



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4721st
Date: Tuesday, May 23, 2023
Time: 7:00 P.M.
Location: Council Chamber, City Hall

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

Staff Present: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Kim McElroy - Director of Social Services, John Paradis - Fire Chief, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure and Development Services, Karmen Krueger - Director of Corporate Services, Anne Kircos - Director of Human Resources, Chris Bantock - Deputy Clerk, Gabby Rodriguez - Accessibility, Diversity and Inclusion Coordinator, Andy Woodham – Manager of Airport

Also Present: Members of the public and media

1. Call to Order:

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

Land Acknowledgment

Moment of Silent Reflection

Singing of O Canada

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

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

Name, Item and General Nature of Pecuniary Interest

No declarations of pecuniary interest were made by a member at the May 23, 2023, Regular Council meeting.

3. Adoption of the Minutes:

R2023-245

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated May 8, 2023 be adopted as printed.

Carried

4. Adoption of the Addendum to the Agenda:

There was no addendum to the May 23, 2023, Regular Council agenda.

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

5.1 At the May 23, 2023 Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

Item 4.1 - Collective Bargaining Update – SPFFA Local 534 - Labour relations or employee negotiations (section 239.(2)(d));

Item 5.1 – Proposed Disposition of Land (Long-Term Care Home) - 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); Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)); and A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239.(2)(k)).

At the In-camera Session direction was given to the City's bargaining unit regarding Item 4.1. On Item 5.1, legal advice was received, and direction was given to the Chief Administrative Officer and City Solicitor.

6. Hearings of Deputations and Presentations:

6.1 Presentation by the Accessibility Advisory Committee

R2023-246

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the presentation by Roger Koert and Diane Sims on behalf of the Accessibility Advisory Committee be heard.

Carried

Roger Koert, Chair, and Diane Sims, Vice-Chair, on behalf of the Accessibility Advisory Committee, provided a PowerPoint presentation regarding the advisory committee's ongoing projects, the Accessibility for Ontarians with Disabilities Act (AODA) and the launch of Stratford's Facility Accessibility Design Manual (FADM). Highlights of the presentation included:

- National AccessAbility week being a week to reflect on accessibility efforts and being a better and more inclusive Canada;
- the makeup of the advisory committee and its current members;
- the advisory committee representing all persons, including those with invisible disabilities;
- future projects of the advisory committee including the launch of the accessibility design manual, accessible entrance to the existing police station, track modernization at the Stratford Education and Recreation Centre (SERC), improving the design of the Rotary Complex parking lot, implementation of the tax deferral program, and the multi-year accessibility plan;
- access being for everyone and the need to remove barriers to hand down a more accessible world;
- the accessibility requirements under the AODA being required by 2025;
- the fourth interim report of the AODA having been released;

- 2.9 million people reporting disabilities in Ontario, putting approximately 670 people in the City who cannot get into the police station;
- the advisory committee having made a recommendation to Council in 2007 to have the police station become accessible; and
- the need for leadership and accountability to create meaningful change.

Discussion was held with respect to:

- recent activity related to the accessible projects at the police station and the SERC track;
- the accessibility design manual being shared with all municipalities and already being available to developers through the City's planning and building divisions; and
- consulting work for the police station redesign beginning in 2023 with the intent to proceed with improvements in 2024.

7. Orders of the Day:

7.1 Resolution - Community Hub Campaign Planning Study - Phase 1 Findings (COU23-071)

Celeste Bannon Waterman, Partner at KCI, provided a PowerPoint presentation regarding phase 1 findings for the Community Hub Campaign Planning Study. Highlights of the presentation included:

- KCI having helped with such initiatives for over 30 years;
- the campaign planning study process being to understand the goal and capacity of the community to support the project from a philanthropic perspective;
- a document review, environmental scan and prospect identification having been completed to date;
- consultations, steering committee involvement and development of a final report having been put on hold;
- the importance of external consultations in having a successful campaign;

- factors involved in campaign readiness including a case for support, institutional leaders, fundraising team, donors, and volunteers; and
- recommendations before continuing with the rest of the study being to create a memorandum of understanding, honing the case and project details, developing a communications strategy, building a prospect pipeline, and creating supportive policies and procedures.

