



Stratford City Council Special Council Open Session MINUTES

Meeting #: 4718th
Date: Friday, April 14, 2023
Time: 4:30 P.M.
Location: Council Chamber, City Hall

Council Present: Mayor Ritsma - Chair Presiding, Councillor Beatty, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, Councillor Nijjar, Councillor Sebben

Regrets: Councillor Biehn, Councillor Briscoe, Councillor Wordofa

Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure and Development Services, Anne Kircos - Director of Human Resources, Chris Bantock - Deputy Clerk

Also Present: Members of the public

1. Call to Order:

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

Councillors Biehn, Briscoe, and Wordofa provided regrets for the meeting.

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

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence

from the meeting, to disclose the interest at the first open meeting attended by the member of Council and to otherwise comply with the *Act*.

Name, Item and General Nature Thereof

No declarations of pecuniary interest were made by a member at the April 14, 2023, Special Council meeting.

3. Delegations:

None scheduled.

4. Report of the Chief Administrative Officer:

4.1 Infrastructure and Development Services Department Proposed Organizational Restructure

The Chief Administrative Officer, referring to the proposed organizational restructure of the Infrastructure and Development Services Department, provided the following information:

- the purpose being to create a new Building and Planning Department with two new positions being a Director of Building and Planning and a Planner;
- the current Planning Division in the Infrastructure and Development Services (IDS) Department having two planners, one of which is vacant and in the recruitment process, and a Manager of Planning;
- the IDS Department being the largest multi-functional department which provides a range of services that are critical to meeting provincial mandates and contributing to growth and development within the City;
- recent portfolios of climate change, environmental services, and asset management having been added to the IDS Department;
- provincial mandates related to Bills 108, 109, and 23, in addition to increasing workload requiring capacity in the Planning Division to be addressed;
- frequent turnover of planning staff creating instability within the division;

- additional restructuring changes being considered for the City which do not impact the budget;
- comparator municipalities having a higher average number of planning staff per 10,000 population;
- the proposed new Building and Planning Department being comprised of Building, Planning and By-law Enforcement;
- the proposed new positions not being included in the 2023 budget and having an impact on the 2023 and 2024 budget, if approved;
- additional options having been reviewed and ruled out including remaining status quo, contracting out for planning services, and creating new positions;
- funding for the proposed new positions in 2023 to come from the Tax Stabilization Reserve; and,
- staff seeking authorization to create the new Building and Planning Department, restructure and rename the existing IDS Department, add a Director of Building and Planning, and add an additional Planner to bring the compliment of planners from two to three.

A question and answer period was held between members and staff with respect to:

- information for municipalities typically used as comparators, such as of Woodstock, Orangeville and St. Thomas, not being available;
- the Building and Planning Department previously being separate from the current IDS Department but brought together to increase collaboration and realize cost savings by reducing the number of directors;
- IDS and Building and Planning needing to continue collaboration if proceeding to separate;
- the workload of the IDS Department still being higher than that of the proposed Building and Planning Department;
- the climate change portfolio currently remaining with the IDS Department but could be moved to Building and Planning at the recommendation of Council;

- collaboration between staff still being required regardless of where a position sits within the two proposed departments;

Councillor Sebben left the meeting at 4:49 p.m.

Discussion continued regarding:

- the pay grid for the proposed new positions and whether the pay is competitive;
- the City having previously completed an administrative and market salary grid review in 2021;
- market salary reviews being completed every four to five years and the CAO recommending a review be completed in 2024 to ensure comparator competitiveness; and
- the proposed new Planner position being a union position and being the concern.

Councillor Sebben returned to the meeting at 4:52 p.m.

Discussion continued regarding the proposed Director position being an external job search that will be an open, competitive process.

R2023-180

Motion by Councillor Burbach

Seconded by Councillor Beatty

THAT City Council receives the report of the Chief Administrative Officer regarding Infrastructure and Development Services Department Proposal Organizational Restructuring (COU23-052);

AND THAT City Council authorizes the Chief Administrative Officer to implement the Infrastructure and Development Services Department Organizational Restructuring and new positions as follows:

- **New Department and Director with responsibility for planning, building and by-law enforcement services;**
- **Restructure and rename Infrastructure and Development Services Department, and**
- **Add Additional Planner position to bring complement from 2 to 3.**

A member expressed concern with this information being presented following approval of the 2023 budget. Concern was also expressed with the time provided to review and consider the report.

A motion to defer the matter was put forward. The motion was not considered as no seconder was received.

Discussion continued regarding:

- the proposed Director position being open and competitive to anyone with the appropriate qualifications;
- the new proposed positions being urgent and to be filled as soon as possible; and
- the quick turnaround being necessary to put the City in a successful position.

A member requested that a recorded vote be taken.

Discussion continued regarding:

- the need to address this as soon as possible so as to not be a bottle neck for development;
- investing in the proposed positions now to be more successful moving forward; and
- information like this not previously coming before Council as quickly.

A recorded vote was undertaken on the motion:

In Support (7): Councillor McCabe, Mayor Ritsma, Councillor Henderson, Councillor Beatty, Councillor Hunter, Councillor Nijjar, Councillor Burbach.

Opposed (1): Councillor Sebben

Carried

5. Reading of the By-laws:

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

5.1 Confirmatory By-law - By-law 48-2023

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on April 14, 2023.

R2023-181

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT By-law 48-2023 be read a First and Second Time.

Carried two-thirds support

R2023-182

Motion by Councillor Burbach

Seconded by Councillor Hunter

THAT By-law 48-2023 be read a Third Time and Finally Passed.

Carried

6. Adjournment:

R2023-183

Motion by Councillor Henderson

Seconded by Councillor McCabe

THAT the April 14, 2023 Special Council Meeting adjourn.

Carried

Meeting Start Time: 4:30 P.M.

Meeting End Time: 5:02 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe