



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4761st
Date: Monday, January 13, 2025
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, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Adam Betteridge - Director of Building and Planning Services, Neil Anderson - Director of Emergency Services/Fire Chief, Audrey Pascual - Deputy Clerk, Dave Bush - Director of Human Resources, Shannon Archer – Business Integration Manager

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

Respectful Conduct Statement

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

There were no disclosures of pecuniary interest made by a member at the January 13, 2025 Regular Council meeting.

3. Adoption of the Minutes:

R2025-01

Motion by Councillor Briscoe

Seconded by Councillor Burbach

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated December 16, 2024 be adopted as printed.

Carried

4. Adoption of the Addenda to the Agenda:

R2025-02

Motion by Councillor Nijjar

Seconded by Councillor Biehn

THAT the Addenda to the Regular Agenda of Council and Standing Committees dated January 13, 2025, be added to the Agenda as printed.

Carried

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

5.1 January 13, 2025 Committee of the Whole In-camera Session:

It was noted that the January 13, 2025 Session was cancelled.

5.2 ADDED - At the January 9, 2025 In-camera Session, the following matter was considered:

4.1 Confidential Verbal Update of the Chief Administrative Officer with respect to a Shared Services Agreement (CM-25-01) - Litigation or

potential litigation, including matters before administrative tribunals affecting the municipality or local board (section 239.(2)(e)); 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, a confidential report of the Chief Administrative Officer (CM-25-02) was considered. Advice subject to solicitor client privilege was provided. Direction was given to the City Solicitor, Chief Administrative Officer, and the Mayor regarding this matter.

6. Hearings of Deputations and Presentations:

None scheduled

7. Orders of the Day:

7.1 Resolution - Considerations for Proceeding with a Request for an Expression of Interest for the Erie Street Parking Lot (COU25-001)

R2025-03

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT the report titled, 'Considerations for Proceeding with a Request for Expression of Interest for the Erie Street Parking Lot' (COU25-001), be received for information.

Members of Council and staff held a discussion regarding the following:

- there being continued efforts in looking for ideas for the development of the Erie Street Parking Lot;
- expediting the process of the development of the property;
- there being an environmental assessment completed for the property in 2005 for commercial and industrial purposes;
- the resurfacing of the lot involving the replacement of areas that are most critical to minimize risks;

- the development of the site allowing for more parking spaces enabling more people to live downtown closer to amenities;
- there being potential competing priorities if the property is developed in conjunction with the Cooper Site;
- a comprehensive parking study being needed to assess the current parking needs for the downtown including the Erie Street site; and
- the resolution of the easements in the site being a critical piece in moving forward with any development.

The Mayor called the question on the motion.

Carried

7.2 Resolution - T-2024-39 Erie Street Parking Lot Resurfacing Tender Award (COU25-003)

R2025-04

Motion by Councillor Beatty

Seconded by Councillor Burbach

THAT the tender (T-2024-39) for the Erie Street Parking Lot Resurfacing project be awarded to Steve Smith Construction Corporation at a total price of \$494,747.90, including HST;

AND THAT the Mayor and City Clerk, or their respective delegates, be authorized to sign the necessary Contract Agreement for the Erie Street Parking Lot Resurfacing project (T-2024-39).

Members of Council and staff held a discussion regarding the following:

- the resolution of the easements potentially being expedited by getting consultants;
- the project coming under budget and the reallocation of funds for resolving the easements;
- public consultation being started while the easements are being addressed to better direct the development of the site; and
- there being a need to reallocate resources as the public consultation process was not included in the work plan.

The Mayor called the question on the motion.

Carried

7.3 Resolution - Award of Tender T-2024-36: Supply and Delivery of Meraki Hardware and Licensing (COU25-002)

R2025-05

Motion by Councillor Nijjar

Seconded by Councillor Biehn

THAT the Tender (T-2024-36) for the Supply and Delivery of Meraki Solutions, including 3-year licensing, be awarded to C.E. Technology Solutions Ltd. for a total cost of \$204,479.00, including HST.

Carried

7.4 Resolution - Anne Hathaway Day Care Centre Fee Decrease (COU25-004)

R2025-06

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT the following fees in Schedule "F" of the City's Fees and Charges By-law 99-2024, be amended:

- **Toddler Weekly - \$110.00**
- **Toddler Daily - \$22.00**
- **Pre-school Daily - \$22.00**
- **Before or After – ages 6 and up - \$13.25**

AND THAT the fees be effective January 1, 2025.

Carried

7.5 Resolution - Huron Perth Healthcare Alliance Nurse Practitioner Primary Care Outreach Program Agreement (COU25-005)

R2025-07

Motion by Councillor Biehn

Seconded by Councillor Nijjar

THAT The Corporation of the City of Stratford enter into an agreement with Huron Perth Healthcare Alliance to provide the Nurse Practitioner Primary Care Outreach Program;

AND THAT the Mayor and City Clerk, or their respective delegates, be authorized to sign the agreement on behalf of the City with Huron Perth Healthcare Alliance.

Carried

7.6 Resolution - Fire Protection Grant Transfer Payment Agreement (COU25-006)

R2025-08

Motion by Councillor Briscoe

Seconded by Councillor Biehn

THAT The Corporation of the City of Stratford enter into an Ontario Transfer Payment Agreement with His Majesty the King in right of Ontario as represented by the Ministry of the Solicitor General, Office of the Fire Marshal to support the municipal fire service in acquiring critical equipment and other needs to improve and enhance the level of fire protection service being provided;

AND THAT the Mayor and City Clerk, or their respective delegates, be authorized to sign the Ontario Transfer Payment Agreement provided through the Fire Protection Grant on behalf of the Corporation.

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:

R2025-09

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT the Report of the Infrastructure, Transportation and Safety Committee dated January 13, 2025, be adopted as printed.

Carried

**9.1.1 Annual Corporate Greenhouse Gas Emissions – 2023
(COU24-021)**

THAT the report titled, “Annual Corporate Greenhouse Gas Emissions – 2023” (ITS24-021), be received for information.

9.1.2 Dunn Road Well Failure - Emergency Purchase Update Report (ITS24-020)

THAT the report titled, “Dunn Road Well Failure - Emergency Purchase Update Report” (ITS24-020), be received as per Section 39.1.b. of the City of Stratford’s Purchasing Policy P.5.1.

9.1.3 Stratford Water Pollution Control Plant (WPCP) - Primary Digester Roof Failure - Update Report (ITS24-023)

THAT the report titled, “Stratford Water Pollution Control Plant (WPCP) - Primary Digester Roof Failure - Update Report” (ITS24-023), be received per Section 39.1.b. of the City of Stratford’s Purchasing Policy P.5.1.

9.1.4 Stratford Landfill Public Input Invite November 2024 (ITS24-022)

THAT the report titled, “Stratford Landfill Public Input November 2024” (ITS24-022), be received for information.

9.2 Report of the Finance and Labour Relations Committee:

R2025-10

Motion by Councillor Hunter

Seconded by Councillor Beatty

THAT the Report of the Finance and Labour Relations Committee dated January 13, 2025, be adopted as printed.

Carried

9.2.1 Festival Hydro Inc. and Festival Hydro Services Inc. Q2 and Q3 Updates (FIN24-033)

THAT the Festival Hydro Inc. financial results for the period ended June 30, 2024, and for the period ended September 30, 2024, be received for information;

AND THAT the Festival Hydro Services Inc. financial results for the period ended June 30, 2024, and for the period ended September 30, 2024, be received for information.

9.2.2 Third Quarter (Q3) 2024 Operating Variance Report as at September 30, 2024 (FIN24-034)

THAT the report titled "Third Quarter (Q3) 2024 Operating Variance Report as at September 30, 2024" (FIN24-034) dated November 19, 2024, be received for information.

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.

A request was made to take By-law 11.3 separately.

R2025-11

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT By-laws 1-2025 to 5-2025 be taken collectively.

Carried unanimously

R2025-12

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-laws 1-2025 to 5-2025 be read a First and Second Time.

Carried two-thirds support

R2025-13

Motion by Councillor Biehn

Seconded by Councillor Beatty

THAT By-laws 1-2025 to 5-2025 be read a Third Time and Finally Passed.

Carried

R2025-14

Motion by Councillor Henderson

Seconded by Councillor Hunter

THAT By-law 6-2025 read a First and Second Time.

Carried two-thirds support

R2025-15

Motion by Councillor Nijjar

Seconded by Councillor Briscoe

THAT By-law 6-2025 be read a Third Time and Finally Passed.

Carried

**11.1 Award Tender for Video Surveillance System - Meraki Solutions -
By-law 1-2025**

To authorize the acceptance of a tender, execution of the contract and the undertaking of the work by C.E. Technology Solutions Ltd. for the supply and delivery of Meraki Solutions, including 3-year licensing (T-2024-36).

**11.2 Appointment of a Manager of Revenue and Taxation and Deputy
Treasurer - By-law 2-2025**

To appoint a Manager of Revenue and Taxation and Deputy Treasurer for The Corporation of the City of Stratford.

**11.3 Award Tender for Erie Street Parking Lot Resurfacing Project -
By-law 6-2025**

To authorize the acceptance of a tender, execution of the contract and the undertaking of the work by Steve Smith Construction Corporation for the Erie Street Parking Lot Resurfacing project (T-2024-39).

**11.4 Amend Fees and Charges By-law - Anne Hathaway Daycare Fees
- By-law 3-2025**

To amend the Fees and Charges By-law 99-2024, to change the Anne Hathaway Day Care Centre fees.

**11.5 Agreement - Huron Perth Healthcare Alliance Nurse Practitioner
Primary Care Outreach Program - By-law 4-2025**

To authorize the entering into and execution of an agreement with the Huron Perth Healthcare Alliance for the provision of the Nurse Practitioner Primary Care Outreach Program.

11.6 Ontario Transfer Payment Agreement - Fire Protection Grant - By-law 5-2025

To authorize the entering into and execution of an Ontario Transfer Payment Agreement with His Majesty the King in right of Ontario as represented by the Ministry of the Solicitor General, Office of the Fire Marshal for the provision of funding to support the acquisition of critical equipment and other needs to improve and enhance the level of fire protection service being provided.

12. Consent Agenda: CA-2025-001 to CA-2025-005

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

13. New Business:

13.1 Andrew Pyper

A member recognized Andrew Pyper, a resident of Stratford and distinguished author. Mr. Pyper passed away on January 3, 2025. The member shared that Mr. Pyper's novels, published under a pseudonym, have been recognized internationally including by the New York Times Book Review. Mr. Pyper was recognized as an accomplished writer as well as a great father, husband, and friend.

13.2 Erie Street Lot

Members of Council and the Director of Infrastructure Services held a discussion regarding the Erie Street Parking Lot development. Discussion focused on the public engagement work to be done and the follow up reports to be provided to Council regarding the results of the engagement and the progress made on resolving the easements in the lot.

13.3 Emergency Control Group

The Mayor acknowledged that the Emergency Control Group has satisfied all 13 program elements required under the Emergency Management and Civil Protection Act set out by the Province. The Mayor thanked Deputy Fire Chief Chris Van Barga and the entire team for their work.

14. Adjournment to Standing Committees:

There were no Standing Committee meetings to be held.

It was noted that the next Regular Council meeting will be held on January 27, 2025, in the Council Chamber, City Hall.

15. Confirmatory By-law:

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

By-law 11.7 Confirmatory By-law - By-law 7-2025

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on January 13, 2025.

R2025-16

Motion by Councillor Burbach

Seconded by Councillor Biehn

THAT By-law 7-2025 be read a First and Second Time.

Carried two-thirds support

R2025-17

Motion by Councillor Sebben

Seconded by Councillor McCabe

THAT By-law 7-2025 be read a Third Time and Finally Passed.

Carried

16. Adjournment of Council Meeting

R2025-18

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT the January 13, 2025, Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:00 P.M.

Meeting End Time: 7:54 P.M.

Mayor - Martin Ritsma

Clerk - Tatiana Dafoe