylight triangle at the corner of Romeo Street South and Douro Street. These parts, upon being transferred to the City, should be dedicated as public highway.

Financial Impact: The owner will be responsible for all costs associated with the transfer of the land to the City of Stratford.

Staff Recommendation: THAT Council authorize the conveyance of Parts 2, 3 and 4 on Plan 44R-5639 from Spennie Holdings Inc. to The Corporation of the City of Stratford;

AND THAT upon conveyance of Parts 2, 3 and 4 Plan 44R-5639 to the City of Stratford, these lands be dedicated public highway forming part of Romeo Street South and part of Douro Street.



Rachel Tucker, Planner



Jeff Leunissen, Manager of Development Services



Joan Thomson, Acting Chief Administrative Officer



Transport Canada Transports Canada

PROTECTED A

4900 Yonge Street
Toronto, ON M2N 6A5

Your file Votre référence

Our file Notre référence

RDIMS Number Numéro de SGDDI
5151-1-463
15292706

August 6, 2019

Stratford Muni ON
c.o.b. Stratford Municipal
R.R. #1
Stratford ON N5A 6S2

Attention: Robert Horne, Accountable Executive

Subject: Process Inspection Report

Your reference number for this activity is: ATS-19-20-00009689

Dear Sir:

Transport Canada conducts inspection to verify that certificate holders are in compliance with the applicable regulatory requirements and have the systems in place to ensure continued compliance. An inspection of Stratford Municipal Airport on July 17, 2019 was carried out in accordance with the procedures specified in Transport Canada Civil Aviation Staff Instruction (SI) SUR-001 – *Surveillance Procedures*. A description of these procedures can be found in Advisory Circular (AC) SUR 004 – Civil Aviation Surveillance Program.

Stratford Municipal Airport was evaluated on the following areas of operation:

- Quality Assurance
- OLS Tracking
- Targeted Inspection Runway Safety.

The surveillance team concluded that these areas were compliant and no further action is necessary. We are therefore concluding this surveillance activity.

I would like to thank you and your staff for the co-operation demonstrated during the course of the surveillance activity.

Regards,

Henri DeBruyn
Technical Team Lead – Flight Operations
Operations West
Civil Aviation, Ontario Region

Canada

www.tc.gc.ca

RDIMS # 15292706

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



June 24, 2019

Your Worship Daniel Mathieson
City of Stratford
P.O. Box 818, City Hall
Stratford, ON N5A6W1

Dear Mayor:

It is the responsibility of municipalities to ensure they are in compliance with the Emergency Management and Civil Protection Act (EMCPA).

The Office of the Fire Marshal and Emergency Management (OFMEM) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and has determined that your municipality was compliant with the EMCPA in 2018.

The safety of your citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. You are to be congratulated on your municipality's efforts in achieving compliance in 2018.

I look forward to continuing to work with you to ensure your continued compliance in 2019.

If you have any questions or concerns about the compliance monitoring process, please contact your Emergency Management Field Officer.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jon Pegg", with a long, sweeping horizontal stroke at the end.

Jon Pegg
Chief of Emergency Management

cc: Neil Anderson - CEMC
Drew Maddison - Field Officer - Bruce Sector



MANAGEMENT REPORT

Date: June 27, 2019
To: Planning and Heritage Sub-Committee
From: Jeff Leunissen, Manager of Development Services
Report#: PLA19-025
Attachments: Letter submitted on September 5, 2018, from Marklevitz Architects Inc. (on behalf of JLB Inc- The Bruce Hotel).

Title: 45 Parkview Drive (the Bruce Hotel) Request for a Right-of-way over the former Water Street Road Allowance

Objective: The purpose of this report is to provide staff's evaluation and recommendation on the unsolicited request submitted by Marklevitz Architects Inc, on behalf of the JLB Inc. (the Bruce Hotel), to allow a right-of-way over the former Water Street road allowance to provide driveway access to three parking spaces for a proposed three suite hotel on lands known as 45 Parkview Drive.

Background:

In April 2018 the owners submitted a site plan amendment application to allow a new three suite hotel on the portion of the Bruce Hotel property along Parkview Drive and opposite Water Street (City file SP09-18). Site plan approval was granted on May 23, 2019. The approved site plan includes a 3m wide driveway off of Parkview Drive on the north side of the property (as shown on page 3 on the plan labelled current approved site plan amendment SP09-18). During the site plan amendment process the owners indicated that they would like to use the existing driveway to the Stratford Tennis Club. Staff advised that Council approval would be required for the creation of a right-of-way over City owned lands.

On September 5, 2018, Terry Marklevitz, of Marklevitz Architects Inc., on behalf of JLB Inc. (the owners of the Bruce Hotel) submitted an unsolicited request to allow a right-of-way over the former Water Street road allowance (closed by By-law 1-1999 on January 11, 1999) to provide driveway access to three parking spaces for a proposed three suite hotel, shown on page 3 on the plan labelled Proposed Request). The attached letter submitted by

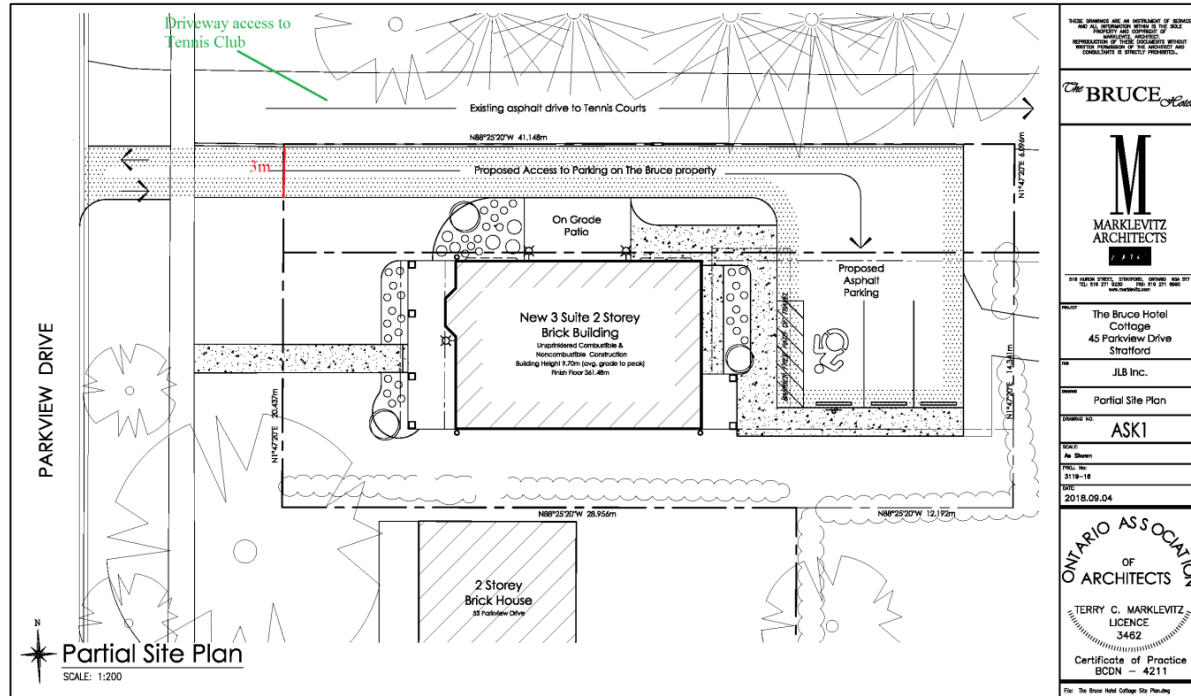
Marklevitz Architects Inc., provides additional background on the proposed development and the owners rational for making the request for a right-of-way over City owned lands.

Subject Site: The proposed right-of-way is located on the east side of Parkview Drive opposite Water Street and has an approximate area of 172.2m² and an approximate width of 4.2m to match the width of the asphalt. If the request is approved the exact dimensions would be determined through a reference plan.

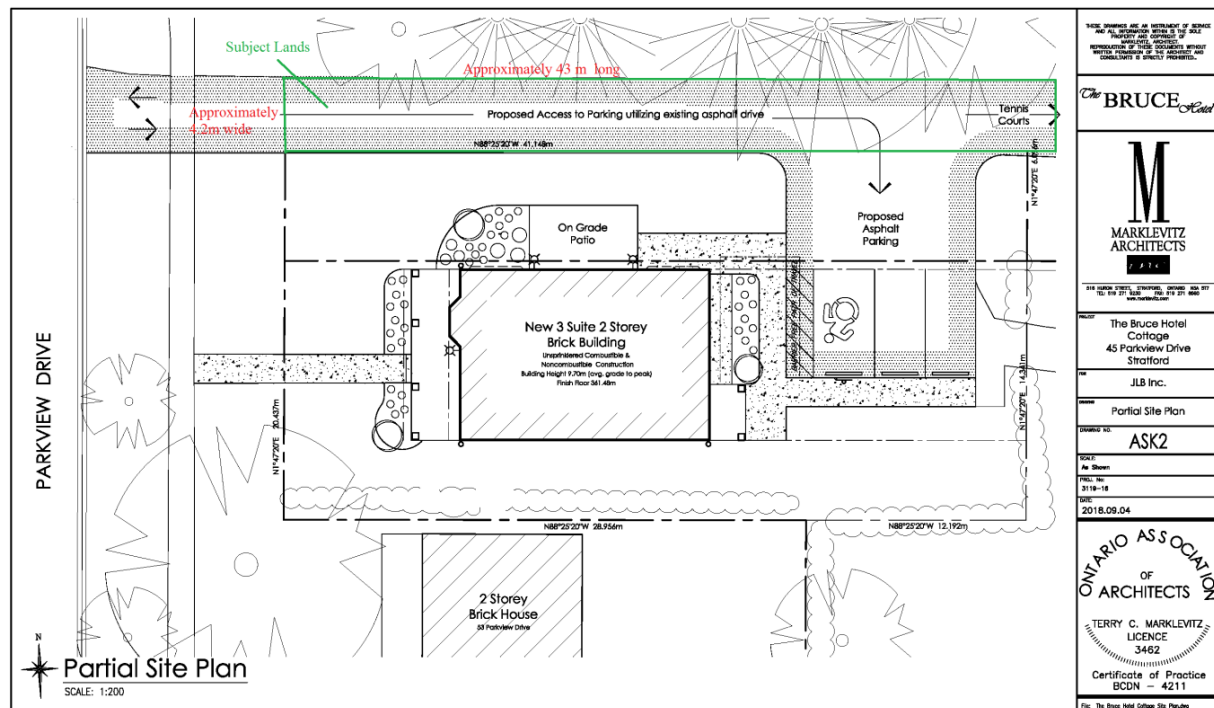
Subject Lands



Current Approved Site Plan Amendment SP09-18



Proposed Request If Right-of-Way Granted



Agency Comments

Circulation of the request to various agencies produced the following comments to date:

City of Stratford Infrastructure and Development Services Department –Engineering Division

- The creation of a right-of-way would be required as this section of the former Water Street is no longer a public highway. It was closed by By-Law 1-1999 on January 11, 1999.
- This driveway access does not currently receive winter maintenance. The applicant (The Bruce Hotel) would be entirely responsible for the plowing and/or removal of snow to maintain access in the winter months and damages that occur as a result of winter maintenance to driveway and surrounding areas.
- The existing driveway is exhibiting signs of wear and tear. Considerations should be given to long term joint use and maintenance that would require the owner to cost share the expense of maintaining and general up keep of the driveway.

City of Stratford Infrastructure and Development Services Department –Water Division

- No comments provided.

City of Stratford Infrastructure and Development Services Department- Building Division

- No concerns at this time.

City of Stratford Fire Department

- No issues or concerns so long as the driveway width of either proposal is minimum 6m to allow for Emergency vehicles and 2 way traffic.

City of Stratford Police Services

- No concerns.

Festival Hydro

- Festival Hydro's preference would be to go with plan the proponent has requested, which shows the parking spots access from the existing driveway on the former Water Street. As part of this project, Festival Hydro Inc. will in all likelihood need to install an anchor & downguy for the existing pole just east of the proposed parking spaces. In our opinion there is a greater likelihood the anchor & downguy assembly may get hit if the vehicles are forced to turn around when backing out in the designated parking area, as opposed to being able to back out directly onto the right of way.

City of Stratford- Community Services

- The request was brought forward to the Board of Park Management. The position of the Board was that a private property owner should not be granted such permission. The Board does not want to take parking away from the tennis club.

- The only control on the right-of-way in the winter is a fire route to the tennis clubhouse.
- The tennis club would not be in favor of the proposed access using the existing driveway leading to the tennis courts. The club would lose the on street parking they currently enjoy by having the additional access point.

City of Stratford- Corporate Services Department- Clerks Division

- No comments provided.

Analysis:

The City of Stratford has a municipal property policy manual P.3.1 dealing with the sale and other disposition of land. The policy includes direction on how to: determine the value of the lands; provide public notice, and dispose of municipal land. Section 2.1.5 of the policy outlines that lands involving a lease, a life lease, a lease of more than 21 years, a transfer of an easement or right-of-way, or an encroachment is exempt from the municipal property sale and other disposition of land policy.

Although the request to allow a right-of-way over the former Water Street road allowance is exempt from the municipal property sale and other disposition of land policy, staff has reviewed the request against the procedures for the sale and other disposition of land. The procedures include the consideration of: the zoning of the property, the need for the property by other City departments or utilities, servicing requirements and the status of the land.

The lands are zoned Park (P) which permits uses such as an auditorium, golf course, park, private club, public use, and a recreational park. The requested right-of-way over the existing asphalt will not impede the use of the continued use of the subject lands as a park.

To assess the need of the property by other City departments or utilities, staff circulated the request to various departments for comment. The lands proposed to be used as a right-of-way currently provide access to the Stratford Tennis Club. Tennis club users park within a designated parking area east of the driveway and, on occasion, both sides of the driveway leading to the Tennis Club. The Community Services Department circulated the request to the Board of Park Management and advised staff that the Board of Park Management is not in favour of the request because they do not want to take parking away from the tennis club. After reviewing the lease agreement and amendments to the lease agreement, it has been confirmed that no permission has been granted to allow parking beside or within the requested right-of-way. The requested right-of-way will not change access to the tennis club and will not reduce the number, or location, of any parking spaces allocated to the tennis club.

The Engineering Division has raised no functionality concerns with the right-of-way request and Festival Hydro has outlined that use of the existing driveway through a right-of-way is

their preferred site design as it would achieve better protection of hydro infrastructure. It has been confirmed that there is currently no winter maintenance of the subject lands.

Planning staff have confirmed that the former Water Street was closed by By-law 1-1999 on January 11, 1999. A portion of the former Water Street (Part 1 and Part 2 on 44R-3601) was sold to 500 Ontario Street (now addressed 45 Parkview Drive) in 1999.

Planning staff has no issue with the request. A shared access can adequately serve both uses and will not reduce the approved number parking spaces available or alter the designated parking area for the tennis club. A shared access will be more efficient and user friendly to those visiting the site than two driveways abutting each other.

If this request is approved, it is recommended that the applicant be required to:

- install curbing or landscaping along the north lot line to ensure people do not park on the grass area to the south of the driveway;
- install signage (at the cost of the proponent the Bruce Hotel) to prohibit parking on both sides of the driveway and to clearly identify Tennis Club Parking;
- enter into a joint use and maintenance agreement that is to be registered on title to ensure that the Bruce Hotel understands their maintenance and financial obligations. As the driveway is not maintained in the winter, the joint use and maintenance agreement shall clearly outline that the Bruce Hotel is responsible for winter access, snow storage and all costs associated with winter maintenance and any damages incurred as a result. Any agreement should include proper mechanisms to allow the City of Stratford flexibility to remove the right-of-way and/or make adjustments to the terms of the joint use and maintenance agreement at its sole discretion; and
- obtain a letter amendment to the approved site plan.

Financial Impact:

It is proposed that the proponent (Bruce Hotel) be responsible for all costs associated with the request.

Staff Recommendation: THAT Planning and Heritage Sub-Committee approve the request, submitted by Marklevitz Architects Inc, on behalf of the JLB Inc. (the Bruce Hotel), for a right-of-way over a portion of the former Water Street road allowance to provide driveway access to three parking spaces for a proposed three suite hotel on 45 Parkview Drive subject to details being worked out by staff.



Rachel Tucker, Planner

A handwritten signature in black ink, appearing to read 'Jeff Leunissen', with a stylized, flowing script.

Jeff Leunissen, Manager of Development Services

A handwritten signature in black ink, appearing to read 'Rob Horne', with a clear, slightly cursive script.

Rob Horne, Chief Administrative Officer

June 18, 2019

G:\AIS and MANAGEMENT REPORTS\2019\45 Parkview Drive ROW Request.docx



516 Huron Street, Stratford, Ontario N5A 5T7 Telephone: 519 271 9230 Fax: 519 271 6560 www.marklevitz.com

Terry C. Marklevitz B.E.S., B. ARCH., MRAIC

September 5, 2018

Rachel Tucker
Planning Department
City of Stratford
P.O. Box 818
Stratford, ON
N5A 6W1

Re: The Bruce Cottage Partial Site Plan

Dear Ms. Tucker:

The Bruce Hotel is formally requesting of Council, their consideration for an alternative access for parking for their proposed Cottage building to be located facing Parkview Drive. This property is part of the overall Bruce Hotel but the proposed development is an attempt to add a specialized 'cottage' type accommodation that will reflect the character of the existing homes on the street. Part of the proposal is to provide three parking spaces, one handicap accessible, at the rear of the cottage.

Under the requirements of the Site Plan Agreement, the Planning Department is asking for a solid surface driveway extending from Parkview Drive along the north side of the property to the proposed parking spaces. This will abut the existing asphalt driveway that is an extension of Water Street and leads to the tennis courts.

The owner of the Bruce Hotel is requesting that Council consider allowing the use of this existing asphalt driveway as access to the parking spaces. We believe this will benefit the community in the following ways:

- It will allow for more green space as from the attached drawing, the laneway required under Site Plan Agreement simply duplicates the existing access to the tennis courts
- It would further increase the amount of green space in the community as the parking spaces could be relocated further to the north thus reducing the amount of asphalt required.
- It would not impact anyway on the parking along this lane that is used for the tennis courts
- The Site Plan shows that this parking is limited to the use of the proposed guests of this cottage. The parking is not interconnected with any other roadway or parking lot that would allow through traffic to occur.
- The owner of the Bruce Hotel would be interested in discussing a possible cost sharing to maintain the portion of the laneway abutting the first 28.956 meters of the north edge of the owner's property.

In short we believe that this does not negatively impact on this municipal right of way but benefits the general character of the community and would ask for your consideration in this matter.

Yours very truly,

MARKLEVITZ ARCHITECTS INC.



Terry Marklevitz
B.Arch., M.R.A.I.C. LEED AP

TM/cl



MANAGEMENT REPORT

Date: July 22, 2019
To: Planning and Heritage Committee
From: Jeff Leunissen, Manager of Development Services
Report#: PLA19-027
Attachments: None

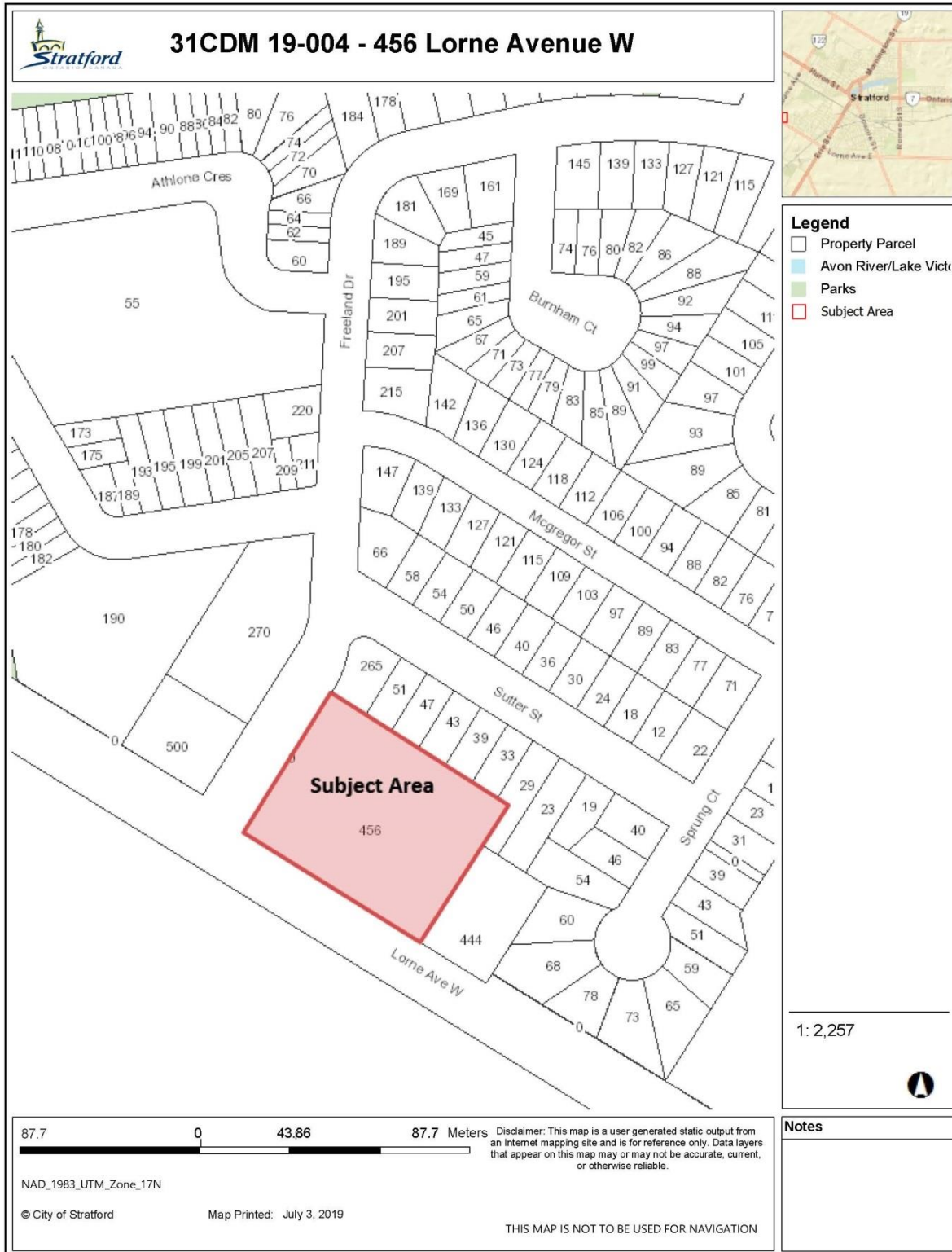
Title: Plan of Condominium Application 31CDM 19-004, 456 Lorne Avenue West

Objective: The purpose of this report is to consider draft approval of a standard plan of condominium at 456 Lorne Avenue West.

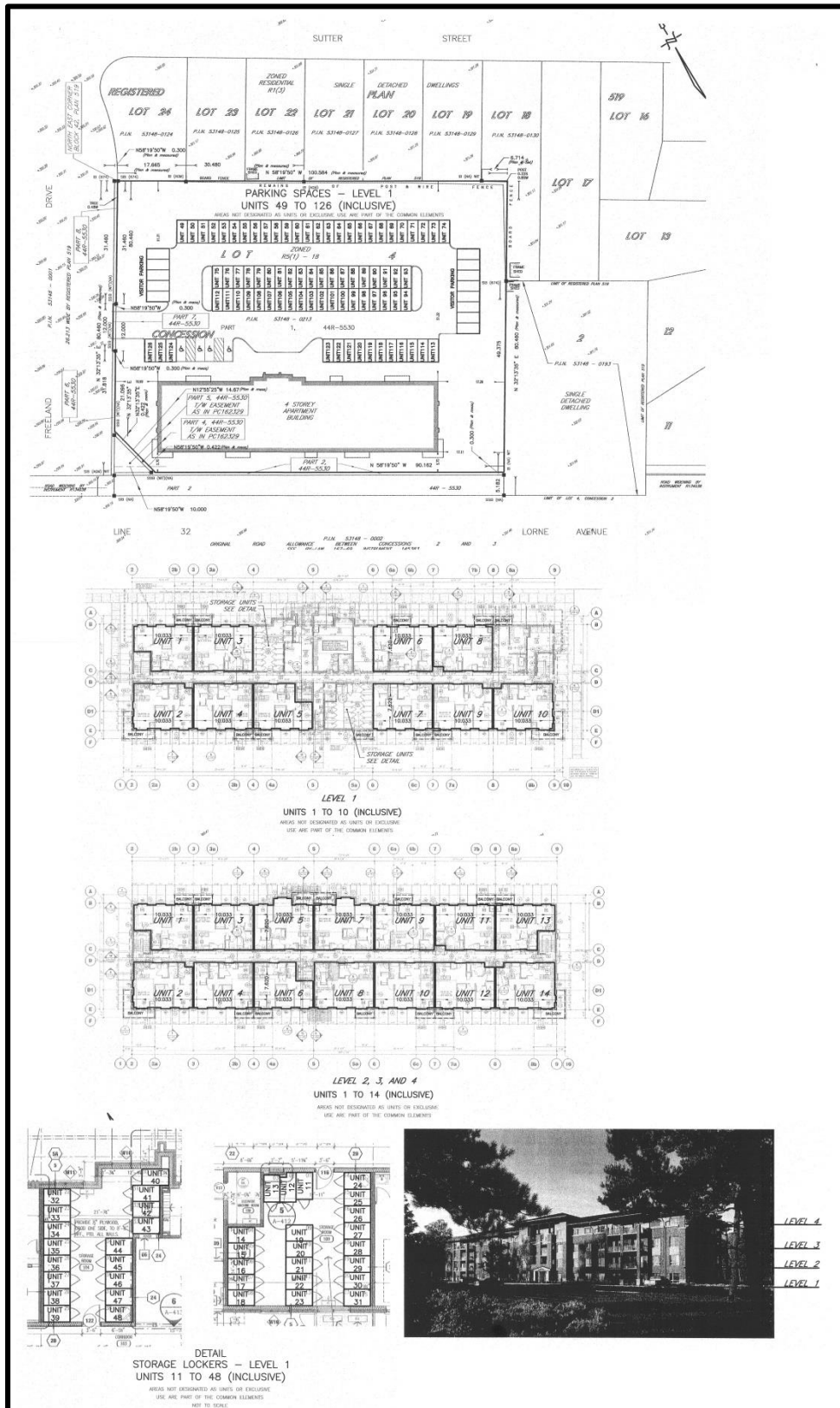
Background: A complete application for a Standard Plan of Condominium was received on May 22, 2019 for the lands known municipally as 456 Lorne Avenue West and legally described as Part Lot 4, Concession 2 (Geographic Township of Downie) in the City of Stratford. The subject property is located on the northeast corner of Lorne Avenue West and Freeland Drive.

The proposed plan of condominium contains 168 Units which is comprised of 52 residential Units, 38 storage locker Units and 78 parking space Units and is to be accessed by Freeland Drive. The Units are intended to be in private ownership and the remaining lands would be common element area.

Location Map



Proposed Standard Plan of Condominium



Lorne Avenue West frontage – date taken July 8, 2019



Freeland Drive frontage – date taken July 8, 2019



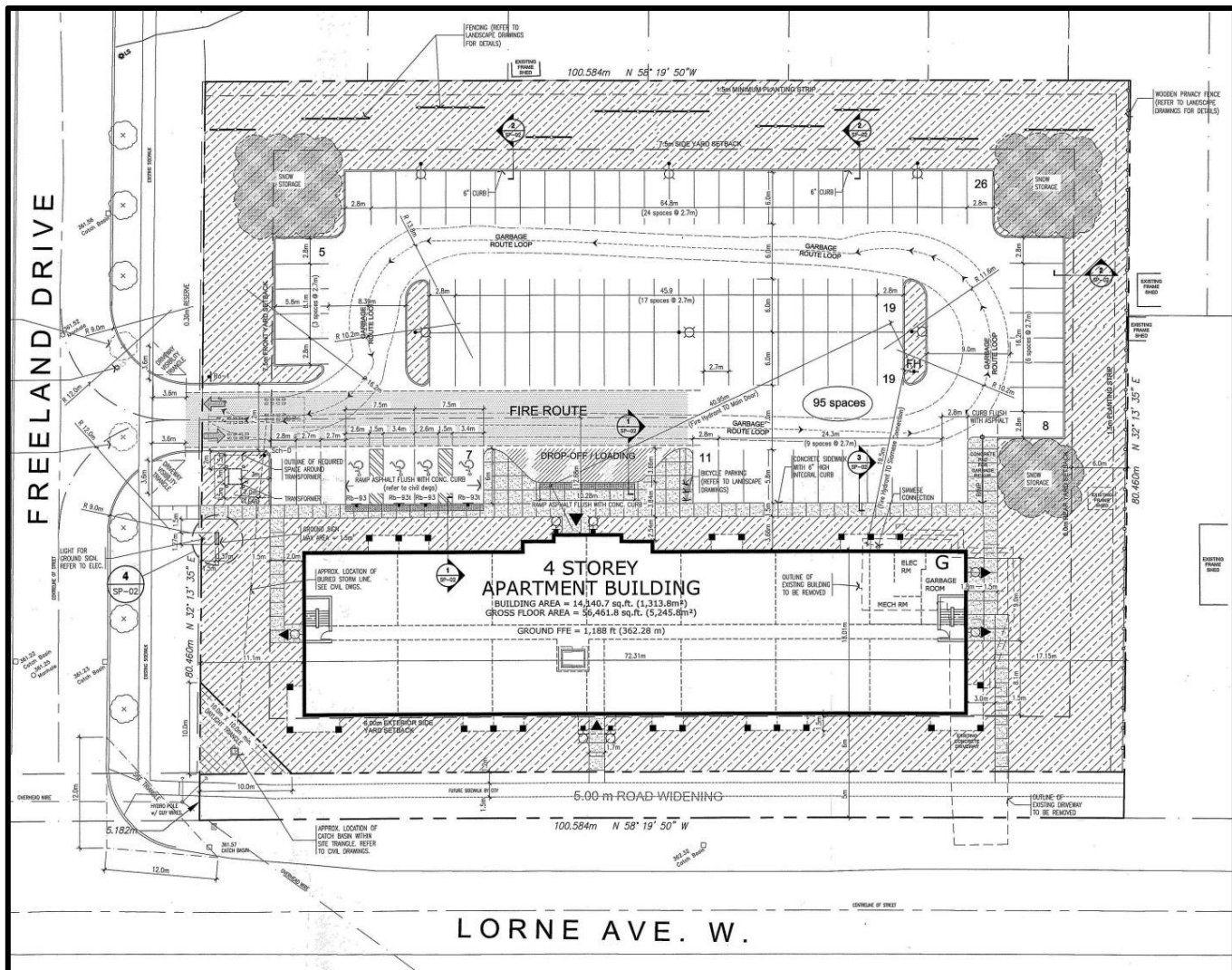
Site Characteristics:

Existing Use: 52 unit apartment dwelling (under construction)
 Frontage: 64.6 m (211.8 ft) on Freeland Drive
 Depth: 100.6 m (330 ft)
 Area: 7439 m² (1.84 ac)
 Shape: rectangle

Surrounding Land Uses:

North: Single Detached Dwellings (Residential)
 East: Single Detached Dwellings (Residential)
 West: Pumping Station, Social Services Building (Residential)
 South: Farm (Industrial)

Site Plan SP10-18



Agency Comments

Circulation of the draft plan to agencies on February 5, 2018 resulted in the following comments:

Canada Post

- Canada Post will provide mail delivery service to the subdivision through centralized Community Mailboxes (CMB's).
- The development includes plans for (a) multi-unit building(s) with a common indoor entrance(s). The developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's specifications.
- Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin.

Union Gas

- Union Gas requests that as a condition of final approval that the owner/developer provide to Union the necessary easements and/or agreements required by Union for the provision of gas services for this project, in a form satisfactory to Union.

Festival Hydro

- No concerns.

Wightman Communications

- For Wightman to service this building all we would need is either a 2 inch duct if it would be exclusive to us or a 4 inch duct if it will be shared, stubbed somewhere near the property line and that goes into the utility room or wherever the units will be serviced from.

Upper Thames River Conservation Authority

- The UTRCA can advise that we have reviewed the previously requested submissions for Natural Heritage purposes, and have no further comment on the Condominium development.

Huron Perth Catholic District School Board

- No concerns.

Hydro One

- No comments or concerns.

Bell Canada

- The following paragraph is to be included as a condition of approval:

"The Owner shall indicate in the Agreement, in words satisfactory to Bell Canada, that it will grant to Bell Canada any easements that may be required, which may include a blanket easement, for communication/telecommunication

infrastructure. In the event of any conflict with existing Bell Canada facilities or easements, the Owner shall be responsible for the relocation of such facilities or easements”.

We hereby advise the Developer to contact Bell Canada during detailed design to confirm the provision of communication/telecommunication infrastructure needed to service the development.

As you may be aware, Bell Canada is Ontario’s principal telecommunications infrastructure provider, developing and maintaining an essential public service. It is incumbent upon the Municipality and the Developer to ensure that the development is serviced with communication/telecommunication infrastructure. In fact, the 2014 Provincial Policy Statement (PPS) requires the development of coordinated, efficient and cost-effective infrastructure, including telecommunications systems (Section 1.6.1).

The Developer is hereby advised that prior to commencing any work, the Developer must confirm that sufficient wire-line communication/telecommunication infrastructure is available. In the event that such infrastructure is unavailable, the Developer shall be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure.

If the Developer elects not to pay for the above noted connection, then the Developer will be required to demonstrate to the satisfaction of the Municipality that sufficient alternative communication/telecommunication will be provided to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).

The Planning Act does not require a public meeting to be held prior to a municipality considering draft plan approval of a standard plan of condominium.

History:

The subject lands were rezoned in August 2018 from a Future Residential FR Zone to a Residential Fifth Density R5(1)-18 Zone specifically to allow for the proposed apartment development (File Z06-17).

The owner (Labelle / RHP Stratford Inc.) was then granted site plan approval in September 2018 for a 4 storey, 52 unit apartment building and a building permit was issued on September 25, 2019. The City continues to hold securities on this Site Plan Agreement.

Analysis

Provincial Policy Statement

The 2014 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest and is set out in three main areas: Building Strong Healthy Communities, Wise Use and Management of Resources, and Protecting Public Health and Safety. All development applications shall be consistent with the Provincial Policy Statement.

Building strong healthy communities is achieved by promoting efficient development and land use patterns and avoiding development patterns that cause environmental, public health or safety concerns.

Section 1.1.1 of the Provincial Policy Statement states that healthy, liveable and safe communities are sustained by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term.

Section 1.1.3.2 of the Provincial Policy Statement states that land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources and support active transportation.

Section 1.4.3 of the Provincial Policy Statement states that an appropriate range and mix of housing types and densities shall be provided to meet requirements of current and future residents by promoting densities for new housing that efficiently use land, resources, infrastructure and public service facilities and support the use of active transportation and transit in areas where it exists or is to be developed.

The PPS states that new development should take place in designated growth areas that are adjacent to the built-up area and shall have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities. The Property is situated within a designated growth area and the subject lands are intended to be utilized for a residential development. The proposal will contribute to a mix of housing types within the community and the development is located on a public transit route. All of the infrastructure required for the development is already in place.

The proposed draft plan of condominium is considered to be consistent with the Building Strong Healthy Communities policies of the Provincial Policy Statement.

Wise Use and Management of Resource policies include natural heritage, water, agriculture and cultural heritage and archaeology.

There are no Wise Use and Management of Resources concerns with this plan of condominium application.

Protecting public health and safety policies relate to natural and human made hazards such as areas prone to flooding, mine hazards, oil and gas hazards. There are no public health and safety concerns associated with this property.

The request for draft plan of condominium approval is appropriate for the subject lands, and considered to be consistent with the 2014 PPS.

Official Plan

The property is designated 'Residential Area' in the City of Stratford's Official Plan and is subject to the stable residential area policies. The goals and objectives within 'Residential Areas' include ensuring intensification is compatible in terms of scale, density and design with neighboring developments and adheres to sound planning principles relating to servicing, traffic, site design and amenities. Council deemed the Residential Fifth Density policies to be in conformity with the Official Plan when they adopted a site specific zoning by-law amendment in 2018.

In accordance with section 9.4, Plans of Condominium are to conform to the general policies and designations of the Official Plan and must create a minimum number of Units appropriate to allow for the reasonable, independent operation of a condominium corporation. The proposed Plan of Condominium conforms to the general policies and designations of the Official Plan and will allow for the reasonable, independent operation of a Condominium Corporation.

Zoning By-Law

The property is zoned Residential Fifth Density R5(1)-18, an apartment dwelling is a permitted use within the zone. Parking, landscaped open space, units per hectare, setbacks, height and lot coverage on lands within SP10-18 meets the Zoning By-law requirements.

Plan of Condominium Issues

Off-Street Parking

The development contains a total of 95 off-street parking spaces, which exceeds the 1.5 parking spaces per dwelling unit requirement of the zoning by-law. If approved as proposed, 78 of these off-street parking spaces would be unitized, leaving 17 common element parking spaces which include four accessible spaces. The 17 common element parking spaces are considered sufficient to accommodate visitor parking and prevent additional parking in the surrounding neighbourhood.

Storage Units

The applicant is proposing 38 storage Units within the plan of condominium. The storage Units are to be used exclusively by the residential Unit owners. Unitizing storage Units is appropriate, but only if they are owned by residential Unit owners. It is recommended the conditions of draft approval require the Condominium Declaration to contain a provision requiring storage Units to be owned by residential Unit owners.

Draft Plan of Condominium conditions were sent to the applicant on July 4, 2019, minor revisions were suggested by the applicant and the requested changes have been incorporated into the recommended conditions.

Financial Impact: Development charges have been collected as part of the building permit application. No municipal expenses are anticipated to support the condominium development.

Other

Should the Planning and Heritage Committee not approve the staff recommendation, the motion shall include a statement outlining how the recommendation of the Planning and Heritage Committee complies with the Provincial Policy Statement and the City of Stratford Official Plan and how public input was considered.

This Plan of Condominium is consistent with the PPS, in keeping with the Official Plan provisions and the intent of the Zoning By-law, is considered to be appropriate for the development of the lands and represents good planning.

Staff Recommendation:

A) THAT the City of Stratford pursuant to Section 51(31) of the Planning Act grant draft approval to Plan of Condominium 31CDM-19004 subject to the following conditions:

- 1. This approval applies to the draft plan submitted by Labelle/RHP Stratford Inc., prepared by NA Geomatics Inc., certified by David J. Raithby, OLS, File No. 19-6021, drawing file name 19-6021_Draft Plan Condo_Db.dwg, dated 26-Apr-19. The Plan contains 168 Units including 52 residential Units, 38 storage locker Units and 78 parking space Units.**
- 2. This draft approval is for a Standard Plan of Condominium under the Condominium Act, 1998.**
- 3. The development is to be registered as one condominium corporation.**
- 4. This approval of the draft plan applies for a period of five (5) years, and if final approval is not given within that time, the draft approval shall lapse, except in the case where an extension has been granted by the Approval Authority.**
- 5. Prior to final approval for the registration of the development as a condominium corporation by the Approval Authority, the Manager of Development Services, City of Stratford, is to be advised in writing by the Municipal Building Official, that:**
 - i) all buildings are substantially complete and an occupancy permit issued;**
 - ii) site works in the common elements are substantially complete, the Owner's consulting engineer has submitted a final lot grading certificate which has been accepted by the City;**

- ii) the proposed plan of condominium showing any “as constructed” buildings and structures has been submitted and accepted by the City as in compliance with all applicable zoning by-law regulations;
 - iii) the fire route and fire route signs have been installed to the satisfaction of the City; and,
 - iv) all obligations of the Owner, pursuant to the Development Agreement with the City are substantially complete.
- 6. Prior to final approval for the registration of the Condominium Corporation, the Manager of Development Services is to be satisfied that the Condominium Declaration shall contain the appropriate provisions to ensure:
 - i) unitized parking spaces are to be owned by residential Unit owners within the lands included in SP10-18; and
 - ii) all storage Units are owned by residential Unit owners within the lands included in SP10-18.
- 7. The Condominium Declaration shall contain the following Warning Clause:
 Purchasers/Tenants are advised that sound levels due to increasing road traffic may interfere with some activities of dwelling occupants.

 Purchasers/Tenants are advised that the existing agricultural-related industrial facility located on the south side of Lorne Avenue West and in proximity to the residential development operates on a semi-continuous basis during harvest season(s) and that emissions including noise, dust, light and odour, may from time to time interfere with the use and enjoyment of the residential dwellings. Purchasers/Tenants are advised that they will not be compensated by the municipality, developer or adjacent agricultural-related industrial facility for any inconvenience or damages suffered as a result of the proximity of the residential development to the existing facility.
- 8. Prior to final approval for the registration of any condominium corporation within this development, a list of apartment numbers and the corresponding legal descriptions that will be in place upon registration of the plan of condominium shall be submitted to the City to the satisfaction of the Manager of Development Services
- 9. Prior to final approval for the registration of the development as a condominium corporation by the Approval Authority, the Manager of Development Services, City of Stratford, is to be advised in writing by the City of Stratford Corporate Services Department, Tax Division that

all financial obligations/encumbrances on the said lands have been paid in full, including property taxes and local improvement charges.

- 10. Prior to final approval by the Approval Authority, the Manager of Development Services, is to be advised in writing, by Union Gas, that its requirements with respect to easements and rights-of-way for services have been met.**
- 11. Prior to final approval for the registration or the development as a condominium corporation, the Manager of Development Services is to be advised in writing by Canada Post that the Owner has confirmed mail delivery equipment has been supplied and installed to the satisfaction of Canada Post.**
- 12. The Condominium Declaration shall contain a provision that outlines that telecommunications, mail delivery equipment, water lines and appurtenances, hydro, perimeter fencing, parking, sanitary sewer lines and appurtenances are to be described as a common element and may include items that are external to the buildings and items that service more than one Unit or the Units and common elements and are to be operated, repaired, and maintained by the Condominium Corporation to the satisfaction of the Manager of Development Services.**
- 13. The digital copy of the plans provided are required containing the plan of condominium in Auto CAD native format (.dwg), stored as a single file, with all of the classes of features (eg. building footprint, Unit boundaries, interior roadways, access to public street, retaining walls, noise attenuation walls, fences, etc.) separated into different layers. For further information, please contact City of Stratford Infrastructure and Development Services Department.**
- 14. Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the City of Stratford a complete submission consisting of all required clearances and final plans, and to advise the City of Stratford in writing how each of the conditions of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by the City of Stratford, such submission will be returned to the Owner without detailed review by the City.**

Notes:

- 1. Pursuant to Section 51(59) of the Planning Act, if a plan approved under Section 51(58) of the Planning Act is not registered within 30 days of approval, the City of Stratford may withdraw its approval.**
- 2. If final approval is not given to this Plan, within 5 years of the draft approval date, and no extensions have been granted, draft approval shall lapse under subsection 51(32) of the Planning Act, R.S.O., 1990. If the Owner wishes to request an extension to draft approval, a written explanation, together with a resolution from the local municipality, must be received by the Approval Authority 60 days prior to the lapsing date.**
- 3. All plans are to be prepared using total station survey and compatible with the latest version of AutoCAD. The final plan submitted for registration, engineered design drawings and construction record drawings are to be provided in print and digital format referenced to a control network compiled to the satisfaction of the City of Stratford Engineering Department in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical information system.**
- 4. The Owner is advised that clearances from the following agencies is required:**
 - **City of Stratford Corporate Services Department, Tax Division**
 - **City of Stratford Infrastructure and Development Services Department, Manager of Development Services**
 - **City of Stratford Infrastructure and Development Services Department, Chief Building Official**
 - **City of Stratford Infrastructure and Development Services Department, Engineering Division**
 - **Canada Post**
 - **Union Gas**

B) That the above is recommended for the following reasons:

- I. the request is consistent with the Provincial Policy Statement; and**
- II. the request is consistent with the goals, objectives and policies of the Official Plan**



Prepared by: Jeff Bannon, MCIP, RPP – Planner



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



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: July 22, 2019
To: Planning and Heritage Committee
From: Jeff Leunissen, Manager of Development Services
Report#: PLA19-029
Attachments: None

Title: Plan of Condominium Application 31CDM 19-003- 350 O'Loane Avenue

Objective: The purpose of this report is to consider draft approval of a vacant land plan of condominium at 350 O'Loane Avenue.

Background: A complete application for a vacant land plan of condominium was received March 13, 2019, for the subject lands known municipally as 350 O'Loane Avenue, legally described as Block 191, 44M-39 in the City of Stratford. The subject lands are located on the west side of O'Loane Avenue between the city limits and Thomas Street and have an area of 1.61 ha.

The proposed vacant land condominium plan contains a total of 50 units: 45 residential units and 5 parking space units. The remainder of the plan is proposed to be common elements. The common element area includes an internal drive aisle, 12 parking spaces (3 of those are accessible parking spaces), a walkway and the land beneath the front yard of the residential units from the drive aisle to the foundation of the proposed buildings as shown on the draft plan of vacant condominium plan (see page 2).

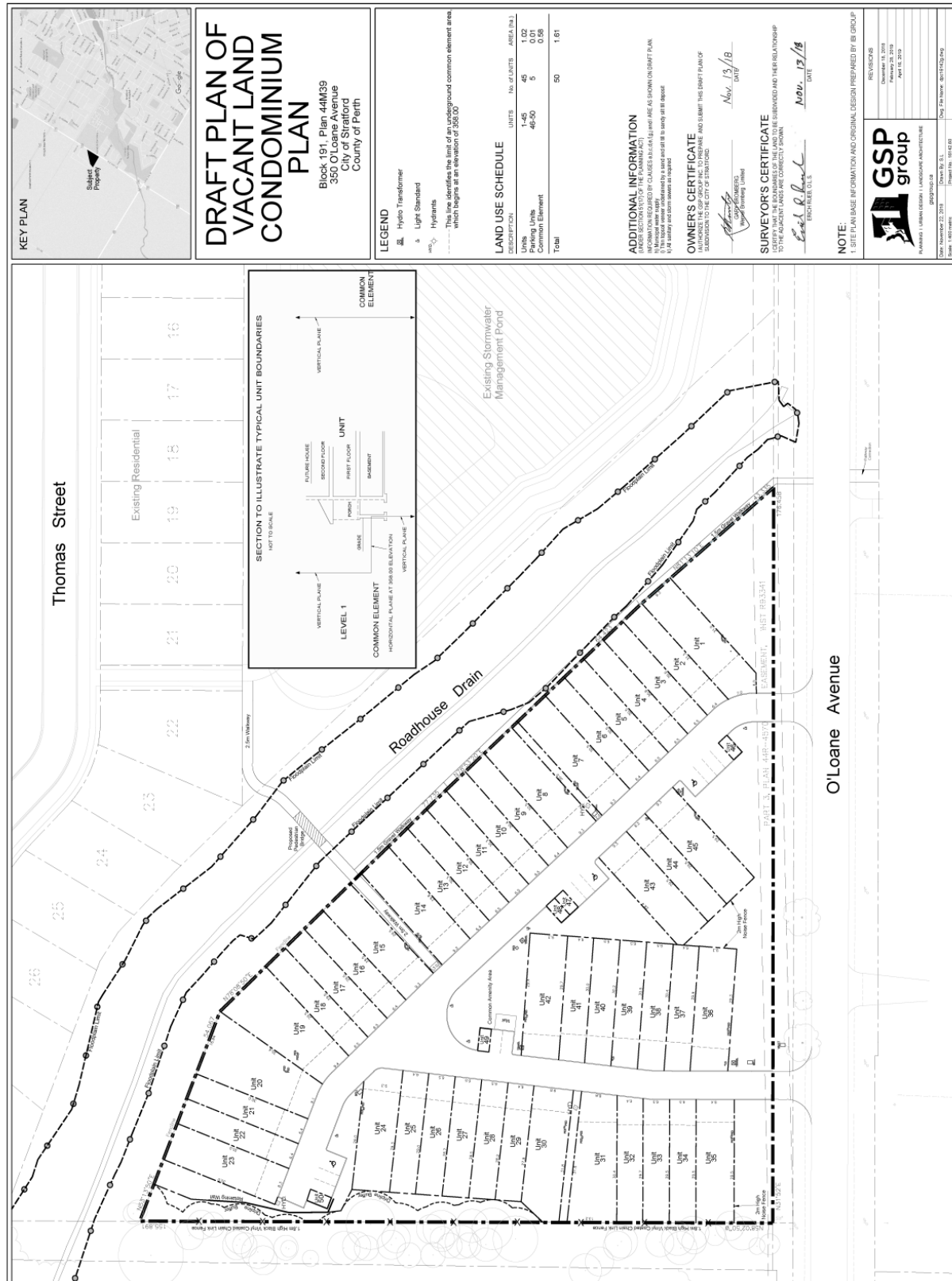
Site Characteristics:

Existing Use:	vacant land (services are currently being installed)
Frontage:	176.17 m (579 ft)
Depth:	approximately 120 m (393.70 ft)
Area:	1.61 ha (3.98 ac)
Shape:	irregular

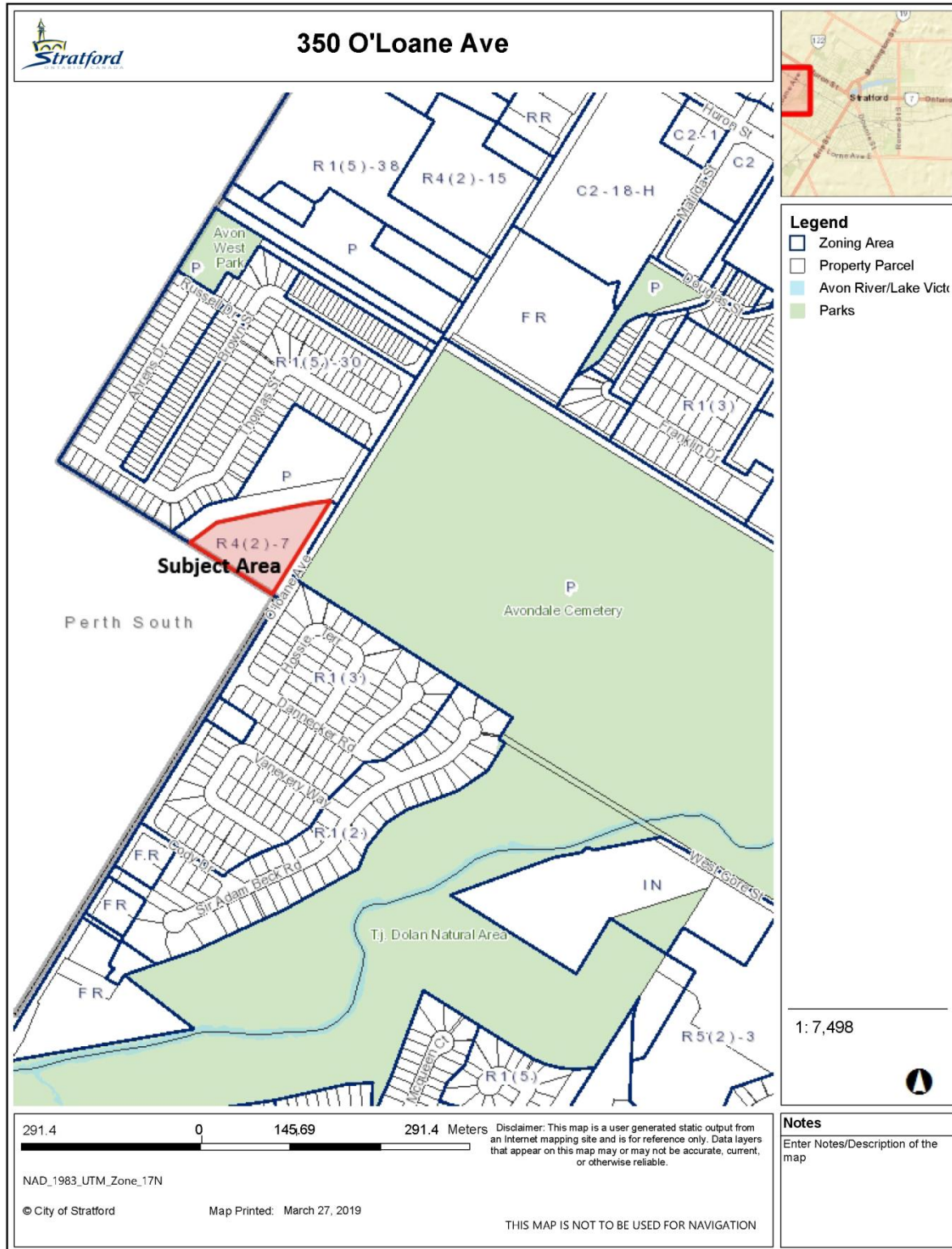
Surrounding Land Uses:

North:	Roadhouse Drain, stormwater management pond
East:	Avondale Cemetery and single detached dwellings
West:	Single detached dwelling
South:	City limits- agriculture

Vacant Land Condominium Plan



Location and Zoning Map



350 O'Loane AvenueAgency Comments

Circulation of the application to various agencies produced the following comments to date (June 26, 2019):

City of Stratford Infrastructure and Development Services-Engineering Division:

- No objection.

City of Stratford Infrastructure and Development Services Department – Building Services:

- No comments received.

Huron- Perth Catholic School Board

- No concerns.

Hydro One

- No comments or concerns.

Union Gas

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

Canada Post

- Canada Post will provide mail delivery service to the condominium through centralized Community Mail Boxes (CMBs).
- Please update our office if the project description changes so that we may determine the impact (if any).
- Should this application be approved, please provide notification of the new civic addresses as soon as possible.
- Please provide Canada Post with an excavation date for the first foundation/ first phase as well as the date development work is scheduled to begin. Finally, please provide the expected installation date(s) for the CMB pads.
- Additional developer requirements:
 - The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes. The developer will then indicate these locations on the appropriate servicing plans.
 - The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.
 - The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.
 - The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.
 - The developer agrees to provide the following for each Community Mail Box site and to include these requirements on the appropriate servicing plans:
 - Any required walkway across the boulevard, per municipal standards
 - Any required curb depressions for wheelchair access, with an opening of at least two metres (consult Canada Post for detailed specifications)
 - A Community Mailbox concrete base pad per Canada Post specifications.

City of Stratford Fire Department

- No comments received.

Upper Thames River Conservation Authority

Permit Requirements

- The UTRCA wishes to advise that permits will be required for any proposed works (including site grading/alteration) within the Regulation Limit on the subject property. In this instance, we understand that a pedestrian bridge crossing the Roadhouse Drain is being proposed. A permit will be required for this development, and detailed design drawings will need to be submitted for review.
- The UTRCA issued Permit #111/18 on July 31, 2018. This permit was specific to proposed site grading, installation of services and pedestrian bridge and trail construction. Separate permits from the UTRCA may be required for the proposed townhouse units # 1 through 23, as we are looking to confirm that no building openings will be constructed below the Regulatory Flood Elevation.

Recommendation

- The UTRCA can advise that while we have no objection to the application for Vacant Draft Plan of Condominium, further details surrounding the proposed townhouse units may be necessary to facilitate the issuance of future Section 28 permits.

UTRCA Review Fees

- The fees for this review have been previously collected. We can advise that additional fees will be charged for the anticipated Section 28 permits for units 1 through 23.

Township of Perth East

- This matter will be brought forward for comments at Township of Perth East Council meeting on June 4, 2019. No further comments received.

Public Comments

Notice of this application was sent to 60 abutting property owners on May 14, 2019. Notice was also published in the Beacon Herald on May 18, 2019. To date, two individuals have responded providing comments about the site design and connection to O'Loane Avenue. None of the comments provided are related to the proposed vacant plan of condominium. Notice of consideration was sent to 5 abutting property owners on July 8, 2019. The summarized comments are as follows:

Parking

-There are not enough parking spaces for the number of condominium units.

Density

- Fifty units (45 residential dwelling units) on this very small parcel of land is too high a density. There will be many more children standing along O'Loane Avenue waiting for school buses in risky, unsafe conditions.
- The proposed density is too high.

O'Loane Avenue

- There will be safety issues with two new access points so close together onto O'Loane Avenue an arterial road. The two access points from Thomas and Brown Street are already dangerous with cars pulling out onto O'Loane. If these two additional access points are allowed there will be more accidents. Have the Engineering Department staff reviewed these proposed very close together access points?
- If you review the distances between access points along O'Loane Avenue from Lorne Avenue to Quinlan Road there are only two sets of access to O'Loane an arterial road that are very close together -- Galt Road & Hibernia Street and Brown & Thomas Streets. With these two new access points at 350 O'Loane Avenue there will be four streets extremely close together onto an arterial road with all the precarious and unsafe issues that will bring.
- There has already been chaos and disruption on O'Loane Avenue as the developer had the land prepared. During the actual development of the housing there will be more chaos and upheaval for the large number of trucks, cars, school buses and local residents using this arterial road O'Loane Avenue.
- The speed limit on O'Loane should be reduced to 50 km/hr because this area has a high concentration of homes and people with a limited walking area on the side of the road. The railway bridge also plays a role in the hazard for cars turning in and out of the lane onto the roadway.
- The temporary truck route needs to be moved off of O'Loane Avenue. This is a residential area now and we have homes on either side of the road and this is a hazardous situation for pedestrian traffic.
- Four different school buses are stopping and dropping off on O'Loane and there will be an additional stop with this development. Also with this issue the new City bus route stops along the road. Traffic in this area travels in excess of the speed limit. In the morning and evenings people are travelling at over 80 km/hr and this needs to stop.

Greenspace and Floodplain

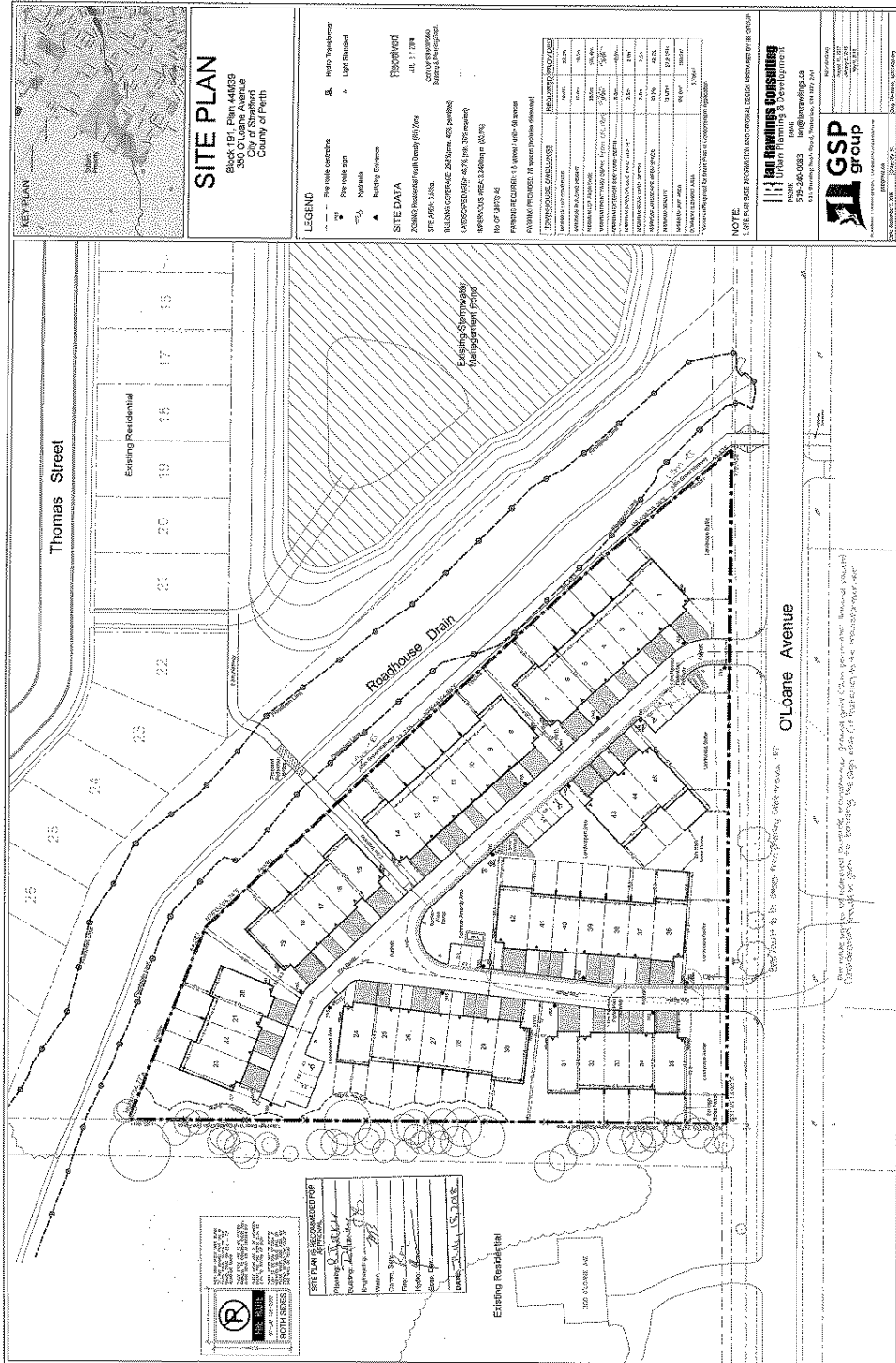
- There is not enough recreation and green space included.
- What protection will there be to stop access to the land past the Floodplain Line and the Roadhouse Drain? This is open water and another safety issue to be addressed for all the children who will live there.

History:

Draft approval of the multi-family block in application 31T-07001 was granted, and adoption of the Residential Fourth Density special provision R4 (2) – 7 was approved, by Council in December 2008. The plan of subdivision was registered on November 15, 2010.

In July 2018, the lands received site plan approval (City file SP18-17) for 45 townhouse dwelling units that included 78 parking spaces (64 parking spaces in the driveway and 14 spaces off of the internal drive aisle), a walkway to the pedestrian bridge over the Roadhouse Drain to the subdivision to the west.

Approved Site Plan SP18-17



Analysis:

2014 Provincial Policy Statement

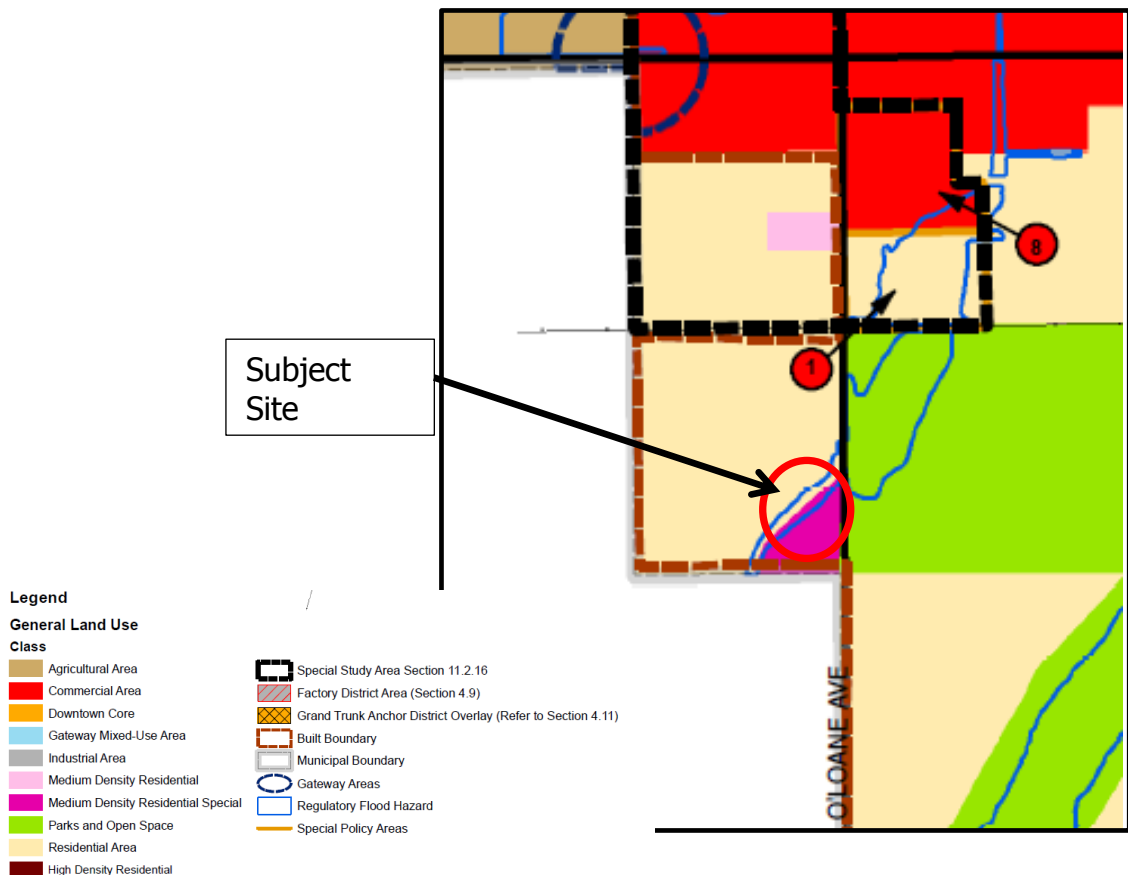
Every planning decision in the Province of Ontario shall be consistent with the Provincial Policy Statement (PPS) which came into effect on April 30, 2014.

There are no Building Strong Healthy Communities, Wise Use and Management of Resources or Protecting Public Health and Safety issues with this application. The application is consistent with the Provincial Policy Statement.

Official Plan

The property is designated 'Medium Density Residential Special' in the Official Plan and was included as part of the Stratford West Secondary Plan. A small portion of the lands are located within the UTRCA Regulation Limit on Schedule "B" of the Official Plan. The goals and objectives within 'Residential Areas' include ensuring intensification is compatible in terms of scale, density and design with neighboring developments and adheres to sound planning principles relating to servicing, traffic, site design and amenities. The 'Medium Density Residential Special' policies in Section 11.2.11 state that the primary use of lands designated 'Medium Density Residential Special' shall be a mix of low density and medium density types of residential dwellings having a residential density of 23 units per hectare. The lands are zoned Residential Fourth Density- Special R4(2)-7 and this zone conforms to the 'Medium Density Residential Special' policies of the Official Plan.

Excerpt of Schedule "A" of the Official Plan



In accordance with section 9.4, Plans of Condominium are to conform to the general policies and designations of the Official Plan and must create a minimum number of Units appropriate to allow for the reasonable, independent operation of a condominium corporation. The proposed Vacant Land Plan of Condominium conforms to the general policies and designations of the Official Plan and will allow for the reasonable, independent operation of a Condominium Corporation. The application is consistent with the Official Plan.

Zoning By-Law

The subject lands are zoned Residential Fourth Density- Special- R4(2)-7. The R4(2)-7 zone permits an apartment dwelling nursing home, quadruplex dwelling, seniors' apartment dwelling, street townhouse dwelling and townhouse dwelling. The site specific provisions require a minimum density of 23 units per hectare and a minimum setback of 10.5 m from O'Loane Avenue. The approved site plan, which would permit a density of 27.9 units per hectare, complies with the R4(2)-7 Zoning adopted by Council in 2008.

The zoning by-law requires a minimum side yard width of 2.5 m. Upon creating the plan of condominium units, some of the yard widths between units will be less than the 2.5 m required by the Zoning By-law. A condition of draft approval is recommended to require the owner to obtain any required minor variances prior to final approval.

Other

During the public consultation and public meeting process, no comments were received specific to the application for a vacant land plan of condominium. Comments from the public were received regarding parking, density, proximity to greenspace and the floodplain, access, and sidewalks.

Sidewalks

Through the subdivision approval and agreement, the owner provided the City with a financial contribution for sidewalks along O'Loane Avenue. The City used the funds provided by the developer to build a sidewalk on the east side of O'Loane Avenue. Should the City determine that a sidewalk is warranted on the west side of O'Loane Avenue in front of the subject lands in the future, it will be the City's responsibility to install the sidewalk. A painted area for pedestrians has been provided on one side of the internal driveway.

Public comments

Parking: A comment was received that there is not sufficient parking spaces for the number of condominium units and that 45 units is too many units for the size of the lands. The subject lands are providing 78 parking spaces, (64 parking spaces in the driveway and 14 spaces off of the internal drive aisle). The parking rate for townhouse dwellings is 1.5 parking spaced per unit. The 78 parking spaces proposed exceeds the minimum number of parking spaces required (68) on the site. In addition, it is recommended the conditions of draft approval require the Condominium Declaration to contain a provision outlining that no

parking is available on the internal driveway and that all parking shall be provided in the garage, driveway or visitor parking spaces.

Density: A comment was received that the density proposed is too high. 45 units on the site results in a density of 27.9 units per hectare. The Official Plan Designation and the Site Specific Zoning on the property requires a minimum density of 23 units per hectare. The proposed density is appropriate for the site and is consistent with the Official Plan designation and Zoning on the subject lands.

Greenspace and Floodplain: A comment was received that there is not sufficient greenspace and recreation areas on the subject lands. The minimum amount of landscaped open space required by the site specific zone is 30%. The owners are proposing 47.9% landscaped open space. The amount exceeds the minimum amount required by the Zoning By-law. The lands will be accessible to Avon West Park via a walkway and pedestrian bridge over the Roadhouse Drain.

A comment was received regarding what protection there will be to stop access to the land past the floodplain line and the Roadhouse drain. The approved site plan and plan of condominium will control how the lands are used. They dictate building locations and landscaping. Both the Site Plan and Plan of Condominium require fencing to be located along the west lot line.

O' Loane Avenue: Comments were received about the safety of O'Loane Avenue, the access proposed to O'Loane Avenue, the truck route, speed limit and bus routes. Access to the subject lands was reviewed by the Engineering Division through the site plan approval process and no concerns were raised. The other comments provided about O'Loane Avenue are not related to the Plan of Condominium. The comments received were passed along to the Engineering Division.

Draft Plan of Condominium conditions were sent to the applicant and they have advised that they have no concerns with the conditions.

Financial Impact: No municipal expenses are anticipated to support the development.

The applicable Development Charges are expected to be approximately \$466,335 (2019 rate). This calculation is based upon 45 townhouse units at \$10,363 per unit. Development Charges will be collected as part of the Building Permit application in accordance with the Development Charges By-law.

Subject to the recommended conditions of draft approval, the proposed Vacant Land Plan of Condominium is consistent with the PPS, in keeping with the Official Plan, in conformity with the Zoning By-law, is consistent with the approved site plan, is considered to be appropriate for the development of the lands, represents good planning and public input was considered.

Staff Recommendation: THAT the City of Stratford pursuant to Section 51(31) of the Planning Act grant draft approval to Plan of Condominium 31CDM-19003 subject to the following conditions:

- 1. This approval applies to the Draft Plan of Condominium 31CDM-19003 for Werner Bromberg Limited, prepared by GSP Group, certified by Erich Rueb OLS, Project No. 16142.60, dated April 16, 2019. The Plan contains a total of 50 Units, 45 residential Units and 5 parking space Units, located at 350 O'Loane Avenue.**
- 2. This draft approval is for a Vacant Land Plan of Condominium under Part XII of the Condominium Act, 1998.**
- 3. The development is to be registered as one Condominium Corporation.**
- 4. This approval of the draft plan applies for a period of five (5) years, and if final approval is not given within that time, the draft approval shall lapse, except in the case where an extension has been granted by the Approval Authority.**
- 5. Prior to final approval for the registration of any Condominium Corporation within the development by the City of Stratford, the Manager of Development Services, is to be advised in writing by the Municipal Building Official that:**
 - i) site works in the common elements are substantially complete, the Owner's consulting engineer has submitted a final lot grading certificate which has been accepted by the City;**
 - ii) the proposed plan of condominium showing any "as constructed" buildings and structures if applicable has been submitted and accepted by the City as in compliance with all applicable zoning by-law regulations; and,**
 - iii) the fire route and fire route signs have been installed to the satisfaction of the City.**
- 6. Prior to final approval for the registration of any Condominium Corporation a plan shall be provided demonstrating that the unit boundaries in conjunction with the approved site plan are in compliance with the applicable Zoning By-law regulations.**
- 7. The Condominium Declaration shall contain appropriate provisions setting out the responsibility for maintaining, repairing, and replacing services which serve:**
 - i) more than one Unit, whether or not those services are within the common elements or within a Unit;**

- ii) the owner's Unit only, that are located within the owner's Unit or another Unit; and
 - iii) the owner's Unit only, that are located within the common elements.
8. The description of the Common Elements in the Condominium Declaration shall include water lines below each Unit and to the foundation wall to accommodate the water system and appurtenances, sanitary sewer lines and appurtenances and storm sewers and appurtenances to the satisfaction of the Manager of Engineering and the Manager of Environmental Services. These elements are to be operated, repaired and maintained by the Condominium Corporation.
9. Prior to final approval, the Owner's professional engineer shall provide certification to the Approval Authority that all buildings, structures, facilities and services (including landscaping, walkways, retaining walls and grading) shown in the declaration and description to be included in the common elements have been completed, installed and provided in accordance with the requirements of the Condominium Act, 1998.

Should all facilities and services (including landscaping, walkways, retaining walls and grading) not be installed and provided prior to final approval, the Owner's engineer shall have his professional engineer provide a written, detailed estimate of 100% of the cost to install and provide the facilities and services shown in the declaration and description to be included in the common elements, to the City's satisfaction, and provide security in the accepted amount plus 25% for administration and contingencies in a form acceptable to the City Treasurer. Should security already being held by the City under the authority of Section 41 of the Planning Act be partially or fully sufficient in form and amount to meet this requirement, the Condominium security requirement may be reduced or waived by the City. The City will not hold security for amenities such as pools, tennis courts, or clubhouses.

Should security be provided, the Owner shall enter into a condominium agreement with the City to be registered on title prior to final approval.

10. Prior to final approval for the registration of the Condominium Corporation, the Manager of Development Services is to be satisfied that the Condominium Declaration shall contain the appropriate provisions to ensure:

- a. that a minimum 1m wide access shall be granted along the rear of the residential Units to ensure the townhouse dwellings have access to the rear yard of their Unit; and
 - b. that access shall be granted to ensure the Condominium Corporation has access to maintain the perimeter fencing.
- 11. Prior to final approval for the registration of the Condominium Corporation, the Manager of Development Services is to be satisfied that the Condominium Declaration shall contain the appropriate provision to ensure that access shall be granted for Union Gas or that the owner enter into any required agreements for the provision of gas services to the site, satisfactory to Union Gas.
- 12. Prior to final approval for the registration of the Condominium Corporation within this development, a list of residential Unit numbers and the corresponding legal descriptions that will be in place upon registration of the plan of condominium shall be submitted to the City to the satisfaction of the Manager of Development Services.
- 13. The Condominium Declaration shall contain appropriate provisions requiring municipal addressing and/or door point numbers to be posted on the façade of each Unit in accordance the City's Municipal Addressing By-law 47-2008 to the satisfaction of the Manager of Development Services.
- 14. Prior to final approval for the registration of the Condominium Corporation by the Approval Authority, the Manager of Development Services, City of Stratford, is to be advised in writing by the City of Stratford Corporate Services Department, Tax Division that all financial obligations/encumbrances on the said lands have been paid in full, including property taxes and local improvement charges.
- 15. Prior to final approval for the Condominium Corporation, the Manager of Development Services is to be advised in writing by Canada Post that the Owner has confirmed mail delivery equipment has been supplied and installed to the satisfaction of Canada Post.
- 16. The Condominium Declaration shall contain a provision that outlines that telecommunications, mail delivery equipment, water lines and appurtenances, hydro, gas, perimeter fencing, accessible parking, visitor parking, sanitary sewer lines and appurtenances are to be described as a common element and may include items that are external to the buildings and items that service more than one Unit or the Units and common elements and are to be operated, repaired, and

maintained by the Condominium Corporation to the satisfaction of the Manager of Development Services.

- 17. The Condominium Declaration shall contain a provision outlining that no parking is available on the internal driveway or along O'Loane Avenue and that all parking shall be provided in the garage, driveway, parking space Units or within the 12 visitor parking spaces.**
- 18. The digital copy of the plans provided are required containing the plan of condominium in Auto CAD native format (.dwg), stored as a single file, with all of the classes of features (eg. building footprint, Unit boundaries, interior roadways, access to public street, noise attenuation walls, fences, etc.) separated into different layers. For further information, please contact City of Stratford Infrastructure and Development Services Department.**
- 19. Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the City of Stratford a complete submission consisting of all required clearances and final plans, and to advise the City of Stratford in writing how each of the conditions of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by the City of Stratford, such submission will be returned to the Owner without detailed review by the City.**

Notes:

- 1. Pursuant to Section 51(59) of the Planning Act, if a plan approved under Section 51(58) of the Planning Act is not registered within 30 days of approval, the City of Stratford may withdraw its approval.**
- 2. If final approval is not given to this Plan, within 5 years of the draft approval date, and no extensions have been granted, draft approval shall lapse under subsection 51(32) of the Planning Act, R.S.O., 1990. If the Owner wishes to request an extension to draft approval, a written explanation, together with a resolution from the local municipality, must be received by the Approval Authority 60 days prior to the lapsing date.**

Please note that an updated review of the plan, and revisions to the conditions of approval, may be necessary if an extension is to be granted.

3. **All plans are to be prepared using total station survey and compatible with the latest version of AutoCAD. The final plan submitted for registration, engineered design drawings and construction record drawings are to be provided in print and digital format referenced to a control network compiled to the satisfaction of the City of Stratford Engineering Department in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical information system.**
4. **The Owner is advised that clearances from the following agencies is required:**
 - **City of Stratford Corporate Services Department, Tax Division**
 - **City of Stratford Infrastructure and Development Services Department, Manager of Development Services**
 - **City of Stratford Infrastructure and Development Services Department, Chief Building Official**
 - **City of Stratford Infrastructure and Development Services Department, Engineering Division**
 - **Canada Post**
 - **Union Gas**

R. Tucker

Prepared by: Rachel Tucker –Planner

Jeff Leunissen

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

Rob Horne

Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: July 9, 2019
To: Social Services Sub-committee
From: Kim McElroy, Director of Social Services
Report#: SOC19-013
Attachments: None

Title: Preliminary report on the Integration and Transformation of Employment Services be received for information

Objective: To provide a preliminary report to the Social Services Sub-committee on the Integration and Transformation of Employment Services.

Background: On February 12, 2019, as part of the government's mandate to make Ontario open for business, the Minister of Training, Colleges and Universities (MTCU), Merilee Fullerton announced plans to transform employment services to ensure job seekers and businesses are provided with the best possible employment services. The Province has identified 15 catchment areas with Stratford being aligned with Grey, Bruce and Huron Counties. The province will select Service System Managers (SSM) for each region to oversee service delivery of employment services as a result of this transformation.

The transformation of Employment Services is part of the on-going Social Assistance Modernization Strategy that was outlined in report **SOC17-014**. Employment Services Transformation will involve integrating the employment services that are currently being obtained through the Ontario Works and Ontario Disability Support Programs under the umbrella of Employment Ontario with the Ministry of Training, Colleges and Universities (MTCU). The Province hopes to achieve the following goals through transforming the employment service system:

- Reduce fragmentation and duplication between provincial employment systems to improve client service;
- Increase accountability; and
- Achieve better outcomes for all job seekers and employers.

In the new service delivery model, MTCU will have contracts with SSM's who will in turn manage relationships with individual service providers in the catchment area. The SSM will be expected to provide services to a diversity of job seekers within the catchment area. It is anticipated that the transformation will take several years to complete. The next step is a competitive process for selecting the SSM's for the first three prototypes. This will be done through a competitive process through a Request for Proposals (RFPs). The three prototype communities will be selected in the fall of 2019 with the programs set to launch in April 2020.

It is anticipated that the three selected prototype areas will encompass representation from rural, urban and Northern regions. Following the evaluation of the prototypes, the Province will select SSM's for each region to oversee service delivery. The SSM's can be municipal partners, not for profit or for profit organizations and agencies. Funding will include a component tied to the achievement of the pre-defined outcomes. The proposed outcomes that are currently outlined for the transformation of employment services include the following:

- Clients find and sustain good jobs
- Clients get the services they need when they need them
- Clients decrease dependence on income assistance
- Employers find the right workers with the right skills; and
- The system is sustainable and serves clients more efficiently.

Analysis: The City of Stratford Consolidated Municipal Service Manager (CMSM) is currently aligned with Bruce, Grey and Huron counties through the Four County Labour Board and recently the Health Unit boundaries. As a result of the communication from MTCU and the Ministry of Children, Community and Social Services in regards to this proposed transformation, it is logical that The City of Stratford CMSM enters into collaborative discussions to ascertain facts and explore how this delivery of employment and pre-employment programs may unfold for the client population within our catchment. As more information is shared by the Province and details emerge in regards to the RFP; additional reports will be presented to Social Services Sub-committee.

Financial Impact: The City of Stratford CMSM currently receives funding for employment supports. How the transformation of employment services will impact the Ontario Works program is unknown at this time. As information is distributed from MCCSS and the MTCU regarding potential funding changes updates will be provided.

Staff Recommendation: THAT the Preliminary report on the Integration and Transformation of Employment Services be received for information

THAT The City of Stratford CMSM continues to work collaboratively with Bruce, Grey and Huron CMSM's to discuss future opportunities in regards to the Integration and Transformation of Employment Services.

Handwritten signature of Kim McElroy in black ink.

Kim McElroy, Director of Social Services

Handwritten signature of Rob Horne in black ink.

Rob Horne, Chief Administrative Officer

Distributed at
July 9/19
Social Services
subcommittee
meeting



Ministry of Training, Colleges and Universities
Invitation to Market Sounding
For
Employment Services Transformation

Request No.: Tender# 11235

Issued: April 18, 2019

Response Deadline: May 8 at 5:00pm (Toronto time)

Market Day Registration Deadline: May 8 at 5:00pm (Toronto time)

Market Day: May 15 and 16, 2019

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Market Sounding Document

1. Introduction

On February 12, 2019, as part of making Ontario open for business, the government announced its plans to transform employment services to ensure job seekers and businesses are provided with the best possible employment services. The Ministry of Training, Colleges and Universities ("TCU" or the "Ministry") is initiating this early engagement, called a Market Sounding Exercise (MSE), with the vendor community to inform this process. The MSE includes this Market Sounding Document (MSD) and the Market Day on May 15 and 16, 2019, both of which will help the Ministry determine the market capacity, capability, readiness, and the level of interest to provide a solution or solutions to a proposed set of requirements as part of an innovative competitive opportunity.

The MSE will inform the competitive process. Participation in this market engagement process is encouraged, but it is not mandatory. There will be no shortlisting of potential vendors for the purposes of undertaking any future work. Similarly, participation in this process is not a condition or pre-requisite for participation in any potential subsequent competitive opportunities.

As part of the Employment Services Transformation, the Ministry will undertake a phased system transition that will reset current roles and responsibilities to better enable a system built on accountability and outcomes. The transformation aims to integrate employment programs for Ontario Works and the Ontario Disability Support Program (ODSP) into a transformed Employment Ontario (EO) to create one system. The Ministry, as system steward, will continue to manage the system, including setting priorities, and establishing performance outcomes.

In the new service delivery model, the Ministry will hold contracts with newly created Service System Managers (SSMs), third party organizations that will be responsible for managing integrated employment service delivery and for operating and achieving employment outcomes for a wide range of clients in defined catchment area(s) according to the outcomes framework set by the government.

The Ministry will not have a direct relationship with service providers (as it currently does). Instead the Ministry will have a direct relationship with SSMs, which will in turn manage relationships with individual service providers in their catchment area(s).

1.1 Market Sounding Exercise Objectives

The Ministry wishes to engage with potential vendors to gather feedback and inform the thinking and potential approach to a future system for employment and training. The objective of this MSE is to solicit feedback and input to:

- Generate interest from the vendor community and give vendors the opportunity to identify ways to innovate in the delivery of employment services;
- Provide a forum to facilitate partnerships among the vendor community;
- Test the depth of market interest for, and promote competition for a new delivery model that will the employment services system more effectively to meet local needs of job seekers

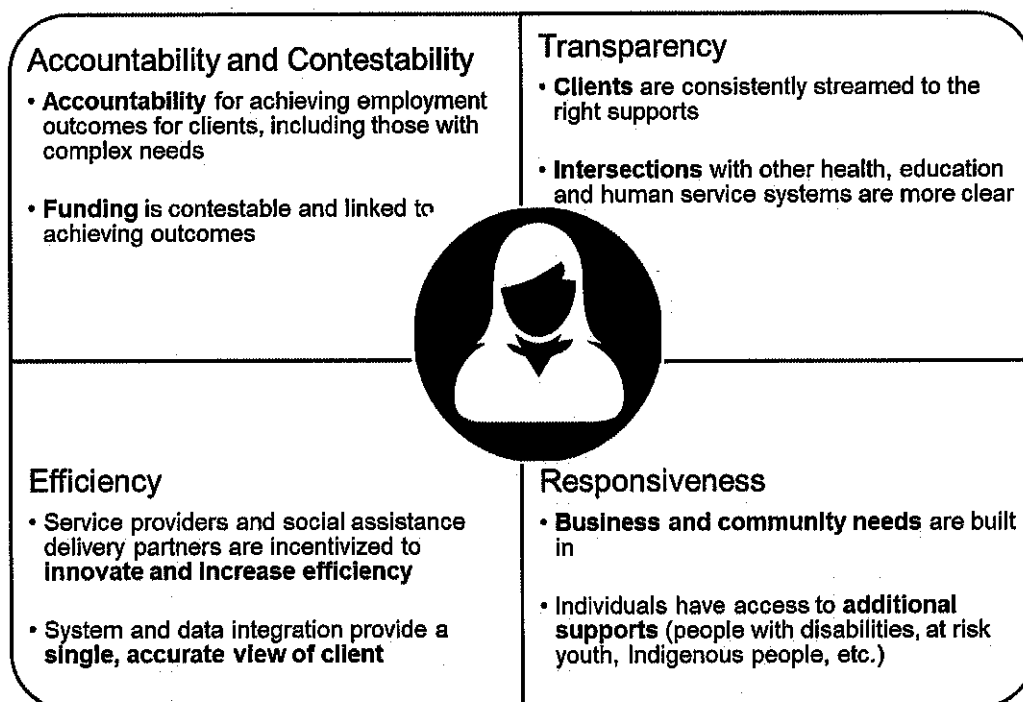
(including people on social assistance), businesses and communities.

- Seek feedback on how to effectively provide employment services to people with disabilities who have complex barriers and high support needs.
- Seek feedback on serving clients who may have specialized needs or circumstances such as Francophone and Indigenous clients.
- Help determine the conditions that would attract vendors, including the proposed approach to defining catchment areas, how to incent coverage across the province and the scope of service function (e.g., job search, local planning) and flexibility to make changes that potential SSMs would expect to use to achieve outcomes.

SSMs will ultimately be selected based on those best positioned to manage the employment services system in their respective catchment area(s) and deliver results. The competitive process to become an SSM will be open to any public, not-for-profit and private sector organization, as well as consolidated municipal service managers (CMSM) and district social services board service managers (DSSAB). This MSE will inform the development of that competitive process.

1.2 Vision

A locally responsive employment services system that delivers sustained employment outcomes for all individuals and businesses, based on their needs.



A primary goal behind the employment services transformation is to reduce fragmentation and duplication between provincial employment systems to improve client service, increase accountability, and achieve better outcomes for all job seekers and employers. Changes to the

delivery model will also support local responsiveness and system efficiency.

Individuals with higher or unique support needs including social assistance clients, people with disabilities, Indigenous and Francophone clients, need access to timely services that better meet their needs.

To support the transformation, an integrated case management system will be built and it is envisioned to support a seamless client experience designed to ensure there is 'no wrong door' into the provincial employment services system.

Through the transformation of employment services, the Ministry proposes to achieve the following outcomes:

Greater Labour Force Participation

- Increased number of Ontarians completing training or employment programs
- More jobseekers, including those on social assistance and people with disabilities, obtain quality and sustainable employment

Locally Driven Service

- Services delivered meet the needs of the local community
- Promising practices for local programs are shared and implemented

Integrated and Coordinated Service Delivery

- Services are sequenced based on individual need
- Ontarians experience excellent quality of service
- Fewer individuals return for services without a cause

Aligned Training Services to Local Business Needs

- Local collaboration (employers, colleges, municipalities and others) occurs to improve the local talent supply.
- Employers' capacity improves because employees have the right skills.

1.2.1 Validation of Transformation Components

The following proposed components of the integrated and transformed employment service system will be validated through this Market Sounding Exercise:

1. Redefined Roles

- Redefined roles of the Ministry, the new service system manager and social assistance delivery partners.

2. Program Realignment

- Integration of employment-related program elements from the social assistance system.

3. Service Targeting

- Service targeting is a core component of a future integrated employment services system and will provide a common way of assessing and grouping incoming clients into job seeker types based on their needs.
- Job seeker types may be defined by various sources of income and/or demographic indicators (e.g., Employment Insurance (EI) eligible, proximity to labour market, social assistance recipients, people with disabilities, Indigenous people, youth, immigrants, etc.).

- Service targeting will be designed to target resources to clients who could most benefit from more intensive employment services while facilitating less-intensive services and supports to individuals who can more easily transition to employment.

4. Digital Delivery

- The government is exploring an opportunity for improved access to services by offering a single client-centered online channel to support job seekers in their employment journey. The government is interested in the potential for a cost effective digital channel to support expanded access when delivering services for job seekers.

5. Approach to Outcomes-Based Funding

- A priority of the transformation is the delivery of services that are cost effective, results driven and work for Ontarians.
- Competition and performance management will be a core element of the system to drive service innovation and strengthen accountability in the system.
- Funding for service system managers may also include operating, milestone, outcomes and flow-through payments.

6. Catchment Areas

- The Ministry is considering using Statistics Canada Economic Regions to establish its service system manager catchment areas, except in higher density areas where Census Division boundaries would be used.
- Service system managers will be responsible for the delivery of employment services in a given catchment area / service zone¹.
- A service system manager could be responsible for delivery in more than one catchment area/service zone, depending on the results of the competitive process, with parameters to be determined by the Ministry.

7. Scope of Authority

- At full system maturity, service system managers would be responsible for overseeing a locally responsive and competitive employment and training system.
- In order to balance service system managers' autonomy, local network stability and long-term performance, consideration is being given to ensure that a proportion of the delivery network includes third party service providers.
- Service system management may include planning, design, and selection of services/programs required to achieve employment outcomes for all jobseekers and employers within their catchment area.

8. Scope of Transformation

- Prototypes are geographic areas where the new service system model for employment services will be tested and implemented. For prototypes, consideration is being given to the functions related to: job search and placement services, case management and service planning, and specialized services and supports for all job seekers including people with disabilities. These are currently components of the following programs:

¹ First Nations communities are not in scope for service provision during the prototype phase while the Province engages First Nations communities. However, Indigenous and First Nations partners may wish to participate in the vendor engagement and competitive process if interested in service system managing and/or delivering services, during the prototype phase, outside of First Nations communities.

- EO Employment Services, Youth Job Connection, Supported Employment, and Ontario Employment Assistance Services
 - Ontario Works Employment Assistance; and
 - ODSP Employment Supports.
- The Ministry is also seeking feedback on the inclusion of other key functions in the employment and training system that may be needed to achieve outcomes, such as essential skills training and supports, found in the Literacy and Basic Skills program and Ontario Works Employment Assistance.
- The Province's requirements for accessibility will also factor into the system transformation including serving people with disabilities and ensuring services and physical locations are accessible.
- Vendors will be able to provide input on the scope of functions that would impact their interest, overall commercial viability and ability to succeed within the model.

9. French Language Services (FLSA)

- The French Language Services Act (FLSA) guarantees an individual's right to receive services in French from Government of Ontario ministries. It is, therefore, expected that service system managers will deliver employment services in French where there is significant demand.

1.3 Overview: Employment Integration and Employment Services System Transformation

The government plans to transform employment services to ensure job seekers and businesses are provided with the best possible employment services. The current system is considered unnecessarily complex, and not sufficiently focused on getting the best results for job seekers and employers. As such, the government announced plans to transform employment services by:

- Introducing a new service delivery model to manage the employment service system more effectively to meet the needs of job seekers, businesses and communities through the introduction of SSMs. The selection of service system managers will be determined through a new, competitive process and open to any public, not-for-profit or private sector organization, including CMSMs and DSSABs.
- Integrating employment programs for Ontario Works and the ODSP into EO to create one efficient, cost-effective system that is easy to use, helps all job seekers and better supports employers.²
- Ensuring employment services are working more effectively with other government services, including social assistance, so when people find themselves facing barriers to employment, or in a precarious employment situation, they can get the help they need.
- Implementing changes to Ontario's employment services gradually, starting with three prototypes in fall 2019.

² Given lessons learned in other jurisdictions in serving people with disabilities who require specialized services, further consultation with service users, including people with disabilities and validation with vendors is required to ensure that the needs of these clients can be met.

To achieve success and create a cost-efficient, high-quality, and results-driven employment system that works for Ontarians no matter where they live, the government announced plans to engage with key Ministry stakeholders to help inform the next steps of this transformation..

1.3.1 Overview: Employment Ontario

TCU is responsible for EO, the Government of Ontario's ("Province") comprehensive suite of over 30 programs and services, designed to assist everyone from employed workers seeking skills upgrades to unemployed individuals in need of basic literacy training, as well as employers and businesses looking to develop their workforce to support their current and prospective employees. The vision of EO is to deliver integrated, customer-focused and effective employment and training programs and services to advance Ontario's economic advantage.

The Ministry invests approximately \$1 billion annually in EO employment and training, apprenticeship, labour market and adult education programs and services. These programs and services are either delivered directly by the government or through third-party organizations. EO helps approximately 1 million clients annually, including over 62,000 employers across Ontario.

EO programs and services are delivered through a network of employment service providers, literacy service providers, Ministry local field offices and apprenticeship training delivery agents. Services are tailored to meet individual needs and may be provided one-on-one and/or in a group format.

Table: EO Suite of Programs and Services

Employment Services & Supports	Apprenticeship
<ul style="list-style-type: none"> • Employment Service • Youth Job Connection / Youth Job Connection Summer • Ontario Employment Assistance Services • Ontario Job Creation Partnerships • Supported Employment 	<ul style="list-style-type: none"> • Apprenticeship In School Training • Examination Preparation Supports • Apprenticeship Income Support • Pre-Apprenticeship Training Program • Ontario Youth Apprenticeship Program • Co-op Diploma Apprenticeship Program • Completion Bonus • Apprentice Completion Bonus in Non-Red Seal Trades • Support to Non-Employment Insurance Apprentices During In-School Training • Loans for Tools • Apprenticeship Enhancement Fund • Apprenticeship Employer Signing Bonus • Apprenticeship Scholarship Modular Training

Skills Training	Adult Education Literacy
<ul style="list-style-type: none"> • Second Career • Canada-Ontario Job Grant • SkillsAdvance Ontario pilot 	<ul style="list-style-type: none"> • Literacy and Basic Skills • Ontario Bridging Participant Assistance Program • Ontario Bridge Training Program
Labour Market Development & System Features	
<ul style="list-style-type: none"> • Rapid Re-Employment and Training Service • Adjustment Advisory Program • Ontario Labour Market Partnerships • Sector Partnership Planning Grant • Local Boards • Local Employment Planning Councils (pilots) • Ontario Human Capital Research & Innovation Fund 	

In 2017-18, EO programs helped³:

- Over 650,000 clients through Employment Service (over 185,000 assisted and over 475,000 unassisted)
- Over 12,000 youth participants in the Youth Job Connection program
- Over 6,000 youth participants in the Youth Job Connect: Summer program
- Over 5,000 people through Second Career funding
- Over 7,000 through Ontario Employment Assistance Services
- Over 44,000 learners through the Literacy and Basic Skills program
- Over 3,700 employers and 24,000 employees through the Canada-Ontario Job Grant.

Social assistance clients are also served within the EO system, with more substantial participation in Literacy and Basic Skills and Employment Service than other EO programs. In 2017-18, there were 29,268 Ontario Works clients and 6,219 ODSP clients in Employment Service who achieved their employment plan goal. In Literacy and Basic Skills, 2,780 ODSP clients and 5,980 Ontario Works clients went on to further education and training after participating in the program.

More information on EO programs and outcomes can be found on the [Employment Ontario Partners' Gateway](#), the [EO webpage](#), and the [EO Geo Hub](#).

1.3.2 Ontario Works and ODSP Overview

In Ontario, social assistance is provided by the Ministry of Children, Community and Social Services (MCCSS) under two programs:

- Ontario Works – for unemployed or underemployed people in temporary financial need;

³ Note that client data are non-discrete; there might be some overlap in client participation across programming. Not all programs and their related numbers have been included in this list.

- ODSP – provides income and employment supports to eligible people with disabilities in financial need, and their families

In 2017-18, the province spent \$8.1 billion to provide social assistance to approximately 610,000 individuals as well as to their qualifying family members for a total of 950,000 people a month, on average. Of this total, approximately 60% of these individuals received assistance through the ODSP and 40% received assistance through Ontario Works.

Ontario Works

Services and Supports

The Ontario Works program offers the following assistance through Ontario Works delivery agents:

1. Employment Assistance - intended to help people stabilize their lives, remove barriers to working, and develop necessary and relevant skills that will lead to jobs and greater independence and inclusion, Ontario Works Employment Assistance includes activities such as:
 - a. job search support services;
 - b. employment information sessions;
 - c. community participation activities that allow people to improve their employability;
 - d. employment placement and job retention services;
 - e. supports for self-employment development;
 - f. referrals to basic education;
 - g. Learning, Earning and Parenting (LEAP) program for young parents; and,
 - h. literacy and job-specific skills training.

Employment assistance activities depend on the experience, skills, circumstances and needs of the individual, and the amount of time a participant needs to engage in activities will vary.

In 2017-18, over 200,000 beneficiaries participated in Ontario Works-Employment Assistance.

2. Income Assistance:
 - a. An amount for basic needs to help with the cost of food, clothing and other necessary personal items. The amount provided is based on family size and composition;
 - b. An amount for shelter based on actual costs up to a maximum set according to family size; and
 - c. Additional allowances to those who qualify, such as: people who live in northern Ontario; are of advanced age; and those who require a special diet due to a medical condition.
3. Health and non-health related benefits:
 - a. Mandatory and non-mandatory benefits, such as prescription drug coverage, medical travel and transportation and vision care for children.
 - b. Discretionary funding - an administrator may also provide funding to cover a range of costs and services that are not otherwise covered including adult dental and vision care, non-medical travel and funerals and burials.
4. Emergency Assistance for people in crisis situations (e.g., house fire, floods) who are

not receiving social assistance.

Ontario Works recipients are required to participate in employment assistance activities as a condition of their receiving assistance. All Ontario Works applicants, their spouses and any dependent adults included in the benefit unit sign a Participation Agreement (PA). A PA identifies the approved employment assistance activities the applicant or participant will undertake to prepare for, find and maintain employment. The PA may identify restrictions on participation or, where any degree of participation is impractical, a temporary deferral of participation requirements.

In addition, individuals may also access life stabilization services, such as housing supports, child care, and mental health and addiction services, to support greater independence and the ability to participate in employment activities.

Eligibility details can be found on the Ontario Works page.

People in immediate financial need and applying to the ODSP may first receive Ontario Works pending an ODSP eligibility decision, with approximately 70% of ODSP applicants entering the system through Ontario Works.

In addition, people receiving ODSP can access the following through Ontario Works:

- Employment services (mandatory for non-disabled spouses and adult children without care-giving responsibilities; voluntary for people with disabilities) and
- Discretionary benefits (funding to cover a range of costs and services that are not otherwise covered including, but not limited to: non-medical travel, funerals and burials and other items as approved).

Ontario Disability Support Program

ODSP is a legislated program governed by the *Ontario Disability Support Program Act, 1997* and regulation.

ODSP income support is directly delivered by MCCSS staff in nine regions and 47 local offices and is 100% provincially funded.

Income Support:

ODSP income support provides financial assistance to eligible people based on family size, make-up and other factors. Assistance is provided in separate amounts for:

- **Basic Needs:** Helps with the cost of food, clothing and other necessary personal items and expenses.
- **Shelter Allowance:** Helps to pay for shelter costs, such as a mortgage or rent; and shelter-related costs, such as property taxes, utilities and home insurance premiums.
- **Special purposes allowances:** Includes a special diet allowance, pregnancy/breast-feeding nutritional allowance and remote communities allowance
- **Employment, health** (e.g., prescription drugs, dental and vision care) **and disability-related benefits**

More information on ODSP eligibility can be found on the MCCSS site.

Employment Supports

ODSP employment supports helps people with disabilities:

- Become employment-ready
- Find and keep a job
- Advance their careers
- Start their own business

ODSP employment supports services include:

- Employability assessment (e.g., assess job readiness, refer to community services for life stabilization supports)
- Employment readiness (e.g., job preparation such as resume writing and interviewing skills, life skills)
- Placement services (e.g., job search, job development and placement, job coaching, self-employment supports)
- Retention services (e.g., job coaching, on-the-job supports, job accommodations, job monitoring and interventions for individuals and employers)
- Work-related technical aids (e.g., funding for assistive devices, interpreters)

Eligible employment supports clients must be 16 years of age and older, and:

- The person has a physical or mental impairment that is continuous or recurring, lasting one year or more and presents a substantial barrier to employment
- The person intends to and is ready to prepare for, accept and maintain competitive employment
- The person is a resident of Ontario and legally entitled to work in Canada

Ontario Works clients are not eligible to participate in ODSP employment supports.

Participation is voluntary and a person with a disability does not need to be receiving ODSP income support to participate in ODSP employment supports.

In 2017-18, MCCSS spent \$39M and served 24,808 people with disabilities in ODSP employment supports.

1.3.3 Employment Ontario: Current State

EO programs and services are delivered through a network of employment service providers, literacy service providers, Ministry local field offices and apprenticeship training delivery agents. Services are tailored to meet individual needs and may be provided one-on-one and/or in a group format.

Clients/individuals can access EO programs and services:

- in person at Employment Service sites, Youth Job Connect sites or TCU local offices across the province, through Literacy sites, and at apprenticeship training delivery sites.
- over the phone: via a toll-free EO Contact Centre
- online, via EO Live Chat or via a multilingual website to:
 - find information on employment services and training programs
 - find enhanced information and referral services in communities across the province
 - access the EO Self-Service (a pre-screening for program eligibility and matching with service providers).

- through the Literacy and Basic Skills e-Channel service, which offers web-based learning and provides greater flexibility and access to literacy services for those who are working, live in remote/rural communities, have disabilities or accessibility needs, etc.

1.3.4 EO Service Delivery Landscape

EO has several service delivery networks largely made up of third-party service providers, including: municipalities, public colleges, school boards, Indigenous organizations and not-for-profit organizations. Service delivery networks within EO consist of 169 service providers at over 300 Employment Service sites, over 200 Literacy and Basic Skills providers at over 280 delivery sites and 65 apprenticeship training delivery agents.

TCU divides service delivery planning and management of its EO programs into four regions (Central, Western, Eastern and Northern). Each region contains a network of Ministry local offices that are responsible for a range of delivery planning and management activities, including:

Community Service Delivery Planning:

- Community service plan – develops service delivery “footprints” for EO programs, which require establishing the number and locations of service delivery sites and the level of activity that will be funded at each delivery site, based on labour market information, demographic data and other local intelligence.
- Ministry regional and local offices are also responsible for selecting service providers to deliver EO programs.

Service Delivery Management:

- Business planning – coordinates planning activities with service delivery providers and individual delivery sites and reviews business plans to ensure they meet program and performance requirements. Regional and local offices also establish funding levels for service delivery sites and develop and manage transfer payment agreements with service providers.
- Service provider performance – monitoring of service provider delivery against program performance expectations and outcomes and making evidence-based decisions about sustainable funding for service delivery sites.
- Financial management – manages program-specific financial resources which includes in-year forecasting, and adjustment and financial monitoring.

1.3.5 Social Assistance Employment Service Delivery Landscape

Ontario Works

The Province sets the legislative, regulatory and policy framework for Ontario Works.

- The Minister is accountable for the Act and its regulations and is responsible for designating delivery partners.
- MCCSS officials oversee the administration of the Act by delivery partners, manage the policy framework and program funding, approve the appointment of local Administrators and provide advice to the Minister on policy and operations.

Ontario Works is delivered locally by 149 delivery partners made up of 37 CMSMs, 10 DSSABs and 102 First Nations delivery partners, 71 of which deliver both the financial assistance and employment assistance components of the program.

Ontario Works delivery partners develop service plans that articulate strategies and approaches to delivering Ontario Works to:

- achieve improved employment outcomes for Ontario Works participants;
- provide a full range of employment assistance activities that support increased employability; and
- ensure that the program is delivered in accordance with program legislation, regulations and policy.

Ontario Works Employment Assistance activities are tied to improving two measured employment outcomes:

- Earnings – helping people achieve financial independence; and,
- Employment – helping people find and keep jobs.

Service contracts are negotiated, approved and managed locally by MCCSS Regional Offices that oversee program delivery.

Employment Assistance activities are offered directly by Ontario Works delivery partners and/or are contracted for delivery by third-party providers. Ontario Works participants may be referred by an Ontario Works caseworker to EO for direct support in finding employment and fulfilling their participation requirements.

Funding for employment assistance activities is provided to delivery partners through a Program Delivery Funding (PDF) allocation that supports direct administration costs and employment assistance activities. The single allocation comprises funding with two separate cost sharing arrangements, as follows:

- 2/3 of the total funding is shared 50/50 between municipalities/First Nations and the province; and
- 1/3 of the total funding is 100% provincially funded.

Ontario Disability Support Program

ODSP employment supports are delivered by a network of approximately 150 community-based providers. ODSP employment supports is provincially funded and cost-shared with the federal government under the Workforce Development Agreement.

Employment supports are funded through the MCCSS's employment assistance budget and allocated to third-party service providers based on negotiated annual job placement and retention targets. Service contracts are managed by MCCSS's nine regional offices.

ODSP employment supports service providers are funded based on their outcomes in supporting people to find and keep a job, for a total of up to three years in support. There are three funding components:

- **Job placement:** \$7,000 for successfully placing a person in a job for 13 weeks, of which \$1,000 is paid after 6 weeks
- **Job retention and advancement:** monthly job retention payments for each month a person remains employed (up to 33 months)

- **Exceptional work-related disability supports:** funding for clients who require work-related technical aids is provided to service providers as part of their funding allocation.

ODSP employment supports service providers include a range of organizations (e.g., for-profit and non-profit, large and small, urban and rural).

- Some serve all disability types while others primarily serve specific disability groups
- Some have contracts with only ODSP employment supports, while others also have contracts with Ontario Works, Employment Ontario, and/or Service Canada.

ODSP employment supports service providers are:

- Responsible for ensuring that goods and services are high quality and employment supports are barrier-free.
- Expected to work collaboratively and form partnerships with other local providers or employment programs to maximize access to the full range of employment and “wrap-around” community services required by clients to get and keep a job.
- Required to ensure all forms are properly completed, maintain proper client files and records for compliance purposes, and provide regional offices with reports and information as required.

1.3.6 Challenges with Parallel Provincial Employment Systems

The existence of three separate employment systems (Employment Ontario, Ontario Works-Employment Assistance and ODSP Employment Supports) has created challenges for seamless access to services and the effective design, planning, delivery and management of employment and training services across the province:

Systems are not Achieving Intended Employment Outcomes

- The 2016 Auditor General of Ontario’s report on EO noted that service provider funding is based on activities, not results, and performance is not related to longer-term outcomes. A follow-up Auditor General report in 2018 noted that programs were not effectively helping people find and keep full-time jobs and there is a lack of labour market information.
- In the 2018 Auditor General of Ontario’s report on Ontario Works, the Auditor found that MCCSS service contracts lack mechanisms to hold service managers accountable for program delivery, or the achievement of outcomes.
- Similar to Employment Ontario, the Auditor also found that MCCSS lacked outcomes targets and performance indicators to improve the effectiveness of Ontario Works.
- The Auditor also found that in each of the last five years, the Ontario Works program has helped only 10% to 13% of recipients to successfully find employment and leave the program. In addition, the Auditor General found that the MCCSS IT system “does not have the functionality to allow the recording and tracking of Ontario Works clients’ skills, barriers to employment or referrals to training or community services in a way that would enable service managers to track the progress of clients towards obtaining employment.”⁴

⁴ More information on Ontario Works in the Auditor General of Ontario’s report is available.

Inefficient Service Delivery Administration

- A line-by-line Review of Ontario Government Expenditures between 2012-03 to 2017-18 conducted in 2018 by Ernst & Young LLP found that there are almost 1,000 transfer payment agreements funded by EO and 47 CMSM/DSSABs providing employment assistance for social assistance clients, each delivering and/or subcontracting services, with unclear results⁵.

Three Systems Create Duplication and Inconsistency

- EO programs, Ontario Works Employment Assistance and ODSP Employment Supports were designed at different times to meet different policy objectives.
- In addition, delivery of employment and training services across multiple delivery networks has made it difficult for service providers to build an awareness of all available services for individuals they serve and to make appropriate referrals.
- Finally, the lack of information sharing and consistent approaches to assessing client needs often results in people looking for support and having to retell their story to each service provider they meet.

Service Delivery Planning is not Coordinated

- Service delivery planning between the three employment systems is inconsistent and coordinated across the province, creating challenges in each system for effectively allocating funding and services within communities.

Siloed Delivery and Assessment System

- Employment service networks across Ontario operate in isolation: services are overlapping with accountabilities dispersed across multiple entities (ministries and municipal governments).

1.4 Purpose of Market Sounding Exercise

The Ministry wishes to engage in an open dialogue to bring vendor perspectives to its early-thinking for a future competitive process to improve employment and training services system management and encourages vendors to participate in this exercise. To achieve tangible results through meaningful input, the Ministry will conduct a Market Day (see section 3.4 Market Day Format) and solicit written responses to questions (see section 5).

⁵ More information is available in the Ernst and Young report.

2. Market Sounding: The Process

2.1 Why “Sound” the Market

Ontario is adopting a market sounding approach as part of its plan to transform the employment services system. The objective of engaging with the market is for the Ministry to refine its proposed system features, including a proposed employment services system design, program mix and more. It is also intended to help the Province determine which communities to propose for prototypes. This vendor engagement will inform the Ministry's system design, validate parameters and encourage participation in a future competitive process that will select SSMs in Ontario's new service delivery model.

In the new service delivery model, service providers will be accountable to an SSM, who will then be accountable to the Ministry. The focus of this MSE is to engage with the market of potential vendors of service system management.

Vendor engagement will enable the Ministry to determine the interest and capacity of potential vendors to participate as service system managers. The vendor engagement will also help to inform the Ministry of the potential need for capacity support for vendors to encourage participation.

In return, the Market Day is an opportunity for the vendor community to gain a sound understanding of the Ministry's core business needs and to provide feedback based on the information provided. The Market Day will also serve to test vendor interest in the service system manager role, the depth of the market (in terms of vendor capacity to manage the new system), and encourage and determine capacity for partnership building. In addition, those taking part in Market Day will be given the opportunity to showcase their organization's strengths and features in relation to the new service delivery model.

2.2 Note to Potential Respondents

Any response and/or participation by any vendor(s) in this MSE shall not create a legal or binding relationship or obligation regarding any good or service.

Refer to section 4 for the Terms of Reference that apply to all respondents of this MSE.

2.3 What Respondents Can Expect from the Ministry

The Ministry has provided a suggested catchment area map ([Appendix A](#)) and [EO program data](#) to help support and inform vendor submissions.

The Ministry may determine, at its discretion, to incorporate any ideas, information or content provided by a vendor(s) into the future state competitive process and/or solution.

2.4 Next Steps

After Market Day, the Ministry may choose to conduct further market engagement activities to ensure the best possible description and outcome(s) of the desired solution. Future dialogue with the marketplace may include but is not limited to: open discussions, facilitated workshops, seminars, presentations and/or one-on-one meetings.