A question and answer period was held with respect to:

- capital contributions by municipalities for a successful project of this size being 90% but also being dependent on several factors;
- funding opportunities from other levels of government not being committed at this phase;
- completing a review of existing sponsorship and naming policies;
- KCI having previously assisted in similar projects with Vancouver Public Library, Vaughan Animal Services, Guelph Public Library, Ottawa Public Library, and Library and Archives Canada;
- the Community Hub not being the entire Cooper site property;
- the potential involvement of the University of Waterloo as a stakeholder; and
- whether the fundraising target is realistic and not wanting to test a number that does not match closely to the final goal.

R2023-247

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT the Community Hub Campaign Planning Study Phase I report be received;

THAT the following recommendations be adopted and Staff be authorized to proceed with:

- **Creating a Memorandum of Understanding between the City of Stratford and YMCA of Three Rivers to clarify roles and responsibilities for Council's consideration;**

- **Honing the case and project details including confirming the project costs and the city's contribution;**
- **Developing a communications strategy;**
- **Building the prospective pipeline;**
- **Creating policies and procedures that will support campaign activity when the time comes,**

AND THAT Staff report back on time frames for Phase 2 and 3 of the Campaign Project.

Carried

7.2 Resolution - Stratford Municipal Airport Study 2023 (COU23-067)

Ben Crooks, of HM Aero, provided a PowerPoint presentation regarding the 2023 Stratford Municipal Airport Study. Highlights of the presentation included:

- the previous presentation being more of a snapshot of the study and now having data to review;
- foundational questions regarding costs and financial sustainability being addressed;
- having now completed community engagement, financial analysis, and future strategy identification;
- the airfield and infrastructure being well maintained and operating as a Transport Canada certified airport;
- major social impacts of the airport being air ambulance operations, search for missing and lost persons, law enforcement, and youth education;
- economic benefits of the airport including intercommunity air access, aviation career training, investment attraction, and economic impact estimates;
- the airport operating at a deficit and being funded by tax supports averaging \$155,000 annually;
- various revenue generation opportunities including new aviation land development being a significantly high source of revenue opportunity;

- annual contributions to the reserve fund needing to increase to \$207,000 in order to address future capital project expenses;
- the study aligning with the 2018-2022 Council Strategic Priorities and the United Nations Sustainable Development Goals;
- community survey respondents reporting that the airport is overall extremely important;
- retention and continued operation of the airport being the preferred path forward for community survey respondents; and
- recommending that the City continue to own the airport with third-party operation and a clear position and direction on the future and strategy for the airport being needed from City Council.

A question and answer period was held with respect to:

- consideration for charging facility user fees being within the purview of the City as the airport owner;
- funding supports being available through Transport Canada but only for passenger travel airports;
- making requests to the Province for more supports and financial tools for smaller municipal airports;
- it not being uncommon for smaller airports to run a deficit;
- the economic characteristics of the region having an impact on financial opportunities for small airports;
- survey responses being low and the potential to utilize Engage Stratford for future engagement activities;
- use of the helicopter pad by Ornge and consideration for a pad somewhere within City limits versus at the airport;
- reviewing agriculture cropping revenues per acre when undertaking request for proposals; and
- industries attracted to airport use typically moving things of high value but not in bulk.

R2023-248

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT the 2023 Stratford Municipal Airport Study be received;

AND THAT Staff prepare a report outlining recommendations based upon the findings within the 2023 Stratford Municipal Airport Study.

Carried

7.3 Resolution - Appoint Deputy Chief Building Official (COU23-066)

R2023-249

Motion by Councillor Briscoe

Seconded by Councillor Burbach

THAT a By-law to appoint Kelsey Hammond as Deputy Chief Building Official for the City of Stratford, be adopted.

Carried

7.4 Resolution - Follow-up Report on Wellington Street 30-minute Meters (COU23-067)

R2023-250

Motion by Councillor Sebben

Seconded by Councillor Nijjar

THAT the report titled, "Follow-up Report on Wellington Street 30-minute Meters" (COU23-067), be received for information.

