



## **Stratford City Council Regular Council Open Session MINUTES**

Meeting #: 4764th  
Date: Monday, February 10, 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, 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, Miranda Franken - Council Clerk Secretary, Krista Robinson - Chief Executive Officer, Stratford Public Library, Zac Gribble - Executive Director, Destination Stratford

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

Councillor Wordofa noted that they do not believe they have a pecuniary interest in relation to Item 9.1.4 - Review of Diversity, Equity, Inclusion and Accessibility Program, however they will not vote or participate in the discussion of the item.

**3. Adoption of the Minutes:**

R2025-33

**Motion by** Councillor Nijjar

**Seconded by** Councillor McCabe

**THAT the Minutes of the Special Meeting of Council of The Corporation of Stratford dated January 16, 2025, and the Regular Meeting of Council of The Corporation of the City of Stratford dated January 27, 2025, be adopted as printed.**

**Carried**

**4. Adoption of the Addenda to the Agenda:**

R2025-34

**Motion by** Councillor Burbach

**Seconded by** Councillor Hunter

**THAT the Addenda to the Regular Agenda of Council and Standing Committees dated February 10, 2025, be added to the Agenda as printed.**

**Carried**

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

**5.1 February 10, 2025, Committee of the Whole In-camera Session**

It was noted that the February 10, 2025, Committee of the Whole In-camera Session was cancelled.

**6. Hearings of Deputations and Presentations:**

**6.1 Requests for Delegation - 2025 Budget**

R2025-35

**Motion by** Councillor Burbach

**Seconded by** Councillor Henderson

**THAT Amanda Hatton, Pamela Mountain, Rory Auster, Leif Wahlquist, Zach Kritzer, Ewan Mann, Jane Marie Mitchell and Barb Shaughnessy be heard.**

**Carried**

Amanda Hatton, Owner/Operator of Avery House B&B, presented to Council regarding the 2025 Draft Budget. Highlights of the presentation included:

- there being concerns that licenced accommodations continue to remit Municipal Accommodation Taxes while a large number of non-compliant accommodations operate without penalties due to lack of enforcement;
- a request for Council to support the additional staffing for a Supervisor of By-law and By-law Enforcement Officer positions;
- the positions being important in addressing the unlicensed accommodations in the City;
- there being a petition circulated and signed by owners of Bed and Breakfast accommodations, Short-Term Rental Accommodations, inns, and hotels outlining concerns about the lack of the enforcement; and,
- an overview of potential issues resulting from the lack of enforcement and the benefits of the proper enforcement of the by-law.

Pamela Mountain, owner of a Stratford B&B, presented to Council regarding the 2025 Draft Budget. Highlights of the presentation included:

- a request for Council to consider the hiring of by-law enforcement staff;
- there being concerns with the lack of enforcement of the Accommodation Licensing By-law and the need for staffing to address the significant number of unlicensed accommodations operating in the City; and,
- there being a need to give staff the tools to enforce the by-law and collect the necessary licensing fees.

Rory Auster, Leif Wahlquist, Zach Kritzer and Ewan Mann, representing the Stratford District Secondary School Eco-Club, presented to Council regarding the 2025 Draft Budget. Highlights of the presentation included:

- there being a lack of climate initiatives in the budget to assist in reaching the 2023 goal of 30% reduction;
- there being additional staffing needed to help implement current initiatives;
- an overview of climate initiatives from the Township of King and the Town of Caledon; and,
- a request for Council to support the Community Energy Liaison staffing expansion.

Members of Council and the members of the SDSS Eco-Club held a discussion regarding the following:

- educational resources for students to help them take part in similar club initiatives;
- Stratford aiming to be a climate-friendly city so that young residents stay and continue to live in the community;
- members thanked the group for their advocacy work and for bringing their concerns forward.

Barb Shaughnessy presented to Council regarding the 2025 Draft Budget. Highlights of the presentation included:

- an overview of the number of hours required to investigate and licence the almost 600 unlicensed accommodation properties;
- how licensing can help solve the housing shortage;
- a suggestion to cap the number of licenced short term rental accommodations in the City to encourage compliance; and,
- the proposed staffing expansions being able to help resolve the issue of unlicensed properties.

R2025-36

**Motion by** Councillor Henderson

**Seconded by** Councillor Burbach

**THAT correspondence received February 7, 2025 from Jane Marie Mitchell, Reverand R.L. Stephenson-Read and Anna Stratton, and correspondence received February 9, 2025, from Felicity Sutcliffe and Marlene Pomeroy be received.**

**Carried**

**6.2 Added - Request for Delegation - Item 7.3 Updated  
Recommendation for Tender T-2024-36: Supply and Delivery of  
Meraki Hardware and Licensing (COU25-013)**

R2025-37

**Motion by** Councillor Nijjar

**Seconded by** Councillor Burbach

**THAT Jane Marie Mitchell be heard.**

**Carried**

Jane Marie Mitchell presented to Council regarding the tender and the City's procurement policy. Highlights of the presentation included:

- the importance of buying local due to the trade instability between Canada and the US;
- the need to incorporate long term sustainability elements in the procurement policy;
- a suggestion to change the policy to add sustainability, climate lens, and aligning it with the federal government's move to

diversify supply chains, while following applicable trade legislations;  
and,

- a request to have the policy revised by end of spring, June 30th for the inclusion of the elements suggested.

**6.3 Added - Request for Delegation - Item 7.4 Consideration of Lease Extensions – 270 Water Street and Queen Street Parking Lot (COU25-009)**

R2025-38

**Motion by** Councillor Briscoe

**Seconded by** Councillor Hunter

**THAT Loreena McKennitt, Owner/Director Falstaff Family Centre, be heard.**

**Carried**

Loreena Mckennitt, Owner/Director Falstaff Family Centre, spoke to Council regarding the lease extension. Highlights of the presentation included:

- the importance of ensuring that the next owner will have the ability to maintain the building and preserve its heritage features;
- the need for a more inclusive consultation process with respect to the disposition of the property given its significant community value; and,
- there being support for the lease extension but staff being urged to review the sale of the property more closely.

A member noted that Stratford Festival is exempt from paying property taxes as a result of provincial legislation passed in the 1960s.

**6.4 Added - Request for Delegation - Item 7.5 Accommodation Licensing Fee Implementation (COU25-010)**

R2025-39

**Motion by** Councillor Burbach

**Seconded by** Councillor Henderson

**THAT Barb Shaughnessy be heard.**

**Carried**

Barb Shaughnessy, representing Inn Keepers Collective, spoke in support of the recommendation. Highlights of the presentation included:

- there being support for the implementation of the licensing fees;
- a clarification being requested with respect to the appeal fee and how it applies to short-term rental accommodations and bed & breakfast accommodations; and,
- a proposal that bed & breakfast accommodations be reimbursed their 2024 licensing fees and that this be funded from the Municipal Accommodation Tax Reserve, which bed & breakfast operators have been contributing to.

**6.5 Added - Request for Delegation - Item 9.1.6 Sale and Disposition of Land Policy Review**

R2025-40

**Motion by** Councillor Briscoe

**Seconded by** Councillor Burbach

**THAT Mike Sullivan be heard.**

**Carried**

Mike Sullivan spoke to Council regarding the review of the Sale and Disposition of Land Policy. Highlights of the presentation included:

- there being a lack of a clear definition regarding what attainable housing entails, including the lack of definition from the Province;
- there being a definition in the City's Official Plan on what is affordable housing; and,
- a proposal to use affordable housing instead of attainable housing for the review to better guide staff on what recommendations to bring to Council.

**6.6 Added - Request for Delegation - Item 9.1.7 Municipal Accommodation Tax (MAT) Ad-Hoc Committee**

R2025-41

**Motion by** Councillor McCabe

**Seconded by** Councillor Wordofa

**THAT Barb Shaughnessy be heard.**

**Carried**

Barb Shaughnessy, representing Inn Keepers Collective, spoke to Council in support of the recommendation to create a Municipal Accommodation Tax (MAT) Ad-Hoc Committee. Ms. Shaughnessy also suggested that staff work in collaboration with Destination Stratford and the Inn Keepers Collective to develop the Terms of Reference for the proposed Ad-Hoc Committee.

A member noted that community stakeholders were previously consulted during the development of Destination Stratford which was an important element of the process, something that can also be considered for the Committee.

## **7. Orders of the Day:**

### **7.1 Resolution - Downtown Stratford Business Improvement Area 2025 Draft Budget (COU25-014)**

R2025-42

**Motion by** Councillor Nijjar

**Seconded by** Councillor Burbach

**THAT Jamie Pritchard, General Manager, and Jennifer Birmingham, Treasurer, of the Downtown Stratford BIA, be heard.**

**Carried**

Jamie Prichard, General Manager, and Jennifer Birmingham, Treasurer, of the Downtown Stratford Business Improvement Area (BIA), referring to a PowerPoint presentation, spoke about the 2025 Draft Budget. Highlights of the presentation included:

- an overview of the Downtown Stratford BIA's activities and programs in 2024;
- an overview of the statistics relating to the 2024 projects and activities including number of attendees and volunteers for the various events, revenue from the sale of downtown dollars, and marketing campaigns on social media platforms;
- an overview of the upcoming 2025 projects; and,
- an overview of the 2025 draft budget.

R2025-43

**Motion by** Councillor Burbach



**Seconded by** Councillor Henderson

**THAT the draft 2025 budget of the Downtown Stratford Business Improvement Area be approved as submitted in the amount of \$344,623.10;**

**THAT the sum of \$311,023.10 shall be levied on properties located within the boundaries of the Downtown Stratford Business Improvement Area for the year 2025;**

**AND THAT a by-law to levy this special charge upon the rateable property in the business improvement area for the Downtown Stratford Business Improvement Area (BIA) for 2025 be adopted as presented.**

**Carried**

Council recessed at 8:22 P.M.

Council reconvened at 8:32 P.M.

**7.2 Resolution - Plan of Condominium Application and Exemption from Draft Approval Process 31CDM24-001 - 4117 Perth Line 36 (COU25-015)**

The Director of Building and Planning Services reviewed the application. Highlights of the presentation included:

- the application seeking an exemption from the draft approval process to facilitate condominium ownership of the residential units and parking spaces, located at 4117 Perth Line 36;
- the exemption process being intended to apply to applications that have previously undergone a complete evaluation, are subject to a site plan agreement, comply with the Zoning By-law, and no further conditions of approval are required by the municipality for the development; and,
- Council having previously reviewed a zoning by-law change application for the property.

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

- concerns about the increase of condominium development applications and the associated condo fees for residents in such developments;

- high condominium fees being more prevalent for older buildings that require significant capital upgrades;
- the possibility of drafting a policy to limit condominium developments;
- condominiums being preferred by some who want building and lawn maintenance to be taken care of on their behalf; and,
- the consideration of the application being deferred to the next Council meeting to allow for a review given the oversight.

R2025-44

**Motion by** Councillor Burbach

**Seconded by** Councillor Sebben

**THAT the application for exemption from the Draft Plan of Condominium approval process submitted by Quinlan Road Developments GP Inc. dated November 13, 2024, for the property located at 4117 Perth Line 36, be deferred to the next Council meeting.**

**Carried**

**7.3 Resolution - Updated Recommendation for Tender T-2024-36: Supply and Delivery of Meraki Hardware and Licensing (COU25-013)**

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

- the supplier honouring the pricing provided by the original highest bidder and staff to bring back a report should this not proceed;
- the inability to give local preference to suppliers due to the free trade agreements in place;
- the possibility of adding mechanisms in the tendering process that would incentivize faster response times resulting from a local element; and,
- the importance of expertise with respect to some services being sought by the City.

R2025-45

**Motion by** Councillor Nijjar

**Seconded by** Councillor Beatty

**THAT Council rescind Resolution R2025-05 and repeal By-law 1-2025 awarding Tender T-2024-36 to C.E. Technology Solutions Ltd.;**

**AND THAT Council authorize the award of Tender T-2024-36: Supply and Delivery of Meraki Solutions to Synnapex Inc. at a total cost of \$204,479.00, including HST and 3-year licensing.**

**Carried**

**7.4 Resolution - Consideration of Lease Extensions – 270 Water Street and Queen Street Parking Lot (COU25-009)**

Members of Council and the Chief Administrative Officer held a discussion regarding the following:

- the recommendation being to extend the lease until December 2025 as there are a number of requirements that still need to be met should the property be declared as surplus;
- the possibility of including conditions in the sale to accommodate the current tenant of the property; and,
- the sale of the property to be considered separately and the matter currently for consideration only being for the lease extension.

R2025-46

**Motion by** Councillor McCabe

**Seconded by** Councillor Burbach

**THAT the request to extend the current leases with The Stratford Shakespearean Festival of Canada for the use of the Discovery Centre at the Normal School at 270 Water Street and for the use of the municipal parking lot at Queen Street and Lakeside Drive to December 31, 2025, be approved;**

**AND THAT the Mayor and Clerk, or their respective delegates, be authorized to execute lease extensions on behalf of The Corporation of the City of Stratford.**

**Carried**

**7.5 Resolution - Accommodation Licensing Fee Implementation (COU25-010)**

Members of Council and the Director of Building and Planning Services held a discussion regarding the following:

- short-term rental accommodations not being subject to the Bed and Breakfast Licensing By-law;
- the licensing not being factored into the budget;
- the appeal fee applying to both short-term rental accommodations and bed & breakfast accommodations;
- the timeline of the implementation of the licensing fees; and,
- challenges related to the implementation of the licensing program.

R2025-47

**Motion by** Councillor Beatty

**Seconded by** Councillor Burbach

**THAT the report titled, "Accommodation Licensing By-law Fee Implementation" (COU25-010), be received;**

**AND THAT Schedule "B" of the City's Fees and Charges By-law 99-2024 be amended to establish license application fees for the City's Accommodation Licensing By-law 130-2022 as recommended in Report COU25-010.**

**Carried**

**7.6 Resolution - Ontario Regulation 284/09 – Excluded Expenses (FIN25-006)**

R2025-48

**Motion by** Councillor Hunter

**Seconded by** Councillor Burbach

**THAT the report dated January 21, 2025, from the Director of Corporate Services regarding legislative requirements of Ontario Regulation 284/09, and the impact of excluded expenses from the City's 2025 budget, be received for information.**

**Carried**

**7.7 Resolution - 2025 Draft Budget and By-Law Adoption (COU25-011)**

**Motion by** Councillor Henderson

**Seconded by** Councillor Burbach

**THAT the Community Energy Liaison position be added to the draft 2025 Budget.**

Members of Council and staff held a discussion with respect to the following:

- costs associated with the position;
- the position being a two-year pilot contract;
- how the position can help in identifying savings by highlighting programs offering grants for climate initiatives.

**Motion by** Councillor Burbach

**Seconded by** Councillor Wordofa

THAT the motion be amended to fund the Community Energy Liaison position from the Municipal Accommodation Tax Reserve Fund.

Members of Council and staff held a discussion with respect to the amendment as follows:

- Council having the ability to direct the use of reserve funds;
- there being \$70,000 currently in the reserve;
- there being support for the position but not the use of the Municipal Accommodation Tax Reserve for funding; and,
- there being no climate related reserve currently in place that could be used for funding.

The Mayor called the question on the motion.

**Defeated**

**Motion by** Councillor McCabe

**Seconded by** Councillor Burbach

THAT the motion be amended to fund the Community Energy Liaison position from the Parking Reserve Fund.

Members of Council and staff held a discussion with respect to the amendment as follows:

- there being concerns as the Parking Reserve Fund is intended to fix parking lots and meters;
- the impact to the tax levy if the position is not funded through the reserve;
- there being a grant application submitted for the position and the grant covering 70% of the costs related to the position; and,
- the costs associated being reflective of how the position will start halfway through the year if approved.

The Mayor called the question on the motion.

**Defeated**

R2025-49

**Motion by** Councillor Henderson

**Seconded by** Councillor Burbach

**THAT the Community Energy Liaison position be added to the draft 2025 Budget.**

Members of Council and staff held a discussion with respect to motion as follows:

- there being concerns about the expenditure as the most compelling reason for the position being to assist residents in finding grant programs however contractors are very aware of these programs already and can provide information to residents;
- there being concerns about increasing the budget further given the significant capital investments needed for the year;
- the request for a similar position not being approved in the previous budget cycle and there being concerns about putting the work off;
- there being a need for additional staffing to support the implementation of current programs; and,
- it being important to act now in order to reach the City's targets.

A member requested a recorded vote.

The Mayor called the question on the motion.

In Support (9): Mayor Ritsma, Councillor Beatty, Councillor Briscoe, Councillor Burbach, Councillor Henderson, Councillor McCabe, Councillor Nijjar, Councillor Sebben, and Councillor Wordofa

Opposed (2): Councillor Biehn, and Councillor Hunter

**Carried**

**Motion by** Councillor Sebben

**Seconded by** Councillor Biehn

THAT the Destination Stratford - Lights On Expansion, to be funded from the MAT Reserve, be removed from the draft 2025 Budget.

Members of Council held a discussion with respect to the motion as follows:

- the item being funded from the Municipal Accommodation Tax Reserve Fund so there is zero impact to the levy; and,
- the Municipal Accommodation Tax Reserve Fund being potentially used for other projects.

The Mayor called the question on the motion.

**Defeated**

R2025-50

**Motion by** Councillor Briscoe

**Seconded by** Councillor Burbach

**THAT staff be directed to investigate options for a tax deferral or cancellation program for fixed-income households and to report back to Council in advance of the 2026 Budget discussion;**

**AND THAT the resolution be forwarded to all Ontario Municipalities.**

Members of Council held a discussion with respect to the motion as follows:

- there being municipalities currently implementing a deferral or cancellation program for residents on fixed-income;
- there being work done by the Association of Municipalities in Ontario to advocate for tax relief from the Province; and,

- it being important for Council to have a conversation regarding such programs especially in advance of the 2026 budget discussions.

The Mayor called the question on the motion.

**Carried**

**Motion by** Councillor Sebben

**Seconded by** Councillor Biehn

THAT the Facilities Plumber and Facilities Electrician positions and Facilities Plumber and Facilities Electrician Vehicles be removed from the draft 2025 Budget.

Members of Council held a discussion with respect to the motion as follows:

- there being a need for a fulsome report that can show how the expenses can be recovered through the addition of internal positions;
- the positions having no levy impact as they will be funded through savings realized from not having to retain contractors;
- how the internal positions will contribute to greater efficiencies;
- there being long term savings that can be realized by moving the positions internally; and,
- there being no guarantees that savings will be realized from the positions being moved internally.

The Mayor called the question on the motion.

**Defeated**

Councillor Henderson left the meeting at 9:28 P.M.

Councillor Henderson returned to the meeting at 9:29 P.M.

**Motion by** Councillor Sebben

**Seconded by** Councillor Wordofa

THAT the Supervisor, Financial Services and the Supervisor, Policy and Placemaking be removed from the draft 2025 Budget.

Members of Council held a discussion with respect to the motion as follows:



- the position being important to assist in the work needed to be done with respect to the increase in developments in the City;
- the expansions related to staffing becoming self-funded through the work that they do in the implementation of by-laws;
- the position, including the ones related to By-law Enforcement, being critical in the implementation of programs already approved by Council;
- the work on the Official Plan being behind and how the position can help push the work forward; and,
- the impact of the position to the levy

The Mayor called the question on the motion.

**Defeated**

R2025-51

**Motion by** Councillor Beatty

**Seconded by** Councillor Hunter

**THAT the draft 2025 budget, as amended, be adopted with a levy increase of \$5,948,452 and a total tax levy of \$86,038,828;**

**AND THAT the 2025 Budget By-law be adopted as presented.**

Members of Council held a discussion with respect to the following:

- the City's service delivery being unparalleled; and,
- there being a need to continue to move forward despite of the current situation faced by the City and its residents.

A member requested a recorded vote.

The Mayor called the question on the motion.

In Support (7): Councillor Beatty, Councillor Briscoe, Councillor Burbach, Councillor Henderson, Councillor Hunter, Councillor McCabe, and Councillor Nijjar

Opposed (4): Mayor Ritsma, Councillor Biehn, Councillor Sebben, and Councillor Wordofa

**Carried**

Council recessed at 10:07 P.M.  
Council reconvened at 10:13 P.M.

**7.8 Resolution - Canadian Dairy XPO**

R2025-52

**Motion by** Councillor Hunter

**Seconded by** Councillor Nijjar

**THAT City Council hereby designates the 2025 Canadian Dairy Expo (CDX) event to be held April 2 and 3, 2025 in the Cow Coliseum at the Stratford Rotary Complex as having municipal significance for the purpose of obtaining liquor licenses from the AGCO, subject to compliance with the City's Municipal Alcohol Risk Policy and required certificates of insurance being provided.**

**Carried**

**7.9 Resolution - Spottydawg Productions Inc.**

R2025-53

**Motion by** Councillor Burbach

**Seconded by** Councillor Wordofa

**THAT City Council hereby designates the Spottydawg Productions Inc. event to be held April 17, 2025, at the Stratford Rotary Complex as having municipal significance for the purpose of obtaining liquor licenses from the AGCO, subject to compliance with the City's Municipal Alcohol Risk Policy and required certificates of insurance being provided.**

**Carried**

**7.10 Proclamation - Kin Canada Day 2025**

R2025-54

**Motion by** Councillor Sebben

**Seconded by** Councillor Wordofa

**THAT Stratford City Council hereby proclaims February 20, 2025 as Kin Canada Day and the week of February 16 to 22, 2025 as Kin Canada Week in celebration of the Kinsmen Club of Stratford's 80th year serving the "Communities Greatest Need";**

**AND THAT Stratford City Council authorize the flying of the Kin Flag the week of February 16 to 22 in recognition of the men and women who volunteer their time for the purposes of bettering**

**their communities through 'hands on' service work and raising funds.**

**Carried**

#### **7.11 Proclamation - National Human Trafficking Awareness Day**

A member shared a message raising awareness of the statistics relating to this issue as well as available resources that detail how to recognize and stop human trafficking.

R2025-55

**Motion by** Councillor Henderson

**Seconded by** Councillor Biehn

**THAT Stratford City Council hereby proclaims February 22, 2025, as National Human Trafficking Awareness Day to raise awareness to the magnitude of modern-day slavery in Canada.**

**Carried**

#### **7.12 Proclamation - Epilepsy Awareness Month**

R2025-56

**Motion by** Councillor Briscoe

**Seconded by** Councillor Wordofa

**THAT Stratford City Council hereby proclaims March 26, 2025 as Purple Day for Epilepsy and March 2025 as Epilepsy Awareness Month to raise awareness of the prominence of Epilepsy in Ontario and to break down the stigma of Epilepsy.**

**Carried**

#### **7.13 Correspondence - Resignation of Michael Adams from the SEEDCo./investStratford Board of Directors**

The Mayor thanked Mr. Adams for their work as a member of the SEEDCo./investStratford Board of Director member.

R2025-57

**Motion by** Councillor Beatty

**Seconded by** Councillor Hunter

**THAT the resignation of Michael Adams from the SEEDCo./investStratford Board of Directors be accepted.**

**Carried**

**8. Business for Which Previous Notice Has Been Given:**

**8.1 Resolution - Designation of 15 Huron Street (The Shakespearean Gardens) under Part IV, Section 29 of the Ontario Heritage Act. (COU25-012)**

R2025-58

**Motion by** Councillor Burbach

**Seconded by** Councillor McCabe

**THAT City Council designate 15 Huron Street under Part IV, Section 29 of the *Ontario Heritage Act* through the passing of a By-law pertaining to the following attributes:**

- a. **Duften Chimney Tower and features, including the top structure and weathervane**
- b. **Original stone walls throughout the garden design**
- c. **Huron Street lychgate**
- d. **Knot Garden**
- e. **Herb Garden**
- f. **Rose Garden**
- g. **Perennial Border Garden**
- h. **Walkway lamp lighting**
- i. **Sundial within the confines of the Garden**
- j. **Bust of William Shakespeare**

**AND THAT, a commemorative plaque be installed on the subject lands with all costs borne by Heritage Stratford.**

**Carried**

**9. Reports of the Standing Committees:**

**9.1 Report of the Finance and Labour Relations Committee:**

**9.1.1 Council Remuneration Review and Recommendations (FIN25-005)**

R2025-59

**Motion by** Councillor Biehn

**Seconded by** Councillor Briscoe

**THAT the per diem rates for meetings remain at the 2024 rates.**

**Carried**

R2025-60

**Motion by** Councillor McCabe

**Seconded by** Councillor Briscoe

**THAT Council authorize a 2025 base remuneration for the Mayor of \$86,800.16, Deputy Mayor of \$24,333.75 and Councillors of \$22,390.14;**

**THAT the per diem rate for meetings with a duration of three hours or less remain at \$60;**

**THAT the per diem rate for meetings with a duration of more than three hours in any one day be remain at \$90;**

**THAT Council amend the indexing from the Consumer Price Index to the internal method of following the Administrative Salary Group for any annual increases;**

**THAT the Council Remuneration By-law attached to Report FIN25-005 be adopted;**

**AND THAT By-law 20-98 be repealed.**

**Carried**

**9.1.2 Council Remuneration Review and Recommendations (FIN25-005)**

R2025-61

**Motion by** Councillor Briscoe

**Seconded by** Councillor Nijjar

**THAT Council amend the recommended indexing to follow the most current available annualized Consumer Price Index, monthly, not seasonally adjusted or 3%, whichever is lower, for future annual increases.**

**Carried**

### **9.1.6 Sale and Disposition of Land Policy Review**

R2025-62

**Motion by** Councillor Burbach

**Seconded by** Councillor Briscoe

**THAT the motion be amended to change "attainable housing initiatives" to "non-market housing initiatives".**

**Carried**

R2025-63

**Motion by** Councillor Biehn

**Seconded by** Councillor Sebben

**THAT the Sale and Disposition of Land Policy be referred to staff to review the ability to direct a portion of municipal land sales, excluding industrial land, towards non-market housing initiatives, including Community Improvement Plans.**

**Carried**

R2025-64

**Motion by** Councillor Hunter

**Seconded by** Councillor Henderson

**THAT Items 9.1.3, 9.1.5, and 9.1.7 listed on the February 10, 2025 Finance and Labour Relations Committee Report be adopted as printed.**

**Carried**

### **9.1.3 United Way Request to Waive Facility Fees (FIN25-001)**

THAT the report titled, "United Way Request to Waive Facility Fees" (FIN25-001), be received;

AND THAT the facility rental fee waiver request in the amount of \$875 for use of the Agriplex fieldhouse on March 15, 2025 be approved and funded from the 2024 Community Grants Reserve fund.

### **9.1.5 Downloading of Services Information Report**

THAT staff be directed to report back to Council regarding the impacts of the downloading of services from the provincial and federal governments.

### **9.1.7 Municipal Accommodation Tax Ad-Hoc Committee**

THAT the development of an Ad-Hoc Committee to review and develop a draft policy on the use of municipal accommodation tax funds be referred to staff.

### **9.1.4 Review of Diversity, Equity, Inclusion and Accessibility Program**

R2025-65

**Motion by** Councillor McCabe

**Seconded by** Councillor Hunter

**THAT the Diversity, Equity, Inclusion, and Accessibility Program be reviewed.**

**Carried**

It being noted that Councillor Wordofa did not participate in the discussion or the vote regarding the matter.

## **9.2 Report of the Social Services Committee**

R2025-66

**Motion by** Councillor Briscoe

**Seconded by** Councillor Henderson

**THAT the Report of the Social Services Committee dated February 10, 2025, be adopted as printed.**

**Carried**

### **9.2.1 Ontario Works 2024 Business Plan (SOC25-001)**

THAT the report titled, "Ontario Works 2024 Business Plan" (SOC25-001), be received for information.

### **9.2.2 CMHA Outreach Worker Service Agreement (SOC25-002)**

THAT the Corporation of the City of Stratford enter into a three-year agreement with the Canadian Mental Health Association Huron Perth Addictions and Mental Health Services for the provision of services defined in the Outreach Worker Service Agreement;

THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the Outreach Worker Service Agreement with

the Canadian Mental Health Association Huron Perth Addictions and Mental Health Services;

AND THAT the Director of Social Services be authorized to approve any contract amendments, subject to no changes to the financial considerations or identified performance concerns, for the duration of the contract and subject to providing the City Clerk with any approved contract amendments.

**9.2.3 Optimism Place Outreach Worker Service Agreement (SOC24-003)**

THAT Council authorize The Corporation of the City of Stratford to enter into an agreement with Optimism Place, Women's Shelter, and Support Services for the provision of services defined in the Outreach Worker Service Agreement;

THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the Outreach Worker Service Agreement with Optimism Place, Women's Shelter, and Support Services;

AND THAT the Director of Social Services be authorized to approve any contract amendments, subject to no changes to the financial considerations or identified performance concerns, for the duration of the contract and subject to a copy of any approved amended contract being provided to the City Clerk.

**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:

R2025-67

**Motion by** Councillor Henderson

**Seconded by** Councillor Nijjar

**THAT By-laws 11-2025 to 17-2025 be taken collectively.**

**Carried** unanimously



R2025-68

**Motion by** Councillor Hunter

**Seconded by** Councillor Beatty

**THAT By-laws 11-2025 to 17-2025 be read a First and Second Time.**

**Carried** two thirds support

R2025-69

**Motion by** Councillor Burbach

**Seconded by** Councillor McCabe

**THAT By-laws 11-2025 to 17-2025 be read a Third Time and Finally Passed.**

**Carried**

R2025-70

**Motion by** Councillor Beatty

**Seconded by** Councillor Nijjar

**THAT By-law 18-2025 be read a First and Second Time.**

**Carried** two thirds support

R2025-71

**Motion by** Councillor Henderson

**Seconded by** Councillor Burbach

**THAT By-law 18-2025 be read a Third Time and Finally Passed.**

**Carried**

R2025-72

**Motion by** Councillor Beatty

**Seconded by** Councillor Hunter

**THAT By-law 19-2025 be read a First and Second Time.**

**Carried** two thirds support

R2025-73

**Motion by** Councillor Nijjar

**Seconded by** Councillor Burbach

**THAT By-law 19-2025 be read a Third Time and Finally Passed.**

**Carried**

**11.1 Agreement - Canadian Mental Health Association Huron Perth Addictions and Mental Health Services - By-law 11-2025**

To authorize the entering into and execution of an Outreach Worker Service Agreement / Purchase of Service Agreement with CMHA Huron

Perth Addiction and Mental Health Services for the provision of services defined in the Agreement.

**11.2 Lease Agreement - Discovery Centre - By-law 12-2025**

To authorize the execution of an extension to the Lease Agreement with The Stratford Shakespearean Festival of Canada for the lease of certain lands at 270 Water Street, more commonly known as the Discovery Centre (former Teacher's College), to December 31, 2025.

**11.3 Lease Agreement - Festival Parking Lot - By-law 12-2025**

To authorize the execution of an extension to the Lease Agreement with The Stratford Shakespearean Festival of Canada for the use of the Queen Street parking lot to December 31, 2025.

**11.4 Award Tender for Video Surveillance - Meraki Solutions - By-law 14-2025**

To authorize the acceptance of a tender, execution of the contract and the undertaking of the work by Synnapex Inc. for the supply and delivery of Meraki Solutions, including 3-year licensing (T-2024-36) and to Repeal By-law 1-2025.

**11.5 Heritage Designation 15 Huron Street - By-law 15-2025**

To designate 15 Huron Street under Part IV of Section 29 of the Ontario Heritage Act as being of architectural and historical value or interest.

**11.6 Council Remuneration By-law - By-law 18-2025**

To establish the indemnity and remuneration of members of Council for the City of Stratford and to repeal By-law 20-98.

**11.7 Amend Fees and Charges By-law Short Term Accommodation Licensing - By-law 16-2025**

To amend the Fees and Charges By-law 99-2024, as amended, for The Corporation of the City of Stratford, to include fees for short term rental accommodation licensing.

**11.8 2025 Budget By-law - By-law 19-2025**

To adopt the budget (estimates of revenues and expenditures) for tax supported and user pay purposes for the year 2025.

**11.9 Downtown Stratford Business Improvement Area (BIA) Levy for 2025 - By-law 17-2025**

To levy a special charge upon the rateable property in the business improvement area for the Downtown Stratford Business Improvement Area (BIA) (formerly City Centre BIA) for 2025.

**12. Consent Agenda: CA-2025-009**

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

**13. New Business:**

**13.1 Added - Good Roads Board of Directors Nomination**

R2025-74

**Motion by** Councillor McCabe

**Seconded by** Councillor Sebben

**THAT Councillor Jo-Dee Burbach be nominated for the Good Roads Board of Directors.**

**Carried**

**13.2 Added - Retirement of Joan Thomson, CAO**

Members of Council discussed the hiring process and timeline following the Chief Administrative Officer's retirement.

**14. Adjournment to Standing Committees:**

The next Regular Council meeting is February 24, 2025, in the Council Chamber, City Hall.

R2025-75

**Motion by** Councillor Nijjar

**Seconded by** Councillor Briscoe

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

- **Infrastructure, Transportation and Safety Committee [7:05 or thereafter following the Regular Council meeting]; and**
- **Planning and Heritage Committee [7:10 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 February 10, 2025, 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

There were no disclosures of pecuniary interest made by a member at the February 10, 2025 Council Reconvene meeting.

**15.2 Reading of the By-laws (reconvene):**

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

**By-law 11.10 Confirmatory By-law - By-law 20-2025**

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on February 10, 2025.

R2025-76

**Motion by** Councillor Sebben

**Seconded by** Councillor Burbach

**THAT By-law 20-2025 be read a First and Second Time.**

**Carried** two thirds support

R2025-77

**Motion by** Councillor Nijjar

**Seconded by** Councillor Henderson

**THAT By-law 20-2025 be read a Third Time and Finally Passed.**

**Carried**

### **15.3 Adjournment of Council Meeting**

R2025-78

**Motion by** Councillor Beatty

**Seconded by** Councillor Hunter

**THAT the February 10, 2025, Regular Council meeting adjourn.**

**Carried**

Meeting Start Time: 7:00 P.M.

Meeting End Time: 10:39 P.M.

Council Reconvene Start Time: 10:54 P.M.

Council Reconvene End Time: 10:55 P.M.

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Mayor - Martin Ritsma

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Deputy Clerk – Audrey Pascual