3. Response and Registration Process

3.1 Timelines

Market Sounding Document Release:	April 18, 2019
Deadline for Respondents to Submit Questions about the Market Sounding Document:	May 2, 2019 at 5:00pm (Toronto time)
Respondent Submission and Registration Deadline:	May 8, 2019 at 5:00pm (Toronto time)
Market Day:	May 15, 2019
One-on-One Meetings:	May 15 & 16, 2019

3.2 Questions from Respondents

Respondents are encouraged to use the "Messages" function on the Ontario Tenders Portal (OTP) to submit their questions during this process. Questions regarding the Market Sounding Exercise may also be directed by email to the following Ministry Contact:

Name: Doris Poon
Email: doris.poon@ontario.ca

Questions should be submitted no later than **5:00pm (Toronto time) on May 2, 2019**. Responses may be issued and/or incorporated into the Market Day agenda as the Ministry deems necessary.

Please email estransformation@ontario.ca for general questions about the employment service transformation.

3.3 Submission Instructions

Responses to this MSD must be submitted using the fillable fields on the OTP under reference #TENDER 11235. Upon receipt of your Market Day submission, vendors will be able to review data for catchment areas.⁶

By submitting a response to this Market Sounding Document, the respondent will be included in the Market Day activities if the respondent wishes to participate.

All submissions must include responses to the questions referenced in Section 1.3 in the Qualification Envelop on OTP.

3.4 Market Day Format

On May 15, 2019 in support of this Market Sounding Exercise, the Ministry will host a Market Day for interested vendors. The Market Day is organized into two parts*: (1) an open information session with a Networking Opportunity/Presentation session and (2) one-on-one meetings.

⁶ Information provided for and at the Market Day will be made publicly available following the event.

This Market Day is intended to be an open forum allowing the Ministry: to communicate its requirements at a high level; for the vendor community to ask questions and seek information to gain a sound understanding of the core business needs of the Ministry; and for the vendor community to provide feedback based on the information provided.

** This format may be subject to change depending on such factors as vendor interest and capacity. It is in the Ministry's sole discretion to revise the format of the Market Day.*

*** The event will be held in an accessible venue and accommodations made on request.*

3.4.1 Open Information Session

The Ministry will present details on its plans to transform the EO system, and provide additional insight with regards to the objectives. Vendors are encouraged to use this platform to ask general questions about the project and to present to the group how they may add value to the Ministry's undertaking.

3.4.2 One-on-One Meetings

One-on-one meetings are bilateral meetings which are non-binding and non-evaluative, between the Ministry (and its representatives and advisors) and individual vendors. As part of the MSE process, the Ministry will convene one-on-one sessions with individual vendors. The objective of the one-on-one meetings is to allow for two-way communication with each registered vendor on themes/outcomes as detailed in this document.

To participate, vendors must register on the OTP and prepare an optional short presentation on at least one of the themes below:

- Catchment Areas
- Service System Manager Definition
- Service System Manager Selection Process (Vendor Requirements)
- Service Delivery Model and Service Provider Management

Meetings will be up to one hour in duration. To ensure fairness and equity, Ministry-provided answers to any questions posed by vendors will be supplied to all respondents.

Depending on the number of interested vendors that sign up for one-on-one meetings, the Ministry reserves the right to conduct these meetings on subsequent days after the Market Day and reserves at its option to not conduct this portion of the engagement.

Although it is the Ministry's intent to provide all interested vendors with an equal opportunity for one-on-one sessions; time constraints may limit the sessions that can be successfully facilitated. Based on the level of interest and number of respondents for one-on-one sessions, the Ministry will schedule these sessions on a 'first-come first-serve' basis (based on when vendors' completed registration forms are received).

3.4.3 Facilitated Networking Opportunity

The Ministry will provide time during the day for participating organizations to network and discuss partnership opportunities with other vendors.

The Ministry encourages partnership and collaboration and is providing vendors with an opportunity to present an overview of their organization to attendees during the networking session. Vendor presentations must focus on at least one of the key themes from this

document (see [Section 3.4.2](#) for key themes).

To be considered, presentations for the Facilitated Networking Opportunity must be submitted through the [OTP](#) by May 8 at 5 p.m. Toronto time. Vendors must identify the key theme of their presentation in their submission.

3.5 Market Day Registration Process

To ensure effective execution of Market Day, all interested parties are required to respond on the Ontario Tenders Portal, where they will also be given the option to sign up to participate in the Market Day.

3.5.1 Ontario Tenders Portal (OTP) Registration Process

Registration with the OTP is required to submit a response to this MSE. To register, click this [link to the sign-up page](#), then:

1. Click the **“Register”** button at the bottom of the page.
2. Read the **“General Terms And Conditions For Participation In Events Conducted Through Ontario Tenders”**, and then at the bottom of the page select **“I Agree”** and then the **“Next”** button.
3. Fill in the **“Organization Details”** fields then click **“Save”**
4. Fill in **“Basic Profile Form: Additional Registration Details”** then click **“Save & Continue”**
5. Select any UNSPSC codes that are of interest to your organization then click **“Confirm Current Selection”**
6. You should now be on the **“Registration Confirmation”** page. You will receive a confirmation email with your selected user name and a password. Use these credentials to log in for the first time; you will be prompted to change your password.

Once you have registered, you will need to search for tender# 11235 using the Project Code, or through keywords search for using the words in title “Employment Services Transformation”. Within the project created for tender# 11235, you will find the entire Response Form online and the Market Sounding Document in the attachment section.

3.5.2 Location and Webinar

The Vendor Market Day Event will be held in the Greater Toronto Area on May 15 and 16. Vendors will be able to attend in person, or via webinar. Venue and webinar details will be provided closer to Market Day.

3.5.3 Post Event Submission

Following Market Day, vendors will be given an opportunity to provide additional feedback to the Ministry through a post-event submission.

4. Terms of Reference

Terms of Reference

In responding to this, each respondent acknowledges its acceptance of the MSE Terms of Reference as contained hereunder:

MSE Not A Formal Competitive Bidding Process

This MSE is issued for information gathering purposes and is not intended to be a formal legally binding "Contract A" bidding process. Without limiting the generality of the foregoing, this MSE will not necessarily result in any subsequent negotiations, direct contract award, invitational tendering process or open tendering process and does not constitute a commitment by the Ministry to procure any goods or services. Any pricing figures submitted by respondents shall be for general information purposes and will not be binding on vendors.

MSE Shall Not Limit Pre-Existing Ministry Rights

This MSE shall not limit any pre-existing Ministry rights. Without limiting the generality of the foregoing, the Ministry expressly reserves the right, at its discretion

- (i) to seek subsequent information or initiate discussions with any vendor, including vendors who did not respond to this MSE;
- (ii) to initiate direct negotiations for the procurement of any good or service with any vendor or vendors regardless of whether the vendor or vendors responded to this MSE;
- (iii) to contact a limited number of vendors, which may be limited to those who responded to this MSE, or may include vendors who did not respond to this MSE, for the purpose of a competitive procurement for the procurement of any good or service;
- (iv) to elect to proceed by way of open tender call where all potential vendors, including those who did not respond to this MSE, are eligible to compete for the award of a contract for the supply of any good or service; or
- (v) to elect not to procure the good or service that is the subject of this MSE.

These expressly reserved rights are in addition to any and all other rights of the Ministry that existed prior to the issuance of this MSE.

Pricing Information for General Information Purposes Only

Any pricing information provided by respondents is for general information purposes and is not intended to be binding on respondents. Any legally binding pricing or purchasing commitments will only be established where specified by the express terms of a subsequent tender call process or where established through the execution of a written agreement.

Information in MSE Only an Estimate

The Ministry and its advisors make no representation, warranty or guarantee as to the accuracy of the information contained in the MSE or issued by way of addenda. Any quantities

shown or data contained in this MSE, or provided by way of addenda, are estimates only provided as general background information.

Parties Shall Bear Their Own Costs

The Ministry shall not be liable for any expenses incurred, including the expenses associated with the cost of preparing responses to this MSE. The parties shall bear their own costs associated with or incurred through this MSE process, including any costs arising out of or incurred in: (a) the preparation and issuance of this MSE; (b) the preparation and making of a submission; or (c) any other activities related to this MSE process.

Accuracy of Responses

The respondent acknowledges that the information provided is, to the best of its knowledge, complete and accurate.

Submissions Property of the Ministry

Except where expressly set out to the contrary in this MSE or in the respondent's submission, the submission and any accompanying documentation provided by a respondent shall become the property of the Ministry and shall not be returned.

Confidential Information of the Ministry

All information provided by or obtained from the Ministry in any form in connection with this MSE either before or after the issuance of this MSE: (a) is the sole property of the Ministry and must be treated as confidential; (b) is not to be used for any purpose other than replying to this MSE; (c) must not be disclosed without prior written authorization from the Ministry; and (d) shall be returned by the respondents to the Ministry immediately upon the request of the Ministry.

A respondent may not at any time directly or indirectly communicate with the media in relation to this MSE without first obtaining the written permission of the Ministry.

Freedom of Information and Protection of Privacy Act

The respondent consents to the Ministry's collection of the information as contemplated under the MSE for the uses contemplated under the MSE.

Information provided by a respondent may be released in accordance with the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.F.31, as amended. A respondent should identify any information in its submission or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the Ministry. The confidentiality of such information will be maintained by the Ministry, except where an order by the Information and Privacy Commission or a court requires the Ministry to do otherwise. The respondent consents, pursuant to subsection 17 (3) of the *Freedom of Information and Protection of Privacy Act*, to the disclosure, on a confidential basis, of this submission by the Ministry to the Ministry's advisers retained for the purpose of informing the MSE and any potential subsequent procurement activities.

The respondent acknowledges that the Ministry may make public the name of any and all respondents.

Governing Law

This MSE process shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein.

The respondent hereby agrees to the terms set out in the Terms of Reference and in this MSE, Request.

General

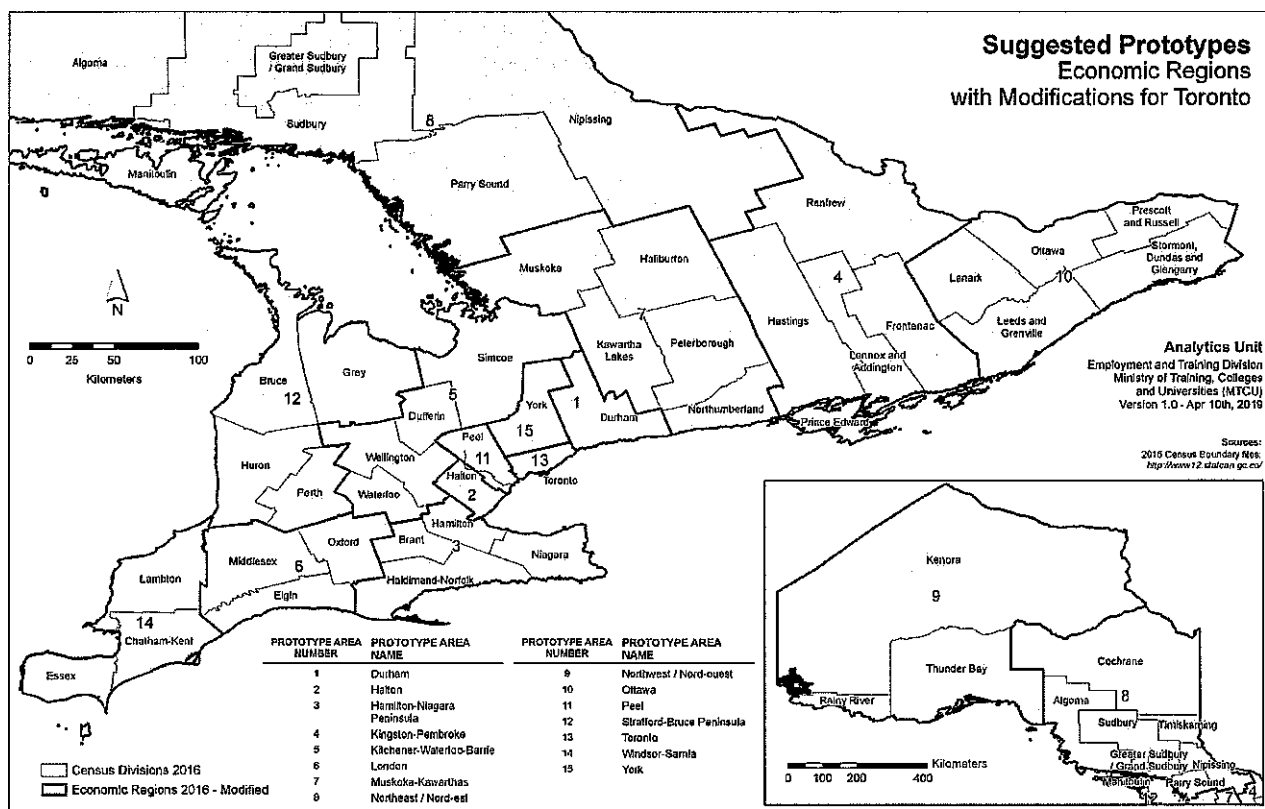
The Market Day process will be conducted with fairness and equity between all parties. No person or organization shall receive nor be perceived to have received any unusual or unfair advantage over another person or organization.

Please review the questions on the Ontario Tenders Portal and come to the Market Day prepared to discuss and comment in an open forum with other vendors and stakeholders. Any input, further queries or recommendations, will be a matter of public record, will not be considered proprietary, and may be used to further refine the procurement(s) and/or solution(s).

The Market Day and any/all information provided by respondents during the Market Day is subject to the Terms of Reference detailed above. By registering for and/or participating in the Market Day, the vendor acknowledges and agrees to the Terms of Reference above.

Appendix A: Suggested Catchment Areas

Please inform the Ministry if you need an alternate format or other accommodation to access this appendix.



Appendix B: Glossary of Terms

Consolidated Municipal Service Manager

Consolidation of municipal service management has resulted in the creation of 47 Consolidated Municipal Service Managers (CMSMs) across the province. In Northern Ontario, they are called District Social Services Administration Boards. In southern Ontario, the CMSM area is frequently aligned along the upper tier boundary (region or county) and includes a separated town or city if one exists within its geographic boundary. The service manager can be either the upper tier or the separated municipality.

Under municipal leadership, CMSMs implemented a more integrated system of social and community health services for delivery of:

- Ontario Works
- Child Care
- Social Housing

Some CMSMs are also responsible for other services such as land ambulance services and public health.

Delivery partner

In recognition of the range of functions that are the responsibility of a service system manager, they have the option of partnering with other service system managers for delivery of service functions. Service system managers may also choose to contract out to service providers for delivery of one or more service function.

District Social Services Administration Board

Special agencies created by the Province and given the funding and administrative responsibilities of a service manager. DSSABs were created in the north where there is no existing municipal government with the legal jurisdiction to act as a service manager.

Hybrid funding model

Funding model for service system managers which includes both operating funding and results-based funding (milestone and outcomes).

Integrated case management

The case management system shared between MCCSS and TCU and used by all service system managers to ensure clients have a seamless experience and do not have to provide their information multiple times.

Milestone payments

Portion of service system manager funding linked to milestone payments, which recognize client progression on the employment continuum (e.g., completion of training).

Outcomes-based funding

Portion of service system manager funding linked to the achievement of client employment

outcomes.

Program realignment

The division of roles and responsibilities within the employment and training system resulting from the implementation of a new commissioning approach.

Service providers

Organizations that have a contractual agreement with a service system manager to deliver one or more employment and training supports or services. May be a municipality, non-profit or for-profit organization.

System steward

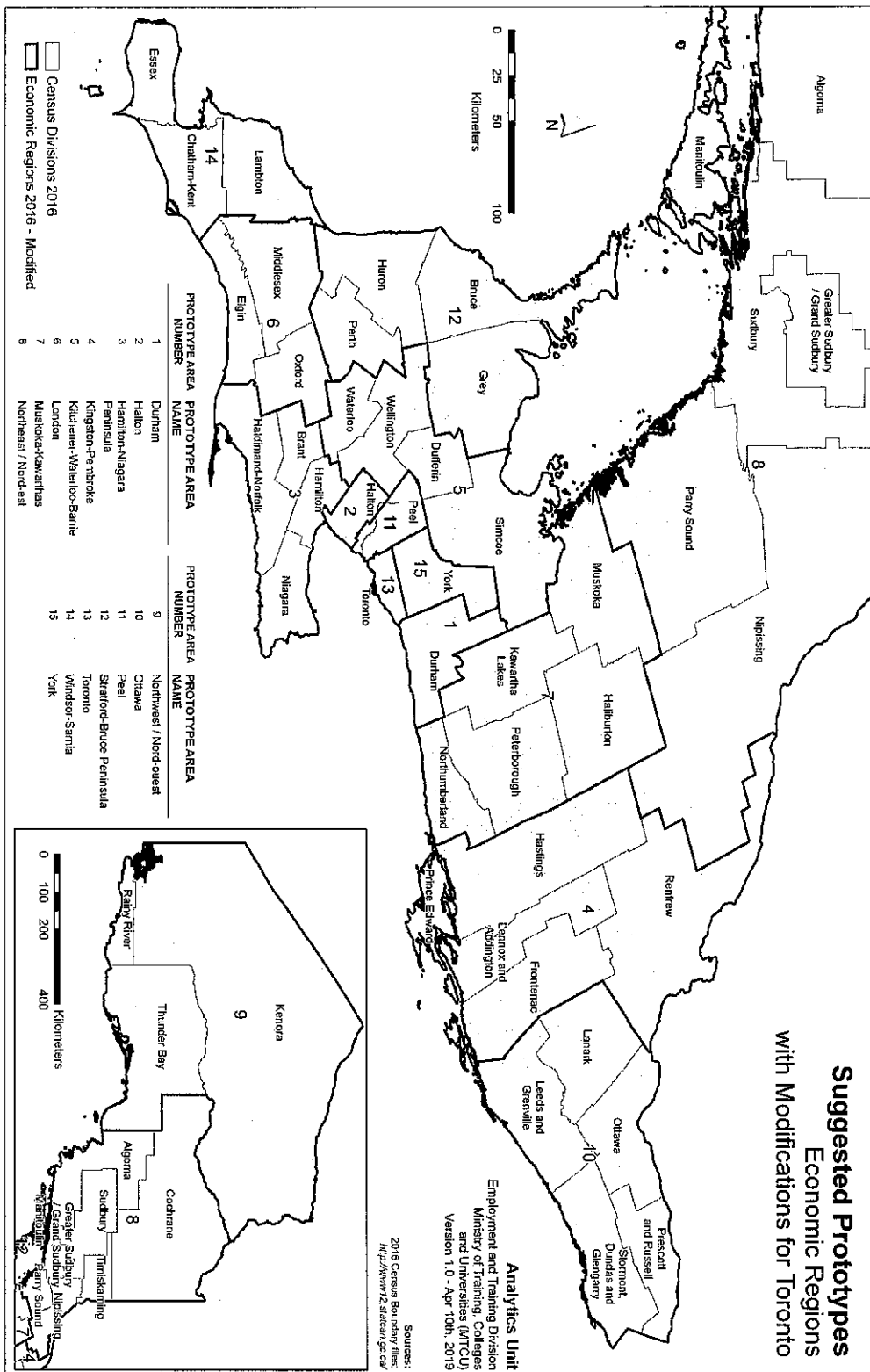
System stewardship requires government to set the 'rules of the game' for employment service providers and steer the system to achieve outcomes using a range of financial, regulatory and policy levers. The stewardship role enables the Ministry to focus on what should be delivered and the performance management of intended outcomes of the system, rather than the details of how services should be delivered or the means to achieve outcomes.

Service system manager

A body that either delivers or contracts organizations to do local planning, coordination and delivery of services and programs. May be a municipality, non-profit or for-profit organization or a consortium service delivery structure.

Service targeting

Service targeting includes a common way of assessing and grouping incoming clients to target resources to clients who could most benefit from more intensive employment services and minimize costs associated with delivering services to individuals who can more easily transition to employment.





MANAGEMENT REPORT

Date: July 9, 2019
To: Social Services Sub-committee
From: Corry Gunn, Manager, Anne Hathaway Daycare Centre
 Barb Hobson, Manager, Early Years and Child Care
 Kim McElroy, Director of Social Services
Report#: SOC19-014
Attachments: None

Title: New Capital Build Project: Anne Hathaway Public School Site

Objective: To provide the Social Services Sub-committee with an update on the status of the proposed Expansion Project for Child Care spaces at the Anne Hathaway Public School Site and a recommended review process.

Background: A funding announcement was made on February 21, 2018, listing the successful submissions of the Early Years Capital Program. There were four schools in the Avon Maitland District School Board (located in Perth County) that received a commitment to increase child care spaces. They include Upper Thames Public School in Mitchell, Sprucedale Public School in Shakespeare, Northwestern Secondary School in Stratford and The Anne Hathaway Public School. The School Board and the Early Years and Child Care Division completed the preliminary architectural plans, consulted Operators to administer the child care programs, and pursued obtaining approvals from the Licensing Branch of the Ministry of Education.

The Ministry of Education issued a memo on April 26, 2019, titled "Previously-Approved School-Based Child Care and Capital Projects; 2019-EYCC3". The memo requested that a joint confirmation form be completed and submitted by the School Board and the Consolidated Municipal Service Manager to the Ministry in regards to the expansion project. When the Ministry issues an Approval to Proceed (ATP) from the submission, the Avon Maitland School Board can proceed to tender for the new child care builds.

The Director of Social Services, in conjunction with the Manager of Early Years and Child Care, reviewed the four proposed projects for viability and sustainability prior to submitting the joint confirmation form to the Ministry. In consultation with the Anne Hathaway Daycare Centre Manager, it was determined to defer the status of the expansion project for

Anne Hathaway Daycare Centre and not proceed with the expansion at this time due to the cost for the municipality.

Analysis: While we are acutely aware of the need for infant and toddler care in Stratford and Perth County, we also recognize the cost of this care for this age range of children significantly exceeds the revenue generated by parental fees. It is anticipated that the revenue generated for 33 child care spaces would be approximately \$476,000. The associated costs to increase the daycare to this capacity were estimated at \$800,000 (staff and other overhead). With the uncertainty of how the funding for provincial child care will be impacted by the Province, an expansion of infant and toddler childcare spaces for the Anne Hathaway Child Care program is recommended to be put on hold, as the cost has the potential to have a significant increase to the municipal tax levy (estimated at 0.6%).

The Stratford CMSM will continue to review the province's Child Care mandate and look for opportunities in which expanding the infant and toddler spaces may pose a viable and sustainable option.

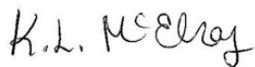
Financial Impact: A review of the financial model for the Anne Hathaway Day Care expansion reflected approximately \$476,000 in additional revenue that may be generated from the additional 33 child care spaces. Associated costs were approximately \$800,000, leaving a net cost to the City taxpayer of approximately \$324,000, (a 0.6% tax levy impact).

It is recommended that this project be referred to the 2020 budget process where it can be assessed in conjunction with other strategic priorities.

[Click here to enter text.](#)

Staff Recommendation: THAT the "New Capital Build Project; Anne Hathaway Public School Site" report be received for information;

AND THAT this initiative be referred to the City of Stratford 2020 budget process.



Kim McElroy, Director of Social Services



Corry Gunn, Manager of Anne Hathaway Daycare Centre



Barb Hobson, Manager of Early Years and Child Care



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: July 9, 2019
To: Social Services Sub-committee
From: Eden Grodzinski, Manager of Housing
Kim McElroy, Director of Social Services
Report#: SOC19-011
Attachments: None

Title: 2019 Approved Alternate Average Market Rent

Objectives: To inform the Social Services Sub-committee about the Alternate Average Market Rent (AMR) that has been approved by the Ministry of Municipal Affairs and Housing (MMAH) for the City of Stratford, County of Perth and Town of St. Marys for 2019.

Background:

Each fall, Canada Mortgage and Housing Corporation (CMHC) conducts a rental market survey. The MMAH uses the data gathered in CMHC's survey to determine the AMRs for each Service Manager area.

The rental market information provided by CMHC is based on purpose built rental properties containing at least three (3+) units, which does not adequately reflect local rental market conditions. Research conducted by the City of Stratford's Social Services Department indicates that much of the rental stock is within the secondary rental market, and that local rental rates far exceed the amounts reported by CMHC.

On June 21, 2019, the Ministry approved the following alternate AMRs for the Stratford Service Area, based on a business case, detailing local rental data and supporting information supplied by the Social Services Department.

2019 Average Market Rents (AMRs) for Stratford, Perth County and St. Marys

	Published AMR based on 2018 CMHC Rental Market Survey	Approved Alternate AMR based on 2019 Local Rental Scan
Bachelor	\$621	\$910
1 bedroom	\$780	\$1,032
2 bedrooms	\$920	\$1,351
3 bedrooms	\$1,071	\$1,663
4+ bedroom	\$1,071	\$2,010

This management report details the findings from the Landlord Survey and Local Market Rental Scan, which formed the basis of the business case for the 2019 alternate AMR.

Analysis:

CMHC Rental Market Survey

The CMHC rental market survey for the Stratford CSM area is based on limited data and is not reflective of the current market conditions.

Number of Private Apartment Units, CMHC (October 2018)

	Stratford	North Perth
Bachelor	33	24
1 Bedroom	782	103
2 Bedroom	1052	241
3+ Bedroom	142	45
Total	2,009	413

Source: CMHC Housing Market Information Portal, 2019

Note: No data is available for Perth East, Perth South, St. Marys or West Perth.

According to CMHC, there are 2,009 private market units in Stratford and 413 units in North Perth (October 2018). CMHC does not track market rental data on four of the six municipalities in the CSM area (Perth East, Perth South, St. Marys, West Perth) due to the low population size. CMHC data on turnover rates is not available for the Stratford CSM area.

CMHC data does not capture the secondary rental market

Furthermore, the CMHC rental market survey data is based on the primary rental market (i.e. purpose-built rental properties of three or more units), which does not reflect the true make-up of the local rental market. The majority of rental units in the Stratford service area consist of accessory apartments and family homes that have been converted and/or subdivided into rental units. As such, they are part of the secondary rental market, which is not captured in the CMHC data.

Published AMR is lower than market rates in community housing

The Perth & Stratford Housing Corporation (PSHC) is the largest social housing provider in the community (663 units). The market rental rates for the PSHC were last updated

in 2016 according to the RTA increase, and are currently higher than the 2019 AMRs supplied by the MMAH, which are based on the 2018 CMHC Rental Market Survey.

Rental Rate Comparison between CMHC and City-owned Social Housing Units

	Published AMR based on 2018 CMHC Rental Market Survey	Maximum Rent charged by PSHC (2016)
Bachelor	\$621	\$671
1 bedroom	\$780	\$823
2 bedroom	\$920	\$971
3 bedroom	\$1,071	\$1,100
4+ bedroom	\$1,071	\$1,237

Landlord Survey Results

In the fall of 2018, the City of Stratford's Housing Division conducted an online landlord survey. The main objectives of the survey were to:

- 1) Provide a more comprehensive understanding of the local rental market
- 2) Inform a community-wide landlord engagement strategy for rent supplement and housing allowance programs

The results of the survey provided crucial insights pertaining to the state of the local rental market, in particular the location of units and property compositions. The following is a summary of the findings.

The majority of rental units are in the secondary market

As illustrated in the table below, 67 of the 74 respondents to the survey question about property types indicated that their rental units are single detached or semi-detached homes. Less than a quarter of respondents (24%) own or manage an apartment building.

Type of Rental Dwelling by Landlord Survey Respondent, 2018

	Responses (%)	Responses (#)
Single Detached House	49%	36
Semi-Detached or Duplex	42%	31
Apartment Building	24%	18
Townhouse or Row House	14%	10
Other	12%	9
Main Floor Apartment	7%	5
Basement Apartment	5%	4
Rooming House	4%	3
Accessible Unit	3%	2
Single Room Occupancy	0%	0

Note: Numbers are not mutually exclusive. Landlords could select more than one response.

Most landlords own a small number of rental units

Ninety percent of the survey respondents identified as property owners/landlords and 10% as property managers. The majority (59%) of landlords had only one or two rental units in their portfolio. Please note that a survey respondent may own multiple properties, and so these numbers do not reflect units per building but rather total units owned.

Number of Total Rental Units by Landlord Survey Respondent, 2018

	Responses (%)	Responses (#)
1 or 2 Units	59%	38
3-5 Units	12%	8
6-10 Units	6%	4
10-50 Units	22%	14
50+ Units	3%	2

Most rental units are located in Stratford

The majority of survey respondents reported owned/managed units located in Stratford (61%), followed St. Marys (20%) and North Perth (18%). The remainders are located in Perth East and West Perth, or in other regions.

Location of Rental Units by Landlord Survey Respondent, 2018

Municipality	Population size (2016 Census)	Responses (%)
Stratford	31,465	61%
St. Marys	7,265	20%
North Perth	13,310	18%
Perth East	12,261	5%
West Perth	8,865	3%
Perth South	3,810	0%
Other	n/a	7%

Local Rental Market Scan

In the spring of 2019, the Social Services Department conducted a rental market scan to collect data for the 2019 Request for Alternate AMRs. The methodology for the local rental market scan conducted in 2019 was comparable to the scan conducted in 2018. The process occurred over 11 weeks, from February 7 – April 25, 2019. Sources included:

- Kijiji.ca (www.kijiji.ca/b-apartments-condos/ontario/c3719004)
- All Classifieds (<https://www.allclassifieds.ca/>)
- Rent Board (<https://www.rentboard.ca/>)
- Stratford Beacon Herald (<https://classifieds.stratfordbeaconherald.com/>)

In total, rental data from 110 advertisements were recorded with a breakdown as follows:

Location	#	%	Unit Type	#	%	Ad Source	#	%
Stratford	81	73.3%	Bachelor	5	4.5%	Beacon Herald	3	2.7%
North Perth	18	16.3%	1-bdrm	44	40%	Neighbourhood Audit	3	2.7%
Perth East	3	2.7%	2-bdrm	27	24.5%	www.allclassifieds.ca	2	1.8%
St. Marys	3	2.7%	3-bdrm	29	26.3%	www.kijiji.ca	96	87.2%
West Perth	5	4.5%	4-bdrm	5	4.5%	www.rentboard.ca	6	5.4%

Less than half of the units (43%; 47) were apartment buildings containing three or more units. The majority of advertisements were for secondary market rental dwellings. Overall, the findings of the rental market scan demonstrate that the rental rates of single detached and semi-detached homes are higher than units in multi-residential apartment buildings.

Number of units surveyed by Dwelling Type and Bedroom size, 2019

	Bach	1 Bed	2 Bed	3 Bed	4+ Bed	Total
Accessory Apartment		4				4
Apartment Building (3+ Units)	1	24	14	8		47
Apartment part of commercial structure	1					1
Duplex	1	3	3	2		9
Semi-detached house				2	1	3
Single-detached house		3	4	15	4	26
Unknown	2	10	6	2		20
Total Units Surveyed	5	44	27	29	5	110

Average Rent by Dwelling Type and Bedroom size, 2019

	Bach	1 Bed	2 Bed	3 Bed	4+ Bed	Average
Accessory Apartment		\$1,139				\$1,139
Apartment Building (3+ Units)	\$1,150	\$1,013	\$1,234	\$1,320		\$1,134
Apartment part of commercial structure	\$700					\$700
Duplex	\$925	\$1,042	\$1,567	\$1,480		\$1,301
Semi-detached house				\$1,750	\$2,000	\$1,833
Single-detached house		\$1,325	\$1,564	\$1,901	\$2,013	\$1,800
Unknown	\$888	\$943	\$1,374	\$1,350		\$1,108
Total Average Rent	\$910	\$1,032	\$1,351	\$1,663	\$2,010	\$1,316

Findings in Comparison to CMHC Rental Market Survey

The findings of the market scan show a dramatic rise in local rental market rates in the past year, ranging from 26% to 66% depending on unit size. This increase is higher than the percentage change reported by CMHC because the local rental scan is based purely on units that have turned over and are not subject to the allowable RTA increase of 1.8%. The rental rates are set by private market landlords according to current market conditions. In contrast, the CMHC rental survey captures a mixture of occupied units and units that have turned over in 2018.

Percentage Change in Rental Rates, 2018-2019

Unit Size	Published AMR (CMHC, Oct 2018)			Alternate AMR (Local Rental Scan, Feb-Apr 2019)		
	2018	2019	% Change	2018	2019	% Change
Bachelor	\$549	\$621	13%	\$723	\$910	26%
1-bdrm	\$737	\$780	6%	\$792	\$1,032	30%
2-bdrm	\$872	\$920	6%	\$958	\$1,351	41%
3-bdrm	\$1,057	\$1,071	1%	\$1,090	\$1,663	53%
4+-bdrm	---	\$1,071	n/a	\$1,214	\$2,010	66%

Why are we experiencing a large percentage change in rental rates?

Between December 2018 and April 2019, the City of Stratford Social Services Department hosted a series of community consultations and stakeholder meetings as a part of a 5-year review of the 10-Year Housing and Homelessness Plan for Stratford, Perth County, and St. Marys. Over 100 individuals were engaged in this process and included local social service providers, economic development representatives, municipal planning departments, and members of the public. Through the consultations, a myriad of factors was identified as contributing to and resulting from the increase in rental rates. These are described in detail below.

Short term rental accommodations

Stratford is home to North America's largest classical repertory theatre company – The Stratford Festival. Short-term rentals are used to provide temporary housing for cast, creatives and theatre goers during festival season (April to November). In addition to being disruptive to the traditional lodging industry, the short-term rental market negatively impacts the already-limited supply of long-term rental housing in Stratford and area. According to CMHC (October 2018), the current vacancy rate for the City of Stratford is 1.8%, which is well below the healthy rental benchmark of 3%. The scarcity this creates is contributing to higher housing and rental prices. Short-term rentals also have the unintended consequences of changing the character and social cohesion of neighbourhoods. The Planning Department is exploring possible zoning and/or licensing regulations for short term rental accommodations.

Recruitment by local employers

The demand for workers in the manufacturing sector is significant for Stratford and Perth County employers. The Stratford & District HR Association report that the lack of affordable housing is a key barrier to recruitment and retention efforts in the community.

A new company, Blue Branch, brought in workers from across the country (mainly from the East Coast) to fill a number of positions. This is an ongoing trend among local employers. Some have bussed in workers from other regions to support their employment needs. These out-of-county workers require a place to live while employed in Perth County, which has resulted in an increased strain on an already tight housing market, particularly in Stratford.

GTA migration

Housing prices in Stratford, St. Marys and Perth County have historically been lower than in the GTA and surrounding communities (e.g., London and Kitchener-Waterloo). Many individuals and families from these communities struggling with rising house prices have migrated to Stratford and area in search of more affordable options.

Stratford and area is also considered to be an attractive retirement community. There has been an increase in the number of affluent seniors, who have cashed in their big-city homes to fund their golden years, purchasing homes in the community.

The influx of new residents is driving up the price of homes in the community, negatively impacting the housing supply, and adding strain to the rental market. According to the Huron-Perth Association of Realtors, the average price of all residential properties sold increased 12% between May 2018 and May 2019. The average price of single detached homes in Huron-Perth hit a record high of \$362,500 in Q1 2019, up 13% from Q1 2018. Bidding wars, which were unheard of in this area a few years ago, have been common place.

Housing supply is at record lows

According to the Huron-Perth Association of Realtors, the supply of houses for sale is at record lows. In May 2019, the number of active listing was 532 units. In comparison, the 10-year average for the month of May is over 900 active listings.

The average residential months of inventory was 2.4 months at the end of May 2019. This is well below the long-run average of 6.6 months for this time of year, meaning that houses that are put up “for sale” sell quickly. (The number of months of inventory is the current number of months it would take to sell current inventories at the current rate of sale activity.)

Highly competitive rental market

The lack of housing stock has severely impacted both the affordability and availability of housing for individuals living on low and/or fixed incomes. CMHC vacancy rates for Stratford are 0% for bachelor units and 1.6% for 1-bedroom units (October 2018). As a result, local organizations providing services and supports to individuals in search of housing are reporting an increase in competition for the limited rental units available. The City of Stratford's Home for Good-funded Housing Liaison Worker regularly attends viewings of available rental units in Stratford, St. Marys and Perth County. With low vacancy rates, viewings are regularly scheduled as "open houses", with upwards of 20-30 people attending at a time. The competition for affordable units is fierce.

Increased demand for subsidized housing

Due to the shortage of affordable rental units in the community, there has been a dramatic rise in the number of applications for subsidized housing units. Between April 2018 and April 2019, the total number of households on the City of Stratford's Centralized Waiting List increased 44%, and the number of individuals with homelessness status increased 88%.

Applicants on the Stratford CMSM Centralized Waiting List, 2018-2019

	April 2018	April 2019	% Change
Total Applicants	281	405	44%
Chronological	218	278	28%
SPP	12	31	158%
Local Priority (Homeless)	51	96	88%

How will the Alternate AMR help Address Affordable Housing?

The approved alternate AMR will help address affordable housing situation in the community in two ways: it will increase the take up of housing allowance and rent supplement programs, and will allow the City of Stratford to increase the number of affordable units in the community.

Increasing the viability of Housing Allowance and Rent Supplement programs

According to Ministry guidelines, such as the Investment in Affordable Housing – 2014 Extension (IAH-E), rent supplement units must be at or below AMR to be eligible. This has created challenges finding suitable units and recruiting new landlords to participate in the program, as current rental rates offered in the private market are much higher, as illustrated in the local rental market scan. In addition, when leases turnover, some existing providers are opting out of rent supplement programs as they can charge more rent on the open private market.