Carried

7.5 Proclamation - National AccessAbility Week

R2023-251

Motion by Councillor Henderson

Seconded by Councillor Wordofa

THAT Stratford City Council hereby proclaims the week of May 28 to June 3, 2023 as "National AccessAbility Week" in the City of Stratford.

Carried

7.6 Proclamation - Longest Day of SMILES

R2023-252

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT Stratford City Council hereby proclaims June 18, 2023 as the "Longest Day of Smiles" in the City of Stratford to raise awareness and funds to help children born with a cleft condition smile and change their lives with free, safe cleft surgery.

Carried

7.7 Resolution - T-2023-16 Albert Street Reconstruction Phase 1 Tender Award (COU23-068)

R2023-253

Motion by Councillor Hunter

Seconded by Councillor Beatty

THAT Tender (T-2023-16) for the Albert Street Reconstruction Phase 1 project, be awarded to Birnam Excavating Ltd., at a total tender price of \$4,038,453.94 including HST;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the necessary Contract Agreement for the Albert Street Reconstruction Phase 1 project T-2023-16.

A member noted their opposition to the motion due to the inclusion of a traffic circle in the project.

Mayor Ritsma called the question on the motion.

Carried

7.8 Resolution - Closed Meeting Investigation Report CMI-23-01 (COU23-069)

R2023-254

Motion by Councillor McCabe

Seconded by Councillor Briscoe

THAT the Closed Meeting Investigation Report dated May 11, 2023, be received for information.

Carried

7.9 Resolution - Council Strategic Priority Setting Exercise (COU23-070)

Councillor Burbach and Councillor Hunter advised of their interest in serving on the Evaluation Committee

Motion by Councillor Burbach

Seconded by Councillor Hunter

THAT Council authorize the CAO to issue a Request for Proposals to retain a consultant to undertake a Strategic Priority Setting exercise;

AND THAT Councillor Burbach and Councillor Hunter serve with Mayor Ritsma on the Strategic Priority Setting Exercise RFP Evaluation Committee.

Councillor Briscoe expressed an interest in serving on the Evaluation Committee.

The Chief Administrative Officer advised that three volunteers could be accepted for a total of four members of Council involved.

Discussion was held with respect to:

- evaluations occurring throughout the summer;
- concerns with consultant costs and priority setting being too broad of an exercise; and
- the priority setting exercise encompassing consideration of both strategic priorities and a strategic plan that the successful proponent will discuss with Council.

Mayor Ritsma called the question on the motion, as amended.

R2023-255

Motion by Councillor Burbach

Seconded by Councillor Hunter

THAT Council authorize the CAO to issue a Request for Proposals to retain a consultant to undertake a Strategic Priority Setting exercise;

AND THAT Councillors Hunter, Burbach, and Briscoe serve with Mayor Ritsma on the Strategic Priority Setting Exercise RFP Evaluation Committee.

Carried

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Reports of the Standing Committees:

9.1 Report of the Infrastructure, Transportation and Safety Committee:

R2023-256

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT the Report of the Infrastructure, Transportation and Safety Committee dated May 23, 2023 be adopted as printed.

Carried

9.1.1 2022 Stratford Water Pollution Control Plant Annual Report (ITS23-014)

THAT the 2022 Stratford Water Pollution Control Plant Annual Report be received for information to ensure transparency between the owner and operating authority.

9.1.2 Drinking Water Quality Management Standard Operational Plan Endorsement by Council (ITS23-015)

THAT the Drinking Water Quality Management Standard Operational Plan for the City of Stratford's drinking water system be endorsed by Council.

9.1.3 Energy and Environment Advisory Committee Recommendations

THAT the Terms of Reference for the Energy and Environment Committee be amended to add a voting representative from Climate Momentum as a permanent position on the Committee.

9.1.4 Energy and Environment Advisory Committee Recommendations

THAT the City of Stratford recognizes the value of an Invasive Species Management Plan for the City as a first step towards the goal of reducing invasive species in the City;

AND THAT staff be directed to develop an Invasive Species Management Plan for consideration of Council;

AND THAT Lot Maintenance By-law 94-2008 be amended to include Japanese Knotweed and Phragmites in the list of noxious weeds.

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 could have been taken collectively upon unanimous vote of Council present:

A member requested that By-law 11.2 be taken separately.

R2023-257

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT By-laws 71-2023 to 73-2023 be taken collectively.

Carried unanimously

R2023-258

Motion by Councillor Henderson

Seconded by Councillor Beatty

THAT By-laws 71-2023 to 73-2023 be read a First and Second Time.

Carried two-thirds support

R2023-259

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-laws 71-2023 to 73-2023 be read a Third Time and Finally Passed.

Carried

R2023-260

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT By-laws 74-2023 be read a First and Second Time.

Carried two-thirds support

R2023-261

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT By-laws 74-2023 be read a Third Time and Finally Passed.

Carried

11.1 Appointment of a Deputy Chief Building Official - By-law 71-2023

To appoint a Deputy Chief Building Official.

11.2 Award Tender for the Albert Street Reconstruction Phase 1 Project - By-law 74-2023

To authorize the acceptance of a tender and the entering into and execution of a contract with Birnam Excavating Ltd. for the Albert Street Reconstruction Phase 1 Project (T-2023-16).

11.3 Amend Tax Rates and Ratios By-law 61-2023 - By-law 72-2023

To amend the 2023 Tax Rates and Ratios By-law 61-2023, to revise the tax ratio for the industrial property class and amend Schedule "B".

11.4 Appointment of Park Patrollers for 2023 - By-law 73-2023

To amend By-law 60-2003 as amended, to appoint Park Patrollers for 2023.

12. Consent Agenda: CA-2023-057 to CA-2023-066

12.1 CA-2023-063

A member requested CA-2023-063 be endorsed and that City of Stratford stats be inserted into the endorsement letter.

R2023-262

Moved by Councillor Burbach

Seconded by Councillor Sebben

THAT CA-2023-063, being a resolution from Prince Edward County declaring intimate partner violence and violence against women an epidemic, be endorsed.

Carried

12.2 CA-2023-066

With respect to CA-2023-066 received from Canadian Blood Services, a member requested that staff review a City social media campaign to support National Blood Donor Week.

R2023-262

Moved by Councillor Briscoe

Seconded by Councillor Biehn

THAT staff be directed to review the creation of a social media campaign to support National Blood Donor Week from June 11 to 17, 2023.

Carried

13. New Business:

13.1 Constituent Meeting Space

A member questioned if rooms were available to book for Council members to meet with constituents. The Chief Administrative Officer advised that members could reach out to the Mayor and Councillor Administrative Assistant to arrange for meetings and finding an appropriate size space for City business.

14. Adjournment to Standing Committees:

The next Regular Council meeting is June 12, 2023 in the Council Chamber, City Hall.

R2023-264

Motion by Councillor Sebben

Seconded by Councillor Burbach

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

- **Community Services Committee [7:05 p.m. or thereafter following the Regular Council meeting]; and**
- **Social Services Committee [7:10 p.m. or thereafter following the Regular Council meeting];**

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

Carried

It was the consensus of Council to take a five minute recess at 8:46 p.m., before convening into Standing Committees.

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 May 23, 2023, with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

Name, Item and General Nature of Pecuniary Interest

No declarations of pecuniary interest were made by a member at the May 23, 2023, reconvene Council meeting.

15.2 Reading of the By-laws (reconvene):

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

Confirmatory By-law - By-law 75-2023

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on May 23, 2023, 2023.

R2023-265

Motion by Councillor Biehn

Seconded by Councillor McCabe

THAT By-law 75-2023 be read a First and Second Time.

Carried two-thirds support

R2023-266

Motion by Councillor Beatty

Seconded by Councillor Henderson

THAT By-law 75-2023 be read a Third Time and Finally Passed.

Carried

15.3 Adjournment of Council Meeting

R2023-267

Motion by Councillor Beatty

Seconded by Councillor Biehn

THAT the May 23, 2023 Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 8:46 P.M.

Reconvene Meeting Start Time: 8:57 P.M.

Reconvene Meeting End Time: 8:58 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe