



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4777th
Date: Monday, July 28, 2025
Time: 7:07 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, Councillor Wordofa

Regrets: Councillor Biehn and Councillor Briscoe

Staff Present: Adam Betteridge - Interim Chief Administrative Officer, Audrey Pascual - Deputy Clerk, Tim Wolfe - Director of Community Services, Taylor Crinklaw - Director of Infrastructure Services, Karmen Krueger - Director of Corporate Services, Neil Anderson - Director of Emergency Services/Fire Chief, Victoria Trotter - Council Committee Coordinator, Jeff Wilson - Manager of Housing, Marc Bancroft - Manager of Planning

Also Present: Members of the Public and Media

1. Call to Order:

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

Councillor Biehn and Councillor Briscoe provided regrets for this meeting.

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 Hunter declared a pecuniary interest on Item 7.8 - T-2025-15 O'Loane Avenue Sanitary Trunk Sewer Extension Tender Award. Councillor Hunter owns property which may benefit from the sewer extension.

3. Adoption of the Minutes:

R2025-316

Motion by Councillor Beatty

Seconded by Councillor Nijjar

THAT the Minutes of the Special Meeting of Council of The Corporation of the City of Stratford dated July 10, 2025 and the Regular Meeting of Council of The Corporation of the City of Stratford dated July 14, 2025 be adopted as printed.

Carried

4. Adoption of the Addendum to the Agenda:

There was no addendum to the July 28, 2025 Regular Council agenda.

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

5.1 At the July 28, 2025 Session, under the Municipal Act, 2001, as amended, a matter concerning the following item was considered:

4.1 Confidential Report of the City Clerk and Legal Opinion from the City Solicitor with respect to a Potential Litigation Matter (CM-25-16) - Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)).

At the In-camera session, direction was provided to the City Solicitor regarding the matter.

6. Hearings of Deputations and Presentations:

6.1 Order of Canada Recognition - Diane Sims

Member of Parliament John Nater and Mayor Ritsma presented certificates to recognize Diane Sims , recipient of the Order of Canada, writer and accessibility advocate. MP Nater stated Ms. Sims has completed the hard work necessary to build a better country and that is why she has been awarded the highest civilian order bestowed on any citizen.

Mayor Ritsma echoed MP Nater's comments and stated Ms. Sims has done incredible work and is not stopping yet.

Ms. Sims stated she is honoured to receive the awards from MP Nater and Mayor Ritsma. Ms. Sims noted she started the Multiple Sclerosis Chapter in Sault Ste. Marie at the age of 18, was diagnosed with ovarian cancer, became a speaker for ovarian cancer research and has written numerous books. Ms. Sims stated her journey is not over and her next project is to make the Tom Patterson Island bridge accessible.

6.2 Request for Delegation by Bruce Whitaker

R2025-317

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT Bruce Whitaker be heard.

Carried

Bruce Whitaker presented to Council regarding Item 7.1 Encroachment Application for 40 Daly Avenue as the property owner. Highlights of the presentation included:

- the cement pad being in place when they purchased the property in June 2024;
- prior to the extensive renovations this being the only driveway and was gravel;
- vehicles including their personal SUV being able to fit on the parking pad without impeding the sidewalk;
- Daly Avenue having a number of parking constraints and further development being planned;

- having spoken with the neighbours who indicated they do not have concerns with the parking pad; and
- being willing to remove the parking pad if at any time the City requires the land or it becomes an issue.

7. Orders of the Day:

7.1 Resolution - Encroachment Application for 40 Daly Avenue Additional Update (COU25-094)

R2025-318

Motion by Councillor Henderson

Seconded by Councillor McCabe

THAT Council approves Option 3, permitting the retaining wall and Driveway at 40 Daly Avenue to encroach onto the Daly Avenue road allowance for a total encroachment area of 14.12m²;

THAT the annual fee of \$130.66 adjusted yearly by the CPI, be added to the property tax bill for 40 Daly Avenue;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 40 Daly Avenue.

Carried

7.2 Resolution - Part Lot Control Application PLC01-24 - 4110 Perth Line 36

R2025-319

Motion by Councillor Hunter

Seconded by Councillor Nijjar

THAT Council approves Part Lot Control Application PLC01-24 to exempt Blocks 24, 25 and 26 on Plan 44M-100 from Part Lot Control for one year from the date of the passing of each By-law to permit the creation of separate lots for each of the street townhouse dwelling units such that each unit will be under separate ownership and to allow rear yard easements for internal units for maintenance purposes.

Carried

7.3 Resolution - Part Lot Control Application PLC04-25 - Creation of seven (7) Freehold Units

R2025-320

Motion by Councillor McCabe

Seconded by Councillor Wordofa

THAT Council approves Part Lot Control Application PLC04-25 to exempt Block 77 on Registered Plan 44M-101 from Part Lot Control for one year from the date of the passing of the By-law to permit the creation of separate lots for each of the street townhouse dwelling units such that each unit will be under separate ownership.

Carried

7.4 Resolution - User Fees for Electric Vehicle Charging Stations (COU25-091)

R2025-321

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT the proposed user fees for City-owned Electric Vehicle (EV) Charging Stations be approved;

THAT the Electric Vehicle Charging Spaces in municipal lots be exempted from the overnight parking restriction;

AND THAT staff be directed to prepare the necessary amendments to the 2025 Fees and Charges By-law and the Traffic and Parking and By-law.

Carried

7.5 Resolution - Festival Hydro Update for the Period Ending March 31, 2025 (COU25-088)

R2025-322

Motion by Councillor Beatty

Seconded by Councillor Hunter

THAT the Festival Hydro Inc. financial statements and commentary for the period ending March 31, 2025, be received for information;

AND THAT the Festival Hydro Services Inc. financial statements and commentary for the period ending March 31, 2025, be received for information.

Carried

7.6 Resolution - Appointment to the Stratford Economic Enterprise Development Corporation Board of Directors (COU25-078)

R2025-323

Motion by Councillor McCabe

Seconded by Councillor Burbach

THAT Catherine Newell Kelly be appointed to the Stratford Economic Enterprise Development Corporation Board of Directors for a three-year term to June 2028, with an option to extend for an additional two year term, or until a successor is appointed by Council;

AND THAT a by-law confirming the appointment be adopted.

Carried

7.7 Resolution - Connecting Link Program Intake 10 - 2025-2026 Transfer Payment Agreement (COU25-089)

R2025-324

Motion by Councillor Burbach

Seconded by Councillor Henderson

THAT the Mayor and Clerk be authorized to execute the Transfer Payment Agreement for the Connecting Link Program Intake 10 2025-2026 on behalf of The Corporation of the City of Stratford.

Carried

7.8 Resolution - T-2025-15 O'Loane Avenue Sanitary Trunk Sewer Extension Tender Award (COU25-090)

The Director of Infrastructure Services noted the initial sub-contractor is in receivership, therefore the contractor has moved onto a secondary sub-contractor who is in good standing.

R2025-325

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT the tender for the O'Loane Avenue Sanitary Trunk Sewer Extension (T-2025-15) be awarded to Network Sewer and

Watermain Limited, at a total tender price of \$5,649,999.99, including HST;

AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the necessary Contract Agreement for construction contract T-2025-15;

AND THAT staff be authorized to proceed with long-term debt financing options and documentation to be presented at a future Council meeting in 2026 or upon completion of the project.

Carried

Councillor Hunter having declared a pecuniary interest did not participate in the discussion or vote on this matter.

7.9 Resolution - Parking Enforcement Services Request for Proposal Award (RFP-2025-48) (COU25-096)

R2025-326

Motion by Councillor Beatty

Seconded by Councillor Burbach

THAT the request for proposal (RFP-2025-48) for parking enforcement services in the City of Stratford be awarded to Secure Shield Security Inc. for a three-year term ending August 2028, with an option to renew for two additional one-year terms until August 2030;

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

Carried

7.10 Resolution - Crossing Guard Services Request for Proposal Award (RFP-2025-39) (COU25-087)

R2025-327

Motion by Councillor Burbach

Seconded by Councillor McCabe

THAT the request for proposal (RFP-2025-39) for crossing guard services in the City of Stratford be awarded to Synergy Protection Group Inc. for a three-year term ending June 2028, with an option to renew for two additional one-year terms until June 2030;

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

Carried

7.11 Resolution - RFP 2025- 44 - 2025 - 2026 Geotechnical Engineering Services Contract Award (COU25-092)

R2025-328

Motion by Councillor Nijjar

Seconded by Councillor Burbach

THAT the proposal (RFP-2025-44) for Consulting Services related to Geotechnical Engineering be awarded to MTE Consultants Inc. at a total cost of \$122,508.95, including HST;

THAT the Mayor and Clerk, or their respective delegates, be authorized to sign the necessary Contract Agreement for contract RFP-2025-44 for the 2025 term;

AND THAT the Director of Infrastructure Services be authorized to approve the one-year extension of the Contract for 2026, subject to successful performance.

Carried

8. Business for Which Previous Notice Has Been Given:

None noted.

9. Reports of the Standing Committees:

9.1 Report of the Finance and Labour Relations Committee:

R2025-329

Motion by Councillor Hunter

Seconded by Councillor McCabe

THAT the Report of the Finance and Labour Relations Committee dated July 28, 2025, be adopted as printed.

Carried

9.1.1 SEEDCo./investStratford Update to March 31 2025 (FIN25-018)

THAT the Stratford Economic Enterprise Development Corporation (SEEDCo./investStratford) Update to March 31, 2025, be received for information.

9.1.2 Waive Facility Fees for the To Stratford With Love Banquet (FIN25-015)

THAT the report titled, "Waive Facility Fees for the To Stratford With Love Banquet" (FIN25-015), be received;

AND THAT the facility rental fee waiver request in the amount of \$3,627 for use of the Community Halls on December 13, 2025 be approved.

9.2 Report of the Infrastructure, Transportation and Safety Committee:

R2025-330

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT the Report of the Infrastructure, Transportation and Safety Committee dated July 28, 2025 be adopted as printed.

Carried

9.2.1 Installation of Bicycle Lanes on John Street (ITS25-010)

THAT the report titled, "Implementation of Bicycle Lanes on John Street" (ITS25-010), be received for information.

9.2.2 Stratford Water Pollution Control Plant – Primary Digester Roof Failure Update (ITS25-013)

THAT the report titled, "Stratford Water Pollution Control Plant – Primary Digester Roof Failure Update" (ITS25-013) be received for information;

AND THAT Council direct Staff to proceed with a Request for Proposal for Consulting Engineering Services for the roof replacement of the Primary Digester at the Stratford Water Pollution Control Plant.

9.2.3 Water Meter Transmitter Replacement Program (ITS25-014)

THAT Council authorize Staff to proceed with issuing a Request for Proposal for new Automated Metering Reading (AMR) meter transmitters as part of the City of Stratford's Water Metering Program.

9.2.4 Stratford Landfill Public Input Invited June 2025 (ITS25-011)

THAT the report titled, "Stratford Landfill Public Input June 2025" (ITS25-011), be received for information.

10. Notice of Intent:

None noted.

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 By-law 11.4 be taken separately.

R2025-331

Motion by Councillor Sebben

Seconded by Councillor Burbach

THAT By-laws 83-2025 to 91-2025 be taken collectively.

Carried unanimously

R2025-332

Motion by Councillor Henderson

Seconded by Councillor Nijjar

THAT By-laws 83-2025 to 91-2025 be read a First and Second Time.

Carried two-thirds support

R2025-333

Motion by Councillor Beatty

Seconded by Councillor Hunter

THAT By-laws 83-2025 to 91-2025 be read a Third Time and Finally Passed.

Carried

R2025-334

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT By-law 92-2025 be read a First and Second Time.

Carried two-thirds support

Councillor Hunter having declared a pecuniary interest did not participate in the discussion or vote on this matter.

R2025-335

Motion by Councillor McCabe

Seconded by Councillor Nijjar

THAT By-law 92-2025 be read a Third Time and Finally Passed.

Carried

Councillor Hunter having declared a pecuniary interest did not participate in the discussion or vote on this matter.

11.1 investStratford Board Appointment - By-law 83-2025

To amend By-law 4-2023, as amended, to make an appointment to the Stratford Economic Enterprise Development Corporation Board of Directors.

11.2 Award Proposal for Crossing Guard Services - By-law 84-2025

To authorize the acceptance of a proposal, execution of the contract and the undertaking of work by Synergy Protection Group Inc. for crossing guard services in the City of Stratford (RFP-2025-39).

11.3 Connecting Links Program Contribution Agreement for the Reconstruction of Huron Street Phase 2 Project - By-law 85-2025

To authorize the execution of a Connecting Links Program Contribution Agreement with His Majesty the King in Right of Ontario as represented by the Minister of Transportation for the Reconstruction of Huron Street Phase 2 Project.

11.4 Award Tender for the O'Loane Avenue Sanitary Trunk Sewer Extension - By-law 92-2025

To authorize the acceptance of a tender, execution of the contract and the undertaking of work by Network Sewer and Watermain Limited for the O'Loane Avenue Sanitary Trunk Sewer Extension (T-2025-15).

11.5 Award Proposal for Consulting Services Related to Geotechnical Engineering - By-law 86-2025

To authorize the acceptance of a proposal, execution of the contract and the undertaking of work by MTE Consultants Inc. for Consulting Services related to Geotechnical Engineering (RFP-2025-44).

11.6 Part Lot Control Application PLC04-25 - By-law 87-2025

To exempt Block 77 on Plan 44M-101, being Parts 1 to 7 (inclusive) on Plan 44R-6364 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners.

11.7 Part Lot Control application PLC01-24 - Block 24 - By-law 88-2025

To exempt Block 24 on Plan 44M-100, being Parts 1 to 34 (inclusive) on Plan 44R-6299 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners and to grant easements to allow access to rear yards for internal units.

11.8 Part Lot Control Application PLC01-24 - Block 25 - By-law 89-2025

To exempt Block 25 on Plan 44M-100, being Parts 35 to 80 (inclusive) on Plan 44R-6299 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners and to grant easements to allow access to rear yards for internal units.

11.9 Part Lot Control Application PLC01-24 - Block 26 - By-law 90-2025

To exempt Block 26 on Plan 44M-100, being Parts 81 to 126 (inclusive) on Plan 44R-6299 from the provisions of part-lot control for a period of one (1) year for the purpose of conveying street townhouse dwelling units to individual owners and to grant easements to allow access to rear yards for internal units.

11.10 Award Proposal for Parking Enforcement Services - By-law 91-2025

To authorize the acceptance of a proposal, execution of the contract and the undertaking of work by Secure Shield Security Inc. for the provision of parking enforcement services in the City of Stratford (RFP-2025-48).

12. Consent Agenda: CA-2025-092 to CA-2025-096

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

13. New Business:

None noted.

14. Adjournment to Standing Committees:

The next Regular Council meeting is August 11, 2025, in the Council Chamber, City Hall.

R2025-336

Motion by Councillor Burbach

Seconded by Councillor Nijjar

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

- **Social Services Committee [7:05 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 28, 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 July 28, 2025, Council Reconvene meeting.

15.2 Committee Reports

15.2.1 Social Services Committee

R2025-337

Motion by Councillor Henderson

Seconded by Councillor Burbach

THAT Item 6.1 of the Social Services Committee meeting dated July 28, 2025, be adopted as follows:

6.1 Homelessness Reduction Innovation Fund Approval (SOC25-009)

THAT Council authorize the Mayor and Clerk, or their delegates, on behalf of The Corporation for the City of Stratford to enter into an agreement with the Canadian Alliance to End Homelessness for the Homelessness Reduction Innovation Fund and to sign any additional documentation required.

Carried

15.3 Reading of the By-laws (reconvene):

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

By-law 11.11 Agreement with the Canadian Alliance to End Homelessness for the Homelessness Reduction Innovation Fund - By-law 93-2025

To authorize the execution of an Agreement with the Canadian Alliance to End Homelessness for the Homelessness Reduction Innovation Fund.

By-law 11.12 Confirmatory By-law - By-law 94-2025

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on July 28, 2025.

R2025-338

Motion by Councillor Hunter

Seconded by Councillor Burbach

THAT By-laws 93-2025 to 94-2025 be taken collectively.

Carried unanimously

R2025-339

Motion by Councillor Henderson

Seconded by Councillor Nijjar

THAT By-laws 93-2025 to 94-2025 be read a First and Second Time.

Carried two-thirds support

R2025-340

Motion by Councillor Burbach

Seconded by Councillor Wordofa

THAT By-laws 93-2025 to 94-2025 be read a Third Time and Finally Passed.

Carried

15.4 Adjournment of Council Meeting

R2025-341

Motion by Councillor Nijjar

Seconded by Councillor Beatty

THAT the July 28, 2025 Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:07 P.M.

Meeting End Time: 7:49 P.M.

Reconvene Meeting Start Time: 7:53 P.M.

Reconvene Meeting End Time: 7:55 P.M.

Mayor - Martin Ritsma

Deputy Clerk - Audrey Pascual