In addition, many clients who are eligible to receive a housing allowance are experiencing challenges securing suitable units that are affordable given their budget. For example, of the 34 enrolled in the scattered site component of the Supported

Housing of Perth Program (SHOPP) – funded by Home for Good – 94% are in receipt of some form of social assistance, 58% of whom receive Ontario Works (OW). The maximum OW shelter entitlement for a single adult is \$390 and the maximum basic needs amount is \$343, giving participants a total OW allocation of \$733. Currently individuals enrolled in SHOPP are eligible to receive a housing allowance. The housing allowance is calculated using the Ministry of Finance’s Portable Housing Benefit formula. Using the above numbers for a single adult on OW, participants are eligible for a housing allowance of \$414 per month. This gives participant a total budget of \$1,147 for all monthly costs. According to the local rental market scan, a 1-bedroom unit is \$1,032, which represents 90% of a SHOPP participant’s available monthly budget.

Due to approval of the alternate AMR, the amount of housing allowances that could be allocated to participants can be increased. This in turn may increase the take up of housing allowance funding, and a reduction in the number of individuals experiencing homelessness.

Increasing the number of affordable units that will be offered at the new Britannia Street Development

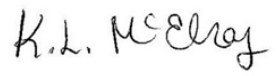
The City of Stratford is currently constructing a new 35-unit affordable housing property, with federal and provincial funding support from the IAH-E and Social Infrastructure Fund. According to funding requirements, a minimum of 20 units need to be offered at 80% AMR. With the approval of the new alternate AMR, the City will be able to increase the number of affordable housing units offered at the Britannia project.

Financial Impact: The approved 2019 alternate AMR has been approved for the following provincially-funded programs: Investment in Affordable Housing-Extension (IAH-E), Social Infrastructure Fund (SIF), Home for Good, Strong Communities, Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI). It is anticipated that the AMR rates will result in an increase in the operational sustainability of the Britannia St. development, as well as a greater up-take for individuals and households accessing housing subsidies.

Staff Recommendation: THAT the report titled “2019 Approved Alternate Average Market Rent” be received for information.



Eden Grodzinski, Manager of Housing

Handwritten signature of Kim McElroy in black ink.

Kim McElroy, Director of Social Services

Handwritten signature of Rob Horne in black ink.

Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: July 9, 2019
To: Social Services Sub-committee
From: Eden Grodzinski, Manager of Housing
 Kim McElroy, Director of Social Services
Report#: SOC19-012
Attachments: None

Title: Canada-Ontario Community Housing Initiative (COCHI) & Ontario Priorities Housing Initiative (OPHI)

Objectives: To authorize the Mayor, City Clerk and Director of Social Services to execute the necessary agreements and documentation with the Ontario Ministry of Municipal Affairs and Housing (MMAH) as required to receive funding from the Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI).

Background: On April 30, 2018, the Province of Ontario and the Canada Mortgage and Housing Corporation (CMHC) signed a Bilateral Agreement with respect to the National Housing Strategy. This was followed by the establishment of the Government of Ontario's new Community Housing Renewal Strategy – a multi-year plan to sustain and grow the **community housing**¹ system. On April 17, 2019, the Province announced two new funds – Canada-Ontario Community Housing Initiative (COCHI) and the Ontario Priorities Housing Initiative (OPHI), which leverage federal investments under the bilateral agreement.

In alignment with the phased approach of the Community Housing Renewal Strategy, the National Housing Strategy investments will be delivered over nine years, in three, three-year funding periods:

¹The Bilateral agreement defines Community Housing as housing that is owned and operated by non-profit housing corporations and housing co-operatives or housing owned directly or indirectly by provincial, territorial or municipal governments or district social services administration boards and includes Social Housing.

- Phase I - (2019-20 through to 2021-22)
- Phase II - (2022-23 through to 2024-25)
- Phase III - (2025-26 through to 2027-28)

At the end of each phase, program achievements will be reviewed and assessed, and if necessary, program priorities for the following three-year period will be adjusted.

The City of Stratford's conditional allocation for Phase 1 is outlined in the table below.

<i>Program</i>	<i>2019-20 Confirmed Allocation</i>	<i>2020-21 Planning Allocation</i>	<i>2021-22 Planning Allocation</i>
COCHI	\$102,511	\$350,380	\$473,944
OPHI	\$484,200	\$250,900	\$390,600

The Transfer Payment Agreement for COCHI and OPHI, plus an initial Investment Plan need to be signed and submitted to the MMAH by September 15, 2019.

Analysis:

Canada-Ontario Community Housing Initiative (COCHI)

COCHI is a new federal-provincial program intended to replace the Canada-Ontario Social Housing Agreement funding that has been declining over time. This new funding provides an opportunity for Service Managers to address the challenges associated with projects reaching the end of their operating agreements and/or mortgage maturity. The allocation can be used to repair, regenerate and expand community housing.

Between 2019 and 2022, the operating agreements/mortgages for three community providers - Ritz Lutheran Villa, Listowel District Seniors Citizens' Complex, Spruce Lodge Non Profit Housing Corporation - as well as eight properties owned and operated by the Perth & Stratford Housing Corporation will expire. The operating agreement with Windmill Gardens previously expired.

The City of Stratford's Social Services Department is proposing to use the Phase 1 funding allocation to support local non-profit housing co-operations and housing co-operatives with urgent capital needs and life cycle repairs, as well as invest in the sustainability of the community housing sector to address the potential loss of the community housing supply post end of operating agreements/mortgages. The Social Services Department will be releasing an expression of interest to all local community housing providers to begin prioritizing projects for the Phase 1 COCHI allocation.

Ontario Priorities Housing Initiative (OPHI)

OPHI is a new federal-provincial program that can be used by Service Managers to address local priorities in the area of housing supply and affordability, including new affordable rental construction, community housing repair, rental assistance, tenant supports and affordable homeownership. OPHI is modelled after similar, previous affordable housing

programs, with the most recent being the Investment in Affordable Housing Program Extension (IAH-E). There are a number of additional features in this program, including the addition of a support services component and the eligibility of social housing under Ontario Renovates. Projects proposed by private sector proponents without non-profit/municipal/cooperative partnership are not eligible for OPHI funding.

The City of Stratford's Social Services Department is proposing to use the Phase 1 funding allocation to support the development of new affordable rental housing units, in keeping with the City's strategic priorities and the 10-year Housing and Homelessness Plan for Stratford, Perth County and St. Marys. To increase the financial viability of capital projects, municipalities are encouraged to provide additional financial contributions. This could include waiving or reducing development charges, planning fees, property tax exemptions, and donation of municipally-owned land.

Role of the Service Manager

Service Managers are responsible for:

- Entering into a Transfer Payment Agreement with the province
- Completing and updating an Investment Plan outlining how their confirmed and planning funding allocations will be used under COCHI and OPHI
- Developing application processes for COCHI and OPHI, if applicable
- Selecting, recommending, and where applicable, approving projects
- Entering into funding agreements with housing providers/proponents/landlords/service providers/recipients
- Advancing payments to proponents, housing providers, service providers or recipients based on agreed upon payment schedules
- Monitoring projects to ensure timely completion and occupancy
- Fulfilling reporting requirements as per the Transfer Payment Agreement
- Adhering to indemnification provisions as per the Transfer Payment Agreement
- Preventing and resolving issues for projects that encounter difficulties
- Participating in communication events pertaining to the National Housing Strategy as per the Communications Protocol Requirements outlined in Schedule F of the Transfer Payment Agreement.

Transfer Payment Agreement

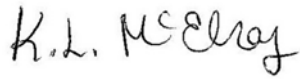
The City of Stratford is required to enter into a Transfer Payment Agreement with the Province to participate in COCHI and OPHI by September 15, 2019. The Transfer Payment Agreement contains an accountability framework between the province and Service Managers and outlines the roles and responsibilities of the Service Manager.

Financial Impact: The financial impact of executing the Transfer Payment Agreement is that the City will receive its Phase 1 funding allocations.

Staff Recommendation: THAT Council authorize the Mayor, City Clerk and Director of Social Services to execute the Transfer Payment Agreement and other necessary documentation with the Ontario Ministry of Municipal Affairs and Housing (MMAH) as required for the purpose of participating in the Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI).



Eden Grodzinski, Manager of Housing



Kim McElroy, Director of Social Services



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: July 9, 2019
To: Social Services Sub-committee
From: Alex Burgess, Social Services Supervisor
 Kim McElroy, Director of Social Services
Report#: SOC19-010
Attachments: None

Title: An Update on the Ontario Works Caseload and Targets - 2018

Objective: To provide an update on the Ontario Works caseload as well as the progress achieved in meeting targets set forth in the 2017 Service Plan with the Ministry of Community and Social Services.

Background: Every two years Consolidated Municipal Service Managers (CMSMs) are required to submit an Ontario Works Service Plan to the Ministry of Children, Community and Social Services (MCCSS). The Service Plan is intended to provide an overview of programs and services available to individuals receiving Ontario Works, and focuses on improving local outcomes for people who rely on social assistance. The Service Plan also outlines targets that each Service Manager sets with the Ministry with regards to the local caseload. The three targets that were focused on in the 2018-2019 Service Plan were as follows:

- 1) Percentage of the caseload with employment earnings
- 2) Average monthly earnings
- 3) Percentages of the cases closing that are exiting to employment.

Please see Report **SOC17-013** for further information on the Service Plan.

Analysis: Social Assistance Operations Performance Reports are used each month to track and measure the targets set with MCCSS to ensure that we are exceeding our targets and providing the best services possible to our clients throughout Perth County. This report also encompasses caseload information and general statistics as it relates to the local office.

Caseload Analysis

Our caseload size averaged 630 benefit units in receipt of social assistance over the course of the year, which is a decrease from 2017 where we averaged 657 files on Ontario Works. Our Temporary Care Assistance (TCA) caseload averaged 58 files in receipt of assistance

throughout 2018. Of the 630 files in receipt of social assistance in Stratford, St Marys and Perth County, the following family sizes were represented:

Family Composition	# of Cases
Singles without children	381
Singles with children	212
Couples without children	17
Couples with children	27

The largest age group represented locally is those head of households (the applicant on the Ontario Works file) aged 25-34 years old who comprised 36% of the local caseload.

Application to Decision

With regards to the local office, we exceeded our targets in 2018 as well as met our legislative requirements with regards to average business days from the date of application to the date of a decision made by an Ontario Works Caseworker. For entirety of the year, we exceeded the four day window averaging three days from application to decision.

Percentage of Caseload with Employment Earnings

Throughout 2018, we averaged 17.9% of our Ontario Works caseload reporting employment earnings each month. This number is down slightly from 2017, where we saw 18.8% report earnings on average. Our highest percentage was 19% of the caseload reporting earnings, and this occurred from June to August. Our lowest reported month was 15.1%, which occurred in December.

Average Monthly Earnings

Over the course of 2018, participants on our caseload averaged \$905 dollars per month in employment earnings. This amount was an increase of \$141 from our 2017 numbers. Our highest average month was May, 2018, where participants averaged \$972 in reported earnings. It should be noted that for a single to earn too much to qualify for Ontario Works, their earnings as of the rate change in October, 2017 would have to exceed \$1643.00.

In November, 2019, the earnings exemption for Ontario Works participants will be changing from the current standard of a \$200 flat-rate exemption, and 50% of earnings being deducted after the flat-rate exemption. As of November, 2019, the earnings exemption will be a \$300 flat-rate exemption, but any further earnings will be deducted by 75%. The earnings exemption will now apply after one month on assistance as opposed to the current process where participants must wait three months before the exemption is applied. This increase in the amount being deducted will negatively impact any participant who earns over \$500.00.

Exits to Employment

The percentage of cases closing which were exiting to employment each month in 2018 averaged 31.35%, representing 2.51% of the total caseload size. Our highest rate of exits to employment occurred in November, 2018, where 39.5% of the files that closed were due to employment. This number far exceeded our 2017 averages of 22.01% of files closing due to employment, representing an average of 1.83% of the total caseload size.

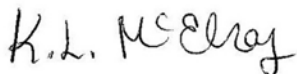
In summary, we greatly exceeded our targets for 2018 that were set with the Ministry of Children, Community and Social Services in our 2018-2019 Service Plan and we saw a significant increase over previous years. We also exceeded the Provincial median with regards to all four employment outcomes and met our legislative requirements with regards to the number of days from application to decision.

Financial Impact: There is no financial impact at this time as this report is for informational purposes only.

Staff Recommendation: **THAT the report titled "An update on Ontario Works Caseload and Targets – 2018" be received for information.**



Alex Burgess, Social Services Supervisor



Kim McElroy, Director of Social Services



Rob Horne, Chief Administrative Officer



MANAGEMENT REPORT

Date: March 21, 2019
To: Community Services Sub-committee
From: Quin Malott, Parks, Forestry & Cemetery Manager
Report#: COM19-020
Attachments: Cemetery Fees Doc, By-law Changes; Former By-law

Title: Cemetery By-law and Fees

Objective: To recommend revising the Cemetery By-law #88-2012 by removing the Cemetery Fee Schedule and to increase the Avondale Cemetery service and land fees over a three-year period, to bring them up to the regional average.

Background: The City of Stratford operates one non-active and one active cemetery, Avondale Cemetery, encompassing 109 acres of which 65 acres are currently developed.

In 2017, a Cemetery Master Plan was completed by Hilton Landmarks Inc. to provide direction for operations and development of the cemetery. From the Master Plan, recommendations that require Council approval are:

1. Remove the Cemetery Price List from the Cemetery By-law, and
2. Increase our current fees that are not within regional comparisons
3. Creation of scattering garden services

Analysis:

Changes to Current Cemetery By-law:

A few small wording changes have been made to the Cemetery By-law as well as the addition and removal of specific services:

- 1) 7.11 – no longer allowing double depth burials except for prepaid prior to 2014

- This change is recommended as we find double burials are not always possible due to excessive moisture in the ground causing the ground to be unstable
- 2) 8.0 – addition of a common scattering garden area
 - There have been many requests from clients for this service, as well the addition of a scattering garden was recommended in the Cemetery Master Plan
- 3) Removal of the tariff schedule from the By-law

Fee Schedule:

As the fees are currently in the By-law, there is a lengthy process required when the City makes changes as per the Funeral, Burial and Cremation Services Act, 2002. The process includes advertising in the local paper, posting a public notice at the entrance to the Cemetery, notifying monument suppliers as well as seeking Ministry approval.

In removing the price list from the By-law, the list can be maintained with only Council approval required.

Increase in Fees:

Cemetery prices at Avondale were compared to eight regional competitors including the municipalities of North Perth, Perth East, West Perth, St. Mary's, Waterloo and Kitchener as well as the comparable Mount Pleasant and Woodland Cemeteries in London. Prices for adult and infant casket lots are well within the regional context, but prices in other areas such as mausoleum crypts, child casket lots and cremation ground lots and columbarium niches, as well as some interment fees are not.

Financial Impact: As the cemetery fees have not been increased since 2012, it was recommended in the Cemetery Master Plan to increase the fees to bring them in line with other cemeteries, as well as to increase the Care and Maintenance Fund enabling it to achieve fiscal sustainability. The Care and Maintenance Fund allows for the perpetual maintenance of the cemetery and is collected at the time of sale of a cemetery plot. Interest earned from this fund goes to the Operating Budget of the Cemetery.

Example of revenue increase:

In 2018 there were 150 cremation burials totalling \$47,644 in revenue. If there are the same number of cremation burials in 2019 with the new rate the revenue will be \$50,026; in 2020 the revenue will be \$52,408 and in 2021 it will be \$54,790.

In 2018 there were 70 niche wall sales totalling \$116,760 in revenue. If there is the same number of sales in 2019 with the new rate the revenue will be \$126,140; in 2020 the revenue will be \$135,521 and in 2021 it will be \$144,868.

See attached fee schedule.

**Staff Recommendation: THAT the Cemetery By-law be approved as revised;
AND THAT Council approve the Fee Schedule for 2019, 2020 and 2021.**



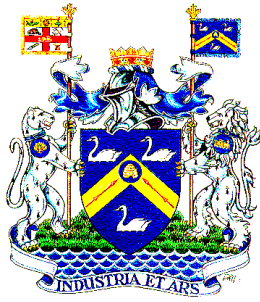
Parks, Forestry & Cemetery Manager



Director of Community Services



Rob Horne, Chief Administrative Officer



**BY-LAW NUMBER 88-2012
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to govern the operation of municipal cemeteries under the jurisdiction of The Corporation of the City of Stratford and in particular, governing rights, entitlements and restrictions with respect to interment rights in accordance with the *Funeral, Burial and Cremation Services Act*, 2002, S.O. 2002 and to repeal By-law 51-93 and all amendments thereto.

WHEREAS The Corporation of the City of Stratford owns and operates a municipal cemetery as described in this By-law;

AND WHEREAS the *Funeral, Burial and Cremation Services Act*, 2002, S.O. 2002, c. 33 (the Act) regulates the operation of cemeteries in Ontario;

AND WHEREAS with the provisions of the Act relating to the operation of municipal cemeteries coming into effect on July 1, 2012, the Council of The Corporation of the City of Stratford deems it necessary to enact a new By-law to regulate the operation of its municipal Cemetery;

NOW THEREFORE the Council of The Corporation of the City of Stratford enacts as follows:

The provisions of this By-law shall be applicable to Avondale Cemetery and any other cemeteries owned and/or operated by The Corporation of the City of Stratford.

1.0 DEFINITIONS

For the purposes of this By-law:

"Act" means the *Funeral, Burial and Cremation Services Act*, 2002, S.O. 2002 and regulations made thereunder;

"Burial" means the opening and closing of an inground lot or plot for the disposition of human remains or cremated human remains;

"By-laws" means the rules and regulations under which the Cemetery operates;

"Care and Maintenance Fund" means the requirement under the Act that a percentage of the purchase price of all Interment Rights, and set amounts for marker and monument installations is contributed into the Care and Maintenance Fund. Interest earned from this fund is used to provide care and maintenance of plots, lots, markers, memorials and monuments at the Cemetery;

"Cemetery " means land that has been established as a Cemetery under the Act or a predecessor of the Act that relates to Cemeteries or land that was recognized by the Registrar as Cemetery under a predecessor of the Act that related to Cemeteries and includes

- a) land that, in the prescribed circumstances has been otherwise set aside for the interment of human remains and

- b) a mausoleum or Columbarium intended for the interment of human remains;

"Cemetery Services" shall include the opening and closing of lots, lot dressing and lowering devices for committal purposes, cutting the grass, general care of lots and any other services normally provided by the City;

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

"Columbarium" means a structure designed for the purposes of interring cremated human remains in sealed compartments or "niches";

"Committee" means the Committee of City Council that deals with matters relating to the Cemetery;

"Contract" means for the purposes of this By-law, all purchasers or interment rights holders must sign a contract with the City, detailing obligations of both parties and acceptance of the By-law;

"Crypt" means an individual compartment in a mausoleum for the entombment of human remains;

"Inter" means the burial or interment in the Cemetery of human remains and includes the placing of human remains in a Lot;

"Interment Right" means the right to require or direct the interment of human remains or cremated human remains in a lot, plot, niche or crypt and direct the associated memorialization;

"Interment Rights Certificate" means the document issued by the City to the purchaser once the interment rights have been paid in full, identifying ownership of the interment rights.

"Interment Rights Holder" means any person designated to hold the right to inter human remains in a specified lot;

"Lot" means for the purposes of this By-law, an area of land in a cemetery containing or set aside to contain, human remains and includes a tomb, crypt, or compartment in a mausoleum and a niche or compartment in a columbarium and further that a lot is a single grave space;

"Manager" means the Cemetery Manager for The Corporation of the City of Stratford, or his/her designate;

"Marker" means any permanent memorial structure that is set flush and level with the ground and used to mark the location of a lot;

"Monument" means any permanent memorial projecting above the ground installed within the designated space to mark the location of burial or lot;

"Niche" means a sealed individual compartment in a columbarium for the entombment of cremated human remains;

"Plot" means for the purposes of this By-law, a parcel of land, sold as a single unit, containing multiple Lots;

"Vehicle" means a "vehicle" as described in the *Highway Traffic Act*.

2.0 ADMINISTRATION

2.1 Cemeteries owned by the City shall be governed by a Committee of City Council duly appointed from time to time.

2.2 The City reserves full control over the Cemetery operations and management of land within the Cemetery grounds.

2.3 The City will not be held liable for any loss or damage, without limitation (including damage by the elements, Acts of God, or vandals) to, any lot, plot, columbarium, niche, mausoleum crypt, monument, marker or other article that has been placed in relation to

an interment right save and except for direct loss or damage caused by gross negligence of the City.

3.0 FINANCES

- 3.1 All fees and charges shall be payable in accordance with the Cemetery Fees listed in the Community Services Fees & Charges
- 3.2 All monies contributed to the Care and Maintenance Fund shall be non-refundable except as provided for in section 5.2 of this By-law.
- 3.3 A portion of the price of interment rights is trusted into the Care and Maintenance Fund. The income generated from this fund is used to maintain, secure and preserve the cemetery grounds. Services that can be provided through this fund include:
 - a) re-levelling and sodding or seeding of lots
 - b) maintenance of cemetery roads, sewers and water systems
 - c) maintenance of perimeter walls and fences
 - d) maintenance of cemetery landscaping
 - e) maintenance of mausoleum and columbarium
 - f) repairs and general upkeep of cemetery maintenance buildings and equipment.
- 3.4 All monies received for the purchase of Interment Rights shall be deposited into a holding trust account for a period of thirty (30) days as prescribed in the Act and the City shall, after the thirtieth (30th) day but before the sixtieth (60th) day transfer the monies received for Interment Rights into such accounts as prescribed in the Act and the regulations made thereunder.

4.0 RESTRICTIONS (RULES AND REGULATIONS)

The following rules and regulations are hereby adapted for the care and control of Avondale Cemetery and cemeteries owned by the City:

- 4.1 Cemeteries are sacred and devoted to the burial of the dead and the provisions and penalties of the law will be strictly enforced in all cases of disturbance, wanton injury to property and disregard for the rules, or conduct unbecoming to a cemetery.
- 4.2 Visitors shall conduct themselves in a quiet, orderly manner and shall not disturb any service being held, by noise or other disturbance.
- 4.3 Visitors shall travel through the cemetery by roads and shall not drive over burial lots, pathways, or service paths.
- 4.4 Children under twelve (12) years of age must be accompanied by an adult, who shall maintain close contact with them and be responsible for their actions.
- 4.5 The carrying of firearms or the discharging of the same while within the Cemetery, except where used for the firing of volleys at a burial, is prohibited.
- 4.6 No picnic, party, or other large assembly will be permitted in the Cemetery other than a funeral or memorial service.
- 4.7 When a society or association desires to hold a memorial service, they should make application to the Manager at least fifteen (15) days prior to the desired date. The association or society securing this permission shall assume responsibility for any damages done to the property in the cemeteries during this time.
- 4.8 City staff are the only parties who will remove any sod or in any other way change the surface of any lot in the Cemetery without the permission of the Manager to do so.

- 4.9 Flowers placed on a grave at a funeral shall be removed by City staff after a reasonable time, to protect the sod and maintain a neat appearance.
- 4.10 Flower beds will be confined to a space of eighteen (18) inches in front of flower beds in front of all lots where permitted on any lot.
- 4.11 No perennial plant material shall be allowed at the flower beds or individual lots in the Cemetery.
- 4.12 Private shrubs or evergreens are only permitted on lots having an upright monument and only one shall be planted on either side of the upright monument. All plantings must be approved by the Manager and made only where space permits.
- 4.13 No interment rights holder shall place tripods, stands, trellises, wood or metal stands that interfere with the working of mowers, etc., on his or her lot, except from November 1 until the following April 15. Metal stands or holders may be used for winter wreaths but must be placed in the area normally used for flower beds, but all objects not removed by the later date will be removed by the City staff.
- 4.14 No flower beds shall be permitted on marker memorial lots.
- 4.15 Due care shall be used by all to avoid causing any damage to roads and lawns within the cemetery. Planks, plywood runners, etc., must be used when driving on turf areas.
- 4.16 No work shall be carried out in the vicinity of a funeral or burial service at any time while it is in progress. All work shall be done between the hours of 8:00 a.m. and 5:00 p.m. Monday to Saturday unless authorized by the Manager. All debris shall be removed by 5:00 p.m. daily.
- 4.17 No person shall, within the Cemetery, take part in any parade or procession except a funeral procession or as permitted by the City.
- 4.18 Any complaints by interment rights holder(s) or visitors shall be made to the Manager and not to workmen on the grounds.
- 4.19 No person shall drive a vehicle at a rate of speed greater than 20 kilometres per hour within the Cemetery.
- 4.20 No person shall drive a snowmobile within the Cemetery.

5.0 SALES

- 5.1 Purchasers of Lots acquire only the right and privilege of interment of human remains and or erecting markers, monuments or other authorized structures, subject to the provisions of this By-law.
- 5.2 As required by sections 166 and 168 of *Ontario Regulation 30/11*, a percentage of the purchase price of all interment rights and a prescribed amount of \$25.00 where there are not scattering rights sold, and a prescribed amount for monuments and markers is contributed into the Care and Maintenance Fund. Income from this fund is used to provide only general care and maintenance of the Cemetery. Contributions to the Care and Maintenance Fund are not refundable except when interment rights are cancelled within the thirty (30) day cooling off period.
- 5.3 The Manager shall keep available for inspection a map showing lots available for sale.
- 5.4 Upon payment in full of the purchase price of the lot the Manager shall prepare an Interment Rights Certificate and record the same in a Register kept for that purpose and deliver the Certificate to the Interment Rights Holder.

6.0 RESALE AND TRANSFER OF INTERMENT RIGHTS

- 6.1 Purchasers of interment rights acquire only the right to direct the burial of human remains and the installation of monuments, markers and inscriptions, subject to the conditions set out in this By-law. In accordance with this By-law, no burials,

entombment or installation of any monument, marker, inscription or memorialization is permitted until the interment rights have been paid in full. An interment rights certificate will be issued to the interment rights holder(s) when payment has been made in full. The purchase of interment rights is not a purchase of Real Estate or real property. An interment rights holder wishing to resell their interment rights may advise the Manager of their intention prior to seeking a third party buyer for their interment rights.

- 6.2 The City permits the Interment Rights Holder(s) to sell or transfer their interment rights to a third party, at no more than the current price listed on the Cemetery price list, as long as the sale or transfer is conducted through the City and the purchaser meets the qualifications and requirements as outlined in this By-law.
- 6.3 A purchaser has the right to cancel an interment rights contract within thirty (30) days of signing the interment rights contract, by providing written notice of the cancellation to the City. The City will refund all monies paid by the purchaser within thirty (30) days from the date of the request for cancellation.
- 6.4 Upon receiving written notice from the purchaser of the interment rights, the City will cancel the contract and issue a refund to the purchaser for the amount paid for the interment rights less the appropriate amount that is required to be deposited in the Care and Maintenance Fund. This refund will be made within thirty (30) days of receiving said notice. If the interment rights certificate has been issued to the interment rights holder(s), the certificate must be returned to the City along with the written notice of cancellation.
- 6.5 If any portion of the interment rights has been exercised, the purchaser, or the interment rights holder(s) are not entitled to cancel the contract or re-sell the interment rights.
- 6.6 Unless the interment rights have been exercised the purchaser retains the right to cancel the contract or re-sell the interment rights. Once payment for the interment rights has been made in full, and an interment rights certificate has been issued, the interment rights holder(s), as recorded on the cemetery records, has the right to re-sell the interment rights. Any resale of the interment rights shall be in accordance with the requirements of this By-law and in keeping with the Act.
- 6.7 If any portion of the interment rights has been exercised, the purchaser, or the interment rights holder(s) are not entitled to re-sell the interment rights.
- 6.8 The interment rights holder(s) intending to sell their rights shall provide the following documents to the City so that the City can confirm the ownership of the rights and provide the third party purchaser with the required Certificate:
 - a) an interment rights certificate endorsed by the current rights holder.
 - b) a written statement of the number of lots that have been used in the plot and the number of lots that remain available.
 - c) any other documentation in the interment or scattering rights holder(s) possession relating to the rights.
- 6.9 The third party purchaser will be provided with the following documents by the City:
 - a) an interment rights certificate endorsed by the current rights holder.
 - b) a copy of the City's current by-law.
 - c) a copy of the City's current price list.
 - d) a written statement of the number of lots that have been used in the plot and the number of lots that remain available.
 - e) any other documentation in the interment rights holder(s) possession relating to the rights.
- 6.10 The City will:

- a) require a statement signed by the rights holder(s) selling the interment rights acknowledging the sale of the interment rights to the third party purchaser.
 - b) require confirmation that the person selling the interment rights is the person registered on the cemetery records and that they have the right to re-sell the interment rights.
 - c) record the date of transfer of the interment rights to the third party.
 - d) require the name and address of the third party purchaser(s).
 - e) require a statement of any money owing to the City in respect to the interment rights.
- 6.11 Once the endorsed certificate and all required information has been received by the City from the rights holder(s), the City will issue a new interment rights certificate to the third party purchaser.
- 6.12 Upon completion of the above listed procedures, and upon the issuance of the new interment rights certificate, the third party purchaser or transferee(s) shall be considered the current interment rights holder(s) of the interment rights, and the resale or transfer of the interment rights shall be considered final in accordance with this By-law and Act.
- 6.13 The City may charge an administration fee for the issuance of a duplicate certificate in accordance with the price listed on the City's current price list as shown in Schedule "A" to this By-law
- 6.14 The City does not prohibit the resale of an interment rights and may repurchase the interment rights from the rights holder(s) if the City so desires and may negotiate a purchase price so long as the seller acknowledges being aware of the City's current price list amounts for the interment rights.

7.0 INTERMENTS

- 7.1 Interment rights holder(s) must provide written authorization to the Manager prior to a burial or an entombment taking place. Should the interment rights holder(s) be deceased, authorization must be provided in writing by the person authorized to act on behalf of the interment rights holder, such as but not limited to personal representative, estate trustee, executor or next of kin.
- 7.2 A burial permit issued by the Registrar General or equivalent document showing that the death has been registered with the Province must be provided to the Cemetery Office prior to an interment taking place. A Certificate of Cremation must be submitted to the Cemetery Office prior to the interment taking place.
- 7.3 In accordance with the Act, the purchaser of interment rights must enter into a cemetery contract, providing such information as may be required by the City for the completion of the contract and the public register prior to each interment.
- 7.4 Payment must be made to the City before an interment can take place.
- 7.5 The Manager shall be given at least twenty-four (24) business hours of notice for each interment.
- 7.6 Only the City may open and seal crypts for entombments and niches for interments. This applies to the inside sealer, crypt front and niche front.
- 7.7 To ensure quality control, desired uniformity and standard of workmanship, the City reserves the right to inscribe all crypt fronts and niche fronts or install all lettering, vases, adornments, or any other approved attachment.
- 7.8 Photographs are permitted and must conform to the design, material and standards of the mausoleum building.
- 7.9 No person other than City staff shall remove or alter niche fronts.

- 7.10 Cremated remains are not permitted to be scattered on a lot.
- 7.11
- 7.11 One casket interment only shall be allowed in each lot or crypt, except prepaids prior to 2014 when extra depth burials may be allowed with the approval of the Cemetery Manager. One casket burial and four urns per single grave with an upright marker are permitted.
- 7.12 A maximum of two approved receptacles (urns) may be placed in each niche as specified in the Community Services Fees and Charges.
- 7.13 The City assumes no responsibility for:
- a) any misunderstanding when a lot or plot is ordered by telephone;
 - b) damages, should a lot be opened in a wrong location due to wrong or insufficient information;
 - c) Any extra expenses incurred in connection with errors of this kind shall be paid by the parties ordering the interment.
- 7.14 All interments within the Cemetery shall be under the direction of the Manager or designate.
- 7.15 No committal service shall be held or no interment shall be made in the Cemetery on any Sunday, Statutory or proclaimed Holiday except pursuant to an order of the Medical Officer of Health.
- 7.16 To allow for adequate time for employees to complete the burial, all funerals should arrive in the cemetery in accordance with the following. Charges for other times and late arrival of funerals are as shown in Schedule "A" to this By-law:
- a) During working hours - between the hours from 8:30 a.m. to one hour prior to closing, Monday through Friday (statutory holidays excluded).
- 7.17 Saturday grave-side services will be allowed if staff is available and weather permits, and will be subject to an additional charge as set forth in Schedule "A" to this By-law.

8.0 COMMON SCATTERING GARDEN

- 8.1 The scattering of cremated remains in Avondale Cemetery is permitted in the common ground cremation dedication garden only.
- 8.2 Cremated remains that have been scatter are non-recoverable.
- 8.3 The scattering of cremated remains during the winter months may be limited by weather and soil conditions. The Cemetery Manager or designate will make the determination on when and if a scattering interment can proceed.
- 8.4 No person shall place, erect, install, maintain or allow to maintain any memorial in any scattering garden.
- 8.5 The Manager will keep available a map showing the location of all designated common scattering ground.
- 8.6 Memorialized names can be placed on the scattering garden plaque. Three size options for plates are available:
- 1" x 6" – single
 - 2.25" x 6" – double
 - 3.5" x 6" – additional text

9.0 DISINTERMENTS

- 9.1 No disinterment of human remains shall be allowed in any Lot or Niche unless in accordance with the Act and upon payment of the applicable fee.

- 9.2 Human remains may be disinterred from a lot provided that the written consent (authorization) of the interment rights holder(s) has been received by the City and the prior notification of the medical officer of health. A certificate from the local medical officer of health must be received at the cemetery office before the removal of casketed human remains may take place. A certificate from the local medical officer of health is not required for the removal of cremated remains.
- 9.3 In special circumstances the removal of human remains may also be ordered by certain public officials without the consent of the interment rights holder(s) and/or next of kin(s).
- 9.4 If the burial was made in other than a permanent type outer case, a new outer case must be supplied.
- 9.5 Any marker or monuments designating the location of an interment shall be removed at the time a disinterment is made. The charge for disinterment shall be as set forth in the Tariff.

10.0 MONUMENTS

- 10.1 No marker, monument or other structure shall be erected or permitted on a lot until all charges have been paid in full.
- 10.2 Upon request for the placement of a monument or other structure within the Cemetery, an order in writing shall be delivered to the office of the Manager at least three (3) weeks prior to the erection of the marker, monument or other structure, said order to include the dimensions of the marker monument or other structure, foundation, and location of the lot.
- 10.3 No monument, footstone, or marker of any description shall be placed, moved, altered or removed without permission from the City.
- 10.4 Minor scraping of the monument base of an upright monument due to grass/lawn maintenance is considered to be normal wear.
- 10.5 The City will take reasonable precautions to protect the property of interment rights holders, but it assumes no liability for the loss of, or damage to, any monument, marker, or other structure or part thereof.
- 10.6 All foundations for monuments and markers shall be built by, or contracted to be built for, the City at the expense of the interment rights holder(s).
- 10.7 No monument shall be delivered to the Cemetery for installation until the monument foundations has been completed and the interment rights holder(s) and/or marker retailer have been notified by the City.
- 10.8 Markers and footstones of bronze or granite are permitted with size and quantity restrictions according to this By-law and the placement of such memorials shall not interfere with future interments:

 single lot maximum – 1m x 3m
 double lot maximum – 2m x 3m
 cremation lot maximum - 4ft x 4ft
- 10.9 Every monument shall be made of granite and no ornament of stone, metal or other material shall be attached thereto.
- 10.10 Each monument shall have a base or footing not greater than 10% of the area of the lot and shall be centrally located at the head of the lot. In the case of a two-grave lot, the size of the base and dimensions shall be no more than 60" x 14".
- 10.11 All monument foundations shall be constructed of concrete and flush with the level of the adjoining ground and shall be of a length and width as nearly as practicable equal to the length and width of the base of the monument.

- 10.12 Only one (1) monument shall be erected within the designated space on any lot.
- 10.13 An inspection fee as set out in Schedule "A" to this By-law, shall be charged for the installation of a foundation.
- 10.14 No embellishments may be attached to any niche fronts with the exception of an approved bronze wreath and scroll for inscription.
- 10.15 Inscriptions must be on an approved bronze wreath and scroll which can be attached to the granite face of niche in the pre-drilled holes.
- 10.16 No corner posts shall be allowed except those supplied by the City.
- 10.17 Every marker shall be made of granite.
- 10.18 Height, Width, Thickness Ratios of Markers / Monuments
- a) Flush markers shall be a minimum of 4" thick and not exceed 18" x 48". Markers larger than this shall be 6" thick;
 - b) 6" thick die stones: any 6" thick die stone which is less than 2' 0" in height, requires a method of installation which will enable the die to withstand a horizontal force of at least 100 lbs.
 - i) 36" (L) x 34" (H) x 6" (thick) including the base;
 - ii) 42" (L) x 20" (H) x 6" (thick) including the base.
- Note: Dowel pins are allowed to provide for safe installation (to meet 100 lb. standard).
- c) 8" thick die stones: die stones which are 8" thick are allowed to a maximum height of 3' 6" (including base);
 - d) 10" thick die stones: die stones which are 10" thick are allowed to a height of 5' 6" including base;
 - e) 12" thick die stones: die stones which are 12" thick are allowed to a height of 7' 6" including base.
- Note: memorial must be able to withstand a horizontal force of 100 lb. Doweling or other means are permitted to ensure safety of installation.
- 10.19 Should any monument or marker or other structure present a risk to public safety because it has become unstable, the City shall do whatever it deems necessary by way of repairing, resetting or laying down the monument or marker or other structure or any other remedy so as to remove the risk.
- 10.20 The City reserves the right to remove at its sole discretion any marker, monument or inscription which is not in keeping with the dignity and decorum of the Cemetery as determined by the City.

11.0 CONTRACTOR/MONUMENT WORK

- 11.1 Any contract work to be performed within the Cemetery requires the written pre-approval of the interment rights holder(s) and the City before the work may begin. Pre-approval includes but is not limited to: landscaping, delivery of monuments and markers, inscriptions, designs, drawings, plan and detailed specifications relating the work, proof of all applicable government approvals and permits, the location of the work to be performed. It is the responsibility of all contractors to report to the Cemetery office and provide the necessary approvals before commencing work at any location in the Cemetery.
- 11.2 Prior to the start of any said work, contractors must provide proof to the City of:
- WSIB coverage
 - Occupational Health and Safety compliance standards
 - Environmental Protection

- WHMIS
 - Evidence of liability insurance of not less than \$ 2 million per occurrence.
- 11.3 This By-law applies to all contractors and all work carried out by contractors within the Cemetery.
- 11.4 Contractors, monument dealers and suppliers shall not enter the Cemetery in the evening, weekends, or statutory holidays unless approval has been granted by the City.
- 11.5 No work shall be performed at the Cemetery except during the regular business hours of the Cemetery.
- 11.6 Contractors shall temporarily cease all operations if they are working within 100 metres of a funeral until the conclusion of the service. The City reserves the right to temporarily cease contractor operations at their sole discretion if the noise of the work being performed by the contractor is deemed to be a disturbance to any interment or public gathering within the Cemetery.
- 11.7 Contractors, monument dealers and suppliers shall lay wooden planks on the lots and paths over which heavy materials are to be moved in order to protect the surface from damage.

12.0 PENALTIES

- 12.1 Every person who contravenes any of the provisions of this by-law is guilty of an offence and, on conviction, is liable to a fine pursuant to the provisions of the *Provincial Offences Act*, R.S.O. 1990, c. P.33 as amended.

13.0 REPEAL

- 13.1 That By-law 51-93, as amended, and any other By-laws inconsistent with the provisions of this By-law, are hereby repealed upon this By-law coming into effect.

14.0 EFFECTIVE DATE

- 14.1 This By-law and amendments are subject to the approval of the Registrar, Cemeteries Regulation Unit, Ministry of Consumer Services of the Province of Ontario.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this day of , 2019.

MAYOR – Daniel B. Mathieson

CITY CLERK – Joan Thomson

COMMUNITY SERVICES DEPARTMENT
CEMETERY RATES

2019

1. Sale of Lots

	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Single Grave	1m x 3m	\$970.20	\$646.80	\$210.21	\$1,827.21
2 Grave Plot	2m x 3m	\$1,940.40	\$1,293.60	\$420.42	\$3,654.42
3 Grave Plot	3m x 3m	\$2,910.60	\$1,940.00	\$630.58	\$5,481.18
6 Grave Plot	3m x 3m	\$5,821.20	\$3,880.80	\$1,261.26	\$10,963.26
Child Plot Upright	3ft x 7ft	\$277.20	\$184.80	\$60.06	\$522.06
Infant Plot Flat Marker	2ft x 4ft	\$207.90	\$138.60	\$45.05	\$391.55
Stillborn Plot Flat Marker	2ft x 48in	\$207.90	\$138.60	\$45.05	\$391.55
Cremation Plot Flat Marker	2ft x 2ft	\$304.92	\$203.28	\$66.07	\$574.27
Cremation Plot Flat Marker	4ft x 4ft	\$609.84	\$406.56	\$132.13	\$1,148.53

2. Sale of Niches

	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Columbarium Wall	144 cu. In	\$1,802.50	\$318.09	\$275.68	\$2,396.27
Bronze Scrolls		\$635.25		\$82.58	\$717.83

Each niche accommodates 2 regular urns (bottom level). Each level above add \$50 + HST per level.

3. Avondale Garden

Mausoleum

	<u>Level</u>	<u>Cost</u>	<u>Maintenance</u>	<u>HST</u>	<u>Total</u>
Section #1	E	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
Premium	D	\$7,733.88	\$1,933.47	\$1,256.76	\$10,924.11
	C	\$9,882.18	\$2,470.55	\$1,605.85	\$13,958.58
	B	\$8,808.03	\$2,202.00	\$1,431.30	\$12,441.33
	A	\$6,015.24	\$1,503.81	\$977.48	\$8,496.53
Section #2	E	\$5,157.08	\$1,288.98	\$837.99	\$7,284.05
Interior Courtyard	D	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
	C	\$8,593.20	\$2,148.30	\$1,396.40	\$12,137.90
	B	\$7,519.05	\$1,879.76	\$1,221.85	\$10,620.66
	A	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Section #3	E	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Exterior Courtyard	D	\$5,585.58	\$1,396.40	\$907.66	\$7,889.64
	C	\$7,304.22	\$1,826.06	\$1,186.94	\$10,317.22
	B	\$6,293.07	\$1,556.94	\$1,020.50	\$8,870.51
	A	\$4,296.60	\$1,074.15	\$698.20	\$6,068.95

4. Scattering Garden

	<u>Dimensions</u>	<u>Service</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Sale of Scattering Services	n/a	\$400.00	\$25.00	\$55.25	\$480.25
Single Memorial Plaque	1" x 6"	\$125.00	\$0.00	\$16.25	\$141.25
Double Memorial Plaque	2.25" x 6"	\$175.00	\$0.00	\$22.75	\$197.75
Double Plaque with Text	3.5" x 6"	\$200.00	\$0.00	\$26.00	\$226.00
Replacement Deed	n/a	\$30.00	\$0.00	\$3.90	\$33.90

5. Interment Charges

	<u>Base Rate</u>	<u>Gross</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
Licence Fee (if applicable)	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Adult Regular Depth	\$912.45	\$0.00	\$0.00	\$118.62	\$1,031.07
Child 3' x 6' Opening	\$346.50	\$0.00	\$0.00	\$45.05	\$391.55
Child 2' x 4' Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Stillborn 2' x 20" Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Mausoleum Entombment Opening	\$511.64	\$0.00	\$0.00	\$66.51	\$578.15
Cremation Remains (12"x12")	\$333.51	\$0.00	\$0.00	\$43.36	\$376.87
Cremation Remains (over 12"x12")	\$454.94	\$0.00	\$0.00	\$59.14	\$514.08
Cremation Remains in Columbaum Niche	\$303.19	\$0.00	\$0.00	\$39.41	\$342.60
Winter Storage	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92

6. Disinterment Charges

	<u>Base Rate</u>	<u>Gross</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
For burial in another cemetery	\$1,396.53	\$0.00	\$0.00	\$181.55	\$1,578.08
For burial in another plot in Avondale	\$2,234.43	\$0.00	\$0.00	\$290.48	\$2,524.91

***Please note disinterment charges for cremated remains is the charge stated for interment.**

7. Foundations

\$19.94 per cubic foot - minimum \$242.00 plus HST

Inspection fee for foundations will not exceed \$69.61 (\$61.60 + \$8.01 HST)

Flat marker installation of \$62.15 (\$55.00 + \$7.15 HST)

Up to 4' x 4' \$113.00 (\$100.00 + \$13.00 HST)

Over 4' x 4' \$226.00 (\$210.00 + \$26.00 HST)

Flat markers over 173 sq. in. \$56.50 (\$50.00 + \$6.50 HST)

8. Other

a) The standard charges as indicated above shall apply to funerals held in the cemetery within the times specified in By-law #88-2012.

b) Saturday burials permitted in Section 6 (f) (iv) of By-law #88-2012 will be subject to an additional charge of \$307.36 (\$272 + \$35.36 HST) before noon.

c) Use of Chapel for committal service \$102.45 (\$90.67 + \$11.79 HST).

d) Transfer of certificates of interment rights \$64.88 (\$57.42 + \$7.46 HST).

e) Funerals entering the cemetery after the hours specified in Section 6 (g) (iii) of By-law #88-2012 may be charged an additional \$45.65 (\$40.40 + \$5.25 HST) per each fifteen (15) minutes or part thereof that they remain in the cemetery. Saturday \$256.14 before noon, and \$256.14 after twelve noon plus above will apply.

COMMUNITY SERVICES DEPARTMENT
CEMETERY RATES

2020

<u>1. Sale of Lots</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Single Grave	1m x 3m	\$970.20	\$646.80	\$210.21	\$1,827.21
2 Grave Plot	2m x 3m	\$1,940.40	\$1,293.60	\$420.42	\$3,654.42
3 Grave Plot	3m x 3m	\$2,910.60	\$1,940.00	\$630.58	\$5,481.18
6 Grave Plot	3m x 3m	\$5,821.20	\$3,880.80	\$1,261.26	\$10,963.26
Child Plot Upright	3ft x 7ft	\$277.20	\$184.80	\$60.06	\$522.06
Infant Plot Flat Marker	2ft x 4ft	\$207.90	\$138.60	\$45.05	\$391.55
Stillborn Plot Flat Marker	2ft x 48in	\$207.90	\$138.60	\$45.05	\$391.55
Cremation Plot Flat Marker	2ft x 2ft	\$332.64	\$221.76	\$72.07	\$626.47
Cremation Plot Flat Marker	4ft x 4ft	\$665.28	\$443.52	\$144.14	\$1,252.94

<u>2. Sale of Niches</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Columbarium Wall	144 cu. In	\$1,936.02	\$341.65	\$296.10	\$2,573.77
Bronze Scrolls		\$693.00		\$90.09	\$783.09

Each niche accommodates 2 regular urns (bottom level). Each level above add \$50 + HST per level.

3. Avondale Garden

<u>Mausoleum</u>	<u>Level</u>	<u>Cost</u>	<u>Maintenance</u>	<u>HST</u>	<u>Total</u>
Section #1	E	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
Premium	D	\$7,733.88	\$1,933.47	\$1,256.76	\$10,924.11
	C	\$9,882.18	\$2,470.55	\$1,605.85	\$13,958.58
	B	\$8,808.03	\$2,202.00	\$1,431.30	\$12,441.33
	A	\$6,015.24	\$1,503.81	\$977.48	\$8,496.53
Section #2	E	\$5,157.08	\$1,288.98	\$837.99	\$7,284.05
Interior Courtyard	D	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
	C	\$8,593.20	\$2,148.30	\$1,396.40	\$12,137.90
	B	\$7,519.05	\$1,879.76	\$1,221.85	\$10,620.66
	A	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Section #3	E	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Exterior Courtyard	D	\$5,585.58	\$1,396.40	\$907.66	\$7,889.64
	C	\$7,304.22	\$1,826.06	\$1,186.94	\$10,317.22
	B	\$6,293.07	\$1,556.94	\$1,020.50	\$8,870.51
	A	\$4,296.60	\$1,074.15	\$698.20	\$6,068.95

4. Scattering Garden

	<u>Dimensions</u>	<u>Service</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Sale of Scattering Services	n/a	\$400.00	\$25.00	\$55.25	\$480.25
Single Memorial Plaque	1" x 6"	\$125.00	\$0.00	\$16.25	\$141.25
Double Memorial Plaque	2.25" x 6"	\$175.00	\$0.00	\$22.75	\$197.75
Double Plaque with Text	3.5" x 6"	\$200.00	\$0.00	\$26.00	\$226.00
Replacement Deed	n/a	\$30.00	\$0.00	\$3.90	\$33.90

5. Interment Charges

	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
Licence Fee (if applicable)	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Adult Regular Depth	\$912.45	\$0.00	\$0.00	\$118.62	\$1,031.07
Child 3' x 6' Opening	\$346.50	\$0.00	\$0.00	\$45.05	\$391.55
Child 2' x 4' Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Stillborn 2' x 20" Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Mausoleum Entombment Opening	\$596.92	\$0.00	\$0.00	\$77.60	\$674.52
Cremation Remains (12"x12")	\$349.39	\$0.00	\$0.00	\$45.42	\$394.81
Cremation Remains (over 12"x12")	\$476.44	\$0.00	\$0.00	\$61.94	\$538.38
Cremation Remains in Columbaum Niche	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92
Winter Storage	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92

6. Disinterment Charges

	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
For burial in another cemetery	\$1,578.68	\$0.00	\$0.00	\$205.23	\$1,783.91
For burial in another plot in Avondale	\$2,525.87	\$0.00	\$0.00	\$328.36	\$2,854.23

***Please note disinterment charges for cremated remains is the charge stated for interment.**

7. Foundations

\$23.93 per cubic foot - minimum \$242.00 plus HST

Inspection fee for foundations will not exceed \$77.07 (\$68.20 + \$8.87 HST)

Flat marker installation of \$62.15 (\$55.00 + \$7.15 HST)

Up to 4' x 4' \$113.00 (\$100.00 + \$13.00 HST)

Over 4' x 4' \$226.00 (\$210.00 + \$26.00 HST)

Flat markers over 173 sq. in. \$56.50 (\$50.00 + \$6.50 HST)

8. Other

- a) The standard charges as indicated above shall apply to funerals held in the cemetery within the times specified in By-law #88-2012.
- b) Saturday burials permitted in Section 6 (f) (iv) of By-law #88-2012 will be subject to an additional charge of \$358.59 (\$317.34 + \$41.25 HST) before noon.
- c) Use of Chapel for committal service \$107.33 (\$94.99 + \$12.35 HST).
- d) Transfer of certificates of interment rights \$86.29 (\$76.36 + \$9.93 HST).
- e) Funerals entering the cemetery after the hours specified in Section 6 (g) (iii) of By-law #88-2012 may be charged an additional \$45.65 (\$40.40 + \$5.25 HST) per each fifteen (15) minutes or part thereof that they remain in the cemetery. Saturday \$256.14 before noon, and \$256.14 after twelve noon plus above will apply.

COMMUNITY SERVICES DEPARTMENT
CEMETERY RATES

2021

1. <u>Sale of Lots</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Single Grave	1m x 3m	\$970.20	\$646.80	\$210.21	\$1,827.21
2 Grave Plot	2m x 3m	\$1,940.40	\$1,293.60	\$420.42	\$3,654.42
3 Grave Plot	3m x 3m	\$2,910.60	\$1,940.00	\$630.58	\$5,481.18
6 Grave Plot	3m x 3m	\$5,821.20	\$3,880.80	\$1,261.26	\$10,963.26
Child Plot Upright	3ft x 7ft	\$277.20	\$184.80	\$60.06	\$522.06
Infant Plot Flat Marker	2ft x 4ft	\$207.90	\$138.60	\$45.05	\$391.55
Stillborn Plot Flat Marker	2ft x 48in	\$207.90	\$138.60	\$45.05	\$391.55
Cremation Plot Flat Marker	2ft x 2ft	\$360.36	\$240.24	\$78.08	\$678.68
Cremation Plot Flat Marker	4ft x 4ft	\$720.72	\$480.48	\$156.16	\$1,357.36

2. <u>Sale of Niches</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Columbarium Wall	144 cu. In	\$2,069.54	\$365.22	\$316.52	\$2,751.28
Bronze Scrolls		\$750.75		\$97.60	\$848.35

Each niche accommodates 2 regular urns (bottom level). Each level above add \$50 + HST per level.

3. Avondale Garden

<u>Mausoleum</u>	<u>Level</u>	<u>Cost</u>	<u>Maintenance</u>	<u>HST</u>	<u>Total</u>
Section #1	E	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
Premium	D	\$7,733.88	\$1,933.47	\$1,256.76	\$10,924.11
	C	\$9,882.18	\$2,470.55	\$1,605.85	\$13,958.58
	B	\$8,808.03	\$2,202.00	\$1,431.30	\$12,441.33
	A	\$6,015.24	\$1,503.81	\$977.48	\$8,496.53
Section #2	E	\$5,157.08	\$1,288.98	\$837.99	\$7,284.05
Interior Courtyard	D	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
	C	\$8,593.20	\$2,148.30	\$1,396.40	\$12,137.90
	B	\$7,519.05	\$1,879.76	\$1,221.85	\$10,620.66
	A	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Section #3	E	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Exterior Courtyard	D	\$5,585.58	\$1,396.40	\$907.66	\$7,889.64
	C	\$7,304.22	\$1,826.06	\$1,186.94	\$10,317.22
	B	\$6,293.07	\$1,556.94	\$1,020.50	\$8,870.51
	A	\$4,296.60	\$1,074.15	\$698.20	\$6,068.95

4. Scattering Garden	<u>Dimensions</u>	<u>Service</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Sale of Scattering Services	n/a	\$400.00	\$25.00	\$55.25	\$480.25
Single Memorial Plaque	1" x 6"	\$125.00	\$0.00	\$16.25	\$141.25
Double Memorial Plaque	2.25" x 6"	\$175.00	\$0.00	\$22.75	\$197.75
Double Plaque with Text	3.5" x 6"	\$200.00	\$0.00	\$26.00	\$226.00
Replacement Deed	n/a	\$30.00	\$0.00	\$3.90	\$33.90

5. Interment Charges	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
Licence Fee (if applicable)	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Adult Regular Depth	\$912.45	\$0.00	\$0.00	\$118.62	\$1,031.07
Child 3' x 6' Opening	\$346.50	\$0.00	\$0.00	\$45.05	\$391.55
Child 2' x 4' Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Stillborn 2' x 20" Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Mausoleum Entombment Opening	\$682.19	\$0.00	\$0.00	\$88.68	\$770.87
Cremation Remains (12"x12")	\$365.27	\$0.00	\$0.00	\$47.49	\$412.76
Cremation Remains (over 12"x12")	\$498.10	\$0.00	\$0.00	\$64.75	\$562.85
Cremation Remains in Columbaum Niche	\$332.06	\$0.00	\$0.00	\$43.17	\$375.23
Winter Storage	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92

6. Disinterment Charges	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
For burial in another cemetery	\$1,760.84	\$0.00	\$0.00	\$228.91	\$1,989.75
For burial in another plot in Avondale	\$2,817.32	\$0.00	\$0.00	\$366.25	\$3,183.57

***Please note disinterment charges for cremated remains is the charge stated for interment.**

7. Foundations

\$27.91 per cubic foot - minimum \$242.00 plus HST

Inspection fee for foundations will not exceed \$84.52 (\$74.80 + \$9.72 HST)

Flat marker installation of \$62.15 (\$55.00 + \$7.15 HST)

Up to 4' x 4' \$113.00 (\$100.00 + \$13.00 HST)

Over 4' x 4' \$226.00 (\$210.00 + \$26.00 HST)

Flat markers over 173 sq. in. \$56.50 (\$50.00 + \$6.50 HST)

8. Other

a) The standard charges as indicated above shall apply to funerals held in the cemetery within the times specified in By-law #88-2012.

b) Saturday burials permitted in Section 6 (f) (iv) of By-law #88-2012 will be subject to an additional charge of \$409.82 (\$362.67 + \$47.15 HST) before noon.

c) Use of Chapel for committal service \$112.21 (\$99.30 + \$12.91 HST).

d) Transfer of certificates of interment rights \$114.77 (\$101.56 + \$13.20 HST).

e) Funerals entering the cemetery after the hours specified in Section 6 (g) (iii) of By-law #88-2012 may be charged an additional \$45.65 (\$40.40 + \$5.25 HST) per each fifteen (15) minutes or part thereof that they remain in the cemetery. Saturday \$256.14 before noon, and \$256.14 after twelve noon plus above will apply.



MANAGEMENT REPORT

Date: June 24, 2019
To: Community Services Sub-committee
From: Brad Hernden, Recreation & Marketing Manager
Report#: COM19-019
Attachments: Fee Schedule, Insurance Rates

Title: Community Services Department 2020, 2021 and 2022 Fees and Charges

Objective: To consider the proposed 2020, 2021 and 2022 fees and charges for the Community Services Department.

Background: The City of Stratford maintains to build a healthy community by providing a variety of positive recreational experiences to enhance life values for individuals, families and our diverse culture. It is important that every citizen of Stratford has access to fun, safe, and affordable services and facilities to meet their recreation and leisure needs.

We have used guiding principles for re-establishing user fees to allow for the lowest possible user fees consistent with recovery of costs and market conditions.

Analysis: The attached spreadsheet indicates a chart of fees and charges for the years 2020, 2021 and 2022. Changes in fees from one year to the next are noted under the column "Proposed Change". Future fees represent an average of 3% increase each year, with exception to:

- Public skating and public swim fees in some admission categories remain unchanged from 2019 due to market conditions, peer reviews, and general affordability. The admission rates in these categories are proposed to increase in 2020. The same is true for digital display advertising.

Hall and Meeting Space Rental Fees

1. In the Single, Double and Hall meeting room category (not including Event Halls or when a rental is attached to the use of an Event Hall), staff are requesting to continue to offer, at the discretion of the Director of Community Services, up to a 30% discount off the commercial rental fees for individuals or groups defined as

"community organizations". The "community organization" rental category includes:

- charities hosting charitable events or meetings
 - service clubs
 - not-for-profit groups providing community services free of charge or on a cost recovery basis
 - not-for-profit groups providing educational programs
2. In the Event Hall room category, staff are requesting the continued ability to negotiate event hall rental rates, particularly in the scenario of multi-day and multiple room rental commitments, at the discretion of the Director of Community Services.
 3. In slower rental periods where it is apparent that hall and meeting space will sit unused and/or underutilized, staff are requesting the ability to offer, at the discretion of the Director of Community Services, up to a 50% discount off the commercial rental fees.

Facility User Insurance Program

A corporate administrative policy speaking to the city providing insurance to facility users is currently under development and review as F.1.17 Facility User Insurance Program. For facility users that do not meet the city's requirements for providing adequate insurance coverage on some rental items, the city will provide insurance to the user at a fee. The insurance program fees, as they relate to Community Services Department rentals are attached.

Some rental items would require a separate insurance review and quote tailored to the rental in question and activity being hosted. These rental items have been listed with the note, "requires further quote".

Financial Impact: The proposed fees and charges schedule demonstrates an average increase in fees by 3%, in 2020, 2021 and 2022. Operational expenditures include energy costs, wages, supplies and materials. Revenue from fees and charges do not directly fund reserves.

Staff Recommendation: That the Community Services Department fees and charges for 2020, 2021 and 2022 be approved;

And That By-law 190-2018 be updated.



Recreation & Marketing Manager



Director of Community Services



Rob Horne, Chief Administrative Officer

City of Stratford Community Services Department Fees and Charges	2020					2021					2022				
	New Rate					New Rate					New Rate				
Rental	Base Rate	Period	HST	Proposed Change	Total	Base Rate	Period	HST	Proposed Change	Total	Base Rate	Period	HST	Proposed Change	Total
AQUATICS															
Public Swimming															
Single Admission															
Infant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Child	\$ 3.10	swim	\$ 0.40	100%	\$ 3.50	\$ 3.10	swim	\$ 0.40	100%	\$ 3.50	\$ 3.32	swim	\$ 0.43	107%	\$ 3.75
Youth	\$ 3.76	swim	\$ 0.49	100%	\$ 4.25	\$ 3.76	swim	\$ 0.49	100%	\$ 4.25	\$ 3.98	swim	\$ 0.52	106%	\$ 4.50
Seniors/Special Population	\$ 3.76	swim	\$ 0.49	100%	\$ 4.25	\$ 3.76	swim	\$ 0.49	100%	\$ 4.25	\$ 3.98	swim	\$ 0.52	106%	\$ 4.50
Adults	\$ 4.65	swim	\$ 0.60	100%	\$ 5.25	\$ 4.65	swim	\$ 0.60	100%	\$ 5.25	\$ 4.87	swim	\$ 0.63	105%	\$ 5.50
Family	\$ 13.27	swim	\$ 1.73	100%	\$ 15.00	\$ 13.27	swim	\$ 1.73	100%	\$ 15.00	\$ 13.72	swim	\$ 1.78	103%	\$ 15.50
Day Pass															
Infant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Child	\$ 4.42	day	\$ 0.58	100%	\$ 5.00	\$ 4.42	day	\$ 0.58	100%	\$ 5.00	\$ 4.65	day	\$ 0.60	105%	\$ 5.25
Youth	\$ 4.87	day	\$ 0.63	100%	\$ 5.50	\$ 4.87	day	\$ 0.63	100%	\$ 5.50	\$ 5.09	day	\$ 0.66	105%	\$ 5.75
Seniors/Special Population	\$ 4.87	day	\$ 0.63	100%	\$ 5.50	\$ 4.87	day	\$ 0.63	100%	\$ 5.50	\$ 5.09	day	\$ 0.66	105%	\$ 5.75
Adults	\$ 7.08	day	\$ 0.92	100%	\$ 8.00	\$ 7.08	day	\$ 0.92	100%	\$ 8.00	\$ 7.30	day	\$ 0.95	103%	\$ 8.25
Family	\$ 22.12	day	\$ 2.88	100%	\$ 25.00	\$ 22.12	day	\$ 2.88	100%	\$ 25.00	\$ 23.01	day	\$ 2.99	104%	\$ 26.00
5-visit Card															
Infant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Child	\$ 12.39	card	\$ 1.61	100%	\$ 14.00	\$ 12.39	card	\$ 1.61	100%	\$ 14.00	\$ 13.27	card	\$ 1.73	107%	\$ 15.00
Youth	\$ 15.04	card	\$ 1.96	100%	\$ 17.00	\$ 15.04	card	\$ 1.96	100%	\$ 17.00	\$ 15.93	card	\$ 2.07	106%	\$ 18.00
Seniors/Special Population	\$ 15.04	card	\$ 1.96	100%	\$ 17.00	\$ 15.04	card	\$ 1.96	100%	\$ 17.00	\$ 15.93	card	\$ 2.07	106%	\$ 18.00
Adults	\$ 18.58	card	\$ 2.42	100%	\$ 21.00	\$ 18.58	card	\$ 2.42	100%	\$ 21.00	\$ 19.47	card	\$ 2.53	105%	\$ 22.00
Family	\$ 53.10	card	\$ 6.90	100%	\$ 60.00	\$ 53.10	card	\$ 6.90	100%	\$ 60.00	\$ 54.87	card	\$ 7.13	103%	\$ 62.00
Seasons Pass															
Infant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Child	\$ 79.65	season	\$ 10.35	102%	\$ 90.00	\$ 81.42	season	\$ 10.58	102%	\$ 92.00	\$ 84.07	season	\$ 10.93	103%	\$ 95.00
Youth	\$ 92.92	season	\$ 12.08	105%	\$ 105.00	\$ 93.81	season	\$ 12.19	101%	\$ 106.00	\$ 97.35	season	\$ 12.65	104%	\$ 110.00
Seniors/Special Population	\$ 92.92	season	\$ 12.08	105%	\$ 105.00	\$ 93.81	season	\$ 12.19	101%	\$ 106.00	\$ 97.35	season	\$ 12.65	104%	\$ 110.00
Adults	\$ 119.47	season	\$ 15.53	104%	\$ 135.00	\$ 122.12	season	\$ 15.88	102%	\$ 138.00	\$ 128.32	season	\$ 16.68	105%	\$ 145.00
Family	\$ 237.17	season	\$ 30.83	103%	\$ 268.00	\$ 243.36	season	\$ 31.64	103%	\$ 275.00	\$ 247.79	season	\$ 32.21	102%	\$ 280.00
Swim Lessons															
½ hour	\$ 80.00	session	\$ -	103%	\$ 80.00	\$ 82.00	session	\$ -	103%	\$ 82.00	\$ 84.00	session	\$ -	102%	\$ 84.00
¾ hour	\$ 90.00	session	\$ -	102%	\$ 90.00	\$ 92.00	session	\$ -	102%	\$ 92.00	\$ 94.00	session	\$ -	102%	\$ 94.00
1 hour	\$ 96.00	session	\$ -	102%	\$ 96.00	\$ 98.00	session	\$ -	102%	\$ 98.00	\$ 100.00	session	\$ -	102%	\$ 100.00
Swim Team	\$ 150.00	season	\$ -	103%	\$ 150.00	\$ 155.00	season	\$ -	103%	\$ 155.00	\$ 160.00	season	\$ -	103%	\$ 160.00
Private Rentals															
1-30 swimmers	\$ 185.00	hr	\$ 24.05	105%	\$ 209.05	\$ 190.00	hr	\$ 24.70	103%	\$ 214.70	\$ 195.00	hr	\$ 25.35	103%	\$ 220.35
31-125 swimmers	\$ 205.00	hr	\$ 26.65	104%	\$ 231.65	\$ 215.00	hr	\$ 27.95	105%	\$ 242.95	\$ 225.00	hr	\$ 29.25	105%	\$ 254.25
Sponsor a Swim															
Sponsored Swim	\$ 160.00	hr	\$ 20.80	103%	\$ 180.80	\$ 165.00	hr	\$ 21.45	103%	\$ 186.45	\$ 170.00	hr	\$ 22.10	103%	\$ 192.10
Sponsored Free Swim	\$ 505.00	hr	\$ 65.65	103%	\$ 570.65	\$ 520.00	hr	\$ 67.60	103%	\$ 587.60	\$ 540.00	hr	\$ 70.20	104%	\$ 610.20
ARENA															
Summer Ice Rates															
Standard Rental	\$ 168.14	hr	\$ 21.86	103%	\$ 190.00	\$ 175.22	hr	\$ 22.78	104%	\$ 198.00	\$ 180.53	hr	\$ 23.47	103%	\$ 204.00
Slice of Ice	\$ 16.37	hr	\$ 2.13	103%	\$ 18.50	\$ 16.81	hr	\$ 2.19	103%	\$ 19.00	\$ 17.26	hr	\$ 2.24	103%	\$ 19.50
Minor Sports	\$ 168.14	hr	\$ 21.86	103%	\$ 190.00	\$ 175.22	hr	\$ 22.78	104%	\$ 198.00	\$ 180.53	hr	\$ 23.47	103%	\$ 204.00
Winter Ice Rates															
Prime Time	\$ 200.00	hr	\$ 26.00	103%	\$ 226.00	\$ 205.31	hr	\$ 26.69	103%	\$ 232.00	\$ 212.39	hr	\$ 27.61	103%	\$ 240.00
Non-Prime Time	\$ 168.14	hr	\$ 21.86	103%	\$ 190.00	\$ 175.22	hr	\$ 22.78	104%	\$ 198.00	\$ 180.53	hr	\$ 23.47	103%	\$ 204.00
Slice of Ice	\$ 16.37	hr	\$ 2.13	103%	\$ 18.50	\$ 16.81	hr	\$ 2.19	103%	\$ 19.00	\$ 17.26	hr	\$ 2.24	103%	\$ 19.50
Minor Sports															
Minor Sports	\$ 168.14	hr	\$ 21.86	103%	\$ 190.00	\$ 175.22	hr	\$ 22.78	104%	\$ 198.00	\$ 180.53	hr	\$ 23.47	103%	\$ 204.00
Public Skating															
Single Admission															
Child	\$ 3.10	single	\$ 0.40	100%	\$ 3.50	\$ 3.10	single	\$ 0.40	100%	\$ 3.50	\$ 3.32	single	\$ 0.43	107%	\$ 3.75
Senior	\$ 4.42	day	\$ 0.58	100%	\$ 5.00	\$ 4.42	day	\$ 0.58	100%	\$ 5.00	\$ 4.65	day	\$ 0.60	105%	\$ 5.25
Adult	\$ 4.42	single	\$ 0.58	100%	\$ 5.00	\$ 4.42	single	\$ 0.58	100%	\$ 5.00	\$ 4.65	single	\$ 0.60	105%	\$ 5.25
Family	\$ 11.06	single	\$ 1.44	100%	\$ 12.50	\$ 11.06	single	\$ 1.44	100%	\$ 12.50	\$ 11.50	single	\$ 1.50	104%	\$ 13.00
Seasons Pass															
Child	\$ 56.64	season	\$ 7.36	103%	\$ 64.00	\$ 58.41	season	\$ 7.59	103%	\$ 66.00	\$ 60.18	season	\$ 7.82	103%	\$ 68.00
Senior	\$ 58.41	season	\$ 7.59	103%	\$ 66.00	\$ 60.18	season	\$ 7.82	103%	\$ 68.00	\$ 61.95	season	\$ 8.05	103%	\$ 70.00
Adult	\$ 69.03	season	\$ 8.97	104%	\$ 78.00	\$ 70.80	season	\$ 9.20	103%	\$ 80.00	\$ 72.57	season	\$ 9.43	103%	\$ 82.00
Family	\$ 181.42	season	\$ 23.58	103%	\$ 205.00	\$ 187.61	season	\$ 24.39	103%	\$ 212.00	\$ 192.92	season	\$ 25.08	103%	\$ 218.00
Sponsor a Skate															
Sponsored Skate	\$ 440.00	hr	\$ 57.20	104%	\$ 497.20	\$ 455.00	hr	\$ 59.15	103%	\$ 514.15	\$ 470.00	hr	\$ 61.10	103%	\$ 531.10
Arena Floor – No Ice Rentals															
Sports and Short Period Rentals	\$ 110.00	hr	\$ 14.30	104%	\$ 124.30	\$ 115.00	hr	\$ 14.95	105%	\$ 129.95	\$ 118.00	hr	\$ 15.34	103%	\$ 133.34
Private Full Day Rental	\$ 1,425.00	day	\$ 185.25	104%	\$ 1,610.25	\$ 1,465.00	day	\$ 190.45	103%	\$ 1,655.45	\$ 1,510.00	day	\$ 196.30	103%	\$ 1,706.30
Arena Sign Rental															
Rink Board Signs															
For Glass (one-time charge)	\$ 235.00	glass	\$ 30.55	118%	\$ 265.55	\$ 245.00	glass	\$ 31.85	104%	\$ 276.85	\$ 290.00	glass	\$ 37.70	118%	\$ 327.70
For Year	\$ 520.00	year	\$ 67.60	120%	\$ 587.60	\$ 550.00	year	\$ 71.50	106%	\$ 621.50	\$ 655.00	year	\$ 85.15	119%	\$ 740.15
BEACH VOLLEYBALL COURTS															
Single Court	\$ 15.00	hr	\$ 1.95	100%	\$ 16.95	\$ 15.00	hr	\$ 1.95	100%	\$ 16.95	\$ 15.00	hr	\$ 1.95	100%	\$ 16.95
All 4 Courts for Tournament Use (Day Rate)	\$ 350.00	day	\$ 45.50	100%	\$ 395.50	\$ 350.00	day	\$ 45.50	100%	\$ 395.50	\$ 350.00	day	\$ 45.50	100%	\$ 395.50
DAY CAMPS															
5-Day Week	\$ 140.00	week	\$ -	104%	\$ 140.00	\$ 145.00	week	\$ -	104%	\$ 145.00	\$ 150.00	week	\$ -	103%	\$ 150.00
4-Day Week	\$ 112.00	week	\$ -	104%	\$ 112.00	\$ 116.00	week	\$ -	104%	\$ 116.00	\$ 120.00	week	\$ -	103%	\$ 120.00
Single-Day	\$ 32.00	day	\$ -	107%	\$ 32.00	\$ 34.00	day	\$ -	106%	\$ 34.00	\$ 35.00	day	\$ -	103%	\$ 35.00
DIGITAL DISPLAY ADVERTISING															
8" Advertisement															
1 month	\$ 124.00	term	\$ 16.12	100%	\$ 140.12	\$ 128.00	term	\$ 16.64	103%	\$ 144.64	\$ 128.00	term	\$ 16.64	100%	\$ 144.64

City of Stratford Community Services Department Fees and Charges	2020					2021					2022				
	New Rate					New Rate					New Rate				
Rental	Base Rate	Period	HST	Proposed Change	Total	Base Rate	Period	HST	Proposed Change	Total	Base Rate	Period	HST	Proposed Change	Total
3 months	\$ 352.00	term	\$ 45.76	100%	\$ 397.76	\$ 365.00	term	\$ 47.45	104%	\$ 412.45	\$ 365.00	term	\$ 47.45	100%	\$ 412.45
6 months	\$ 705.00	term	\$ 91.65	100%	\$ 796.65	\$ 725.00	term	\$ 94.25	103%	\$ 819.25	\$ 725.00	term	\$ 94.25	100%	\$ 819.25
9 months	\$ 1,055.00	term	\$ 137.15	100%	\$ 1,192.15	\$ 1,085.00	term	\$ 141.05	103%	\$ 1,226.05	\$ 1,085.00	term	\$ 141.05	100%	\$ 1,226.05
12 months	\$ 1,410.00	term	\$ 183.30	100%	\$ 1,593.30	\$ 1,450.00	term	\$ 188.50	103%	\$ 1,638.50	\$ 1,450.00	term	\$ 188.50	100%	\$ 1,638.50
18" Advertisement															
1 month	\$ 248.00	term	\$ 32.24	100%	\$ 280.24	\$ 255.00	term	\$ 33.15	103%	\$ 288.15	\$ 255.00	term	\$ 33.15	100%	\$ 288.15
3 months	\$ 705.00	term	\$ 91.65	100%	\$ 796.65	\$ 725.00	term	\$ 94.25	103%	\$ 819.25	\$ 725.00	term	\$ 94.25	100%	\$ 819.25
6 months	\$ 1,410.00	term	\$ 183.30	100%	\$ 1,593.30	\$ 1,455.00	term	\$ 189.15	103%	\$ 1,644.15	\$ 1,455.00	term	\$ 189.15	100%	\$ 1,644.15
9 months	\$ 2,115.00	term	\$ 274.95	100%	\$ 2,389.95	\$ 2,180.00	term	\$ 283.40	103%	\$ 2,463.40	\$ 2,180.00	term	\$ 283.40	100%	\$ 2,463.40
12 months	\$ 2,820.00	term	\$ 366.60	100%	\$ 3,186.60	\$ 2,900.00	term	\$ 377.00	103%	\$ 3,277.00	\$ 2,900.00	term	\$ 377.00	100%	\$ 3,277.00
26" Advertisement															
1 month	\$ 370.00	term	\$ 48.10	100%	\$ 418.10	\$ 382.00	term	\$ 49.66	103%	\$ 431.66	\$ 382.00	term	\$ 49.66	100%	\$ 431.66
3 months	\$ 1,055.00	term	\$ 137.15	100%	\$ 1,192.15	\$ 1,085.00	term	\$ 141.05	103%	\$ 1,226.05	\$ 1,085.00	term	\$ 141.05	100%	\$ 1,226.05
6 months	\$ 2,115.00	term	\$ 274.95	100%	\$ 2,389.95	\$ 2,180.00	term	\$ 283.40	103%	\$ 2,463.40	\$ 2,180.00	term	\$ 283.40	100%	\$ 2,463.40
9 months	\$ 3,170.00	term	\$ 412.10	100%	\$ 3,582.10	\$ 3,265.00	term	\$ 424.45	103%	\$ 3,689.45	\$ 3,265.00	term	\$ 424.45	100%	\$ 3,689.45
12 months	\$ 4,230.00	term	\$ 549.90	100%	\$ 4,779.90	\$ 4,355.00	term	\$ 566.15	103%	\$ 4,921.15	\$ 4,355.00	term	\$ 566.15	100%	\$ 4,921.15
HALLS AND MEETING SPACE															
Weekday: Monday Morning to Friday at 4pm															
Single Meeting Room															
Up to 8 hours	\$ 25.00	hr	\$ 3.25	109%	\$ 28.25	\$ 26.00	hr	\$ 3.38	104%	\$ 29.38	\$ 28.00	hr	\$ 3.64	108%	\$ 31.64
Beyond 8 hours	\$ 200.00	day	\$ 26.00	109%	\$ 226.00	\$ 208.00	day	\$ 27.04	104%	\$ 235.04	\$ 224.00	day	\$ 29.12	108%	\$ 253.12
Double Meeting Room															
Up to 8 hours	\$ 30.00	hr	\$ 3.90	107%	\$ 33.90	\$ 32.00	hr	\$ 4.16	107%	\$ 36.16	\$ 34.00	hr	\$ 4.42	106%	\$ 38.42
Beyond 8 hours	\$ 240.00	day	\$ 31.20	107%	\$ 271.20	\$ 256.00	day	\$ 33.28	107%	\$ 289.28	\$ 272.00	day	\$ 35.36	106%	\$ 307.36
Banquet Hall															
Up to 8 hours	\$ 60.00	hr	\$ 7.80	107%	\$ 67.80	\$ 62.00	hr	\$ 8.06	103%	\$ 70.06	\$ 64.00	hr	\$ 8.32	103%	\$ 72.32
Beyond 8 hours	\$ 480.00	day	\$ 62.40	107%	\$ 542.40	\$ 496.00	day	\$ 64.48	103%	\$ 560.48	\$ 512.00	day	\$ 66.56	103%	\$ 578.56
Event Hall - Single Hall - Rotary Complex	\$ 730.00	day	\$ 94.90	103%	\$ 824.90	\$ 750.00	day	\$ 97.50	103%	\$ 847.50	\$ 775.00	day	\$ 100.75	103%	\$ 875.75
Event Hall - Four Halls - Rotary Complex	\$ 2,575.00	day	\$ 334.75	103%	\$ 2,909.75	\$ 2,650.00	day	\$ 344.50	103%	\$ 2,994.50	\$ 2,730.00	day	\$ 354.90	103%	\$ 3,084.90
Weekend: Friday after 4pm to Sunday Evening															
Single Meeting Room															
Up to 8 hours	\$ 38.00	hr	\$ 4.94	106%	\$ 42.94	\$ 40.00	hr	\$ 5.20	105%	\$ 45.20	\$ 42.00	hr	\$ 5.46	105%	\$ 47.46
Beyond 8 hours	\$ 304.00	day	\$ 39.52	106%	\$ 343.52	\$ 320.00	day	\$ 41.60	105%	\$ 361.60	\$ 336.00	day	\$ 43.68	105%	\$ 379.68
Double Meeting Room															
Up to 8 hours	\$ 48.00	hr	\$ 6.24	102%	\$ 54.24	\$ 50.00	hr	\$ 6.50	104%	\$ 56.50	\$ 52.00	hr	\$ 6.76	104%	\$ 58.76
Beyond 8 hours	\$ 384.00	day	\$ 49.92	102%	\$ 433.92	\$ 400.00	day	\$ 52.00	104%	\$ 452.00	\$ 416.00	day	\$ 54.08	104%	\$ 470.08
Banquet Hall															
Up to 8 hours	\$ 70.00	hr	\$ 9.10	103%	\$ 79.10	\$ 72.00	hr	\$ 9.36	103%	\$ 81.36	\$ 74.00	hr	\$ 9.62	103%	\$ 83.62
Beyond 8 hours	\$ 560.00	day	\$ 72.80	103%	\$ 632.80	\$ 576.00	day	\$ 74.88	103%	\$ 650.88	\$ 592.00	day	\$ 76.96	103%	\$ 668.96
Event Hall - Single Hall - Rotary Complex	\$ 950.00	day	\$ 123.50	104%	\$ 1,073.50	\$ 980.00	day	\$ 127.40	103%	\$ 1,107.40	\$ 1,010.00	day	\$ 131.30	103%	\$ 1,141.30
Event Hall - Four Halls - Rotary Complex	\$ 3,125.00	day	\$ 406.25	103%	\$ 3,531.25	\$ 3,220.00	day	\$ 418.60	103%	\$ 3,638.60	\$ 3,320.00	day	\$ 431.60	103%	\$ 3,751.60
Amenities															
Kitchen - Agriplex	\$ 100.00	day	\$ 13.00	102%	\$ 113.00	\$ 103.00	day	\$ 13.39	103%	\$ 116.39	\$ 105.00	day	\$ 13.65	102%	\$ 118.65
Kitchen - Rotary Complex	\$ 145.00	day	\$ 18.85	104%	\$ 163.85	\$ 150.00	day	\$ 19.50	103%	\$ 169.50	\$ 155.00	day	\$ 20.15	103%	\$ 175.15
Bar Charges - Rotary Complex															
Draft Fee	\$ 72.00	day	\$ 9.36	103%	\$ 81.36	\$ 74.00	day	\$ 9.62	103%	\$ 83.62	\$ 76.00	day	\$ 9.88	103%	\$ 85.88
Ice	\$ 38.00	day	\$ 4.94	106%	\$ 42.94	\$ 40.00	day	\$ 5.20	105%	\$ 45.20	\$ 42.00	day	\$ 5.46	105%	\$ 47.46
Audio Visual - Rotary Complex															
Wireless Microphone	\$ 56.00	day	\$ 7.28	102%	\$ 63.28	\$ 58.00	day	\$ 7.54	104%	\$ 65.54	\$ 60.00	day	\$ 7.80	103%	\$ 67.80
Wired Microphone	\$ 23.00	day	\$ 2.99	105%	\$ 25.99	\$ 25.00	day	\$ 3.25	109%	\$ 28.25	\$ 26.00	day	\$ 3.38	104%	\$ 29.38
TV/VCR/DVD/Projector	\$ 16.00	day	\$ 2.08	107%	\$ 18.08	\$ 17.00	day	\$ 2.21	106%	\$ 19.21	\$ 18.00	day	\$ 2.34	106%	\$ 20.34
Electrical Connections - Rotary Complex															
110V 15AMP connection	\$ 18.00	day	\$ 2.34	106%	\$ 20.34	\$ 20.00	day	\$ 2.60	111%	\$ 22.60	\$ 21.00	day	\$ 2.73	105%	\$ 23.73
110V 30AMP connection (with panel)	\$ 32.00	day	\$ 4.16	103%	\$ 36.16	\$ 35.00	day	\$ 4.55	109%	\$ 39.55	\$ 36.00	day	\$ 4.68	103%	\$ 40.68
220V connection	\$ 135.00	day	\$ 17.55	104%	\$ 152.55	\$ 140.00	day	\$ 18.20	104%	\$ 158.20	\$ 145.00	day	\$ 18.85	104%	\$ 163.85
Data Connections - Rotary Complex															
Wired Internet (per single connected unit)	\$ 45.00	day	\$ 5.85	110%	\$ 50.85	\$ 48.00	day	\$ 6.24	107%	\$ 54.24	\$ 50.00	day	\$ 6.50	104%	\$ 56.50
Installations - Rotary Complex															
Stage - 4 section starter (8' x 16)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Stage - additional sections	\$ 16.00	day	\$ 2.08	103%	\$ 18.08	\$ 17.00	day	\$ 2.21	106%	\$ 19.21	\$ 18.00	day	\$ 2.34	106%	\$ 20.34
Insulated floor to cover ice surface	\$ 1,885.00	day	\$ 245.05	103%	\$ 2,130.05	\$ 1,975.00	day	\$ 256.75	105%	\$ 2,231.75	\$ 2,035.00	day	\$ 264.55	103%	\$ 2,299.55
Judges platform - 4 section starter (8' x 16')	\$ 675.00	day	\$ 87.75	103%	\$ 762.75	\$ 700.00	day	\$ 91.00	104%	\$ 791.00	\$ 720.00	day	\$ 93.60	103%	\$ 813.60
Judges platform - additional sections (4' x 8')	\$ 70.00	day	\$ 9.10	103%	\$ 79.10	\$ 72.00	day	\$ 9.36	103%	\$ 81.36	\$ 75.00	day	\$ 9.75	104%	\$ 84.75
PARKS FIELDS															
Short Period Rentals	\$ 57.00	use	\$ 7.41	104%	\$ 64.41	\$ 60.00	use	\$ 7.80	105%	\$ 67.80	\$ 62.00	use	\$ 8.06	103%	\$ 70.06
Minor Sports Rate	\$ 11.00	use	\$ -	105%	\$ 11.00	\$ 12.00	use	\$ -	109%	\$ 12.00	\$ 13.00	use	\$ -	108%	\$ 13.00
Tournament Fees	\$ 210.00	day	\$ 27.30	103%	\$ 237.30	\$ 220.00	day	\$ 28.60	105%	\$ 248.60	\$ 230.00	day	\$ 29.90	105%	\$ 259.90
STRATFORD AGRIPLEX FIELDHOUSE															
Single Court	\$ 36.00	hr	\$ 4.68	103%	\$ 40.68	\$ 37.00	hr	\$ 4.81	103%	\$ 41.81	\$ 38.00	hr	\$ 4.94	103%	\$ 42.94
All 4 Courts for Tournament Use (Day Rate)	\$ 800.00	day	\$ 104.00	107%	\$ 904.00	\$ 825.00	day	\$ 107.25	103%	\$ 932.25	\$ 850.00	day	\$ 110.50	103%	\$ 960.50
PUBLIC TRANSIT															
Cash															
Child	\$ -	single	\$ -		\$ -	\$ -	single	\$ -		\$ -	\$ -	single	\$ -		\$ -
Student	\$ 2.21	single	\$ 0.29	111%	\$ 2.50	\$ 2.43	single	\$ 0.32	110%	\$ 2.75	\$ 2.43	single	\$ 0.32	100%	\$ 2.75
Affordable	\$ 2.21	single	\$ 0.29	111%	\$ 2.50	\$ 2.43	single	\$ 0.32	110%	\$ 2.75	\$ 2.43	single	\$ 0.32	100%	\$ 2.75
Adults	\$ 2.43	single	\$ 0.32	110%	\$ 2.75	\$ 2.65	single	\$ 0.35	109%	\$ 3.00	\$ 2.65	single	\$ 0.35	100%	\$ 3.00
Seniors	\$ 2.21	single	\$ 0.29	111%	\$ 2.50	\$ 2.43	single	\$ 0.32	110%	\$ 2.75	\$ 2.43	single	\$ 0.32	100%	\$ 2.75
Tickets															
Child		single	\$ -		\$ -		single	\$ -		\$ -		single	\$ -		\$ -
Student	\$ 1.99	single	\$ 0.26	100%	\$ 2.25	\$ 2.21	single	\$ 0.29	111%	\$ 2.50	\$ 2.21	single	\$ 0.29	100%	\$ 2.50
Affordable	\$ 1.99	single	\$ 0.26	100%	\$ 2.25	\$ 2.21	single	\$ 0.29	111%	\$ 2.50	\$ 2.21	single	\$ 0.29	100%	\$ 2.50
Adults	\$ 2.21	single	\$ 0.29	100%	\$ 2.50	\$ 2.43	single	\$ 0.32	110%	\$ 2.75	\$ 2.43	single	\$ 0.32	100%	\$ 2.75

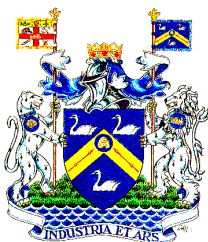
City of Stratford Community Services Department Fees a	2020					2021					2022				
	New Rate					New Rate					New Rate				
	Base Rate	Period	HST	Proposed Change	Total	Base Rate	Period	HST	Proposed Change	Total	Base Rate	Period	HST	Proposed Change	Total
Rental															
Seniors	\$ 1.99	single	\$ 0.26	100%	\$ 2.25	\$ 2.21	single	\$ 0.29	111%	\$ 2.50	\$ 2.21	single	\$ 0.29	100%	\$ 2.50
Passes			\$ -										\$ -		
1-Day, General	\$ 6.20	month	\$ 0.80	100%	\$ 7.00	\$ 6.20	month	\$ 0.80	100%	\$ 7.00	\$ 6.20	month	\$ 0.80	100%	\$ 7.00
1-Day, Family	\$ 13.27	month	\$ 1.73	100%	\$ 15.00	\$ 13.27	month	\$ 1.73	100%	\$ 15.00	\$ 13.27	month	\$ 1.73	100%	\$ 15.00
30-day, Child		single	\$ -		\$ -		single	\$ -		\$ -		single	\$ -		\$ -
30-day Student	\$ 50.44	single	\$ 6.56	104%	\$ 57.00	\$ 50.44	single	\$ 6.56	100%	\$ 57.00	\$ 50.44	single	\$ 6.56	100%	\$ 57.00
30-day Affordable	\$ 50.44	single	\$ 6.56	104%	\$ 57.00	\$ 50.44	single	\$ 6.56	100%	\$ 57.00	\$ 50.44	single	\$ 6.56	100%	\$ 57.00
30-day Adults	\$ 59.29	single	\$ 7.71	103%	\$ 67.00	\$ 59.29	single	\$ 7.71	100%	\$ 67.00	\$ 59.29	single	\$ 7.71	100%	\$ 67.00
30-day Seniors	\$ 50.44	single	\$ 6.56	104%	\$ 57.00	\$ 50.44	single	\$ 6.56	100%	\$ 57.00	\$ 50.44	single	\$ 6.56	100%	\$ 57.00
Charter (plus GST)	\$ 75.22	hr	\$ 9.78	100%	\$ 85.00	\$ 75.22	hr	\$ 9.78	100%	\$ 85.00	\$ 75.22	hr	\$ 9.78	100%	\$ 85.00
In town - One Way Trip	\$ 2.43	single	\$ 0.32	100%	\$ 2.75	\$ 2.65	single	\$ 0.35	109%	\$ 3.00	\$ 2.65	single	\$ 0.35	100%	\$ 3.00
In town - 10-ride card (1-free ride)	\$ 22.12	pass	\$ 2.88	100%	\$ 25.00	\$ 24.34	pass	\$ 3.16	110%	\$ 27.50	\$ 24.34	pass	\$ 3.16	100%	\$ 27.50
In town - Charter	\$ 28.00	hr	\$ 3.64	100%	\$ 31.64	\$ 28.00	hr	\$ 3.64	100%	\$ 31.64	\$ 28.00	hr	\$ 3.64	100%	\$ 31.64
Out of town - One Way Trip	\$ 1.30	km	\$ 0.17	100%	\$ 1.47	\$ 1.30	km	\$ 0.17	100%	\$ 1.47	\$ 1.30	km	\$ 0.17	100%	\$ 1.47
Charter Wait Charge	\$ 28.00	hr	\$ 3.64	100%	\$ 31.64	\$ 28.00	hr	\$ 3.64	100%	\$ 31.64	\$ 28.00	hr	\$ 3.64	100%	\$ 31.64

City of Stratford Community Services Department Insurance Rates

2020

Rental	Base Rate	HST	Total
AQUATICS			
Private Rentals			
1-30 swimmers	\$ 1.40	\$ 0.18	\$ 1.58
31-125 swimmers	\$ 7.50	\$ 0.98	\$ 8.48
Sponsor a Swim			
Sponsored Swim	\$ 9.00	\$ 1.17	\$ 10.17
Sponsored Free Swim	\$ 9.00	\$ 1.17	\$ 10.17
ARENA			
Summer Ice Rates			
Standard Rental	\$ 1.55	\$ 0.20	\$ 1.75
Slice of Ice	\$ 0.88	\$ 0.12	\$ 1.00
Winter Ice Rates			
Prime Time	\$ 1.55	\$ 0.20	\$ 1.75
Non-Prime Time	\$ 1.55	\$ 0.20	\$ 1.75
Slice of Ice	\$ 0.88	\$ 0.12	\$ 1.00
Sponsor a Skate			
Sponsored Skate	\$ 9.07	\$ 1.18	\$ 10.25
Arena Floor – No Ice Rentals			
Sports and Short Period Rentals	\$ 1.55	\$ 0.20	\$ 1.75
Private Full Day Rental	Requires further quote		
BEACH VOLLEYBALL COURTS			
Single Court	\$ 1.55	\$ 0.20	\$ 1.75
All 4 Courts for Tournament Use (Day Rate)	Requires further quote		
HALLS AND MEETING SPACE			
Weekday: Monday Morning to Friday at 4pm			
Single Meeting Room			
Up to 8 hours	\$ 1.50	\$ 0.20	\$ 1.70
Beyond 8 hours	\$ 3.00	\$ 0.39	\$ 3.39
Double Meeting Room			
Up to 8 hours	\$ 1.50	\$ 0.20	\$ 1.70
Beyond 8 hours	\$ 3.00	\$ 0.39	\$ 3.39
Banquet Hall			\$ -
Up to 8 hours	\$ 2.50	\$ 0.33	\$ 2.83
Beyond 8 hours	\$ 5.00	\$ 0.65	\$ 5.65
Event Hall - Single Hall - Rotary Complex	Requires further quote		
Event Hall - Four Halls - Rotary Complex	Requires further quote		
Weekend: Friday after 4pm to Sunday Evening			
Single Meeting Room			
Up to 8 hours	\$ 1.50	\$ 0.20	\$ 1.70
Beyond 8 hours	\$ 3.00	\$ 0.39	\$ 3.39
Double Meeting Room			
Up to 8 hours	\$ 1.50	\$ 0.20	\$ 1.70
Beyond 8 hours	\$ 3.00	\$ 0.39	\$ 3.39
Banquet Hall			
Up to 8 hours	\$ 2.50	\$ 0.33	\$ 2.83
Beyond 8 hours	\$ 5.00	\$ 0.65	\$ 5.65
Event Hall - Single Hall - Rotary Complex	Requires further quote		
Event Hall - Four Halls - Rotary Complex	Requires further quote		

PARKS FIELDS						
Short Period Rentals	\$	1.55	\$	0.20	\$	1.75
Tournament Fees	Requires further quote					
STRATFORD AGRIPLEX FIELDHOUSE						
Single Court	\$	2.80	\$	0.36	\$	3.16
All 4 Courts for Tournament Use (Day Rate)	Requires further quote					



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

BEING a By-law to amend By-law 88-2012 of The Corporation of the City of Stratford.

WHEREAS The Corporation of the City of Stratford owns and operates a municipal cemetery as described in By-law 88-2012;

AND WHEREAS the *Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c. 33* (the Act) regulates the operation of cemeteries in Ontario;

AND WHEREAS the Council of The Corporation City of Stratford deems it necessary to amend by-laws from time to time;

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

1. That Section 4.10 of By-law 88-2012 be deleted and replaced with the following new Section 4.10:

"4.10 Flower beds will be confined to a space of eighteen (18) inches in front of all lots where permitted on any lot."

2. That Section 7.11 of By-law 88-2012 be deleted and replaced with the following new Section 7.11:

"7.11 One casket internment only shall be allowed in each lot or crypt, except prepaids prior to 2014 when extra depth burials may be allowed with the approval of the Cemetery Manager. One casket burial and four urns per single grave with an upright marker are permitted."

3. That a new Section 8.0 and provisions be added to By-law 88-2012:

"Section 8.0 COMMON SCATTERING GARDEN"

8.1 That scattering of cremated remains in Avondale Cemetery is permitted in the common ground cremation dedication garden only.

8.2 Created remains that have been scattered are non-recoverable.

8.3 The scattering of cremated remains during the winter months may be limited by weather and soil conditions. The Cemetery Manager or designate will make the determination on when and if a scattering internment can proceed.

8.4 No person shall place, erect, install, maintain or allow to maintain any memorial in any scattering garden.

8.5 The Manager will keep available a map showing the location of all designated common scattering ground.

8.6 Memorialized names can be placed on the scattering garden plaque. Three size options for plates are available:

1" X 6" – single

2.25" X 6" – double

3.5" X 6" – additional text

4. That "Section 8.0 DISINTERMENTS" of By-law 88-2012 be renumbered to "Section 9.0 DISINTERNMENTS", including all subsections therein.
5. That all remaining sections of By-law 88-2012 be renumbered accordingly.
6. That Schedule "A" to By-law 88-2012 be deleted.
7. All other provisions of the By-law remain in force and effect.
7. This By-law shall come into force and take effect upon final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



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

BEING a By-law to amend the Fees and Charges By-law 190-2018, as amended, for The Corporation of the City of Stratford.

WHEREAS the *Municipal Act, 2001, S.O. 2001*, provides that a municipality may pass by-laws imposing fees and charges on any class of persons;

AND WHEREAS section 391 of the *Municipal Act* provides that without limiting sections 9, 10 and 11 of the *Municipal Act*, those sections authorize a municipality to impose fees or charges on persons,

- a) for services or activities provided or done by or on behalf of it;
- b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- c) for the use of its property including property under its control.

AND WHEREAS section 398 of the *Municipal Act* provides that fees and charges imposed by a municipality or local board on a person constitute a debt of the person to the municipality or local board, respectively;

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

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

1. That Schedule "C" to By-law 190-2018, as amended, is hereby repealed and replaced with Schedule "C" attached hereto and forming part of this By-law to amend certain Community Services Fees and to include Cemetery fees.
2. All other provisions of By-law 190-2018, as amended, remain in force and effect.
3. This By-law shall come into force and take effect upon final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe

THIS IS SCHEDULE "C" TO BY-LAW 190-2018

of The Corporation of the City of Stratford

passed this 12th day of August 2019.

To amend By-law 190-2018

COMMUNITY SERVICES DEPARTMENT FEES AND CHARGES

Includes the Following: Public Transit, Arena Rentals, Public Skating, Room/Hall Rentals and Amenities, Stratford Agriplex, Parks Fields, Lion's Pool, Day Camps, Beach Volleyball, Cemetery

PUBLIC TRANSIT	Fee
Commission fee paid to retailers on the sale of all bus passes	5%

PUBLIC TRANSIT RATES (Tax exempt)	2019/2020	2021	2022
Child Cash – Under the age of 5	Free	Free	Free
Student and Affordable Cash	\$2.50	\$2.50	\$2.50
Adult Cash	\$2.75	\$3.00	\$3.00
Senior Cash	\$2.50	\$2.75	\$2.75
Student Ticket	\$2.25	\$2.25	\$2.25
Adult Ticket	\$2.50	\$2.75	\$2.75
Senior Ticket	\$2.25	\$2.50	\$2.50
Adult Pass – 30 Days	\$67.00	\$67.00	\$67.00
Seniors, Students and Affordable passes – 30 Days	\$55.00	\$55.00	\$55.00
Day Pass	\$7.00 / day	\$7.00 / day	\$7.00 / day
Family Day Pass – up to 4 riders with 1 adult	\$15.00	\$15.00	\$15.00
Charter (plus HST)	\$85.00 / hour	\$85.00 / hour	\$85.00 / hour
PARALLEL TRANSIT RATES (Tax exempt)	2019/2020	2021	2022
One Way Trip – In town	\$2.75 / single	\$3.00 / single	\$3.00 / single
10 Ride Card – In town (1 free ride)	\$25.00	\$27.50	\$27.50
Charter – In town	\$31.64 / hour	\$31.64 / hour	\$31.64 / hour
Charter Wait Time	\$31.64 / hour	\$31.64 / hour	\$31.64 / hour
One Way Trip - Out of town	\$2.75 / single plus	\$3.00 / single plus \$1.47 / km	\$3.00 / single plus

	\$1.47 / km		\$1.47 / km
Day Pass	\$7.00 / day	\$7.00 / day	\$7.00 / day
30 Day Pass – Adult	\$67.00	\$67.00	\$67.00
30 Day Pass - Senior/Affordable	\$57.00	\$57.00	\$57.00

ARENA RENTAL RATES	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
Summer Ice Rates (April 1 to Sept 30)			
Standard Rental	\$190.00/hour	\$198.00/ hour	\$204.00/hour
Minor Sports	\$190.00/hour	\$198.00/ hour	\$204.00/hour
Slice of Ice: Single Admission	\$18.50/hour	\$19.00/hour	\$19.50/hour
Winter Ice Rates (October 1 to March 31)			
Prime Time	\$226.00/hour	\$232.00/ hour	\$240.00/hour
Non-prime Time	\$190.00/hour	\$198.00/ hour	\$204.00/hour
Minor Sports (October 1 to April 30)	\$190.00/hour	\$198.00/ hour	\$204.00/hour
Slice of Ice: Single Admission	\$18.50/hour	\$19.00/hour	\$19.50/hour
Arena Floor – No Ice Rentals			
Sports and Short Period Rentals	\$124.30/hour	\$129.95/hour	\$133.34/hour
Private Full Day Rental	\$1610.25/day	\$1655.45/day	\$1706.30/day

PUBLIC SKATING	2019/2017 (includes tax)	2018 (includes tax)	2019 (includes tax)
Public Skate: Single Admission			
Child (under 6 years)	No charge	No Charge	No Charge
Child (7 – 18 years)	\$3.50	\$3.50	\$3.50
Adult (19 – 54 years)	\$5.00	\$5.00	\$5.25
Senior (55 years+)	\$5.00	\$5.00	\$5.25
Family	\$12.50	\$12.50	\$13.00
Public Skate: Season Pass			
Child (7 – 18 years)	\$64.00	\$64.00	\$64.00
Adult (19 – 54 years)	\$78.00	\$80.00	\$82.00
Senior (55 years +)	\$66.00	\$68.00	\$70.00
Family	\$205.00	\$212.00	\$218.00
Sponsored Skate	\$497.20	\$514.15	\$531.10
ARENA SIGN RENTAL	2019/2020	2021	2022

	(includes tax)	(includes tax)	(includes tax)
Rink board Signs			
Protective Cover (1-time cost)	\$265.55	\$276.85	\$327.70
Advertisement	\$587.60/year	\$621.50/year	\$740.15/year

STRATFORD ROTARY COMPLEX			
- General Rates			
Weekdays: Monday morning to Friday at 4:00 pm	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
Single Meeting Room - (Rotary – Games), (Allman-Upper Lobby):			
Up to 8 hours Beyond 8 Hours	\$28.25 / hour \$226.00 / day	\$29.38 / hour \$235.04 / day	\$31.64 / hour \$253.12 / day
Double Meeting Room - (Rotary – Mansbridge, Room 136):			
Up to 8 hours Beyond 8 Hours	\$33.90 / hour \$271.20 / day	\$36.16 / hour \$289.28 / day	\$38.42 / hour \$307.36 / day

Hall – (Rotary - Tim Taylor Lounge):			
Up to 8 hours Beyond 8 Hours	\$67.80 / hour \$542.40 / day	\$70.06 / hour \$560.48 / day	\$72.32 / hour \$578.56 / day
Event Hall – (Rotary Complex)			
Single Hall	\$824.90 / day	\$847.50 / day	\$875.75 / day
Four Community Halls	\$2909.75 / day	\$2994.50 / day	\$3084.90 / day
Evenings/Weekends: Friday after 4:00 pm to Sunday	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
Single Meeting Room - (Rotary – Games), (Allman-Upper Lobby):			
Up to 8 hours Beyond 8 Hours	\$42.94 / hour \$343.52 / day	\$45.20 / hour \$361.60/ day	\$47.46 / hour \$379.68 / day
Double Meeting Room - (Rotary – Mansbridge, Room 136):			
Up to 8 hours Beyond 8 Hours	\$54.24 / hour \$433.92 / day	\$56.50 / hour \$452.00 / day	\$58.76 / hour \$470.08 / day
Hall – (Rotary - Tim Taylor Lounge):			
Up to 8 hours Beyond 8 Hours	\$79.10 / hour \$632.80 / day	\$81.36 / hour \$650.88 / day	\$83.62 / hour \$668.96 / day
Event Hall – (Rotary Complex)			
Single Hall	\$1073.50 / day	\$1107.40/day	\$1141.30/day

Four Community Halls	\$3531.25 / day	\$3638.60/day	\$3751.60/day
Amenities			
Kitchen - Agriplex	\$113.00 / day	\$116.39 / day	\$118.65
Kitchen – Rotary Hall	\$163.85 / day	\$169.50 / day	\$175.15 / day
Audio Visual:			
Wireless Microphone	\$63.28 / day	\$65.54 / day	\$67.80 / day
Wired Microphone	\$25.99 / day	\$28.25 / day	\$29.38 / day
Portable TV / VCR / DVD Player	\$18.08 / day	\$19.21 / day	\$20.34 / day
Electrical Connections:			
110V 15 AMP connection	\$20.34 / day	\$22.60 / day	\$23.73 / day
110V 30 AMP connection (w panel)	\$36.16 /day	\$39.55 / day	\$40.68 /day
220V connection	\$152.55 / day	\$158.20 / day	\$163.85 / day
Data Connections:			
Wired Internet (per single connected unit)	\$50.85 / day	\$54.24 / day	\$56.50 / day
Installations:			
Stage - 4 section starter (16’ x 8’)	No Charge	No Charge	No Charge
Stage - additional sections	\$18.08 / day	\$19.21 / day	\$20.34 / day
Insulated floor to cover ice surface	\$2130.05 / day	\$2231.75 / day	\$2299.55 / day
Judges Platform 4 section starter (16’ x 8’) additional sections (4’ x 8’)	\$762.75 / day \$79.10 / day	\$791.00 / day \$81.36 / day	\$813.60 / day \$84.75 / day
Bar Charges:			
Draft Fee	\$81.36 / day	\$83.62 / day	\$85.88 / day
Ice (Rotary only)	\$42.94 / day	\$45.20 / day	\$47.46 / day

STRATFORD AGRIPLEX FIELDHOUSE October 1 – April 30	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
Single Court (Basketball sized)	\$40.68 / hour	\$41.81 / hour	\$42.94 / hour
All 4 Courts for Tournament Use	\$904.00 / day	\$932.25 / day	\$960.50 / day

PARKS FIELDS	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
Short Period Rentals (All users)	\$64.41 / use	\$67.80 / use	\$70.06 / use
Minor Sports Rate	\$11.00 / part	\$12.00 / part	\$13.00 / part
Single Diamond for Tournament use	\$237.30 / day	\$248.60 / day	\$259.90 / day

BEACH VOLLEYBALL May 1 – September 30	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
Single Court	\$16.95 / hour	\$16.95 / hour	\$16.95 / hour
All 4 Courts for Tournament Use	\$395.50 / day	\$395.50 / day	\$395.50 / day
LIONS POOL RATES	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
Public Swimming: Single Swim			
Children under 2 years	No Charge	No Charge	No Charge
Children (2 – 15 years)	\$3.50	\$3.50	\$3.50
Youth (16-18 years)	\$4.25	\$4.25	\$4.25
Seniors/Special Population (55 yrs+)	\$4.25	\$4.25	\$4.50
Adults (19-54 yrs)	\$5.25	\$5.25	\$5.50
Family (2 adults of same household & children under 19 yrs of age)	\$15.00	\$15.00	\$15.50
Day Pass:			
Children under 2 years	No Charge	No Charge	No Charge
Children (2 – 15 years)	\$5.00	\$5.00	\$5.00
Youth (16-18 years)	\$5.50	\$5.50	\$5.50
Seniors/Special Population (55 yrs+)	\$5.50	\$5.50	\$5.75
Adults (19-54 yrs)	\$8.00	\$8.00	\$8.25
Family (2 adults of same household & children under 19 yrs of age)	\$25.00	\$25.00	\$26.00
5-Visit Card:			
Children under 2 years	No Charge	No Charge	No Charge
Children (2 – 15 years)	\$14.00	\$14.00	\$14.00

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Youth (16-18 years)	\$17.00	\$17.00	\$17.00
Seniors/Special Population (55 yrs+)	\$17.00	\$17.00	\$18.00
Adults (19-54 yrs)	\$21.00	\$21.00	\$22.00
Family (2 adults of same household & children under 19 yrs of age)	\$60.00	\$60.00	\$62.00

Season Pass: (Half price after Civic Holiday)			
Children under 2 years	No Charge	No Charge	No Charge
Children (2 – 15 years)	\$90.00	\$90.00	\$90.00
Youth (16-18 years)	\$105.00	\$105.00	\$105.00
Seniors/Special Population (55 yrs+)	\$105.00	\$106.00	\$110.00
Adults (19-54 yrs)	\$135.00	\$138.00	\$145.00
Family (2 adults of same household & children under 19 yrs of age)	\$268.00	\$275.00	\$280.00
Swim Lessons (Tax exempt):			
½ hour (2 week session)	\$80.00	\$82.00	\$84.00
¾ hour (2 week session)	\$90.00	\$92.00	\$94.00
1 hour (2 week session)	\$96.00	\$98.00	\$100.00
Swim Team	\$150.00	\$155.00	\$160.00
Private Rentals:			
1 - 30 Swimmers 31 - 125 Swimmers	\$209.95 / hour \$231.65 / hour	\$214.70 / hour \$242.95 / hour	\$220.35 / hour \$254.25 / hour
Sponsor & Swim:			
Sponsored Swim Sponsored Free Swim	\$180.80 / hour \$570.65 / hour	\$186.45 / hour \$587.60 / hour	\$192.10 / hour \$610.20 / hour

DAY CAMP (Tax Exempt)	2019/2020	2021	2022
5-day Week	\$140.00	\$145.00	\$150.00
4-day Week	\$112.00	\$116.00	\$120.00
Single-day	\$32.00	\$34.00	\$35.00

DIGITAL ADVERTISING	2019/2020 (includes tax)	2021 (includes tax)	2022 (includes tax)
8” Advertisement			
1 Month	\$140.12 / term	\$144.64 / term	\$144.64 / term
3 Months	\$397.76 / term	\$412.45 / term	\$412.45 / term
6 Months	\$796.65 /	\$819.25 /	\$819.25 / term

	term	term	
9 Months	\$1192.15 / term	\$1226.05 / term	\$1126.05 / term
12 Months	\$1593.30 / term	\$1638.50 / term	\$1638.50 / term
18” Advertisement			
1 Month	\$280.24 / term	\$288.15 / term	\$288.15 / term
3 Months	\$796.65 / term	\$819.25 / term	\$819.25 / term
6 Months	\$1593.30 / term	\$1644.15 / term	\$1644.15 / term
9 Months	\$2389.95 / term	\$2463.40 / term	\$2463.40 / term
12 Months	\$3186.60 / term	\$3277.00 / term	\$3277.00 / term
26” Advertisement			
1 Month	\$418.10 / term	\$431.66 / term	\$431.66 / term
3 Months	\$1192.15 / term	\$1226.05 / term	\$1226.05 / term
6 Months	\$2389.95 / term	\$2463.40 / term	\$2463.40 / term
9 Months	\$3582.10 / term	\$3689.45 / term	\$3689.45 / term
12 Months	\$4779.90 / term	\$4921.15 / term	\$4921.15 / term

Cemetery Fee Schedule:

COMMUNITY SERVICES DEPARTMENT					
CEMETERY RATES					
2019					
1. <u>Sale of Lots</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Single Grave	1m x 3m	\$970.20	\$646.80	\$210.21	\$1,827.21
2 Grave Plot	2m x 3m	\$1,940.40	\$1,293.60	\$420.42	\$3,654.42
3 Grave Plot	3m x 3m	\$2,910.60	\$1,940.00	\$630.58	\$5,481.18
6 Grave Plot	3m x 3m	\$5,821.20	\$3,880.80	\$1,261.26	\$10,963.26
Child Plot Upright	3ft x 7ft	\$277.20	\$184.80	\$60.06	\$522.06
Infant Plot Flat Marker	2ft x 4ft	\$207.90	\$138.60	\$45.05	\$391.55
Stillborn Plot Flat Marker	2ft x 48in	\$207.90	\$138.60	\$45.05	\$391.55
Cremation Plot Flat Marker	2ft x 2ft	\$304.92	\$203.28	\$66.07	\$574.27
Cremation Plot Flat Marker	4ft x 4ft	\$609.84	\$406.56	\$132.13	\$1,148.53
2. <u>Sale of Niches</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Columbarium Wall	144 cu. In	\$1,802.50	\$318.09	\$275.68	\$2,396.27
Bronze Scrolls		\$635.25		\$82.58	\$717.83
Each niche accommodates 2 regular urns (bottom level). Each level above add \$50 + HST per level.					
3. <u>Avondale Garden Mausoleum</u>	<u>Level</u>	<u>Cost</u>	<u>Maintenance</u>	<u>HST</u>	<u>Total</u>
Section #1 Premium	E	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
	D	\$7,733.88	\$1,933.47	\$1,256.76	\$10,924.11
	C	\$9,882.18	\$2,470.55	\$1,605.85	\$13,958.58
	B	\$8,808.03	\$2,202.00	\$1,431.30	\$12,441.33
	A	\$6,015.24	\$1,503.81	\$977.48	\$8,496.53
Section #2	E	\$5,157.08	\$1,288.98	\$837.99	\$7,284.05
Interior Courtyard	D	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
	C	\$8,593.20	\$2,148.30	\$1,396.40	\$12,137.90
	B	\$7,519.05	\$1,879.76	\$1,221.85	\$10,620.66
	A	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Section #3	E	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Exterior Courtyard	D	\$5,585.58	\$1,396.40	\$907.66	\$7,889.64
	C	\$7,304.22	\$1,826.06	\$1,186.94	\$10,317.22
	B	\$6,293.07	\$1,556.94	\$1,020.50	\$8,870.51
	A	\$4,296.60	\$1,074.15	\$698.20	\$6,068.95

4. <u>Scattering Garden</u>	<u>Dimensions</u>	<u>Service</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Sale of Scattering Services	n/a	\$400.00	\$25.00	\$55.25	\$480.25
Single Memorial Plaque	1" x 6"	\$125.00	\$0.00	\$16.25	\$141.25
Double Memorial Plaque	2.25" x 6"	\$175.00	\$0.00	\$22.75	\$197.75
Double Plaque with Text	3.5" x 6"	\$200.00	\$0.00	\$26.00	\$226.00
Replacement Deed	n/a	\$30.00	\$0.00	\$3.90	\$33.90
5. <u>Interment Charges</u>	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
Licence Fee (if applicable)	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Adult Regular Depth	\$912.45	\$0.00	\$0.00	\$118.62	\$1,031.07
Child 3' x 6' Opening	\$346.50	\$0.00	\$0.00	\$45.05	\$391.55
Child 2' x 4' Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Stillborn 2' x 20" Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Mausoleum Entombment Opening	\$511.64	\$0.00	\$0.00	\$66.51	\$578.15
Cremation Remains (12"x12")	\$333.51	\$0.00	\$0.00	\$43.36	\$376.87
Cremation Remains (over 12"x12")	\$454.94	\$0.00	\$0.00	\$59.14	\$514.08
Cremation Remains in Columbaium Niche	\$303.19	\$0.00	\$0.00	\$39.41	\$342.60
Winter Storage	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92
6. <u>Disinterment Charges</u>	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
For burial in another cemetery	\$1,396.53	\$0.00	\$0.00	\$181.55	\$1,578.08
For burial in another plot in Avondale	\$2,234.43	\$0.00	\$0.00	\$290.48	\$2,524.91

***Please note disinterment charges for cremated remains is the charge stated for interment.**

7. Foundations

\$19.94 per cubic foot - minimum \$242.00 plus HST

Inspection fee for foundations will not exceed \$69.61 (\$61.60 + \$8.01 HST)

Flat marker installation of \$62.15 (\$55.00 + \$7.15 HST)

Up to 4' x 4' \$113.00 (\$100.00 + \$13.00 HST)

Over 4' x 4' \$226.00 (\$210.00 + \$26.00 HST)

Flat markers over 173 sq. in. \$56.50 (\$50.00 + \$6.50 HST)

8. Other

a) The standard charges as indicated above shall apply to funerals held in the cemetery within the times specified in By-law #88-2012.

b) Saturday burials permitted in Section 6 (f) (iv) of By-law #88-2012 will be subject to an additional charge of \$307.36 (\$272 + \$35.36 HST) before noon.

c) Use of Chapel for committal service \$102.45 (\$90.67 + \$11.79 HST).

d) Transfer of certificates of interment rights \$64.88 (\$57.42 + \$7.46 HST).

e) Funerals entering the cemetery after the hours specified in Section 6 (g) (iii) of By-law #88-2012 may be charged an additional \$45.65 (\$40.40 + \$5.25 HST) per each fifteen (15) minutes or part thereof that they remain in the cemetery. Saturday \$256.14 before noon, and \$256.14 after twelve noon plus above will apply.

COMMUNITY SERVICES DEPARTMENT
CEMETERY RATES

2020

1. <u>Sale of Lots</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Single Grave	1m x 3m	\$970.20	\$646.80	\$210.21	\$1,827.21
2 Grave Plot	2m x 3m	\$1,940.40	\$1,293.60	\$420.42	\$3,654.42
3 Grave Plot	3m x 3m	\$2,910.60	\$1,940.00	\$630.58	\$5,481.18
6 Grave Plot	3m x 3m	\$5,821.20	\$3,880.80	\$1,261.26	\$10,963.26
Child Plot Upright	3ft x 7ft	\$277.20	\$184.80	\$60.06	\$522.06
Infant Plot Flat Marker	2ft x 4ft	\$207.90	\$138.60	\$45.05	\$391.55
Stillborn Plot Flat Marker	2ft x 48in	\$207.90	\$138.60	\$45.05	\$391.55
Cremation Plot Flat Marker	2ft x 2ft	\$332.64	\$221.76	\$72.07	\$626.47
Cremation Plot Flat Marker	4ft x 4ft	\$665.28	\$443.52	\$144.14	\$1,252.94

2. <u>Sale of Niches</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Columbarium Wall	144 cu. In	\$1,936.02	\$341.65	\$296.10	\$2,573.77
Bronze Scrolls		\$693.00		\$90.09	\$783.09

Each niche accommodates 2 regular urns (bottom level). Each level above add \$50 + HST per level.

3. <u>Avondale Garden Mausoleum</u>	<u>Level</u>	<u>Cost</u>	<u>Maintenance</u>	<u>HST</u>	<u>Total</u>
Section #1	E	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
Premium	D	\$7,733.88	\$1,933.47	\$1,256.76	\$10,924.11
	C	\$9,882.18	\$2,470.55	\$1,605.85	\$13,958.58
	B	\$8,808.03	\$2,202.00	\$1,431.30	\$12,441.33
	A	\$6,015.24	\$1,503.81	\$977.48	\$8,496.53
Section #2	E	\$5,157.08	\$1,288.98	\$837.99	\$7,284.05
Interior Courtyard	D	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
	C	\$8,593.20	\$2,148.30	\$1,396.40	\$12,137.90
	B	\$7,519.05	\$1,879.76	\$1,221.85	\$10,620.66
	A	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Section #3	E	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Exterior Courtyard	D	\$5,585.58	\$1,396.40	\$907.66	\$7,889.64
	C	\$7,304.22	\$1,826.06	\$1,186.94	\$10,317.22
	B	\$6,293.07	\$1,556.94	\$1,020.50	\$8,870.51
	A	\$4,296.60	\$1,074.15	\$698.20	\$6,068.95

4. <u>Scattering Garden</u>	<u>Dimensions</u>	<u>Service</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Sale of Scattering Services	n/a	\$400.00	\$25.00	\$55.25	\$480.25
Single Memorial Plaque	1" x 6"	\$125.00	\$0.00	\$16.25	\$141.25
Double Memorial Plaque	2.25" x 6"	\$175.00	\$0.00	\$22.75	\$197.75
Double Plaque with Text	3.5" x 6"	\$200.00	\$0.00	\$26.00	\$226.00
Replacement Deed	n/a	\$30.00	\$0.00	\$3.90	\$33.90
5. <u>Interment Charges</u>	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
Licence Fee (if applicable)	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Adult Regular Depth	\$912.45	\$0.00	\$0.00	\$118.62	\$1,031.07
Child 3' x 6' Opening	\$346.50	\$0.00	\$0.00	\$45.05	\$391.55
Child 2' x 4' Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Stillborn 2' x 20" Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Mausoleum Entombment Opening	\$596.92	\$0.00	\$0.00	\$77.60	\$674.52
Cremation Remains (12"x12")	\$349.39	\$0.00	\$0.00	\$45.42	\$394.81
Cremation Remains (over 12"x12")	\$476.44	\$0.00	\$0.00	\$61.94	\$538.38
Cremation Remains in Columbaium Niche	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92
Winter Storage	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92
6. <u>Disinterment Charges</u>	<u>Base Rate</u>	<u>Grass</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
For burial in another cemetery	\$1,578.68	\$0.00	\$0.00	\$205.23	\$1,783.91
For burial in another plot in Avondale	\$2,525.87	\$0.00	\$0.00	\$328.36	\$2,854.23

***Please note disinterment charges for cremated remains is the charge stated for interment.**

7. Foundations

\$23.93 per cubic foot - minimum \$242.00 plus HST

Inspection fee for foundations will not exceed \$77.07 (\$68.20 + \$8.87 HST)

Flat marker installation of \$62.15 (\$55.00 + \$7.15 HST)

Up to 4' x 4' \$113.00 (\$100.00 + \$13.00 HST)

Over 4' x 4' \$226.00 (\$210.00 + \$26.00 HST)

Flat markers over 173 sq. in. \$56.50 (\$50.00 + \$6.50 HST)

8. Other

a) The standard charges as indicated above shall apply to funerals held in the cemetery within the times specified in By-law #88-2012.

b) Saturday burials permitted in Section 6 (f) (iv) of By-law #88-2012 will be subject to an additional charge of \$358.59 (\$317.34 + \$41.25 HST) before noon.

c) Use of Chapel for committal service \$107.33 (\$94.99 + \$12.35 HST).

d) Transfer of certificates of interment rights \$86.29 (\$76.36 + \$9.93 HST).

e) Funerals entering the cemetery after the hours specified in Section 6 (g) (iii) of By-law #88-2012 may be charged an additional \$45.65 (\$40.40 + \$5.25 HST) per each fifteen (15) minutes or part thereof that they remain in the cemetery. Saturday \$256.14 before noon, and \$256.14 after twelve noon plus above will apply.

COMMUNITY SERVICES DEPARTMENT
CEMETERY RATES

2021

1. <u>Sale of Lots</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Single Grave	1m x 3m	\$970.20	\$646.80	\$210.21	\$1,827.21
2 Grave Plot	2m x 3m	\$1,940.40	\$1,293.60	\$420.42	\$3,654.42
3 Grave Plot	3m x 3m	\$2,910.60	\$1,940.00	\$630.58	\$5,481.18
6 Grave Plot	3m x 3m	\$5,821.20	\$3,880.80	\$1,261.26	\$10,963.26
Child Plot Upright	3ft x 7ft	\$277.20	\$184.80	\$60.06	\$522.06
Infant Plot Flat Marker	2ft x 4ft	\$207.90	\$138.60	\$45.05	\$391.55
Stillborn Plot Flat Marker	2ft x 48in	\$207.90	\$138.60	\$45.05	\$391.55
Cremation Plot Flat Marker	2ft x 2ft	\$360.36	\$240.24	\$78.08	\$678.68
Cremation Plot Flat Marker	4ft x 4ft	\$720.72	\$480.48	\$156.16	\$1,357.36

2. <u>Sale of Niches</u>	<u>Dimensions</u>	<u>Land</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Columbarium Wall	144 cu. In	\$2,069.54	\$365.22	\$316.52	\$2,751.28
Bronze Scrolls		\$750.75		\$97.60	\$848.35
Each niche accommodates 2 regular urns (bottom level). Each level above add \$50 + HST per level.					

3. <u>Avondale Garden</u>					
<u>Mausoleum</u>	<u>Level</u>	<u>Cost</u>	<u>Maintenance</u>	<u>HST</u>	<u>Total</u>
Section #1	E	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
Premium	D	\$7,733.88	\$1,933.47	\$1,256.76	\$10,924.11
	C	\$9,882.18	\$2,470.55	\$1,605.85	\$13,958.58
	B	\$8,808.03	\$2,202.00	\$1,431.30	\$12,441.33
	A	\$6,015.24	\$1,503.81	\$977.48	\$8,496.53
Section #2	E	\$5,157.08	\$1,288.98	\$837.99	\$7,284.05
Interior Courtyard	D	\$6,444.90	\$1,611.23	\$1,047.30	\$9,103.43
	C	\$8,593.20	\$2,148.30	\$1,396.40	\$12,137.90
	B	\$7,519.05	\$1,879.76	\$1,221.85	\$10,620.66
	A	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Section #3	E	\$4,726.26	\$1,181.57	\$768.02	\$6,675.85
Exterior Courtyard	D	\$5,585.58	\$1,396.40	\$907.66	\$7,889.64
	C	\$7,304.22	\$1,826.06	\$1,186.94	\$10,317.22
	B	\$6,293.07	\$1,556.94	\$1,020.50	\$8,870.51
	A	\$4,296.60	\$1,074.15	\$698.20	\$6,068.95

4. <u>Scattering Garden</u>	<u>Dimensions</u>	<u>Service</u>	<u>Perpetual Care</u>	<u>HST</u>	<u>Total</u>
Sale of Scattering Services	n/a	\$400.00	\$25.00	\$55.25	\$480.25
Single Memorial Plaque	1" x 6"	\$125.00	\$0.00	\$16.25	\$141.25
Double Memorial Plaque	2.25" x 6"	\$175.00	\$0.00	\$22.75	\$197.75
Double Plaque with Text	3.5" x 6"	\$200.00	\$0.00	\$26.00	\$226.00
Replacement Deed	n/a	\$30.00	\$0.00	\$3.90	\$33.90

5. <u>Interment Charges</u>	<u>Base Rate</u>	<u>Gross</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
Licence Fee (if applicable)	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00
Adult Regular Depth	\$912.45	\$0.00	\$0.00	\$118.62	\$1,031.07
Child 3' x 6' Opening	\$346.50	\$0.00	\$0.00	\$45.05	\$391.55
Child 2' x 4' Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Stillborn 2' x 20" Opening	\$231.00	\$0.00	\$0.00	\$30.03	\$261.03
Mausoleum Entombment Opening	\$682.19	\$0.00	\$0.00	\$88.68	\$770.87
Cremation Remains (12"x12")	\$365.27	\$0.00	\$0.00	\$47.49	\$412.76
Cremation Remains (over 12"x12")	\$498.10	\$0.00	\$0.00	\$64.75	\$562.85
Cremation Remains in Columbaium Niche	\$332.06	\$0.00	\$0.00	\$43.17	\$375.23
Winter Storage	\$317.63	\$0.00	\$0.00	\$41.29	\$358.92

6. <u>Disinterment Charges</u>	<u>Base Rate</u>	<u>Gross</u>	<u>Device</u>	<u>HST</u>	<u>Total</u>
For burial in another cemetery	\$1,760.84	\$0.00	\$0.00	\$228.91	\$1,989.75
For burial in another plot in Avondale	\$2,817.32	\$0.00	\$0.00	\$366.25	\$3,183.57

*Please note disinterment charges for cremated remains is the charge stated for interment.

7. Foundations
\$27.91 per cubic foot - minimum \$242.00 plus HST

Inspection fee for foundations will not exceed \$84.52 (\$74.80 + \$9.72 HST)

Flat marker installation of \$62.15 (\$55.00 + \$7.15 HST)
Up to 4' x 4' \$113.00 (\$100.00 + \$13.00 HST)
Over 4' x 4' \$226.00 (\$210.00 + \$26.00 HST)
Flat markers over 173 sq. in. \$56.50 (\$50.00 + \$6.50 HST)

8. Other

a) The standard charges as indicated above shall apply to funerals held in the cemetery within the times specified in By-law #88-2012.

b) Saturday burials permitted in Section 6 (f) (iv) of By-law #88-2012 will be subject to an additional charge of \$409.82 (\$362.67 + \$47.15 HST) before noon.

c) Use of Chapel for committal service \$112.21 (\$99.30 + \$12.91 HST).

d) Transfer of certificates of interment rights \$114.77 (\$101.56 + \$13.20 HST).

e) Funerals entering the cemetery after the hours specified in Section 6 (g) (iii) of By-law #88-2012 may be charged an additional \$45.65 (\$40.40 + \$5.25 HST) per each fifteen (15) minutes or part thereof that they remain in the cemetery. Saturday \$256.14 before noon, and \$256.14 after twelve noon plus above will apply.

Market Square Special Event Fee Schedule

1. Security Deposit

- a) All event organizers booking events in Market Square are required to pay a \$250.00 security deposit for rental of a portion of Market Square (excluding the parking area);
- b) All event organizers booking events for all of Market Square (excluding the parking area) are required to pay a \$500.00 security deposit;
- c) All event organizers booking events for all of Market Square including the Parking Area are required to pay a \$600.00 security deposit;
- d) The security deposit will be fully refunded to event organizers so long as Market Square is returned to the same condition that existed prior to the Special Event;
- e) The security deposit is payable the earlier of 10 business days from the approval of the Special Event or a minimum of 10 business days prior to the special event.

2. Daily Rental Fees

Special Events that charge admission fees that are held in Market Square will be charged the following base daily rental fees for the use of Market Square:

- a) \$100 + HST for rental of a portion of Market Square (excluding the parking area);
- b) \$300 + HST for rental of all of Market Square (excluding the parking area);
- c) \$500 + HST for rental of all of Market Square including the parking area;
- d) Registered non-profits and/or other approved charitable events will receive a 20% discount off of rental fees.

3. Supplementary Fees

Supplementary Fees will be charged for use of services or for removals as follows:

- a) Hydro Access Fee - \$15.00 per location per day;
- b) Water Access Fee - \$15.00 per day;
- c) Fees for after-hours washroom access (minimum 1 hour):

Rental Period	Hourly Rental Fee*
Monday to Friday between 4:30pm and 11:30 pm	\$18.23
Monday to Friday after 11:30pm	\$122.93
Saturday between 5:00pm and 11:30pm	\$40.60
Sunday between 4:00pm and 11:30pm	\$40.60
Saturday and Sunday after 11:30pm	\$122.93

*All rates subject to applicable tax.



**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 Ontario Transfer Payment Agreement, and other necessary documentation, with the Ontario Ministry of Municipal Affairs and Housing for the Canada-Ontario Community Housing Initiative and Ontario Priorities Housing Initiative.

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 Council of The Corporation of the City of Stratford deems it necessary to enter into an agreement with the Ontario Ministry of Municipal Affairs and Housing for the Canada-Ontario Community Housing Initiative and Ontario Priorities Housing Initiative;

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

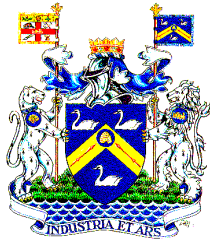
1. That the Ontario Transfer Payment Agreement dated the 12th day of August, 2019 between The Corporation of the City of Stratford and Her Majesty the Queen in right of Ontario as represented by the Ministry of Municipal Affairs and Housing for the Canada-Ontario Community Housing Initiative and Ontario Priorities Housing Initiative, be entered into and the Director of Social Services, Mayor and City Clerk or their respective delegates be and the same are hereby authorized to execute the said agreement on behalf of and for this Corporation and to affix the corporate seal thereto.
2. This By-law shall come into force and take effect upon final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



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

BEING a By-law to repeal By-law 37-2019 of The Corporation of the City of Stratford.

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

1. That By-law 37-2019 of The Corporation of the City of Stratford, being a by-law to authorize the conveyance to 2567217 Ontario Limited of Lot 20, Plan 44M-38, save and except Part 1 on Plan 44R-5393 being all of PIN 53264-0151(LT) in the Wright Business Park, is hereby repealed.
2. This By-law shall come into force and take effect upon final passage.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



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

BEING a By-law to amend By-law 8-2009, as amended, to appoint Trevor Schon as Inspector under the *Building Code Act* for The Corporation of the City of Stratford.

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

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

AND WHEREAS the Council of The Corporation of the City of Stratford considers it necessary or desirable for the public to appoint Inspectors in the Building and Planning Division of the Infrastructure and Development Services Department from time to time;

AND WHEREAS the Council of The Corporation of the City of Stratford adopted By-law 8-2009 to appoint Inspectors under the *Building Code Act*;

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

1. That the persons listed in Schedule "A" attached to and forming part of this By-law are appointed as Inspectors for the purposes of the *Building Code Act, 1992*, S.O. 1992, c.23, as amended.
2. That By-law 8-2009 as amended, is further amended by appointing Trevor Schon as Inspector under the *Building Code Act, 1992*, S.O. 1992, c.23, as amended.
3. This By-law comes into force and effect on the date of its final passing.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe

THIS IS SCHEDULE "A" TO BY-LAW -2019**Adopted this 12th day of August, 2019**

Amending By-law 8-2009 as amended
of
The Corporation of the City of Stratford

Inspectors

Building Code Act, 1992, S.O. 1992, c.23, as amended:

Russell Harley
Gerald Moore, RSM Building Consultants
Paul Hillenaar, RSM Building Consultants
Mandy Harris, RSM Building Consultants
Jon Crummer, RSM Building Consultants
Kelsey Hammond
Jason Derreck
Trevor Schon



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

BEING a By-law to authorize the acceptance of the tender of Strongco Limited Partnership for the supply and delivery of a cemetery loader/backhoe [T2019-37].

WHEREAS Section 8.(1) of the *Municipal Act, 2001, S.O. 201, 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 to the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

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

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

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

1. That the tender of Strongco Limited Partnership for the supply and delivery of a cemetery loader/backhoe [T2019-37] be accepted.
2. That the accepted tender value is \$123,129 including HST.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



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

BEING a By-law to authorize the acceptance of the proposal of Park N Play Design Co Ltd., for the design, supply, delivery and installation of playground equipment, including accessible rubber surface flooring and the installation of an accessible pathway at Shakespeare Park. [RFP2019-30].

WHEREAS Section 8.(1) of the *Municipal Act, 2001, S.O. 201, 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 to the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

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

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

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

1. That the proposal of Park N Play Design Co Ltd., for the design, supply, delivery and installation of playground equipment, including accessible rubber surface flooring and the installation of an accessible pathway at Shakespeare Park [RFP2019-30] be accepted.
2. That the accepted proposal value is \$115,250.04 including HST.
3. That Park N Play Design Co Ltd., is authorized to design, supply, deliver and install playground equipment, including accessible rubber surface flooring and to install an accessible pathway at Shakespeare Park as directed by the Director of Community Services, or designate.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



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

BEING a By-law to accept the transfer (conveyance) from Spennie Holdings Inc. of Parts 2, 3 and 4 on 44R-5639 as a condition of site plan approval (SP02-19) for 305 Romeo Street South.

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(2) of the *Municipal Act 2001* provides that a single-tier municipality may pass by-laws respecting economic, social and environment well-being of the municipality, including respecting climate change;

AND WHEREAS a condition of approval of site plan application SP02-19 is the conveyance to The Corporation of the City of Stratford of certain lands described herein;

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 the conveyance of the lands described in Paragraph 2 and as shown in Schedule "A" attached hereto, from Spennie Holdings Inc.
2. That the lands referred to in Paragraph 1 hereof are described as Part of Lots 757, 758, 759, 760 and 761, Plan 47, now designated as Parts 2, 3 and 4 on Plan 44R-5639, City of Stratford and being part of PIN 53099-0160 (LT), subject to an easement as in Instrument PC151414.
3. That the Mayor and Clerk or their respective delegates, representing The Corporation of the City of Stratford, are hereby authorized to execute all necessary documents to accept the transfer (conveyance) of the lands described in Paragraph 2 herein that have been prepared by or reviewed by the City's Solicitor.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe

Adopted this 12th day of August, 2019



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

BEING a by-law to dedicate Part 2 on Reference Plan 44R-5639 as public highway forming part of Romeo Street South and Parts 3 and 4 on Reference Plan 44R-5639 as public highway forming part of Douro Street.

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

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

AND WHEREAS The Corporation of the City of Stratford is the owner of Parts 2, 3 and 4 on Reference Plan 44R-5639;

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

1. That the lands described in Paragraph 2 herein are hereby dedicated as public highway forming part of Romeo Street South in the City of Stratford.
2. That the lands referred to in Paragraph 1 herein are described as being: Part of Lots 757, 758, 759, 760 and 761, Plan 47, now designated as Part 2 on Plan 44R-5639, City of Stratford and being part of PIN 53099-0160 (LT), subject to an easement as in Instrument PC151414.
3. That the lands described in Paragraph 4 herein are hereby dedicated as public highway forming part of Douro Street in the City of Stratford.
4. That the lands referred to in Paragraph 3 herein are described as being: Part of Lot 757, Plan 47, now designated as Parts 3 and 4 on Plan 44R-5639, City of Stratford and being part of PIN 53099-0160 (LT), subject to an easement as in Instrument PC151414.
5. That a copy of Plan 44R-5639 is attached to this By-law as Schedule "A".
6. That this By-law shall come into force upon registration of this By-law in the Land Titles Office for Perth County.
7. That the City Solicitor is hereby authorized to register or have registered, this By-law in the Land Titles Office for Perth County.

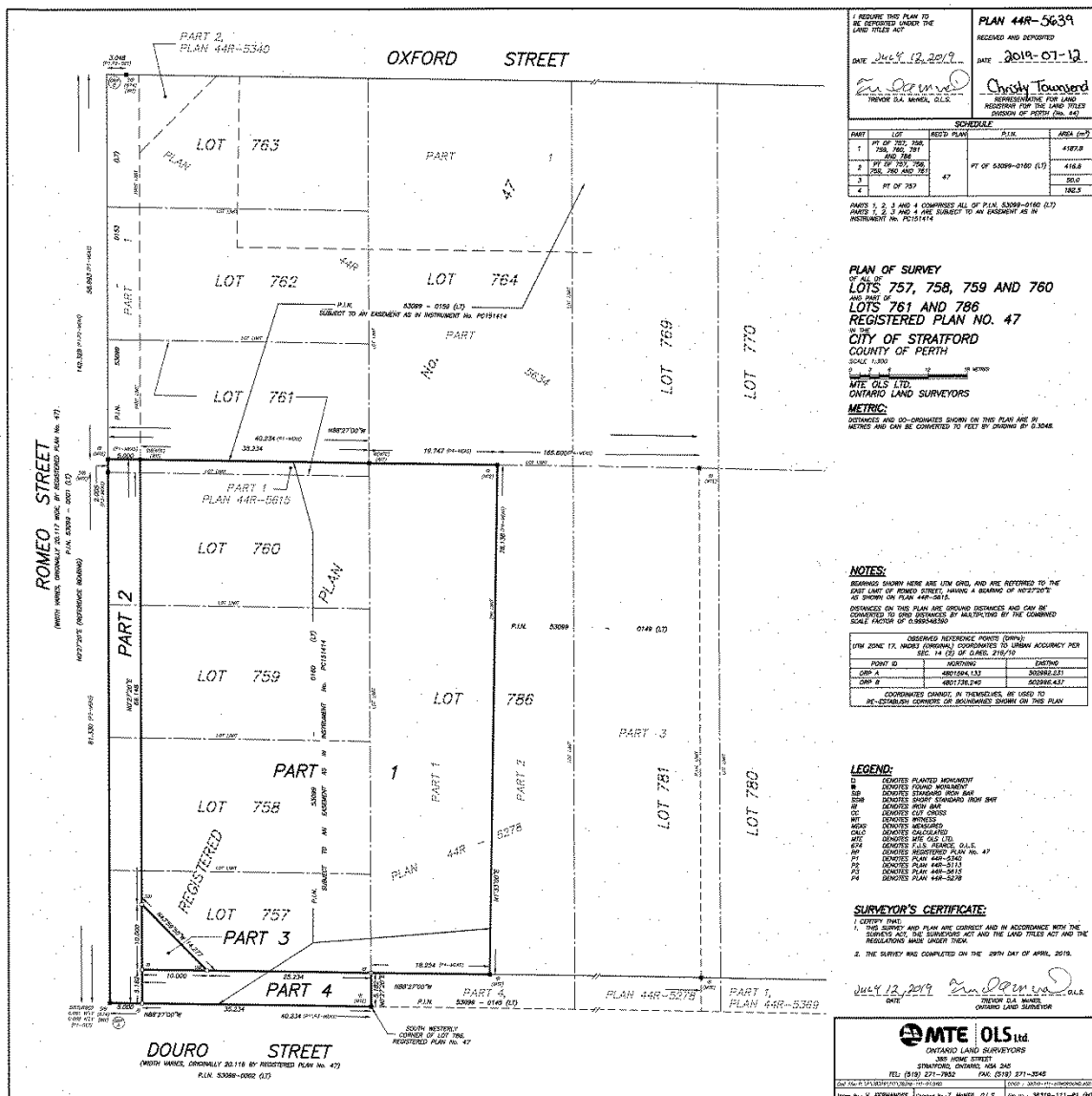
Read a FIRST, SECOND and THIRD time and
FINALLY PASSED this 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe

Adopted this 12th day of August, 2019

44R-5639





STRATFORD CITY COUNCIL CONSENT AGENDA

August 12, 2019

REFERENCE NO. CONSENT AGENDA ITEM

- | | |
|-------------|---|
| CA-2019-102 | <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"> • Church Street from St. Andrews Street to St. Patrick Street on or about Tuesday, July 23 for 1 day only to facilitate a sanitary sewer repair. <p>Emergency Services were notified.</p> |
| CA-2019-103 | <p>Notification that the Infrastructure and Development Services Department intends to call requests for proposal in accordance with the City's Purchasing Policy for:</p> <ul style="list-style-type: none"> • Public Works Facility Functional Review • Traffic Study for Downtown Area |
| CA-2019-104 | <p>Resolution from the Township of McKellar expressing concern with the potential for forced municipal amalgamation.</p> <p><u>Attachment – Letter dated July 16, 2019 from McKellar Township</u></p> <p>Endorsement of the resolution is requested</p> |
| CA-2019-105 | <p>Notification from the Infrastructure and Development Services Department intends to issue a Request for Quotation in accordance with the City's Purchasing Policy for a Forman Avenue Pedestrian Crossover.</p> |
| CA-2019-106 | <p>Resolution from the Town of Halton Hills regarding producer responsibility for packaging.</p> <p><u>Attachment – Resolution from Halton Hills dated July 8, 2019</u></p> <p>Endorsement of the resolution is requested.</p> |

CA-2019-107

In accordance with By-law 102-2008 and By-law 135-2017, the City Clerk provides notification that the following streets were/will be temporarily closed for parades/street events:

- For the Remembrance Day Ceremonies, on Monday, November 11, 2019 from 10:00 a.m. to 12:00 p.m. as follows:
 - Southbound only on Erie Street from Ontario Street to Cobourg Street
 - Eastbound only on York Street from Huron Street to Erie Street
 - Westbound only on Cobourg Street from Waterloo Street to Veterans Drive
 - Northbound only on Veterans Drive from Cobourg Street to Waterloo Street

March to the Cenotaph – 10:45 a.m. to 11:00 a.m.

- Waterloo Street from Albert Street to Cobourg Street
- Cobourg Street from Waterloo Street to Veterans Drive
- Veterans Drive from Cobourg Street to York Street
- York Street from Erie Street to the York Street Parking Lot

March back to the Armories – 11:30 a.m. to 11:45 a.m.

- York Street from the York Street Parking Lot to Erie Street
- Veterans Drive from York Street to Cobourg Street
- Cobourg Street from Veterans Drive to Waterloo Street
- Waterloo Street from Cobourg Street to Albert Street

- For The Canadian Cancer Society's 2019 Neon Night event on Friday, September 6 from 6:00 p.m. to 10:00 p.m.:
 - Cobourg Street from Morenz Drive to Parkview Drive
 - Parkview Drive from Cobourg Street to Richard Monette Way
 - Richard Monette Way from Parkview Drive to Lakeside Drive
 - William Street from Lakeside Drive North to Huron Street
 - Huron Street from William Street to York Street
 - York Street from Huron Street to Lakeside Drive
 - Lakeside Drive from York Street to Front Street
 - Front Street from Lakeside Drive to Water Street
 - Water Street from Front Street to Morenz Drive
 - Morenz Drive from Water Street to Cobourg Street
- Lakeside Drive from Queen Street to Lakeside Drive North on Sunday, August 4 from 8:00 a.m. to 11:00 p.m. for Stratford Summer Music's rescheduled Opening Night Ceremony, Concert and Fireworks.

- Coriano Street from 8 Coriano Street to 42 Coriano Street on Sunday, September 29 from 8:30 a.m. to 4:30 p.m. for a neighbourhood Chalk A Block event.

Emergency Services were notified.



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

July 16, 2019

Hon. Doug Ford, Premier
Legislative Building Rm 281, Queen's Park
Toronto, Ontario
M7A 1A1

Dear Premier Ford,

Re: MUNICIPAL AMALGAMATION

Please be advised that at its regular meeting held, Monday July 15, 2019 the Council of the Township of McKellar passed the following resolution:

- 19-355 **WHEREAS** there are 444 municipalities in Ontario that are very efficient and well-governed, and who respond quickly to ratepayer's needs;
- AND WHEREAS** in the 1990's the Conservative Government forced many municipalities to amalgamate on the guise they would become more efficient, effective, save money, lower taxes and ultimately reduce the provincial deficit;
- AND WHEREAS** there has never been a valid evidence-based study that supported these outcomes;
- AND WHEREAS** forced amalgamation actually accomplished just the opposite: ill feelings, increased animosity and mistrust, job losses, rise in local taxes and an increase in the provincial deficit;
- AND WHEREAS** there are many positive examples of small rural and northern municipalities working together in a collaborate and cooperative manner via shared agreements that responds to local needs without amalgamation and provincial interference;
- AND WHEREAS** the Provincial Government has a large deficit due to their own decision-making;
- AND WHEREAS** recently the same Conservative Government recently reduced one large regional municipal government by 50%, without "consultation";
- AND WHEREAS** this same Conservative Government is presently reviewing other provincial regional governments through a purported "consultative" approach with a view to reduce or eliminate them;

AND WHEREAS the Provincial Government should investigate all other internal ways of reducing their deficit and becoming more fiscally responsible over time rather than downloading to the one level of government that is the most efficient, has the lowest cost and is closest to the electorate which will not put a dent in the provincial deficit;

AND WHEREAS the Province could look at what other provinces have done to reduce the debt with one singular education system, organizing unorganized municipalities, controlling OPP costs, substantially increase fines, and find a way to collect millions and millions of dollars in unpaid fines and instead, invest in the north to create jobs and stimulate and enhance economic development;

NOW THEREFORE BE IT RESOLVED that before the Provincial Government forces amalgamation in any of the 444 municipalities in Ontario, our AMO organization go beyond requesting “consultation” and “demand” that the Provincial Government do the following:

- 1) Hold a local referendum letting the citizens decide to amalgamate or not
- 2) Conduct an evidence-based study to show that amalgamation actually saves costs, jobs, lowers taxes and reduce the provincial deficit
- 3) Allow those municipalities to work out their own local collaborative agreement that best suit their local needs and to be permitted to do so on their own time line and volition
- 4) To ensure that there is absolutely no conflict of interest in this consultative process
- 5) To emphasize the political reality of forcing amalgamation on the many rural and northern municipalities across Ontario

AND FURTHER that a copy of this resolution be sent to Doug Ford, Premier of Ontario; Christine Elliott, Deputy Premier; Steve Clark, Minister of Municipal Affairs; Andrea Horwath, Leader of the New Democratic Party; and all MPPs in the Province of Ontario;

AND FURTHER that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipalities Association (ROMA), Federation of Northern Ontario Municipalities (FONOM), the District of Parry Sound Municipal Association (DPSMA) and all Ontario municipalities for their consideration.

Carried

Sincerely,


 Tammy Wylle, AMCT
 Clerk Administrator

Cc:

Deputy Premier of Ontario;

Minister of Municipal Affairs and Housing;

Leader of the New Democratic Party;

All Ontario MPP's;

Association of Municipalities of Ontario (AMO);

Northwestern Ontario Municipal Association (NOMA);

Rural Ontario Municipalities Association (ROMA);

Federation of Northern Ontario Municipalities (FONOM);

District of Parry Sound Municipal Association (DPSMA);

all Ontario municipalities

O:\Council mtg letters\July 15 2019/Municipal Amalgamation



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

Moved by:  Date: July 8, 2019
Councillor Clark Somerville

Seconded by:  Resolution No.: _____

WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks, has posted a discussion paper entitled "Reducing Litter and Waste in our Communities";

AN WHEREAS producer responsibility has not been adequately addressed by the Province of Ontario;

AND WHEREAS a successful deposit/return program for single use plastic, aluminum and metal drink containers has been in existence in other Provinces in Canada including Newfoundland, Nova Scotia and British Columbia;

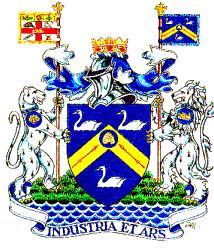
AND WHEREAS these successful program have eliminated many of these containers from the natural environment;

THEREFORE BE IT RESOLVED that the Council of the Town of Halton Hills call upon the Province of Ontario, through the discussion paper entitled "Reducing Litter and Waste in our Communities", to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers;

AND FURTHER THAT that the Province of Ontario review current producer requirements and look for extended producer responsibility for all packaging;

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs; the Association of Municipalities of Ontario; the Region of Halton; and all municipalities in the Province of Ontario.


Mayor Rick Bonnette



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 August 12, 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 August 12, 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 12th day of August, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe