



**Stratford City Council
Regular Council Open Session
AGENDA**

Meeting #: 4594th
Date: Tuesday, October 15, 2019
Time: 7:00 P.M.
Location: Council Chamber, City Hall
Council Present: Deputy Mayor Ritsma - Chair Presiding, Councillor Beatty, Councillor Bunting, Councillor Burbach, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Sebben, Councillor Vassilakos

Staff Present: Joan Thomson - Acting Chief Administrative Officer, Tatiana Dafoe - Acting Clerk, David St. Louis - Director of Community Services, Ed Dujlovic - Director of Infrastructure and Development Services, Michael Humble - Director of Corporate Services, Kim McElroy - Director of Social Services, Jacqueline Mockler - Director of Human Resources, John Paradis - Fire Chief, Jeff Leunissen - Manager of Development Services, Jodi Akins - Council Clerk Secretary

Pages

1. Call to Order:

Deputy Mayor Ritsma, Chair presiding, to call the Council meeting to order.

Mayor Mathieson and Councillor Clifford provided regrets for this meeting.

Singing of O Canada

Moment of Silent Reflection

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

3. Adoption of the Minutes:

10 - 53

Motion by _____

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated September 23, 2019 and the Special Meeting of Council of The Corporation of the City of Stratford dated October 8, 2019, be adopted as printed.

4. Adoption of the Addendum/Addenda to the Agenda:

Motion by _____

THAT the Addendum/Addenda to the Regular Agenda of Council and Standing Committees dated October 15, 2019, be added to the Agenda as printed.

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

5.1 At the October 15, 2019, Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

- Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board (section 239.(2)(e)), and Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f));
- Labour relations or employee negotiations (section 239.(2)(d)) and Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f));
- Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f));
- 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) and, A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality

or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (section 239.(2)(i));

- Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f)),

6. Hearings of Deputations and Presentations:

6.1 Presentation by Communities in Bloom Advisory Committee

Kimberly Richardson, on behalf of the Communities in Bloom Advisory Committee, has requested to present to Council regarding their recent awards presentation and awards received by the City of Stratford.

Motion by _____

THAT Kimberly Richardson, on behalf of the Communities in Bloom Advisory Committee, be heard.

6.2 Public Meeting – Intent to Permanently Close TJ Dolan Drive

54 - 62

Motion by _____

That the Council meeting adjourn for the purpose of holding a Public Meeting regarding Council's intent to adopt a by-law to permanently close TJ Dolan Drive from St. Vincent Street South to St. David Street, to reconvene at the conclusion of the public meeting.

7. Orders of the Day:

7.1 Resolution - St. James Anglican Church Parking Request

63

St. James Anglican Church has requested a parking exemption for their Mistletoe Market Christmas Bazaar on Saturday, November 16, 2019 from 8:00 a.m. to 3:00 p.m.

No concerns were expressed by Stratford Transit and the Fire Department and IDS Department did not express concerns as long as the following conditions are met:

- Use the same parking layout as previous years
- Cars are not permitted to park across from driveways on William Street under any circumstances

Motion by _____

THAT the request from St. James Anglican Church for temporary on-

street parking on the west side of Mornington Street from Charles Street to Caledonia Street and William Street from Mornington Street to Waterloo Street on Saturday, November 16, 2019 from 8:00 a.m. to 3:00 p.m. be approved, providing that the same parking layout as previous years is used and that parking across from driveways on William Street is not permitted under any circumstances.

7.2 Pedestrian Safety – Support for Bill 62 (COU19-078)

64 - 71

Motion by _____

Staff Recommendation: THAT Stratford City Council supports Bill 62, the Protecting Vulnerable Road Users Act,

AND THAT a letter be sent to our Member of Provincial Parliament and the Association of Municipalities of Ontario expressing support for Bill 62.

7.3 Part Lot Control Application PLC02-19 -Block 59, 44M-54 Parts 1-4, 44R-5341 (COU19-079)

72 - 75

Motion by _____

Staff Recommendation: THAT Council approve Part Lot Control application PLC02-19 to exempt Block 59, 44M-54 from part lot control for a period of one year from the date of the passing of the By-law to create the four parts shown on 44R-5341 that are to be consolidated with lots 6 to 9 on 44M-54. The land consolidation of parts 1 to 4 on 44R-5341 with lots 6 to 9 on 44M-54 shall take place at the same time.

7.4 Cellular Services Contract 2019 (COU19-080)

76 - 77

Motion by _____

Staff Recommendation: THAT Wireless Personal Communications Inc. be awarded the cellular services contract for 24 months.

8. Business for Which Previous Notice Has Been Given:

None scheduled.

9. Reports of the Standing Committees:

9.1 Report of the Planning and Heritage Committee:

Motion by _____

THAT the Report of the Planning and Heritage Committee dated October 15, 2019, be adopted as printed.

9.1.1 Non-Designated Properties for Municipal Heritage Register

78 - 94

(PLA19-037)

THAT Council pass a resolution to add the following 36 properties to the Municipal Register as Non-Designated Properties:

20 Caledonia Street, Stratford

35 Caledonia Street, Stratford

47 Caledonia Street, Stratford

179 Cambria Street, Stratford

27-29 Church Street, Stratford

169 Church Street, Stratford

115 Cobourg Street, Stratford

19 Daly Avenue, Stratford

59-61 Douglas Street, Stratford

151 Douglas Street, Stratford

159 Douglas Street, Stratford

171 Douglas Street, Stratford

128 Elizabeth Street, Stratford

53 Grange Street, Stratford

145 Grange Street, Stratford

77 John Street North, Stratford

150 John Street North, Stratford

36 Mornington Street, Stratford

74 Mornington Street, Stratford

90 Mornington Street, Stratford

109 Mornington Street, Stratford

122 Mornington Street, Stratford

68 Nile Street, Stratford

75 Nile Street, Stratford

87 Nile Street, Stratford

43 Shrewsbury Street, Stratford

48 Shrewsbury Street, Stratford

305 St. David Street, Stratford

313 St. David Street, Stratford

120 St. Vincent Street North, Stratford

43 Stratford Street, Stratford

136 Water Street, Stratford

144 Water Street, Stratford

210 Water Street, Stratford

30-32 Waterloo Street South, Stratford

113 William Street, Stratford

AND THAT Staff notify the 36 property owners that they have been added to the Municipal Heritage Register.

9.2 Report of the Social Services Committee

Motion by _____

THAT the Report of the Social Services Committee dated October 15, 2019, be adopted as printed.

- | | | |
|--------------|---|------------------|
| 9.2.1 | Britannia Street Affordable Housing – Phase 2 (SOC19-015) | 95 - 96 |
| | <p>THAT Stratford City Council supports the Housing Division recommendation to undertake planning for Phase 2 of the Britannia Street Affordable Housing development in 2020.</p> | |
| 9.2.2 | Reaching Home: Canada's Homelessness Strategy (SOC19-016) | 97 - 99 |
| | <p>THAT Council support the Social Services Department's proposal to become a Designated Community under Reaching Home: Canada's National Housing Strategy;</p> <p>AND THAT any financial implications be approved during the budget process.</p> | |
| 9.2.3 | City of Stratford Ontario Works Service Plan, 2019-2020 (SOC19-017) | 100 - 132 |

THAT City of Stratford CMSM Ontario Works Service Plan, 2019-2020 be received for information.

9.2.4 Introducing MyBenefits (SOC19-018)

133 - 135

THAT the report titled "Introducing MyBenefits" be received for information

10. Notice of Intent:

None scheduled.

11. Reading of the By-laws:

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

Motion by _____

THAT By-laws 11.1 to 11.4 be taken collectively.

Motion by _____

THAT By-laws 11.1 to 11.4 be given First and Second Readings.

Motion by _____

THAT By-laws 11.1 to 11.4 be given Third and Final Readings.

11.1 Agreement for Community Transportation Grant Program

136 - 137

To authorize the execution of an agreement for the Province of Ontario – Community Transportation Grant Program and to repeal By-law 17-2019

11.2 Exemption from Part-Lot Control Provisions

138

To exempt Block 59 44M-54, from the provisions of part-lot control for a period of one (1) year.

11.3 Contract for Cellular Services

139

To authorize the acceptance of the proposal, execution of the contract and the undertaking of the work by Wireless Personal Communications Inc. for cellular services [RFP19-44].

11.4 Contract for Garbage, Recycling, Yard Waste and Organics Collection

140 - 141

To authorize the entering into and execution of a contract with Canadian Waste Management Inc., for provision of bi-weekly recycling

collection, weekly garbage collection, weekly organics collection and the collection of yard waste for a seven year term to 2026.

12. Consent Agenda: CA-2019-141 to CA-2019-147

142 - 144

Council to advise if they wish to consider any items listed on the Consent Agenda.

13. New Business:

14. Adjournment to Standing Committees:

The next Regular Council meeting is October 28, 2019 in the Council Chamber, City Hall.

Motion by _____

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

- **Finance and Labour Relations Committee [7:20 p.m. or thereafter following the Regular Council meeting];**

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

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 October 15, 2019 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

15.2 Reading of the Confirmatory By-law

145

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

By-law 11.5 Confirmatory By-law

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 15, 2019.

Motion by _____

THAT By-law 11.5 be read a First and Second Time.

Motion by _____

THAT By-law 11.5 be read a Third and Final Time.

15.3 Adjournment of Council Meeting

Meeting Start Time:

Meeting End Time:

Motion by _____

THAT the October 15, 2019 Regular Council meeting adjourn.



Stratford City Council Regular Council Open Session MINUTES

Meeting #: 4592nd
 Date: Monday, September 23, 2019
 Time: 7:00 P.M.
 Location: Council Chamber, City Hall

Council Present: Mayor Mathieson - Chair Presiding, Councillor Bunting, Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Ritsma, Councillor Sebben, Councillor Vassilakos

Regrets: Councillor Beatty

Staff Present: Joan Thomson - Acting Chief Administrative Officer, Tatiana Dafoe - Acting Clerk, Ed Dujlovic - Director of Infrastructure and Development Services, Kim McElroy - Director of Social Services, Jacqueline Mockler - Director of Human Resources, Jodi Akins - Council Clerk Secretary, Jeff Leunissen – Manager of Development Services, Nancy Bridges – Recording Secretary

Also Present: Dr. Sean Blaine and Catherine Hardman (Item 6.1), Members of the Public, Media

1. Call to Order:

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

Councillor Beatty provided regrets for this meeting.

Singing of O Canada

Moment of Silent Reflection

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 Gaffney declared a pecuniary interest in Item 9.2.1 - Draft Plan of Subdivision 31T18-002 and Zone Change Application Z06-18, 4110 Perth Line 36 - as he has a shareholder's interest in an abutting property.

3. Adoption of the Minutes:

R2019-405

Motion by Councillor Ritsma

Seconded By Councillor Ingram

THAT the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated September 16, 2019 be adopted as printed.

Carried

4. Adoption of the Addendum/Addenda to the Agenda:

R2019-406

Motion by Councillor Burbach

Seconded By Councillor Vassilakos

THAT the Addenda to the Regular Agenda of Council and Standing Committees dated September 23, 2019, to add Item 7.6 and 7.7 be added to the Agenda as printed.

Carried

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

A Committee of the Whole In-Camera Session was not held on September 23, 2019.

6. Hearings of Deputations and Presentations:

6.1 Update from Huron Perth and Area Ontario Health Team

R2019-407

Motion by Councillor Ingram

Seconded By Councillor Bunting

THAT the presentation by Dr. Sean Blaine and Catherine Hardman regarding the Huron Perth & Area Ontario Health Team be heard.

Carried

Dr. Sean Blaine introduced himself as a local family physician and Catherine Hardman, who is the Executive Director of Choices for Change. Referring to a PowerPoint presentation, he provided background on the establishment of the Huron Perth & Area Ontario Health Team. He noted there were 170 applications across the province submitted and they were one of 31 teams selected to make a full application to be recognized by the Province as an Ontario Health Team. The definition of a Health Team was explained, suggesting that care can be provided at a lower cost with local clinical and fiscal accountability.

The team is made up of members from various health sectors and there are 63 different organizations participating at this time. The team is in the process of preparing the full application and the process was outlined. The application identifies the target population, which is the whole of Huron and Perth, the team, how they will transform care, work together, learn and improve and how the strategies will be implemented and monitored. Dr. Blaine noted they have had tremendous engagement from the membership and many ideas have come forward.

Catherine Hardman stated the team will continue to provide care for the 140,000 residents in the catchment area, which also includes participation by the community health centre in Grand Bend. If accepted as an Ontario Health Team, efforts will be strengthened around three target populations of mental health and additions, palliative and complex care.

Draft vision and commitment statements have been drafted and keys to success identified, which include a governance model and fundraising and funding plans. They are focusing on communication, navigation and care coordination as areas for improvement.

The full application is due to the Ministry on October 9, followed by site visits to some of the member organizations. Next steps for the team include a formal agreement between all member organizations and building a sustainable governance structure.

It was questioned how health teams from across the province will integrate with each other with respect to digital integration and access to services outside of catchment areas. Dr. Blaine advised that nothing will change in that patients can still access services they require in other cities. An overarching organization for the health teams, Ontario Health, is being set up, which will be an integration of several entities. The Ministry is allowing each region to take control of their region with its particular issues. This creates accountability locally and gives fiscal control locally. The overarching principles won't change.

With respect to how public health fits in, Ms. Hardman advised that they were involved in the initial process and have continued to supply data.

Ms. Hardman and Dr. Blaine were thanked for their work in submitting the application.

6.2 Public Meeting under the Retail Business Holidays Act - Value Village Application to Open on Certain Retail Business Holidays in Stratford (COU19-075)

R2019-408

Motion by Councillor Henderson

Seconded By Councillor Sebben

THAT the Council meeting adjourn for the purpose of holding a Public Meeting with respect to an application for an exemption under the Retail Business Holiday Act, for 925 Ontario Street, to reconvene at the conclusion of the public meeting.

Carried

*The Council meeting then adjourned to a Public Meeting at 7:20 p.m., and reconvened at 7:26 p.m.

7. Orders of the Day:

7.1 Proclamation - Toastmasters Month

R2019-409

Motion by Councillor Gaffney

Seconded By Councillor Vassilakos

THAT City Council hereby proclaims October 2019 as "Toastmasters Month" in the City of Stratford.

Carried

7.2 Resolution - CirqueSmith Aerial Arts Theatrical Performance Municipal Significance

Organizers from CirqueSmith requested designation of their Aerial Arts Theatrical performance on Friday, October 11, 2019 from 6:00 p.m. to 9:00 p.m. at the Stratford Rotary Complex as municipally significant for the purposes of obtaining a special occasion permit liquor licence.

The Health Unit and City Departments indicated no concerns with the request.

R2019-410

Motion by Councillor Sebben

Seconded By Councillor Burbach

THAT City Council hereby designates the CirqueSmith Aerial Arts Theatrical Performance to be held October 11, 2019 as having municipal significance in Stratford for the purpose of obtaining liquor licences from the AGCO, subject to the necessary permits being obtained, compliance with the City's Municipal Alcohol Risk Policy and the required certificates of insurance being provided.

Carried

7.3 Resolution - Resignation from Stratfords of the World-Ontario Committee

R2019-411

Motion by Councillor Clifford

Seconded By Councillor Ritsma

THAT the resignation of Malorie Evans as a citizen representative to the Stratfords of the World-Ontario Committee, be accepted.

Carried

7.4 Resolution - Traffic and Parking By-law Proposed Housekeeping Amendments September 2019 (COU19-076)

R2019-412

Motion by Councillor Bunting

Seconded By Councillor Burbach

THAT Schedule 1 “No Stopping” of the Traffic and Parking By-law 159-2008, as amended, be further amended by including the following provisions:

- **Cawston Street north side from Huntingdon Avenue to 17m westerly from 8:00 a.m. to 9:00 a.m., 11:30 a.m. to 1:00 p.m. and 3:00 p.m. to 4:00 p.m. Monday to Friday;**
- **Cawston Street south side from Huntingdon Avenue to 100m westerly from 8:00 a.m. to 9:00 a.m., 11:30 a.m. to 1:00 p.m., and 3:00 p.m. to 4:00 p.m. Monday to Friday;**
- **Huntingdon Avenue east side from Avon School property boundary to Avon Street from 8:00 a.m. to 9:00 a.m., 11:30 a.m. to 1:00 p.m. and 3:00 p.m. to 4:00 p.m. Monday to Friday;**
- **Huntingdon Avenue west side from Avon School property boundary to 58m northerly of Cawston Street from 8:00 a.m. to 9:00 a.m., 11:30 a.m. to 1:00 p.m. and 3:00 p.m. to 4:00 p.m. Monday to Friday.**

Carried

7.5 Resolution - Grand Trunk Community Hub Grant Application Budget (COU19-077)

R2019-413

Motion by Councillor Clifford

Seconded By Councillor Henderson

THAT City Council approve a budget of up to \$55,000 for completion of work on the Grand Trunk Community Hub grant application;

AND THAT the Acting CAO be authorized to spend up to the budgeted amount for additional work on the City’s application as necessary.

Carried

7.6 ADDED - Correspondence – Petition requesting Declaration of a Climate Emergency

A petition was received in the Clerk's Office on September 20, 2019 calling on City Council to declare a climate emergency, to match the aim set by its sister city Stratford-Upon-Avon, UK to be carbon neutral by 2030 and to make this a binding declaration which includes current plans, policies and projects within a climate emergency framework.

In response to why staff are recommending a referral, the Acting Clerk advised staff did some preliminary research into what other municipalities have done and would like to bring forward a resolution for Council's consideration based on their findings.

It was requested by a Council member that the resolution be linked to actionable items.

R2019-414

Motion by Councillor Gaffney

Seconded By Councillor Ritsma

THAT the petition from Annemarie Reimer received September 20, 2019 requesting declaration by City Council of a climate emergency be received;

AND THAT the petition be referred to staff.

Carried

7.7 ADDED - Proclamation – International Day of Older Persons 2019

R2019-415

Motion by Councillor Clifford

Seconded By Councillor Burbach

THAT City Council hereby proclaims October 1, 2019 as "International Day of Older Persons" in the City of Stratford to honour all senior citizens in the City of Stratford and area;

AND THAT the United Nations Flag be flown at City Hall for the month of October 2019.

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:

R2019-416

Motion by Councillor Vassilakos

Seconded By Councillor Bunting

THAT the Report of the Infrastructure, Transportation and Safety Committee dated September 23, 2019 be adopted as printed.

Carried

9.1.1 Avon Maitland District School Board – Tower Site License Agreement (ITS19-054)

THAT Council approve the Tower Site Agreement with the Avon Maitland District School Board to permit their two antennas on the Forman Water Tower for two years to July 31, 2021;

AND THAT the Mayor and City Clerk or their respective delegates, be authorized to sign the agreement.

9.1.2 Presentation by Larry Baswick regarding Glendon Road

THAT staff review the request to install four-way stops at the Bedford Drive and Glendon Road intersection and at the Graff Avenue and Glendon Road intersection, as well as review options to increase pedestrian safety on Glendon Road.

9.1.3 Traffic Concerns at West Gore Street and Downie Street

THAT staff review the West Gore Street and Downie Street intersection to investigate pedestrian safety.

9.1.4 Concerns with Noise from Leaf Blowers

THAT the matter of requesting staff to review the ability to control the use of leaf blowers in the City including investigation of a time or decibel limit, be filed.

9.2 Report of the Planning and Heritage Committee:

R2019-417

Motion by Councillor Ingram

Seconded By Councillor Vassilakos

THAT the Report of the Planning and Heritage Committee dated September 23, 2019, be adopted as printed.

Councillor Gaffney requested Item 9.2.1 be taken separately.

The Mayor called the question on Items 9.2.2 and 9.2.3.

Carried

The Mayor then called the question on Item 9.2.1.

Carried

*Councillor Gaffney, having declared a pecuniary interest, did not partake in the vote on Item 9.2.1.

9.2.1 Planning Report Draft Plan of Subdivision 31T18-002 and Zone Change application Z06-18, 4110 Perth Line 36 (PLA19-033)

THAT Council pass a resolution that no further notice is required under Section 34(17) of the Planning Act;

Zoning By-law Amendment:

THAT the application Z06-18 to amend the zoning on the subject lands from Agricultural (A) Zone in the Township of Perth East Zoning By-law 30-1999 to:

A Residential First Density R1(4)- special provision Zone, a Residential Fourth Density R4(2)- special provision Zone, a Future Residential (FR) Zone, a Park (P) Zone and a Park- special provision- Flood Plain (P-FP) – special provision Zone in the City of Stratford Zoning By-law No. 201-2000.

- Residential First Density- special provision R1(4)-42 and R1(4)-42(H) Zone that permits single detached dwellings and group homes with the following site specific regulations- minimum lot frontage for a corner lot of 12.6m, allow a minimum lot area (corner lot) of 415 m², to allow an exterior side yard depth of

1.2m where a corner lot line abuts an adjacent corner lot rear lot line or 4.5m in every other case, to allow a minimum rear yard depth of 6m, to allow a minimum sight triangle of 3m x 3m, to allow a maximum lot coverage of 45%, a minimum landscaped open space of 35% and in all cases any part of any attached or detached garage shall provide a parking space between the garage door and the road allowance and if the exterior side yard setback is less than 4.5m no driveway shall be permitted along the exterior lot line or off of the exterior lot line, and a garage shall not project more than 1.0m beyond the building elevation facing the front lot line or exterior lot line.

- The Residential Fourth Density- special provision- R4(2)-25 and R4(2)-25(H) Zone will permit street townhouse dwellings. Special provisions to the regulations have been requested to allow a minimum rear yard depth of 6m, a minimum sight triangle of 3m x 3m, a minimum front yard depth to the main building of 4.5m and in all cases any part of an attached or detached garage shall provide a parking space between the garage door and the road allowance and any attached or detached garage shall not exceed sixty (60) per cent of the width of the elevation facing the front lot line or an exterior side lot line, where the garage is oriented to said lot line of a dwelling erected on the lot (measured from inside face of outside wall to inside face of outside wall) and a garage shall not project more than 1.0m beyond the building elevation facing the front lot line or exterior lot line.
- Park (P) zone that permits auditorium, cemetery, golf course, park, private club, private club, public use, recreational park and a theatre.
- Future Residential (FR) zone that permits an existing single detached dwelling, group home and home occupation.
- Park- Floodplain- special provision (P-5-FP) zone that permits a park and conservation use and to apply a definition of conservation use. These lands are below the regulatory flood line and subject to the requirements of the Upper Thames River Conservation Authority with respect to the erection of buildings and structures.

BE APPROVED for the following reasons:

- I. public interest was considered;
- II. the zone change is consistent with the Provincial Policy Statement;
- III. the zone change is consistent with the City of Stratford Official Plan;
- IV. the recommended zone change will facilitate development that is appropriate for the lands, will not impact surrounding lands and is considered to be sound land use planning;
- V. it zone change will provide a wide range of housing to meet the needs of the existing and future residents; and
- VI. the recommended zone change will encourage efficient use of land and infrastructure.

Draft Plan of Subdivision:

THAT Plan of Subdivision application 31T18-002, submitted by Sifton Properties Limited on the lands known municipally as 4110 Perth Line 36, be approved by the City of Stratford pursuant to Section 51(31) of the Planning Act subject to the conditions listed below for the following reasons:

- I. public interest was considered;
- II. the application was circulated to the public and regard for their response was had in the recommended plan and conditions of approval;
- III. the plan of subdivision is consistent with the Provincial Policy Statement;
- IV. the plan of subdivision is consistent with the City of Stratford Official Plan;
- V. the plan of subdivision will result in sound land use planning and is considered appropriate for the development of the lands;

VI. it will provide a wide range of housing to meet the needs of the existing and future residents; and

VII. it will encourage efficient use of land and infrastructure.

Conditions of Draft Approval

That the City of Stratford pursuant to Section 51(31) of the Planning Act grant draft approval to Plan of Subdivision 31T18-002 subject to the following conditions:

1. This draft approval applies to Plan of Subdivision 31T-18002 submitted by Sifton Properties Limited, certified by Trevor McNeil O.L.S., dated June 7, 2019, as redline amended, File No. 31T-18002, drawing no. 42815-200-D9(L), which shows a total of 153 single detached residential lots, 2 multi development blocks, 1 park block, 1 future infill block, 1 future single detached dwelling block, 2 walkway blocks, 1 stormwater management block, 7 0.3m reserve blocks, 2 open space blocks, all served by 7 new local roads.
2. This approval of the draft plan applies for 7 years, and if final approval is not given by that date, the draft approval shall lapse, except in the case where an extension has been granted by the Approval Authority.
3. The road allowances included in this draft plan shall be shown on the face of the plan and dedicated as public highways.
4. The street(s) shall be named to the satisfaction of the Manager of Development Services.
5. Prior to final approval, the municipal address shall be assigned to the satisfaction of the Manager of Development Services.
6. Prior to final approval, the Owner shall submit to the Approval Authority a digital file of the plan to be registered in a format compiled to the satisfaction of the City of Stratford and referenced to NAD83UTM Zone 17 horizon control network for the City of Stratford mapping program.
7. Prior to final approval, appropriate zoning shall be in effect for this proposed subdivision.

8. The Owner shall satisfy all the requirements, financial and otherwise, of the City of Stratford in order to implement the conditions of this draft approval.
9. That prior to final approval the Owner shall pay in full all financial obligations/encumbrances owing to the City on the said lands, including property taxes and local improvement charges.
10. The subdivision agreement between the Owner and the City of Stratford shall be registered against the lands to which it applies.
11. The Owner shall grant to the appropriate authorities such easements and/or land dedications as may be required for utility, road, drainage or other municipal purposes.
12. Phasing of this subdivision (if any) shall be to the satisfaction of the Manager of Development Services and the Director of Infrastructure and Development Services.
13. Prior to submitting a request to the City to prepare the subdivision agreement, an updated draft plan showing the redline amendments (if applicable) is to be provided to the City to the satisfaction of the Manager of Development Services.
14. Prior to the receiving a clearance for building permits from the Director of Infrastructure and Development Services for each construction stage of this subdivision, all servicing works including any stormwater management facilities for the stage must be completed and operational, all to the specification and satisfaction of the City.
15. Prior to Final Approval, all required connections from this plan to municipal services shall be available.
16. Where the plan is to be phased, any dead ends and open sides of road allowances shall be terminated in 0.3m reserves that are to be conveyed to the City until required for the future production of such road allowance.
17. Prior to submitting a request to the City to prepare the subdivision agreement a phasing plan showing all of the 0.3m

reserves required to accommodate phasing (if applicable) is to be submitted to the City as applicable to the satisfaction of the Manager of Development Services and the Director of Infrastructure and Development Services.

18. A 0.3 m reserve block shall be provided along Block 159, Block 162 and Block 168 as shown on the redline amended plan. The subdivision agreement shall contain a provision allowing the property owner to access their lands over the 0.3m reserve for Blocks 159, Block 162 and Block 168 for maintenance purposes to the satisfaction of the Manager of Development Services.
19. In conjunction with the submission of Engineering drawings, the Owner shall submit an erosion/sediment control plan that will identify all erosion and sediment control measures for the subject lands in accordance with City of Stratford and Ministry of Environment, Conservation and Parks standards and requirements, all to the satisfaction of the City of Stratford and Upper Thames River Conservation Authority. This plan is to include measures to be used during all phases on construction. Prior to any work on the site, the Owner shall implement these measures satisfactory to the Director of Infrastructure and Development Services and Upper Thames River Conservation Authority.
20. In conjunction with the submission of Engineering drawings, the Owner shall submit a report prepared by a qualified consultant, and if necessary a detailed hydro geological investigation carried out by a qualified consultant, to determine the effects of the construction associated with this subdivision on the existing ground water elevations and domestic or farm wells in the area, to the satisfaction of the City's Infrastructure and Development Services Department. If necessary, the report shall also address any existing or potential contamination impacts that may be anticipated or experienced as a result of the said construction. Any recommendations outlined in the report shall be reviewed and approved by the City's Director of Infrastructure and Development Services, included in the pertinent agreement(s) with the City of Stratford prior to any work on the site. Should any remedial works be recommended in the report, the Owner

shall complete these works prior to issuance of Certificate of Approval, to the satisfaction of the City, at no cost to the City.

21. Prior to any grading on the site, the Owner shall decommission and permanently cap any abandoned water wells located on the property, in accordance with the Ontario Water Resources Act and the Ministry of Environment, Conservation and Parks requirements and file the necessary reports with the Ministry of Environment, Conservation and Parks and the City of Stratford.
22. The Owners professional engineer shall provide inspection services during construction for all work to be assumed by the City, and all works within easements or blocks to be dedicated to the City, and have its professional engineer supply the City with a certificate of compliance upon completion in accordance with the plans approved by the Director of Infrastructure and Development Services.
23. The Owner shall comply with all City of Stratford standards, guidelines and requirements in the design of this draft plan and required engineering drawings. Any deviation to the City's standards, guidelines, or requirements shall be completed to the satisfaction of the Director of Infrastructure and Development Services.
24. Prior to any removal, maintenance or alteration to any boundary trees or trees that overhang onto the subject lands the owner shall submit a plan showing any boundary trees or trees that overhangs onto the subject lands and provide a methodology for maintaining, altering and/or removing these trees to the satisfaction of the Manager of Forestry. All trimming/maintenance and removal must be in accordance with good arboricultural practice and shall be completed by a professional arborist in accordance with the Forestry Act.

PARKLAND

1. The Owner shall dedicate Block 160 to the City of Stratford for Park purposes and pay the City cash-in-lieu for 0.157 ha of parkland pursuant to the provisions of Section 51.1 of the Planning Act. The dedication of Block 160 and cash-in-lieu for 0.157 ha shall satisfy the parkland dedication requirements for

all lands within the boundary of this draft plan. All costs associated shall be borne by the Owner.

2. The subdivision agreement shall contain a provision outlining that parkland dedication and cash-in-lieu must be conveyed to the City in the initial registration to the satisfaction of the Manager of Development Services.
3. In conjunction with the submission of engineering drawings, the Owner shall submit a conceptual park design and grading and servicing plans for Block 160 which shall accommodate a 3m wide walkway on Block 163 for review and approval by the Director of Infrastructure and Development Services and the Director of Community Services. Block 160 shall be registered in one phase.
4. Concurrent with registration, the Owner shall convey Block 162 (4 m wide walkway) and Block 163 (3m wide pathway) to the City of Stratford. The Owner shall construct the walkway and fencing in accordance with the City of Stratford walkway design requirements within one year of registration to the satisfaction of the Director of Infrastructure and Development Services.
5. In conjunction with the submission of engineering drawings, the Owner shall submit a trail design and grading plans for Block 161 for review and approval by the Director of Infrastructure and Development Services and Upper Thames River Conservation Authority.

Fencing

1. Within one year of the registration of the phase, the Owner shall fence along the rear lot lines of Lots 7-11, 22-37, 68- 81, 90, 91, along the north lot line of Lot 22, along the north and east lot line of Block 160, along the south lot line of Lot 79 and the west lot line of Lot 92, Block 156 and Block 161 abutting the west limit of the draft plan with a 1.5 metre chain link fence with no gates to prevent trespassing. Any other fencing arrangements shall be to the satisfaction of the Manager of Development Services.

2. Within one year of the registration of the phase, the Owner shall provide a 1.5m temporary fence with no gates along the north and east lot lines of Block 154 to the satisfaction of the Manager of Development Services. The Subdivision Agreement shall contain a provision requiring the Owner to construct a fence along the north and east lot lines of Block 154 through the site plan approval process when Block 154 is developed to the satisfaction of the Manager of Development Services. The temporary fence shall be required until the fence is installed through the site plan process to the Manager of Development Services. The installation and removal of the temporary fencing shall be the responsibility of the Owner.
3. Prior to final approval where Street 'A', Street 'C' and Street 'F' is terminated at the limits of the draft plan, the Owner shall install a 1.5m fence with no gates and install dead end signage until the extension of the street is constructed or as directed by the Director of Infrastructure and Development Services that it is no longer required. Any costs associated with the installation, maintenance and of the fence and signage shall be the sole responsibility of the Owner.

Trails/Bikeways/Pedestrian Easements

1. Within one year of final approval of the plan, the Owner shall construct a multi-use trail along the perimeter of the draft plan lands abutting Mornington Street and the Owner shall construct a multi-use trail or pay cash-in-lieu along the perimeter of the draft plan lands abutting Perth Line 36, to the requirements of the City of Stratford, at no cost to the City to the satisfaction of the Director of Infrastructure and Development Services.
2. Concurrent with the registration of any phase that includes Block 158 or Block 161, the Owner shall provide an easement over Block 158 and Block 161 for pedestrian trail. All costs associated with the registration of the easement shall be borne by the Owner.

EXISTING STRUCTURES

1. Prior to final approval, the Owner shall remove or demolish any structures situated on lands that are to be dedicated to the City of Stratford.
2. Prior to final approval the Owner shall remove or demolish any structures than does not conform to the zoning by-law in effect on the subject lands.

NOISE AND DUST

1. In conjunction with the engineering drawings submission, the Owner shall submit a dust study to assess the impacts of abutting industrial land uses and implement any recommendations of the study to the satisfaction of the Director of Infrastructure and Development Services.
2. The subdivision agreement shall contain a clause outlining that the following warning clause shall be registered on title and included in any agreements such as offers of purchase and sale, lease/ rental agreements, condominium declaration and site plan agreements to the satisfaction of the Manager of Development Services:

"Purchasers/tenants are advised that due to the proximity of the adjacent industrial/ commercial establishment(s) noise from these facilities may, at times, be audible".

ENVIRONMENTAL

1. Prior to final approval, the Owner shall submit a Phase 1 Environmental Site Assessment for the entire site and implement any recommendations of the study to the satisfaction of the Director of Infrastructure and Development Services, at no cost to the City.

PARKING PLAN

1. As part of the engineering drawings submission, the Owner shall submit an on-street parking plan for Blocks 154 and 155 to the satisfaction of the Manager of Development Services. The accepted parking plan required for each registered phase of

development and will form part of the subdivision agreement for the registered plan.

STREET TOWNHOUSES

1. The subdivision agreement shall include a clause requiring that the residential blocks proposed for street townhouse dwellings have access to the rear of their lots. This may include making the necessary legal arrangements to establish a minimum of a 1m maintenance easement where the units to be built do not provide direct access to the rear yard from the garage for "internal unit" (not "end unit") Owners to the satisfaction of the City.

ACCESS

1. The subdivision agreement shall include a clause requiring the Owner to design Street 'A' between Mornington Street and the west boundary of Street 'F' to accommodate emergency vehicles. The design is to be submitted in conjunction with the submission of engineering drawings to the satisfaction of the Director of Infrastructure and Development Services.

SANITARY:

1. The Owner shall construct and connect the proposed sanitary sewers to the satisfaction of the Director of Infrastructure and Development Services.
2. The Owner shall extend at their cost the trunk sewer within Mornington Street from Vivian Line to the limit of this plan of subdivision to the satisfaction of the Director of Infrastructure and Development Services. The City shall pay the additional costs in increased pipe size and depth beyond what would have been required to service the development. The Owner shall provide at their cost two design and cost estimates for the approval of the Director of Infrastructure and Development Services.
3. The Owner shall not connect any weeping tile connections into the sanitary sewers within this plan.

4. In conjunction with the engineering drawings submission, the Owner shall have its professional engineer provide a sanitary servicing report that at the minimum shall include a sanitary drainage area plan confirming drainage area limits, to the satisfaction of the Director of Infrastructure and Development Services.
5. Prior to final approval the Owner shall engage the City's consultant to prepare a sanitary servicing report and modelling that is to be added to the City's model at the cost of the Owner to the satisfaction of the Director of Infrastructure and Development Services. Any modelling revisions or alterations to the report will be at the cost of the Owner.

STORMWATER SERVICING:

1. Concurrent with registration, the Owner shall provide all required land dedications related to the stormwater works, including Block 157, at the cost of the owner to the satisfaction of the Director of Infrastructure and Development Services.
2. Minor revisions to the size of Block 157 may be required to accommodate the final design of the stormwater management pond in accordance with municipal standards to the satisfaction of the Director of Infrastructure and Development Services. Any cost associated will be the responsibility of the Owner.
3. In conjunction with the engineering drawings submission, the Owner shall have their consulting engineer submit a driveway access design that provides access to the inlet and outlet structures on Block 157 and a pedestrian sidewalk to connect the trail on Block 161 to Street 'F' and Mornington Street to the satisfaction of the Director of Infrastructure and Development Services. All costs associated with the construction of the access driveway and pedestrian sidewalk will be at the cost of the owner.
4. In conjunction with the submission of the engineering drawings, the Owner shall have their consulting engineer submit a stormwater servicing report/plan (functional report where facilities are proposed) satisfactory to the Director of Infrastructure and Development Services and Upper Thames

River Conservation Authority. This report shall include water balance measures and the identification of the major and minor stormwater overland flow routes for the entire catchment area to the satisfaction of the Director of Infrastructure and Development Services and Upper Thames River Conservation Authority.

5. The Owner shall have their professional engineer submit semi-annual monitoring reports to the Director of Infrastructure and Development Services demonstrating that the works perform in accordance with the approved design criteria. The reports are to provide test results on the volume and nature of the sediment accumulating in the works. The timing and content of the monitoring reports is to be in accordance with the City's Infrastructure Standards and Specifications manual. The Owner shall ensure that the monitoring program commences when building permits have been issued on fifty percent (50%) of the lots in the plan and shall continue until assumption.
6. The Owner shall address forthwith any deficiencies of the stormwater works and/or monitoring program.
7. Prior to final approval, the Owner's consulting engineer shall certify that increased and accelerated stormwater runoff from this subdivision will not cause damage to downstream lands, properties or structures beyond the limits of this subdivision in accordance with the accepted engineering design to the satisfaction of the Director of Infrastructure and Development Services.
8. In conjunction with the submission of the engineering drawings, the Owner shall have their consulting engineer submit a report satisfactory to the Director of Infrastructure and Development Services that will identify all erosion and sediment control measures to be used during construction and implementation of the plan. This report may be included in the stormwater servicing report/plan. The Owner shall implement and monitor the measures in conformance with the report and satisfactory to the Director of Infrastructure and Development Services. The Owner shall correct any deficiencies of the erosion and sediment control measures forthwith. The City will install or

rectify failing erosion and sediment control if the owner fails to do so within 10 working days upon written request to do from the City.

9. Prior to assumption, the Owner shall operate, monitor and maintain the works and service road at the Owners cost. The Owner shall ensure that any removal and disposal of sediment is to an approved site satisfactory to the Director of Infrastructure and Development Services.

TEMPORARY STORMWATER WORKS

1. In the event that the Owner constructs temporary stormwater works, all works shall be to the satisfaction of the Director of Infrastructure and Development Services, and at no cost to the City. The Owner is responsible for all costs related to the construction and removal of all temporary works including decommissioning and any redirection of sewers and overland flow routes.

OUTLET SEWERS

1. The Owner shall in its servicing drawings make provisions for increased depth or oversizing of the internal sewers and watermains in the Draft Plan (or any resulting phase) to accommodate flows from the upstream lands and water servicing external to the subdivision to the satisfaction of the Director of Infrastructure and Development Services.
2. The Owner shall construct all municipal services for the subject lands at the sole expense of the Owner to the satisfaction of the Director of Infrastructure and Development Services.
3. The Owner shall comply with all City requirements for a submission of a claim in accordance with all applicable City policies, guidelines, By-laws and procedures.
4. Prior to the submission of engineering drawings, the Owner shall demonstrate that necessary arrangements have been made for the services required to service this development, which services are located outside this plan, or demonstrate other alternative acceptable arrangements have been made to the City.

WATER:

1. The Owner shall construct and connect the proposed water mains to the satisfaction of the Director of Infrastructure and Development Services.
2. The Owner shall extend the 300mm existing water main on Mornington Street and the existing 200mm water main on Perth Line 36 to the limit of this plan of subdivision to the satisfaction of the Director of Infrastructure and Development Services. The City shall pay the additional costs for an increased pipe size for the 300mm water main on Mornington Street beyond what would have been required to service this development. The Owner shall provide at their cost two design and cost estimates for the approval of the Director of Infrastructure and Development Services. The 200mm water main will be the sole cost of the Owner.
3. Prior to final approval, the Owner shall engage the City's consultant to prepare a water servicing report with modelling that is to be added to the City's model at the cost of the Owner to the satisfaction of the Director of Infrastructure and Development Services. Any modelling revisions or alterations to the report will be at the cost of the Owner.
4. The Owner shall have its professional engineer deliver confirmation that the water main system has been looped to the satisfaction of the Director of Infrastructure and Development Services.
5. As part of the water servicing report, the Owner shall have its professional engineer determine if there is sufficient water turnover to ensure water quality and determine how many homes need to be built and occupied to maintain water quality in the water system. If the water quality cannot be maintained in the short term, the Owner shall install automatic blow offs, where necessary, to the satisfaction of the Manager of Environmental Services, or make suitable arrangements with Water Operations for the maintenance of the system in the interim.

6. The subdivision agreement shall include the requirement for the Owner to have their consulting engineer submit a chlorine residual maintenance plan to the satisfaction of the Manager of Environmental Services at the cost of the Owner.
7. The Owner shall maintain the water system to the satisfaction of the City until assumption to the satisfaction of Manager of Environmental Services.

TRANSPORTATION:

1. As part of the registration of the first phase, the Owner shall dedicate 5m along Perth Line 36 for road allowance purposes. All costs associated with the land dedication are the responsibility of the Owner.
2. The Owner shall construct all roads shown in this plan of subdivision such that alignments match joining roads outside this plan to the satisfaction of the Director of Infrastructure and Development Services.
3. In conjunction with the engineering drawings submission the Owner shall have its engineer prepare ultimate centreline profiles along Street "A", "B", "C", "D", "E", "F" and "G" throughout this Plan and beyond as necessary, for use in this subdivision design. The City shall review and approve centerline profile. Further, the Owner shall complete the requirements of this condition at no cost to the City all to the satisfaction of the Director of Infrastructure and Development Services.
4. Prior to final approval, where Street 'A', Street 'C' and Street 'F' terminate at the limits of this draft plan, the Owner shall:
 - a. have its engineer submit to the City detailed plans showing proposed turnaround facilities that must include provisions for maintenance and emergency vehicles (as required) for the review and acceptance of the Director of Infrastructure and Development Services; and
 - b. ensure the subdivision agreement contain the necessary provisions to require installation of a temporary turnaround facility at the west terminus of Street 'F', north and south terminus of Street 'C', and provide an easement over Block

156 and any other lots required concurrent with the registration of the phase to the City of Stratford. Any easements shall be granted to the City of Stratford until the temporary turnaround facility is no longer required to the satisfaction of the Director of Infrastructure and Development Services. Once the Director of Infrastructure and Development Services has confirmed that the easement is no longer required, the City shall authorize the release of the easement. The Owner is responsible for all costs associated with obtaining the easement, the release of the easement and the construction and removal of the temporary turnaround facilities.

5. Should temporary turning facilities for vehicles be required by the Director of Infrastructure and Development Services, they shall be provided as easements concurrent with the registration of the phase. These easements shall be granted to the City of Stratford until the temporary turning facility is no longer required to the satisfaction of the Director of Infrastructure and Development Services. The Owner is responsible for all costs associated with obtaining the easement, the release of the easement and the construction and removal of all temporary turning facilities.
6. In conjunction with the submission of engineering drawings, the Owner shall identify the road network improvements required to accommodate the proposed development giving consideration to the impact the phasing of development (if applicable) would have on the timing of these network improvements. Restrictions may be imposed if there is insufficient network capacity to accommodate the proposed development. All costs associated with the design and implementation of the required road network improvements due to this development shall be the responsibility of the Owner.
7. In conjunction with the engineering drawings, the Owner shall submit a design for a left hand turning lane at the Mornington Street/Street "A" intersection to the satisfaction of the Director of Infrastructure and Development Services. All costs associated

with the design and implementation of the left hand turn lane shall be the cost of the Owner.

8. In conjunction with the engineering drawings submission the Owner shall submit a signalized design for a pedestrian crossing or pedestrian crossover if warranted at the Mornington Street/ Vivian Line 37 intersection to the satisfaction of the Director of Infrastructure and Development Services. All costs associated with designing and installing the pedestrian crossing shall be the cost of the Owner.
9. At the time of final approval, the Owner shall dedicate a 10m x 10m "daylight triangle" at the intersection of Street 'A' and Mornington Street abutting Block 157 and 3m x 3m "daylight triangle" at the intersection of Street 'A' and Mornington Street abutting Block 159 to the satisfaction of the City. Such "daylighting triangles" shall be shown and dedicated as public highways on the final plan.
10. The Owner shall construct a 1.5 metres (5') sidewalk on the outside of the following streets within a time-frame as directed by the Director of Infrastructure and Development Services:
 - a. North side of Street 'A' and the south side of Street 'A' between the east portion of Street 'B' and Mornington Street
 - b. North side of Street 'B'
 - c. East side of Street 'C'
 - d. East side of Street 'D'
 - e. North side of Street 'E'
 - f. East side of Street 'F'
 - g. North side of Street 'G'
11. The Owner shall establish and maintain a Traffic Management Plan (TMP), when directed by the City, in conformance with City guidelines and to the satisfaction of the Director of Infrastructure and Development Services for any construction activity that will occur on existing public roadways needed to provide services for this plan of subdivision. The TMP is a

construction scheduling tool intended to harmonize a construction project's physical requirements with the operational requirements of the City of Stratford, the transportation needs of road users and access concerns of area property owners. The Owner's contractor(s) shall undertake the work within the prescribed operational constraints of the TMP. The TMP will be submitted and become a requirement of the subdivision servicing drawings for this plan of subdivision.

12. In conjunction with the engineering drawings submission, the Owner shall provide lighting plan for the approval of the Director of Infrastructure and Development Services, including light for the proposed Street "A" / Mornington Street intersection.
13. Owner shall keep private and City Streets clean of construction debris to the satisfaction of the Director of Infrastructure and Development Services. Failure to clean road right-of-way with five (5) working days upon written notice from the City will result in the City conducting cleaning activities at the cost of the Owner.

HYDRO

1. Prior to the entering into a subdivision agreement, the Owner shall obtain approval from the applicable hydro provider for an electrical layout. Any new addition and/or relocation of existing electrical infrastructure will be at the Owner's expense.

FIRE

1. The Owner shall not burn any materials on site.

CONSERVATION REGULATION AREA

1. Prior to undertaking any works or site alteration including filling, grading, construction or alteration to a watercourse in a Conservation Regulated Area, the Owner shall obtain a permit or receive clearance from Upper Thames River Conservation Authority.

2. Prior to the acceptance of engineering drawings the City shall receive confirmation of the acceptance of the applicable engineering drawings from Upper Thames River Conservation Authority to the satisfaction of the Director of Infrastructure and Development Services.

SLOPE STABILITY

1. In conjunction with the submission of engineering drawings, the Owner shall have a detailed geotechnical evaluation prepared by a geotechnical engineer to confirm the stable top-of-slope line, identify any necessary structural design considerations and determine the impact of the development of this Plan on the bank's stability. The study shall be prepared to the satisfaction of the City and the Upper Thames River Conservation Authority.

FLOODPLAIN

1. The Owner agrees that additional culverts are to be composed of concrete and installed and accepted to the satisfaction of the Director of Infrastructure and Development Services and Upper Thames River Conservation Authority. The Owner's Engineer shall provide certification that the culverts were installed in accordance with the approved plans.
2. In conjunction with the submission of engineering drawings, the Owner's Engineer shall demonstrate that any new or alterations to existing culverts will have no downstream impacts to the satisfaction of the Director of Infrastructure and Development Services and Upper Thames Conservation Authority.
3. Any adjustments or impacts to the Municipal drain are the sole responsibility of the Owner.

OTHER

1. Prior to final approval, the design and location of community mailboxes shall be to the satisfaction of Canada Post.
2. For the purpose of satisfying any of the conditions of draft approval herein contained, the Owner shall file, with the City, complete submissions consisting of all required studies, reports,

data, information or detailed engineering drawings, all to the satisfaction of the Manager of Development Services and the Director of Infrastructure and Development Services. The Owner acknowledges that, in the event that a submission does not include the complete information required by the City, such submission will be returned to the Owner without detailed review by the City.

3. Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the Approval Authority a complete submission consisting of all required clearances, fees, and final plans, and to advise the Approval Authority in writing how each of the conditions of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by the Approval Authority, such submission will be returned to the Owner without detailed review by the City.

NOTES TO DRAFT APPROVAL

1. It is the Owners/Developers responsibility to fulfill the conditions of draft approval and ensure that the required clearance letters are forwarded by the appropriate agencies to the City of Stratford, Development Services Division.
2. All plans are to be prepared using total station survey and compatible with the latest version of AutoCAD. The final plan submitted for registration, engineered design drawings and construction record drawings are to be provided in print and digital format referenced to a control network compiled to the satisfaction of the City of Stratford Infrastructure and Development Services Department in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical information system.
3. The final plan approved by Corporation of the City of Stratford must be registered within thirty (30) days or the Corporation may withdraw its approval under Section 51(59) of the Planning Act, R.S.O. 1990 as amended.

4. All plans of subdivision are to be prepared and presented in metric units.
5. If final approval is not given to this Plan, within seven 7 years of the draft approval date, and no extensions have been granted, draft approval shall lapse under subsection 51(32) of the Planning Act, R.S.O., 1990. If the Owner wishes to request an extension to draft approval, a written explanation, together with a resolution from the local municipality, must be received by the Approval Authority 60 days prior to the lapsing date.

Please note that an updated review of the plan, and revisions to the conditions of approval, may be necessary if an extension is to be granted.

AND THAT City Council authorize staff to explore acquisition options and to enter into negotiations for the purchase of the open space block (Block 158 and Block 161).

9.2.2 Planning Report-Zone Change Application Z06-19, 379 Romeo Street North (PLA19-034)

THAT Council pass a resolution that no further notice is required under Section 34(17) of the Planning Act;

THAT the application Z06-19 to amend the zoning on 379 Romeo Street North, located on the east side of Romeo Street North between Vivian Line 37 and Abraham Drive from a Future Residential-Special (FR-2) to a R4(2)-Special Zone to allow a shared living residence and site specific provisions BE REFUSED for the reasons outlined within the planning report;

AND THAT the staff recommendation to rezone the subject lands from a Future Residential-Special (FR-2) to:

- Residential Fifth Density- Special Zone that permits a shared living residence, a townhouse dwelling and all of the uses permitted in the R5 zone with the following site specific regulations relating to minimum and maximum density, the rear yard setback, zoning regulations for townhouse dwellings, a parking rate of 1 parking space per 2 beds or per dwelling unit for a shared living residence and to apply the following

definition to shared living residence “a building containing dwelling units or rooms used for the accommodation for people as their residence, and includes the living accommodations of the operator of the establishment and which contains a common dining area for the residents thereof, any may contain a common lounge, recreation room and other amenities”; and

- Park-Special- Floodplain (P-6-FP) zone that permits a conservation use and to apply a definition of conservation use. These lands are below the regulatory flood line and subject to the requirements of the Upper Thames River Conservation Authority with respect to the erection of buildings and structures.

BE APPROVED for the following reasons:

- I. Public interest and input was considered;
- II. The zone change is consistent with the Provincial Policy Statement;
- III. The zone change is consistent with the City of Stratford Official Plan;
- IV. The recommended zone change will facilitate development that is compatible with surrounding lands and appropriate for the lands and is considered to be sound land use planning;
- V. The zone change will provide additional housing to meet the needs of existing and future residence; and
- VI. The recommended zone change will encourage efficient use of land and infrastructure.

9.2.3 Planning Report Zone Change Application Z08-19, 58 Griffith Road West (PLA19-036)

THAT the zoning of 58 Griffith Road West BE CHANGED from a General Industrial I2 Zone to a General Industrial Special I2-35 Zone which allows a Religious Institution with a minimum parking of 1 per 5.5 persons seating capacity for the following reasons:

- the request is consistent with the Provincial Policy Statement;

- the request is in conformity with the goals, objectives and policies of the Official Plan;
- the zone change will provide for a development that is appropriate for the lands;
- public input has been considered;

AND THAT the request to require 13 parking spaces for a religious institution in the existing building be refused for the following reasons:

- the request is not in conformity with the goals, objectives and policies of the Official Plan;
- the request is not appropriate for the lands.

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:

Councillor Gaffney requested By-law 11.1 be taken separately.

R2019-418

Motion by Councillor Ingram

Seconded By Councillor Vassilakos

THAT By-laws 151-2019 to 154-2019 be taken collectively.

Carried unanimously

R2019-419

Motion by Councillor Henderson

Seconded By Councillor Bunting

THAT By-laws 151-2019 to 154-2019 be read a First and Second Time.

Carried two-thirds support

R2019-420

Motion by Councillor Gaffney

Seconded By Councillor Ritsma

THAT By-laws 151-2019 to 154-2019 be read a Third Time and Finally Passed.

Carried

R2019-421

Motion by Councillor Clifford

Seconded By Councillor Henderson

THAT By-law 155-2019 be read a First and Second Time.

Carried

R2019-422

Motion by Councillor Bunting

Seconded By Councillor Vassilakos

THAT By-law 155-2019 be read a Third and Final Time.

Carried

*Councillor Gaffney, having declared a pecuniary interest, did not partake in the vote on this item.

11.1 Amendment to Zoning By-law 201-2000 for zone change application Z06-18 for 4110 Perth Line 36 - By-law 155-2019

To amend Zoning By-law 201-2000 as amended, with respect to zone change application Z06-18 to rezone 4110 Perth Line 36, legally described as Part of Lot 1 Con 3, AS RP 44R-636 Pt 2 for a Subdivision Development in the City of Stratford.

11.2 Amendment to Zoning By-law 201-2000 for zone change application Z06-19 for 379 Romeo Street North - By-law 151-2019

To amend By-law 201-2000 as amended, with respect to zone change application Z06-19 by MARS International Education Inc., to amend the Future Residential- Special (FR-2) zoning on 379 Romeo Street North.

11.3 Amendment to Zoning By-law 201-2000 for zone change application Z08-19 for 58 Griffith Road West - By-law 152-2019

To amend Zoning By-law 201-2000 as amended, with respect to zone change Z08-19 to rezone the lands known municipally as 58 Griffith Road West.

11.4 Amendment to Traffic and Parking By-law 159-2008 - By-law 153-2019

To amend sections of the Traffic and Parking By-law 159-2008 for housekeeping amendments.

11.5 Tower Site Licence Agreement - By-law 154-2019

To authorize the execution of a Tower Site License Agreement with the Avon Maitland District School Board to permit two antennas on the Forman Avenue Water Tower for a two-year term to July 31, 2021.

12. Consent Agenda: CA-2019-122 to CA-2019-140

12.1 CA-2019-130

R2019-423

Motion by Councillor Sebben

Seconded By Councillor Ritsma

THAT CA-2019-130, being a resolution from the Township of Larder Lake requesting that the Premier and Cabinet ministers offer electronic delegation options, be endorsed.

Carried

12.2 CA-2019-140

R2019-424

Motion by Councillor Vassilakos

Seconded By Councillor Ingram

THAT CA-2019-140, being correspondence from the Global Covenant of Mayors for Climate & Energy asking mayors to sign the Edmonton Declaration and amplify the message that cities urgently need the tools and data to address climate change, be referred to staff for consideration with the request to declare a climate emergency in the City of Stratford.

Carried

12.3 CA-2019-131

R2019-425

Motion by Councillor Burbach

Seconded By Councillor Vassilakos

THAT CA-2019-131, being a resolution from the Township of Zorra supporting the continuation of UTRCA programs and

requesting information on mandatory and non-mandatory programs, be endorsed.

Carried

12.4 CA-2019-136

R2019-426

Motion by Councillor Ingram

Seconded By Councillor Ritsma

THAT CA-2019-136, being a resolution from the City of Kitchener regarding packaging of single-use disposable wipes and related concerns, be endorsed.

Carried

13. New Business:

13.1 Update on Quinlan Road

An update was requested on the status of the Quinlan Road project and whether the road was open. The Director advised he would follow up with the contractor.

14. Adjournment to Standing Committees:

The next Regular Council meeting is Tuesday, October 15, 2019 in the Council Chamber, City Hall.

R2019-427

Motion by Councillor Sebben

Seconded By Councillor Ingram

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

- **Planning and Heritage Committee [7:15 p.m. or thereafter following the Regular Council meeting];**
- **Social Services Committee [7:20 p.m. or thereafter following the Regular Council meeting];**
- **Finance and Labour Relations Committee [7:25 p.m. 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 September 23, 2019 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 disclosures of pecuniary interest were made by a Member at the reconvene portion of the September 23, 2019 Regular Council meeting.

15.2 Committee Reports

15.2.1 Finance and Labour Relations Committee

R2019-428

Motion by Councillor Clifford

Seconded By Councillor Ritsma

THAT Item 4.1 of the Finance and Labour Relations Committee meeting dated September 23, 2019 be adopted as follows:

4.1 Draft 2018 Consolidated Financial Statements (FIN19-033)

THAT the draft 2018 Consolidated Financial Statements be approved and the 2018 Audit Report be received for information.

Carried

15.3 Reading of the By-laws (reconvene):

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

"Strengthening our Community: Attracting People and Investment"

By-law 11.6 Confirmatory By-law - By-law 156-2019

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on September 23, 2019.

R2019-429

Motion by Councillor Vassilakos

Seconded By Councillor Ingram

THAT By-law 156-2019 be read a First and Second Time.

Carried two-thirds support

R2019-430

Motion by Councillor Gaffney

Seconded By Councillor Burbach

THAT By-law 156-2019 be read a Third Time and Finally Passed.

Carried

15.4 Adjournment of Council Meeting

R2019-431

Motion by Councillor Bunting

Seconded By Councillor Henderson

THAT the September 23, 2019 Regular Council meeting adjourn.

Carried

Meeting Start Time: 7:01 p.m.

Meeting End Time: 7:40 p.m.

Reconvene Meeting Start Time: 7:54 p.m.

Reconvene Meeting End Time: 7:55 p.m.

Mayor - Daniel B. Mathieson

Acting Clerk – Tatiana Dafoe



Stratford City Council Special Council Open Session MINUTES

Meeting #: 4593rd
 Date: Tuesday, October 8, 2019
 Time: 7:00 P.M.
 Location: Council Chamber, City Hall

Council Present: Deputy Mayor Ritsma - Chair Presiding, Councillor Bunting, Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Ingram, Councillor Sebben, Councillor Vassilakos

Regrets: Mayor Mathieson, Councillor Beatty

Staff Present: Joan Thomson - Acting Chief Administrative Officer, Tatiana Dafoe - Acting Clerk, Ed Dujlovic - Director of Infrastructure and Development Services, Kim McElroy - Director of Social Services, Jacqueline Mockler - Director of Human Resources, Michael Humble - Director of Corporate Services, David St. Louis - Director of Community Services, John Paradis - Fire Chief

Also Present: Members of the Public and Media

1. **Call to Order:**

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

Mayor Mathieson and Councillor Beatty provided regrets for this meeting.

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

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

Name, Item and General Nature of Pecuniary Interest

None declared.

3. Report of the Committee of the Whole In-camera Session

3.1 At the October 8, 2019 Session, under the Municipal Act, 2001, as amended, matters concerning the following items were considered:

- A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (section 239.(2)(i)) And Advice that is subject to solicitor-client privilege including communications necessary for that purpose (section 239.(2)(f));
- 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 of local board (section 239.(2)(k)).

At the In-camera Session, direction was given on both items.

4. Delegations

4.1 Presentation by Alan Carter

Mr. Alan Carter had requested to present to Council regarding the handling and processing of kitchen wastes. The Acting Clerk advised that following publication of the Agenda, Mr. Carter advised he was unable to attend the meeting and requested his comments previously e-mailed to

members of Council be noted and considered.

5. Orders of the Day:

5.1 Waste, Recyclables and Organics Collection for 2019 (COU19-074)

R2019-432

Motion by Councillor Gaffney

Seconded By Councillor Henderson

THAT Council approve the award of the tender for the bi-weekly collection of recycling to Canadian Waste Management Inc. at a cost of \$672,216.14, including HST, for 2019;

THAT Council approve the award of tender for the weekly collection of garbage to Canadian Waste Management Inc. at a cost of \$407,424.37, including HST, for 2019;

THAT Council approve the award of tender for the collection of yard waste to Canadian Waste Management Inc., at a cost of \$67,800, including HST, for 2019;

THAT the City enter into an agreement with Canadian Waste Management Inc. for a seven year term for the provision of bi-weekly recycling collection, weekly garbage collection, and the collection of yard waste;

AND THAT the Mayor and City Clerk or their respective delegates, be authorized to sign the agreement.

A request was made for staff to prepare a report on starting an organics program in the City beginning January 2020. It was questioned whether the motion could be amended to include a provision to award a tender to Canadian Waste Management Inc., for the collection of organics. A request was made to vote on the motion on the floor and then to consider an organics program.

Clarification was requested on how the increase in cost to the waste collection program will be paid for. The Director of Infrastructure and Development Services advised the discussion on how to pay for the increased cost to provide these services would be included as part of the 2020 budget process.

Deputy Mayor Ritsma called the question on the motion as printed.

Carried

A request was made for the City to award the tender for the weekly collection of source separated organics to Canadian Waste Management Inc.

R2019-433

Motion by Councillor Henderson

Seconded By Councillor Burbach

THAT Council approve the tender award of weekly collection of source separated organics to Canadian Waste Management Inc. at a cost of \$388,380.10 including HST, starting January 1, 2020.

Discussion was held on the concerns with beginning an organics program prior to a decision being made on the renewable natural gas plant project. It was noted the cost for a bag tag will increase significantly with the addition of this program.

Concern was expressed with entering into a contract for 7 years for this program as the money spent on this initiative could be allocated elsewhere. The Director of Infrastructure and Development Services clarified that there is two parts to an organics program: collection and processing. If an organics program is pursued, the City would be required to retain a contractor to complete collection. A second report and tender would then need to be issued to retain a processor for the material. It was noted the Province has remained committed to requiring all municipalities to implement an organics program. The Director also noted that whether or not the City chooses to pursue the RNG project, the City will still be required to collect organics.

It was noted the City should begin this project in order to start the process of getting people accustomed to putting out organics. Discussion was held on the interest being expressed by members of the public for this service.

Discussion was held on the requirement to have a green bin program in the future and the targets to be met. It was noted there is an opportunity to use trucks that have a dual function and will pick up both waste and organic material. Due to these benefits it was suggested the program be started in January 2020.

It was questioned whether the organics collection program would include restaurants and if they could pay into the program if interested. The Director of Infrastructure and Development Services advised a review by staff would need to be undertaken.

The benefits of an organics program were discussed, such as it being a proactive step towards efficient and effective waste management.

Concern was expressed for the cost of this program and the burden it will place on taxpayers. It was suggested other options be reviewed including subsidizing private compost initiatives.

It was questioned when the Province will mandate an organics program. The Director advised it will be within the next 3-4 years. It was noted most municipalities already have an organics program in place outside of southwestern Ontario. The main issue is that the capacity in landfills is diminishing and it is difficult and costly to build new landfills.

Concern was expressed that public input has not been sought on this initiative. A request was made to defer this matter.

Motion by Councillor Clifford
Seconded By Councillor Gaffney

THAT the tender award of weekly collection of source separated organics to Canadian Waste Management Inc., be deferred until public input is obtained.

It was noted discussions are held every year on the state of the landfill and there have been discussions about an organics program. At the Council meeting where this item was first discussed it was deferred in order to obtain additional information about an organics program.

It was questioned whether this matter can be deferred. The Director of Infrastructure and Development Services advised an answer is required at this evening's meeting as the Contractor wants to purchase the necessary equipment for this contract. If the Contractor is unable to purchase the necessary equipment it could result in trucks being rented and that cost being paid by the City.

Concern was expressed that the green bin program award was not included in the staff recommendation. The Director advised it was included as an option in the tender and that direction was required on the

options to be pursued. If this program is implemented at a later date it would be a different pricing model than the one included in the tender.

Discussion was held on potential cost savings if the collected organic material is not shipped to Drumbo. The potential to obtain more competitive pricing in the future if this project does not proceed was also discussed.

The feasibility of starting this program by January was questioned. The Director advised it will be challenging but that staff will speak to a supplier about getting green bins for the community. It was questioned what the cost will be. The Director advised it will be \$25,000 for the roll out including kitchen catchers.

It was questioned whether public consultation on the cost of this project and how it will be funded could be undertaken during the budget process. The Director of Corporate Services advised it could.

Discussion was held on the impact to the number of bag tags sold if this program is approved. It was noted this program could result in less bag tags being purchased and the cost of a bag tag being increased above \$5.00 in order to fund the service. Discussion was held on how waste programs are currently funded.

It was questioned how the City can prevent people from putting organic material into garbage bags which then go to the landfill. The Director advised it cannot be prevented, however incentives can be applied which make it lucrative for people to participate. Communities that have these programs noted uptake is good.

Deputy Mayor Ritsma called the question on the motion to defer this matter until public input is obtained.

Defeated

Deputy Mayor Ritsma called the question on the original motion for Council to approve the tender award of weekly collection of source separated organics to Canadian Waste Management Inc. at a cost of \$388,380.10 including HST, starting January 1, 2020.

A request was made for a recorded vote to be taken.

In Support (6): Councillor Bunting, Councillor Vassilakos, Councillor Ingram, Councillor Burbach, Deputy Mayor Ritsma, Councillor Henderson

Opposed (3): Councillor Clifford, Councillor Gaffney, Councillor Sebben

Absent (2): Mayor Mathieson, Councillor Beatty

Carried

The Director advised the next steps will be for staff to issue a tender for the processing of organic material and to bring a report to Council for their consideration.

6. Reading of the By-laws:

R2019-434

Motion by Councillor Vassilakos

Seconded By Councillor Bunting

THAT By-law 157-2019 be read a First and Second Time.

Carried two-thirds support

R2019-435

Motion by Councillor Ingram

Seconded By Councillor Burbach

THAT By-law 157-2019 be read a Third and Final Time.

Carried

6.1 Confirmatory By-law 157-2019

To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 8, 2019.

7. Adjournment:

R2019-436

Motion by Councillor Clifford

Seconded By Councillor Bunting

THAT the October 8, 2019 Special Council Meeting adjourn.

Carried

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



Notice of Intent to Permanently Close T.J. Dolan Drive

Notice is hereby given pursuant to section 34 of the *Municipal Act, 2001, S.O. 2001, chapter 25* as amended and pursuant to the Notice Policy C.3.1, that City Council intends to pass a by-law to permanently close T.J. Dolan Drive from St. Vincent Street South to St. David Street.

T. J. Dolan Drive is a travelled road between St. Vincent Street and St. David Street and is located on Lot 4 Plan 64, part of Lots 1, 2, and 3, Plan 64 and on part of Lot 445 Plan 20. A former part of T. J. Dolan Drive was previously closed by By-law 6-84.

Council shall hear from any persons wishing to be heard regarding the intent to adopt a by-law to permanently close T.J. Dolan Drive from St. Vincent Street South to St. David Street. The date, time and location of the Council meeting where Council shall hear from any persons regarding the proposed road closure is:

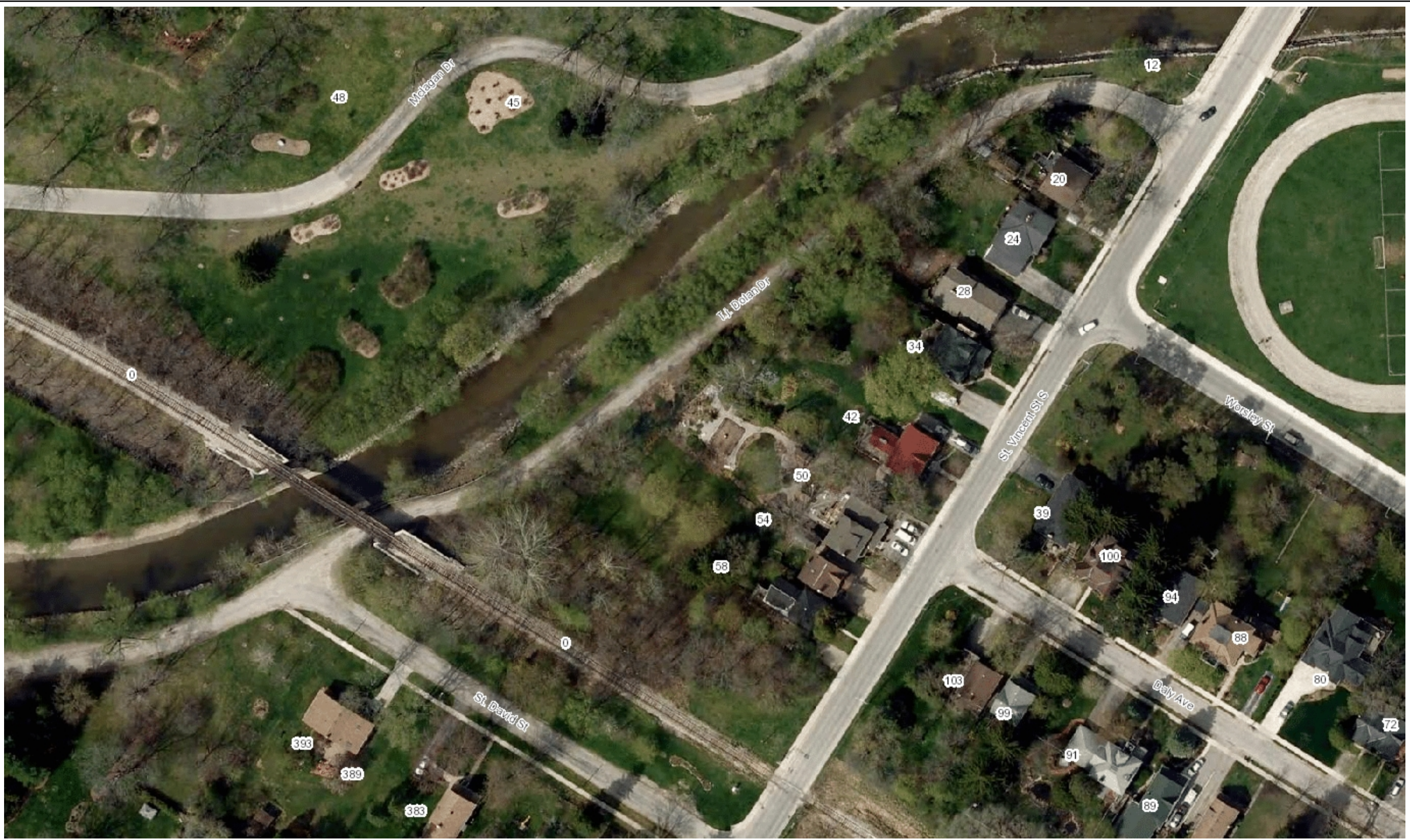
Date: Tuesday, October 15, 2019
Meeting: Regular Council Meeting
Time: 7:00 pm
Location: Council Chamber, City Hall, 1 Wellington Street

Written comments regarding the intent to adopt a by-law to permanently close T.J. Dolan Drive from St. Vincent Street South to St. David Street may be made to Tatiana Dafoe, Acting Clerk at City Hall, P.O. Box 818, Stratford ON N5A 6W1 or by emailing clerks@stratford.ca by October 4, 2019.

A map showing the location of T.J. Dolan Drive is available for viewing in the Clerk's Office, City Hall during regular business hours.

Dated this 20th day of September, 2019

Tatiana Dafoe, Acting Clerk
 The Corporation of the City of Stratford
 City Hall, P.O. Box 818
 Stratford ON N5A 6W1
 Tel: 519-271-0250, ext. 329
 Fax: 519-273-5041
 Email: clerks@stratford.ca



Legend

- Main Access Road Labels (L
- Street Labels (Labels 1:7,50
- Civic Address (Labels)
- City Limit
- Highways
- Neighbouring Municipal Bou
- Aerial 2010 20cm

1: 941



47.8 0 23.89 47.8 Meters

NAD_1983_UTM_Zone_17N

© City of Stratford Map Printed: July 15, 2019

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

T.J. Dolan
St. Vincent Street South to St. David
Street

Rick and Kathy Adams
St. Vincent St. S.
Stratford, ON N5A 2W4

October 3rd, 2019

Re: Notice of Intent to Permanently Close T.J. Dolan Drive from St. Vincent St. S. to St. David St.

Dear Ms. Dafoe,

We are the owners of St. Vincent Street South and our property backs onto T.J. Dolan. We support the idea of closing T.J. Dolan to public traffic, as long as occasional vehicle access is still available to emergency services, city vehicles and owners.

As with most neighbouring properties, our back yard has a significantly lower elevation than the house. This makes it impossible to bring materials or equipment into the back yard from the front of the property on St. Vincent Street. It is therefore essential that vehicular access is still available to the back of the property on T.J. Dolan for essential yard maintenance, tree safety, delivery of mulch, removal of yard waste etc. This happens approximately 2-3 times a month through a garden service which is used by us as well as our neighbours on both sides.

There are many mature trees in these back yards, some of them over 100 feet tall. One of these is an Ash tree which will almost certainly have to be removed next year. This can only be done via bringing equipment onto T.J. Dolan. It would represent a significant safety risk to residents and users of the proposed bike path if this couldn't be done.

We have already witnessed several trees felled by severe wind storms in the area and it would be impossible for a fallen tree to be removed from our properties, or from T.J. Dolan, if vehicles were unable to gain access.

There are also 5 street lights along this stretch of T. J. Dolan which require ongoing maintenance by the city or Festival Hydro vehicles.

More seriously, there have been several incidents this summer that have seen police vehicles needing to access T.J. Dolan to deal with kids setting off fireworks, as well as incidents of vandalism and thefts. We have also had squatters who have taken up residence in McLagan Park, who use the river on T.J. Dolan for public bathing and have sometimes camped on T.J. Dolan. In one instance the fire department was called when they started a fire. It is vital for public safety that emergency services continue to have vehicle access to this road.

The city has already placed temporary wooden barriers at either end of T.J. Dolan, and this has virtually ended the use of the road as a public thoroughfare. However, residents are still able to navigate around the barriers to access the road when necessary, which is ideal, but the wooden barriers themselves are not a long-term solution.

We propose something along the lines of a manual swing gate which would still allow vehicle access when required. The bike/walking path could easily be accessed beside the gate. We believe this solution would work for the city as well as recognizing the vital needs of residents to access their own properties.

Sincerely,

Rick and Kathy Adams

From: Bill Henderson
Sent: Thursday, October 3, 2019 12:34 PM
To: Joan Thomson
Subject: [External Email] T. J. Dolan Closure

We are writing to you with regard to the proposal to close T.J. Dolan Drive. We are the owners of St. Vincent Street, and our property backs onto T.J. Dolan Drive. Unfortunately, we will not be able to attend the Council meeting on October 15th, as we will be out of town. Accordingly, in addition to sending this to clerks@stratford.ca, I have also sent it to the Mayor and all City Councillors.

The ability to access our property from T.J. Dolan was an important consideration in our purchase of the property, 5 years ago. It gave us the ability to occasionally park a vehicle on the back of our lot, which was an important consideration given that there is no parking allowed on St. Vincent. In addition, it allows for access to the back of our property for maintenance. A complete closure of T.J. Dolan would result in significant inconvenience, and we believe, a reduction in property value.

That said, we understand that the road was not used much, and costs of repair and maintenance for it to continue to be used as a regular city street would be significant. We would support the closure of the road, so long as residents whose have lots backing onto T.J. Dolan would have the ability to occasionally have vehicular access to the back of their properties when necessary. Our use would be limited, but very important to us.

We believe most, or all, of our neighbours feel similarly, so hopefully the city can find a way of making that happen.

Sincerely,
Maureen and Bill Henderson
St. Vincent Street, Stratford

From:

Sent: August-09-19 8:40 AM

To: Jodi Akins

Subject: [External Email] TJ Dolan pathway/road

Hi Jodi,

I was in the clerk s office last week and spoke with you.

I am the homeowner at -- St. Vincent St. S. and that is on the corner of St.Vincent St. and TJ Dolan dr.

My home and my driveway and my garage are on TJ Dolan and I use TJ Dolan to reach my driveway.

I understand the city is talking about changing the St. to a pathway.

I am asking the city to allow enough roadway and to begin any proposed pathway a little up or past my entrance. That is if there is a change in the zoning of the street.

Is it possible that you could keep me updated on any talks or decisions on the matter in future?

Best Regards,

Blair Meakings

Tatiana Dafoe, Acting Clerk
 The Corporation of the City of Stratford
 City Hall, P. O. Box 818
 Stratford ON N5A 6

Ms. Dafoe

I own and live at the property known as St. Vincent St. S. I was the former Dep. Director of Building & Planning with the City of Stratford in the 1990s.

Redeveloping T. J. Dolan sounds like a great idea as it is an area that should be used by all of Stratford and guests but I have some concerns. I understand the road needs to be reconstructed. There is a serious traffic issue at T. J. Dolan and St. David. Travelling north on St. David and turning left on T. J. Dolan is an accident waiting to happen. The bridge for the railroad makes visibility almost impossible. You can place all the signage you want but it takes one distracted driver to create an accident.

Your letter of Sept. 20 does not indicate how the land will be developed and this is important for property owners to know. My major concern is how do I maintain rear yard access? Presently my gardener uses the road for his pickup truck and large trailer. I understand he maintains other properties as well.

St. Vincent St. does not provide parking and is a narrow and well-travelled Street. My house sits on a 35ft wide but very deep lot (over 200ft). When an addition is built, rear yard access will be required for construction equipment and I need to know how that that can happen.

This application for closure is hard to support until we know how the closed road will be developed.

I am certain many of my neighbors share these same concerns. We also need to know the appeal process and if speaking privileges are allowed.

Thank you for the opportunity to voice our concerns

Brian Reid
 St. Vincent St. S
 Stratford Ont.
 N5A 2W4

From: Kirk Riehl
Sent: Thursday, October 3, 2019 2:41 PM
To: Joan Thomson
Subject: [External Email] Partial Closing T.J. Dolan Drive

Attn: Tatiana Dafoe

Oct 3 2019

Below please find my comments/questions regarding the partial closing of T. J. Dolan Drive from St Vincent Street to St david Street.

- Cost of rehabilitating the road vs. annual maintenance of the 'trail'?
- How will the police patrol the 'trail' given the vagrancy issues this past summer across the river?
- What is the proposed set back from St David St to the actual road closed barricade?
 - (will there be sufficient space for garbage/recycle trucks to back up from St. David)?
- What type of barricade will be used to close the road?
- How will the city handle entrance to the 'trail' after a snow plow has cleared St David street?

Thank You

Kirk Riehl

St David St

From: **Vicki Lass** <
Date: Fri, Oct 4, 2019, 1:09 PM
Subject: TJ Dolan
To: <clerk@stratford.ca>

Good afternoon; we reside at -- St Vincent St S. We are thrilled that TJ Dolan will become a multi-use path. We applaud the City in recognizing that this change will benefit many who enjoy an active lifestyle. Our one concern is periodic access to our back yard. We believe this is a common concern amongst our neighbours. So we wont belabour that point.

We would like to encourage the multi-use trail being extended to Centre St allowing a safe and convenient connection to the section of the TJ Dolan trail running west from John St. We would also like to suggest that TJ Dolan from Huron St to St Vincent St become a one way street allowing for the trail to occupy 1/2 of that exisiting road. With the installation of bike rails under the Huron St bridge and at the dam there would be a safe connection to the river, lake, Queen's Park and downtown core creating a lovely hiking and biking experience for residents and visitors alike. This would also allow residents in the West end of the city to access the business district without a car, positively affecting current parking shortages. I know this is not the topic of the current discussion or motion before council but we felt this was a timely opportunity to share a broader vision. Thank you for your indulgence.

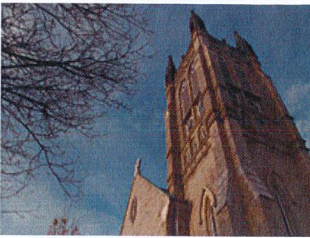
Sincerely,
Max & Vicki Lass
-- St Vincent St S,
Stratford

From: Jane Gooderham
Sent: Friday, October 4, 2019 6:06 PM
To: Joan Thomson
Subject: [External Email] Notice to close TJ Dolan Road

To whom it may concern:

We would like to contribute our input, which is to say that we support the permanent closing of TJ Dolan drive to car traffic, but would only support it if the road itself is left open to pedestrians. It is a valued walking path for many of us living in the area.

Many thanks,
Jane Gooderham and Laura Condlin
-- Daly Avenue
Stratford



St. James
ANGELICAN CHURCH
STRATFORD • CANADA

Explore
Share
Celebrate

RECEIVED

September 13, 2019

SEP 18 2019

CITY CLERK'S OFFICE

Corporation of the City of Stratford,
Protection of Persons and Property Committee,
City Hall, Clerk's Office,
P. O. Box 818,
Stratford, ON
N5A 6W1

To Whom it May Concern:

This year, St. James Anglican Church will be hosting its annual Mistletoe Market Christmas Bazaar on Saturday, November 16th from 8:00 am until 3:00 pm.

To accommodate the number of visitors anticipated to visit the church on that date, I am writing to request permission from the City of Stratford to allow parking on the west side of Mornington Street, from Charles Street to Caledonia Street, and William Street in the Saturday restricted parking zone area near the church, for this event only.

We appreciate your consideration of this request and look forward to your timely response.

Sincerest Regards,

The Rev'd Canon Dr. Lorne Mitchell,
Rector,
St. James Anglican Church

c.c. Carol Boone, Mistletoe Market Coordinator
Roger Steckley, Custodian



MANAGEMENT REPORT

Date: October 15, 2019
To: Mayor and Council
From: Stephanie Potter, Policy and Research Associate
Report#: COU19-078
Attachments: Bill 62

Title: Pedestrian Safety – Support for Bill 62

Objective: To consider passing a resolution in support of Bill 62, Protecting Vulnerable Road Users Act, 2018.

Background: In the last year, the City of Stratford has experienced two fatal accidents involving pedestrians being struck by motor vehicles. A private members bill has been introduced that would increase penalties for drivers convicted of causing injury or death through unlicensed driving, driving while intoxicated, driving while using a cell phone, speeding, careless driving, disobeying signs or lights at intersections or pedestrian crossovers, and ignoring proper signalling, sharing the road, safety near emergency vehicles, and safety opening car doors. Penalties would include a mandatory probation order, driving instruction courses, and community service requirements. The convicted driver's licence would be suspended during the probationary period. The driver would also be required to attend a sentencing hearing, where victim impact statements could be presented.

Analysis: Council has identified Mobility, Accessibility, and Design excellence as a priority through the 2018-2022 term, and has invested in pedestrian safety features, including pedestrian crossovers, intersection pedestrian signals, accessibility crossing features, and pedestrian bump-outs in our downtown core. The City has invested heavily in school crossing guards and has recently launched a school travel planning project that encourages students to utilize active transportation to and from school. Passing a resolution in support of Bill 62 would be consistent with Council's priorities and investments in pedestrian safety, and would help further promote pedestrian and community safety.

Financial Impact: None.

Alignment with Strategic Priorities:**Mobility, Accessibility and Design Excellence**

Improving ways to get around, to and from Stratford by public transit, active transportation and private vehicle.

Staff Recommendation: THAT Stratford City Council supports Bill 62, the Protecting Vulnerable Road Users Act,

AND THAT a letter be sent to our Member of Provincial Parliament and the Association of Municipalities of Ontario expressing support for Bill 62.



Stephanie Potter, Policy and Research Associate



Joan Thomson, Acting Chief Administrative Officer

Legislative
Assembly
of Ontario



Assemblée
législative
de l'Ontario

1ST SESSION, 42ND LEGISLATURE, ONTARIO
67 ELIZABETH II, 2018

Bill 62

**An Act to amend the Highway Traffic Act in respect of
harm to vulnerable road users**

Ms. J. Bell

Private Member's Bill

1st Reading November 21, 2018

2nd Reading

3rd Reading

Royal Assent



EXPLANATORY NOTE

The Bill amends the *Highway Traffic Act*. It is about the legal consequences of a collision that seriously injures or kills a pedestrian, a cyclist, a mobility device user, a roadway worker, an emergency responder outside their motor vehicle or another individual listed in the Bill.

Here are some highlights:

The driver who caused the injury or death is guilty of an offence if they caused it by breaking one of the rules of the road listed in the Bill. The listed rules include rules about unlicensed drivers, driving while intoxicated, driving while using a cell phone, speeding, careless driving, disobeying signs or lights at intersections or pedestrian crossovers, proper signalling, sharing the road, safety near emergency vehicles, safely opening car doors, and other rules.

A driver convicted of the offence is subject to the consequences for breaking the rule, and to a mandatory probation order. The order will require the driver to take a driving instruction course and perform community service. The community service must include activity related to improving driving safety and public education on driving safety. Their driver's licence will be suspended during the probation.

The driver must also attend the sentencing hearing. Victim impact statements may be presented during the sentencing hearing.

An Act to amend the Highway Traffic Act in respect of harm to vulnerable road users

Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

1 (1) The *Highway Traffic Act* is amended by adding the following Part:

PART X.0.1 HARM TO VULNERABLE ROAD USERS

Offence

191.0.2 (1) Every driver of a motor vehicle, other than a motor assisted bicycle, who causes or contributes to causing death or serious bodily harm to an individual described in subsection (2) by contravening one or more listed provisions under subsection (3) is guilty of an offence.

Vulnerable road users

(2) The following are the individuals referred to in subsection (1):

1. A pedestrian.
2. An individual on a bicycle or on a motor assisted bicycle.
3. An individual in a wheelchair or other device driven by muscular or any other kind of power that is designed for and used by a person whose mobility is limited by one or more conditions or functional impairments.
4. An individual who is on the highway because the individual is engaged in construction, maintenance, repair or a similar function while on that part of the highway.
5. An individual who,
 - i. is,
 - A. a police officer, a special constable, a First Nations Constable, a municipal law enforcement officer or an auxiliary member of a police force, within the meaning of the *Police Services Act*,
 - B. a firefighter within the meaning of the *Fire Protection and Prevention Act, 1997*,
 - C. an individual who attends on a call for an ambulance, or
 - D. an emergency response worker, and
 - ii. is acting in the course of their duties, and
 - iii. is not in or on a motor vehicle, street car or other motor vehicle running only upon rails, motorized snow vehicle, traction engine, farm tractor, self-propelled instrument of husbandry or road-building machine.
6. An individual prescribed by the regulations.

Listed provisions

(3) The listed provisions referred to in subsection (1) are the following provisions:

1. Subsections 32 (1) and (3).
2. Subsection 41.2 (1).
3. Subsections 44.1 (1) and (2).
4. Subsections 53 (1) and (1.1).
5. Subsection 78 (1).
6. Subsections 78.1 (1) and (2).
7. Section 128.
8. Subsection 134 (1).

9. Subsections 135 (2) and (3).
10. Subsections 136 (1) and (2).
11. Subsection 138 (1).
12. Subsection 139 (1).
13. Subsections 140 (1) and (3).
14. Subsections 141 (2), (3), (5), (6) and (7).
15. Subsections 142 (1), (2) and (8).
16. Subsection 142.1 (1).
17. Section 143.
18. Subsections 144 (5), (6), (7), (8), (9), (10), (11), (14), (15), (16), (17), (18), (19) and (21).
19. Subsection 145 (1).
20. Subsections 146 (3), (4) and (5).
21. Subsections 146.1 (3) and (4).
22. Subsections 148 (1), (4), (6.1) and (8).
23. Subsection 149 (1).
24. Subsections 150 (1) and (2).
25. Subsection 151 (5).
26. Subsection 153 (1).
27. Subsection 154 (1).
28. Subsection 156 (1).
29. Subsection 157 (1).
30. Subsections 158 (1) and (2).
31. Subsections 159 (1), (2), (3) and (4).
32. Section 160.
33. Section 161.
34. Section 162.
35. Subsections 163 (1) and (2).
36. Section 164.
37. Subsection 165 (1).
38. Subsections 166 (1) and (2).
39. Section 167.
40. Section 168.
41. Subsection 170 (1).
42. Subsection 172 (1).
43. Subsection 176 (3).
44. Subsection 182 (2).

Relation to absolute liability offence

(4) An offence under subsection (1) is not an absolute liability offence, even if an offence of contravening a listed provision is an absolute liability offence.

Sentence

191.0.3 (1) On conviction of an offence under subsection 191.0.2 (1),

- (a) the defendant is liable to the penalty to which the defendant would be liable if they were convicted of contravening the listed provision or provisions;
- (b) any other consequence that must be imposed for contravening the listed provision or provisions shall be imposed on the defendant; and
- (c) any other consequence that may be imposed for contravening the listed provision or provisions may be imposed on the defendant.

Mandatory probation order

(2) In addition to the penalty and consequences imposed under subsection (1), on conviction of the offence, the court shall direct that the defendant comply with the conditions prescribed in a probation order.

Probation order conditions

(3) The probation order must remain in force for no more than one year from the date when the order takes effect and must contain the following conditions, despite clauses 72 (3) (b) and (c) of the *Provincial Offences Act*:

- 1. That the defendant successfully complete a driving instruction course that satisfies the requirements, if any, provided for by the regulations.
- 2. That the defendant perform a community service as set out in the order.

Community service

- (4) The probation order must, in respect of the community service condition ordered under paragraph 2 of subsection (3),
 - (a) set the number of hours of community service required at no less than 50 hours and no more than 200 hours; and
 - (b) require the community service to include activity related to public education on driving safety or otherwise improving driving safety.

Licence suspended

(5) The driver's licence of a person who is convicted of the offence is suspended for the duration of the probation order.

Charging procedure

191.0.4 (1) A proceeding in respect of an offence under subsection 191.0.2 (1), or in respect of an offence of contravening any listed provision the contravention of which is alleged in respect of the offence under subsection 191.0.2 (1), shall be commenced by laying an information under Part III of the *Provincial Offences Act*, not by filing a certificate of offence, despite subsection 3 (1) of the *Provincial Offences Act*.

Nullity

(2) A proceeding referred to in subsection (1) is a nullity if it purports to be commenced by filing a certificate of offence.

Attendance at sentencing

191.0.5 (1) The defendant in a proceeding in respect of an offence under subsection 191.0.2 (1) shall personally attend every sentencing hearing in respect of the offence, even if the defendant acts by representative in the proceeding.

Defendant fails to attend

(2) If the defendant is not in personal attendance at a sentencing hearing in respect of the offence, the court shall not hold the hearing until the defendant is in personal attendance, despite clause 54 (1) (a) of the *Provincial Offences Act*, except under subsection 52 (1) of that Act.

Compel attendance

(3) For greater certainty, the court may exercise its powers under clause 54 (1) (b) of the *Provincial Offences Act* if the defendant fails to personally attend sentencing proceedings.

Victim impact statement

191.0.6 (1) In determining the penalty and other consequences to be imposed for an offence under subsection 191.0.2 (1), the court shall consider any statement of a person who has suffered or claims to have suffered physical or emotional harm, property damage or economic loss as the result of the commission of the offence, including a person who has suffered or claims to have suffered physical or emotional harm, property damage or economic loss as the result of the commission of the offence against another person, describing,

- (a) the physical or emotional harm, property damage or economic loss they have suffered as the result of the commission of the offence; and
- (b) the impact of the offence on them.

Presentation of statement

(2) A person may present the statement to the court in any manner that the court considers appropriate.

Consideration of statement

(3) In considering the statement, the court shall take into account the portions of the statement that it considers relevant to determining the penalty and other consequences and disregard any other portion.

Breach of probation order

191.0.7 A defendant who is convicted of an offence under section 75 of the *Provincial Offences Act* in respect of a probation order imposed under subsection 191.0.3 (2) of this Act is liable to a fine of not more than \$50,000 and, in addition, their licence or permit may be suspended for a period of not more than two years. Clause 75 (d) of the *Provincial Offences Act* does not apply.

Continuation of probation order

191.0.8 (1) The court may continue a probation order imposed under subsection 191.0.3 (2) with such changes or additions and for such extended term, not exceeding an additional year, as the court considers reasonable, if the defendant,

- (a) fails to comply with the conditions of the probation order set out in paragraphs 1 and 2 of subsection 191.0.3 (3); and
- (b) shows good cause for failing to comply.

Exception

(2) Subsection (1) does not apply if the defendant is convicted of an offence under section 75 of the *Provincial Offences Act* in respect of the probation order.

Regulations

191.0.9 The Lieutenant Governor in Council may make regulations,

- (a) prescribing individuals for the purpose of paragraph 6 of subsection 191.0.2 (2);
- (b) respecting requirements of driving instruction courses for the purpose of paragraph 1 of subsection 191.0.3 (3).

(2) Sub-paragraph 5 i A of subsection 191.0.2 (2), as enacted by subsection (1), is struck out and the following substituted:

A. a police officer, a special constable, a First Nation Officer, a municipal law enforcement officer or an auxiliary member of a police service, within the meaning of the *Police Services Act, 2018*,

(3) Subsection 191.0.2 (3), as enacted by subsection (1), is amended by adding the following paragraph:

3.1 Subsections 44.2 (4) and (6).

(4) Subsection 191.0.2 (3) , as enacted by subsection (1), is amended by adding the following paragraph:

7.1 Subsections 130 (1) and (3).

(5) Subsection 191.0.2 (3) , as enacted by subsection (1), is amended by adding the following paragraph:

42.1 Subsections 175 (11), (11.1), (12), (12.1) and (12.2).

2 Paragraph 3 of subsection 207 (2) of the Act is amended by striking out “section 176, 182 or 199” at the end and substituting “section 176 or 182, subsection 191.0.2 (1) or section 199”.

Commencement

3 (1) Subject to subsection (2), this Act comes into force six months after the day it receives Royal Assent.

(2) Subsections 1 (2), (3), (4) and (5) come into force on a day to be named by proclamation of the Lieutenant Governor.

Short title

4 The short title of this Act is the *Protecting Vulnerable Road Users Act, 2018*.



MANAGEMENT REPORT

Date: October 15, 2019
To: Mayor and Council
From: Jeff Leunissen, Manager of Development Services
Report#: COU19-079
Attachments: None

Title: Part Lot Control Application PLC02-19 -Block 59, 44M-54 Parts 1-4, 44R-5341

Objective: The purpose of Part Lot Control Application (PLC02-19) is to exempt Block 59, Plan 44M-54 from part lot control. These lands are intended to be subdivided into 4 parts as shown on 44R-5341 and consolidated with Lots 6 to 9 Plan 44M-54.

Background: Draft Plan of Subdivision 31T13-001 was granted draft approval on July 28, 2014. A condition of the draft approval was that the developer make an application for an exemption from part lot control for Block 59 Plan 44M-54. The intent of the application was to divide the block and consolidate it with abutting lots. Council approved the part lot control application in 2016, however, the lands were never transferred and the by-law expired 6 months after it was approved.

On August 23, 2019 the owner resubmitted the application to exempt Block 59, 44M-54, Parts 1-4 44R-5341 from part lot control to allow these lands to be merged with Lots 6 to 9 on 44M-54.

Location Map



Analysis: This application is consistent with the draft approval conditions of Plan of Subdivision 31T13-001 that required Block 59 be consolidated with adjacent properties. This part lot control application will allow for the block to be split into four parts and consolidated with the existing adjacent lots (lots 6 to 9 of Plan 44M-54). The agent has submitted a draft land transfer agreement signed by the property owners on Bradshaw Drive demonstrating that the owners on Bradshaw Drive have consented to the lot additions. It is recommended that the land consolidations all occur at the same time to ensure that the exemption of Block 59 from part lot control will result in a uniform lot pattern.

Financial Impact: Cost to register the part lot control by-law is estimated to be less than \$500 and is covered in the 2019 operating budget.

Staff Recommendation: **THAT Council approve Part Lot Control application PLC02-19 to exempt Block 59, 44M-54 from part lot control for a period of one year from the date of the passing of the By-law to create the four parts shown on 44R-5341 that are to be consolidated with lots 6 to 9 on 44M-54. The land consolidation of parts 1 to 4 on 44R-5341 with lots 6 to 9 on 44M-54 shall take place at the same time.**



Rachel Bossie, Planner



Jeff Leunissen, Manager of Development Services



Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: October 15, 2019
To: Mayor Mathieson and City Council
From: Naeem Khan, Manager of IT & Business Systems
Report#: COU19-080
Attachments: None

Title: Cellular Services Contract 2019

Objective: To recommend the awarding of a new cellular services contract.

Background: A request for proposal for cellular services was issued on July 29, 2019, and proposals were accepted until August 28, 2019. Evaluations were made based on Project Understanding and Implementation Plan, Company Experience, Support & Coverage, and Financial Costs of the three proposals received. The Evaluation Team was comprised of the Manager of Information Technology and Business Systems, Manager of Financial Services and Acting City Clerk.

The City currently has 128 devices with 93 smartphones and 35 basic phones. The City also has 28 Data Only SIM's. The existing contract on the majority of devices expired as of August 2019. The current use of basic phones is to make phone calls and text messages only. Smartphones include basic phone capabilities and are used to monitor and respond to corporate emails, and manage calendar and departmental operations.

Analysis: This cellular contract will enable not only competitive rates but also the devices, maintenance and support of technology for the next 24 months. The RFP request was for two types of plan pricing. The plans were Corporate Business Plan and Provincially Funded Organizations (PFO) pricing. Both the plans and pricing were reviewed by the Review Committee and the recommendation was made to accept the PFO plan and pricing.

Financial Impact: The cellular plan is managed by the I.T. Division, but the operating costs are provided for within each departmental budget based on usage. The current total corporate annual expenditure on the cellular contract is estimated to be at \$75,000 to \$80,000, depending on the amount of users and usage amount.

It is expected that the recommended contract will provide enhanced services and a total cost savings of \$30,000 over 24 months.

Staff Recommendation: THAT Wireless Personal Communications Inc. be awarded the cellular services contract for 24 months.



Naeem Khan, Manager of IT & Business Systems



Michael Humble, Director of Corporate Services



Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: September 23, 2019
To: Planning and Heritage Committee
From: Jeff Leunissen, Manager of Development Services
Report#: PLA19-037
Attachments: Proposed List of Non-Designated Properties to add to the Municipal Heritage Register

Title: Non-Designated Properties for Municipal Heritage Register

Objective: To provide for consideration, a proposed list of non-designated properties of cultural value or interest to be added to the City's Municipal Heritage Register under Section 27(1.2) of *the Ontario Heritage Act*.

Background: On September 11, 2018, Heritage Stratford resolved the following:

THAT City Council approve 44 properties to be on the City's register of properties of heritage value or interest, as authorized by section 27(1.2) of the *Ontario Heritage Act*;

THAT the owners of the properties identified for inclusion be given notice of Council's intent, information about the reasons for and implications of inclusion and an opportunity to decline inclusion;

AND THAT the necessary staff resources be assigned to ensure these recommendations are carried out in a timely manner.

At the April 29, 2019 Regular Council meeting, City Council adopted the following recommendation of the Planning and Heritage Committee:

THAT Council direct staff to notify the 44 property owners of the Heritage Stratford resolution and inform them of the upcoming public open house;

THAT staff hold a public open house to educate and inform affected property

owners and the public on the objectives of including non-designated properties on the Municipal Heritage Register;

AND THAT following the public open house, staff forward a final recommended list of properties to be included on the Municipal Heritage Registry as non-designated properties for Council's consideration.

Analysis: Section 27(1.2) of the *Ontario Heritage Act*, allows municipal councils to expand the Municipal Heritage Register to list properties beyond those designated under Part IV and Part V that have not been designated, but that the municipal council believes to be of cultural heritage value or interest. The decision to list a non-designated property or remove a non-designated property from the Municipal Heritage Register rests with municipal council, upon consultation with its municipal heritage committee, i.e. Heritage Stratford.

Including these properties within the Municipal Heritage Register is an important tool to identify properties that have a cultural heritage value or interest to the community and is an important tool in planning for the preservation which includes a measure of temporary protection. As outlined by sections 27(3)-(5) of the *Ontario Heritage Act*, owners of non-designated properties listed on the Municipal Heritage Register are required to provide the council of the municipality at least 60 days' notice if they intend to demolish or remove the building or structure. This 60 day period allows staff, the municipal heritage committee and municipal council the opportunity to discuss alternatives to demolition, such as retention or adaptive re-use, it allows time for photo-documentation of the property prior to demolition, or time to proceed with intent to designate the property under the *Ontario Heritage Act*. There are no further restrictions or limitations to having a non-designated property listed on the Municipal Heritage Register.

City of Stratford process to date for listing non-designated properties on the Municipal Heritage Register

The process for implementing this initiative began in 2017 when Heritage Stratford engaged the Heritage Resource Centre for the purpose of compiling a list of non-designated properties to be listed on the Municipal Heritage Register. The Heritage Resource Centre reviewed over 600 properties previously assessed and identified the top 190 properties deemed to have the highest cultural value or significance. The Heritage Resource Centre took pictures of each property and developed a description of the property. The Heritage Resource Centre ultimately identified 44 properties that they deemed to be a priority to be listed on the Municipal Heritage Register.

Additionally, research was conducted by staff on the process used by other municipalities to include non-designated properties on the Municipal Heritage Register.

Following the April 29, 2019 Council Meeting, staff mailed the 44 property owners an information package that included an invitation to an open house, FAQ and opt out form. The open house was held on June 20th, 2019 and over 20 individuals attended. At the open house there were insightful discussions on the benefits and implications of being added to

the Municipal Heritage Register as a non-designated property. Overall, the tone was positive and people were supportive of being part of this initiative. To date 6 opt out forms have been received. The reasons why these individuals opted out of the initiative included the following: economic implications, concerns about potential effects on other current applications on their property, personal reasons, the impacts of being on the list, lack of benefits to the property owner, desire for additional communication and a better understanding of the initiative prior to being added. At the owners request these properties have been removed from the list. Upon further review, it was confirmed that two of the properties on the proposed list are already designated under Part V of the *Ontario Heritage Act* as part of the City of Stratford Heritage Conservation District. As such these two properties have been removed from the list. The updated list now includes 36 non-designated properties.

The final formal step is to have Council pass a resolution to include these 36 non-designated properties within the Municipal Heritage Register. The decision to add these properties to the Municipal Heritage Register is not subject to appeal to any applicable body. Once a resolution is passed, the only information required to enter these properties into the Municipal Heritage Register is a description sufficient to readily ascertain the property such as the municipal address.

Attached is a chart with the 36 properties proposed to be included as non-designated properties on the Municipal Heritage Register. The chart includes a picture and the reasons why each property is considered to be of cultural heritage value or interest. Should Council adopt a resolution to include these properties, the attached will be included on the City's website along with additional resources about the listing of non-designated properties on the Municipal Heritage Register. Further, it is proposed that a notice be mailed out to each individual property owner confirming that their property has been added on the Municipal Heritage Register along with the details of the listing and information on the implications to the property owner.

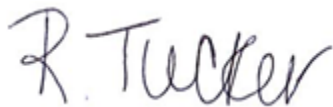
Financial Impact: All the cost to notify the owners that they are listed in the Municipal Heritage Register as a non-designated is within the existing budget.

Staff Recommendation: THAT Council pass a resolution to add the following 36 properties to the Municipal Register as Non-Designated Properties:

20 Caledonia Street, Stratford
35 Caledonia Street, Stratford
47 Caledonia Street, Stratford
179 Cambria Street, Stratford
27-29 Church Street, Stratford
169 Church Street, Stratford
115 Cobourg Street, Stratford
19 Daly Avenue, Stratford
59-61 Douglas Street, Stratford

151 Douglas Street, Stratford
 159 Douglas Street, Stratford
 171 Douglas Street, Stratford
 128 Elizabeth Street, Stratford
 53 Grange Street, Stratford
 145 Grange Street, Stratford
 77 John Street North, Stratford
 150 John Street North, Stratford
 36 Mornington Street, Stratford
 74 Mornington Street, Stratford
 90 Mornington Street, Stratford
 109 Mornington Street, Stratford
 122 Mornington Street, Stratford
 68 Nile Street, Stratford
 75 Nile Street, Stratford
 87 Nile Street, Stratford
 43 Shrewsbury Street, Stratford
 48 Shrewsbury Street, Stratford
 305 St. David Street, Stratford
 313 St. David Street, Stratford
 120 St. Vincent Street North, Stratford
 43 Stratford Street, Stratford
 136 Water Street, Stratford
 144 Water Street, Stratford
 210 Water Street, Stratford
 30-32 Waterloo Street South, Stratford
 113 William Street, Stratford

AND THAT Staff notify the 36 property owners that they have been added to the Municipal Heritage Register.



Rachel Tucker, Planner



Jeff Leunissen, Manager of Development Services

A handwritten signature in cursive script, reading "Joan Thomson".

Joan Thomson, Acting Chief Administrative Officer

Proposed List of Non-Designated Properties to add to the Municipal Heritage Register





Photo	Municipal Address	Year Built	Heritage Attributes
	20 Caledonia Street, Stratford	1887	Queen Anne. Two storey house with rectangular windows, one palladian window and a projecting bay window. House features a rounded balcony on the second storey; decorative shingles cover part of the second storey; bargeboarding on two of the front facing gables.
	35 Caledonia Street, Stratford	1880s est.	Ontario Cottage. 1 1/2 storey, yellow brick house. First storey: semielliptical windows and transom above front entranceway. Front gable features semielliptical window and bargeboard.
	47 Caledonia Street, Stratford	1887/8	Italianate. Two storey, yellow brick house. House feature 2/2 segmentally arched windows, vestibule with transom and dentils. Decorated, paired brackets support the overhanging eaves. Central front gable features bargeboard and a small semicircular arched window.
	179 Cambria Street, Stratford	1908 est.	Queen Anne. Two storey red brick house with a verandah and segmentally arched windows. House features bay windows on first and second storeys of the front and side facades. Building also has decorated brackets and bargeboard on front facing gable.




Photo	Municipal Address	Year Built	Heritage Attributes
	27-29 Church Street, Stratford	1872	Gothic Revival; double house. Original owner was Roderick Lean, a blacksmith and an inventor. House features a front porch that extends along the length of the front façade and rectangular windows. Front facing gable features ornate vergeboard and a drop finial in the peak.
	169 Church Street, Stratford	1878/9	Italianate. Original owner was Mary Anne Way, a widow. Two storey brick house with segmentally arched windows. First storey: two leaf entranceway with shaped, decorative glass transom; projecting front piece; side porch with decorative woodwork. Projecting front piece and cornice are edged with decorative trim; eaves are supported by paired, wooden brackets. Small front facing gable has barge board, and a small semicircular arched window below its peak
	115 Cobourg Street, Stratford	1887/8	Gothic Revival Ontario Cottage. Brick cottage with segmentally arched windows and a segmentally arched single leaf entranceway with brick soldier course over both. House has wooden bargeboard on its gable and a small semielliptical window below its peak.

Photo	Municipal Address	Year Built	Heritage Attributes
	19 Daly Avenue, Stratford	1875	Gothic Revival. Original owner was James Hamilton, a retired farmer and gentleman. Two storey brick house featuring a porch and a single leaf entranceway with sidelights and transom. Second storey features semielliptical arched windows with brick voussoirs. Gable has decorative wooden bargeboard.
	59-61 Douglas Street, Stratford	1890 est.	Second Empire. Brick double house featuring a three part 1/1 window on either side of eight paneled door with transom; three dormer windows with 2/2 windows and decorative brackets at corners on the mansard roof; cornice with dentils, under the eaves.
	151 Douglas Street, Stratford	1868	Gothic Revival. Two storey brick house with quoins and three steeply pitched gables topped with finials characteristic of this architectural style. House features a veranda on the first storey, a bay window, as well as two ogee windows on the second storey.





Photo	Municipal Address	Year Built	Heritage Attributes
	159 Douglas Street, Stratford	1876	Queen Anne. Two storey red brick house with segmentally and semicircular arched windows with brick voussoirs and stone sills. House features a front porch with horseshoe shaped arches; decorative wooden brackets supporting the eaves; and a front facing gable with vergeboard and a small square window below its peak.
	171 Douglas Street, Stratford	1890 est.	Queen Anne. Symmetrical, two storey red brick house with segmentally arched windows with brick voussoirs and stone sills. House features a small gable roof over the front door supported by wooden brackets, as well as decorative wooden brackets at the top corners of the projecting two storey bays. Both front gables feature identical bargeboard with a small rectangular window below their peaks.
	128 Elizabeth Street, Stratford	1860 est.	Gothic Revival. Symmetrical stucco house with three front facing gables, each with matching decorative wooden vergeboard. House features an entranceway with transom and sidelights. There is a balcony on the second storey below the central gable.
	53 Grange Street, Stratford	1860 est.	Ontario Cottage. Yellow brick house features gable with decorative bargeboard and a small semielliptical arched window below its peak. It is a three bay house with a rectangular window on either side of the door. The original porch has been replaced.




Photo	Municipal Address	Year Built	Heritage Attributes
	145 Grange Street, Stratford	1888	Italianate. House was originally owned by Joseph Robertson, a tailor. Two storey yellow brick house; veranda with square wooden columns brackets supporting spool work between columns; double doors with semielliptical transom; first storey bay window; has segmentally arched windows; paired wooden brackets supporting the eaves; cornice with dentils; wooden bargeboard with a small circular window below its peak.
	77 John Street North, Stratford	1920s est.	Tudor Revival. 2 storey plus attic stone, timber and stucco gabled home. First storey is stone and includes a porch with a pediment above the entranceway; second storey is stucco and timber with a gabled roof.
	150 John Street North, Stratford	1911	Queen Anne. Two storey red brick, segmentally arched entrance door, two storey porch with balcony at roof line, supported by Doric columns, turret on right with open porch at roof level, turret has an octagonal roof with a finial, a semielliptical decorative wooden structure with a shell motif in it, is above the balcony of the front porch

Photo	Municipal Address	Year Built	Heritage Attributes
	36 Mornington Street, Stratford	1886	Italianate. Two storey yellow brick house with segmentally arched windows with brick voussoirs; an ornate vestibule; front porch with turned wooden columns and decorative brackets; bay windows on the first and second storeys; decorative wooden brackets under the eaves.
	74 Mornington Street, Stratford	1910s est.	Edwardian. Red brick house with a pediment on the porch roof over the front entrance; front porch, which extends along the length of the house and is supported by squat columns; rectangular windows set in pairs with 6 panes over one pane on second floor; three part window with 6/1 pane window on either side of the front door; dormer windows on roof.
	90 Mornington Street, Stratford	1871	Gothic Revival Ontario Cottage. Symmetrical brick house with brick quoins and bay windows on either side of the entranceway. Entranceway way has a single door with sidelights and rectangular three part transom with a small decorative gable roof over the entrance supported by brackets. House has bargeboarding and a finial in the centre of the gable.




Photo	Municipal Address	Year Built	Heritage Attributes
	109 Mornington Street, Stratford	1878	Italianate. Two storey buff coloured brick house with a projecting front gable that has eaves returns supported by decorative brackets; a small, semielliptical arched window in the gable; Decorated, paired brackets support the overhanging eaves, and the cornice is edged with dentils. First storey: bay window; ornate vestibule featuring sidelights and an arched transom; two storey front porch has decorative posts and railings
	122 Mornington Street, Stratford	1888	Gothic Revival. Two storey, symmetrical house with three gables featuring ornate bargeboards on the front façade; central entranceway has sidelights and a shaped transom; brick quoins at corners and brick quoins around three sides of the segmentally arched windows.
	68 Nile Street, Stratford	1867/8	Gothic Revival Ontario Cottage. 1 1/2 storey brick cottage with semicircular arched windows featuring decorative glass panes and crested by brick voussoirs; decorative brickwork along the cornice; bargeboard on the gable and finial at the top in the centre of the gable.




Photo	Municipal Address	Year Built	Heritage Attributes
	75 Nile Street, Stratford	1884	Italianate. Original occupant was John Welsh, a watchmaker. Two storey yellow brick house with segmentally arched windows; veranda with decorative woodwork and small pediment; entranceway with sidelights and transom; gable with bargeboarding; circular window below gable's peak; decorative paired wooden brackets.
	87 Nile Street, Stratford	1850	Regency Cottage. One storey, symmetrical red brick house with rectangular 6/6 windows; low hip roof; single door has multipaned sidelights and transom; yellow brick quoins; front porch with slender turned columns extends along the width of the house.
	43 Shrewsbury Street, Stratford	1890	Italianate. Two storey buff coloured brick house; segmentally arched windows; front porch that extends the width of the house with turned columns, decorative brackets and spool work under porch roof; front door has a transom; wooden brackets under the eaves; raised panelled frieze board under the eaves.




Photo	Municipal Address	Year Built	Heritage Attributes
	48 Shrewsbury Street, Stratford	1872	Italianate. Two storey buff coloured brick house; segmentally arched windows; portico supported by Doric columns; single leaf entranceway with side lights and large rectangular three part transom; wooden detailing along the cornice; paired wooden brackets; low hip roof; brick quoins.
	305 St. David Street, Stratford	1871	Georgian; Two storey house; single front door in entranceway with sidelights and transom; veranda supported by columns; rounded second storey balcony with multipaned door, windows and transoms; semicircular structure on roof of second storey porch has decorative shingles on walls and small widow in centre.
	313 St. David Street, Stratford	1875	Italianate. Two storey buff brick house with segmentally and semicircular arched windows, with arched soldier courses; veranda has Doric columns with a pediment above the entranceway; front door with side lights and arched transom; bay window on the first storey has iron cresting; raised panel frieze board along the cornice; decorated paired brackets.




Photo	Municipal Address	Year Built	Heritage Attributes
	120 St. Vincent Street North, Stratford	1899	Queen Anne. Buff coloured brick house with attached turret; segmentally, semielliptical and semicircular arched windows with brick voussoirs; veranda with pediment above the entranceway; single leaf entranceway with transom; front facing gable; turret has a conical roof.
	43 Stratford Street, Stratford		Italianate. Two storey red brick house; segmentally arched windows; first storey projecting bay window with dentils along its cornice and topped with iron cresting; small porch over front entranceway; detailed woodwork along the cornice; bargeboarding; circular shape below gable.
	136 Water Street, Stratford	1895	Queen Anne. Symmetrical red brick house with semicircular arched windows with brick voussoirs; decorative brickwork below both windows; vestibule with sidelights and transom; dentils under porch roof; two front facing gables with circular windows below their peaks.





Photo	Municipal Address	Year Built	Heritage Attributes
	144 Water Street, Stratford	1892	Queen Anne. Brick house with projecting bay window; decorative brickwork below bay window; segmentally arched windows with sills and crested by soldier course; veranda supported by columns; entranceway with transom; front facing gable with shingles; small rectangular window below peak; bargeboard.
	210 Water Street, Stratford	1907	Colonial Revival. 2 1/2 storey red brick building featuring an imposing projecting pediment supported by Ionic columns; projecting rounded window; pediment above the rounded single leaf entranceway featuring side lights and transom; balcony with ornate iron railing located above the entranceway; rectangular and semicircular arched windows with stone sills and one with an elaborate surround; dentils along the building's cornice; two dormers on the roof.
	30-32 Waterloo Street South, Stratford	1890/91	Queen Anne. Original occupant was Thomas Orr, a builder. Two storey, symmetrical, red brick double house with segmentally arched windows with brick voussoirs; decorative brick work below some of the windows; two separate entranceways both with rectangular transoms; two front facing gables with shingles and bargeboard; a central dormer window.

Photo	Municipal Address	Year Built	Heritage Attributes
	113 William Street, Stratford	1870	Second Empire. Two storey house with mansard roof; rectangular windows; brackets along the cornice; decorated wooden brackets supporting the eaves; entrance door with finely detailed framing in sidelights and three part transom; six paned window on either side of front door; three elaborately decorated semicircular wooded dormers in the mansard roof.



MANAGEMENT REPORT

Date: September 10, 2019
To: Social Services Sub-committee
From: Eden Grodzinski, Manager of Housing
 Kim McElroy, Director of Social Services
Report#: SOC19-015
Attachments: None

Title: Britannia Street Affordable Housing – Phase 2

Objectives: To provide Council with an update on the plan for Phase 2

Background: On April 24, 2017, City Council approved a proposed plan to build 55 new affordable rental housing units on a hectare of City-owned land adjacent to Britannia Street, at the former Fairgrounds property (Report #ITS17-017). The development was to be undertaken in two phases – 35 units in Phase 1, and 20 units in Phase 2.

Council awarded the architectural services contract to SRM Architects on September 11, 2017 (Report# COU17-051) and the construction contract to PM Contracting Ltd on July 26, 2018 (Report# COU18-057). Construction on Phase 1 building began in September 2018, and residents will be moving into units this fall. With the completion of Phase 1, planning for Phase 2 will begin.

Analysis: The development of Phase 1 of the Britannia Street Affordable Housing project was a major undertaking for the City of Stratford's Housing Division. Furthermore, it was accomplished within existing staff resources. The Housing Division is proposing to spend the next year managing and operating the new 35 unit building, before embarking on the development of Phase 2.

The focus for 2020 will be on reviewing the feasibility of the project and undertake planning of the following activities:

- determining financing
- confirming project management roles and resources
- collaborating with Infrastructure and Development Services
- finalizing the architectural drawings and plans

- obtaining necessary planning approvals
- and preparing the architectural and construction tenders

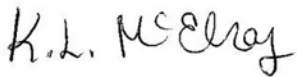
In addition, consideration will be given to developing a robust marketing plan for Phase 2. The Housing Division is planning to collaborate with Invest Stratford in this regard, as local employers are reporting a high need for attainable housing units.

Financial Impact: The capital and operating budgets for Phase 2 will be determined in 2020.

Staff Recommendation: THAT Stratford City Council supports the Housing Division recommendation to undertake planning for Phase 2 of the Britannia Street Affordable Housing development in 2020.



Edén Grodzinski, Manager of Housing



Kim McElroy, Director of Social Services



Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: September 10, 2019
To: Social Services Sub-Committee
From: Eden Grodzinski, Manager of Housing
 Kim McElroy, Director of Social Services
Report#: SOC19-016
Attachments: None

Title: Reaching Home: Canada's Homelessness Strategy

Objectives: To inform the Social Services Sub-Committee of the City of Stratford Social Services Department's short-listed application to become a Designated Community under Reaching Home: Canada's Homelessness Strategy.

Background: As part of the National Housing Strategy, the Government of Canada is expanding the number of Designated Communities under Reaching Home: Canada's Homelessness Strategy. At present, there are 58 Designated Communities across Canada. These communities receive ongoing, multi-year funding from Employment and Social Development Canada (ESDC) to support projects aimed at reducing chronic homelessness by 50% by 2027-28.

In March 2019, the Social Services Department submitted a Concept Paper to ESDC expressing our interest in becoming a Designated Community. The City of Stratford was notified in July 2019 that we are one of 16 communities in Canada that has been shortlisted for further consideration. The next phase in the application process is to complete a formal proposal due September 20, 2019. Up to six (6) new communities will be selected.

Analysis: The following is a summary of the mandatory requirements for Reaching Home Designated Communities:

- **Community Entity (CE):** The City of Stratford Social Services Department is applying to become the Community Entity for Stratford, St. Marys and Perth County, and as such, will be responsible for entering into a funding agreement with ESDC should we be selected as a Designated Community. Community

Entities have significant reporting requirements related to community planning, disbursement of project funds, and reporting results and outcomes.

- **Community Advisory Boards (CAB):** The Community Entity is responsible for forming a Community Advisory Board (CAB) comprised of community members who have in-depth knowledge and expertise of homelessness. The CAB is responsible for developing a community plan, and for recommending to the Community Entity agencies/projects to be funded based on local priorities identified in the community plan. It is recommended that the Terms of Reference for the *Stratford, Perth County, and St. Marys Alliance to Prevent Homelessness and Enhance Housing Solutions* (the Alliance) be modified to include the mandate and responsibilities of the CAB.
- **Community Plan:** The CAB is responsible for endorsing a community plan, which outlines how the community will coordinate its response to prevent and reduce homelessness locally. The Housing Division is currently in the process of updating the 10-Year Housing and Homelessness Plan, a requirement of the *Housing Services Act, 2011*. The 10-Year Plan Update includes a number of strategic objectives with respect to ending homelessness, which can also form the basis of the federal community plan requirements.
- **Coordinated Access (CA):** All Designated Communities are required to have a Coordinated Access system in place by March 31, 2022. The Social Services Department is already working towards implementing a Coordinated Access System, in accordance with best practices for ending homelessness.
- **Mandatory Community-Level Outcomes:** Designated Communities must adopt an outcomes-based approach and need to work to achieve the following outcomes:
 - Chronic homelessness in the community is reduced by 50% by 2027-28
 - Homelessness is reduced overall and for specific populations, including Indigenous Peoples
 - New inflows into homelessness are reduced; and
 - Returns to homelessness are reduced.

The Social Services Department will also be monitoring and tracking these outcomes as part of the annual reporting requirements for the 10-Year Housing and Homelessness Plan and Community Homelessness Prevention Initiative (CHPI) funding.

Financial Impact: The amount of federal funding available for new Designated Communities has not been provided at this time. However, there will be a cost-matching requirement for the funding. Communities must leverage \$1 from other partners for every \$1 provided by Reaching Home. In the application, communities must show the amount of funding that they will leverage from other sources in order to

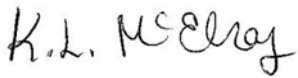
meet this requirement. This can include provincial and municipal funding as well as in-kind contributions from community partners.

Staff Recommendation: THAT Council support the Social Services Department's proposal to become a Designated Community under Reaching Home: Canada's National Housing Strategy;

AND THAT any financial implications be approved during the budget process.



Edén Grodzinski, Manager of Housing



Kim McElroy, Director of Social Services



Joan Thomson, Acting Chief Administrative Officer



MANAGEMENT REPORT

Date: September 10, 2019
To: Social Services Sub-committee
From: Alex Burgess, Manager of Ontario Works
 Kim McElroy, Director of Social Services
Report#: SOC19-017
Attachments: City of Stratford CMSM Ontario Works Service Plan, 2019-2020

Title: City of Stratford Ontario Works Service Plan, 2019-2020

Objective: To provide information and an update on the City of Stratford's Consolidated Municipal Service Manager (CMSM) Ontario Works Service Plan for 2019-2020.

Background: CMSM's across Ontario are required to negotiate and submit an Ontario Works Service Plan with the Ministry of Children, Community and Social Services (MCCSS) every two years. The Service Plan outlines the local labour market, local office practices, and provides an overview of the programs and services available to those in receipt of Ontario Works (OW) at the local office. The Service Plan highlights Ministry targets, how to achieve those targets and how to improve outcomes for individuals in receipt of Ontario Works locally.

Analysis: The OW Service Plan is written based on the prescribed guidelines and template provided by MCCSS. The plan encompasses four primary sections:

- 1) Ministry Priorities – How the local office will meet the prescribed Ministry Priorities over the course of 2019-2020.
- 2) Environmental Scan – An overall look at our service delivery, local labour market trends, socio-economic factors, regional and local demographic trends and key community partnerships.
- 3) Strategies and Outcomes – This section highlights our overall service strategy, the targets set forth by the Ministry, action steps to meet these targets and how we will address service gaps that have been identified through our environmental scan.
- 4) Program Management – This section focuses on the delivery of the local Ontario Works program, highlighting the key functions and program management activities that are offered, such as our intake process, eligibility verification process and an overview of learning supports offered to staff.

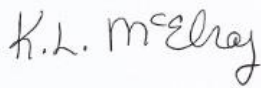
In conclusion, the plan provides us with an overview of the local market, local programming available and an operational plan by which this office will operate through the 2019-2020 cycle.

Financial Impact: Not Applicable.

Staff Recommendation: THAT City of Stratford CMSM Ontario Works Service Plan, 2019-2020 be received for information.



Alex Burgess, Manager of Ontario Works



Kim McElroy, Director of Social Services



Joan Thomson, Acting Chief Administrative Officer



CITY OF STRATFORD

CONSOLIDATED MUNICIPAL SERVICE MANAGER

Ontario Works Service Plan 2019-2020

Respectfully Submitted by:

Kim McElroy, Director of Social Services
Alex Burgess, Supervisor of Ontario Works

City of Stratford - Ontario Works Service Plan 2019-2020

TABLE OF CONTENTS

ONTARIO WORKS VISION AND MANDATE	3
MINISTRY PRIORITIES FOR 2019-2020.....	4
IMPROVING EMPLOYMENT OUTCOMES.....	4
LEVERAGE LOCAL ECONOMIC DEVELOPMENT	5
DEVELOP AND MAINTAIN LOCAL COMMUNITY SERVICE PARTNERSHIPS.....	6
STRENGTHEN PROGRAM ACCOUNTABILITY	7
SECTION 1: ENVIRONMENTAL SCAN	7
SERVICE DELIVERY	7
CASELOAD DESCRIPTION	8
Gaps in Services That Assist Clients to Prepare for, Find and Maintain Employment.....	10
LOCAL LABOUR MARKET AND ECONOMIC DEVELOPMENT	10
Unemployment Rate.....	10
Layoffs at Local Factories	11
Out-of-County Workers	11
ACCESS TO HOUSING	11
CASELOAD EXITS TO ODSP	11
LOCAL OPIOID USE	12
CYBER INCIDENT AT THE CITY OF STRATFORD.....	12
PERFORMANCE REPORTS DATA	12
PROPOSED 2019 BASELINE TARGETS	13
Employment Outcomes – City of Stratford CMSM	13
FUTURE SOCIOECONOMIC FACTORS THAT MAY INFLUENCE EMPLOYMENT AND EMPLOYABILITY	13
REGIONAL AND LOCAL DEMOGRAPHIC TRENDS	14
Labour Force Participation Rates (Census 2016).....	15
Labour Force by Population Perth County (Census 2016).....	15
COMMUNITY PARTNERSHIPS.....	17
Key Community Partners and Services.....	18
SECTION 2: STRATEGIES AND OUTCOMES	19
SERVICE STRATEGY.....	19
LINKING STRATEGIES TO OUTCOME MEASURES.....	20
Percentage of Terminations Exiting to Employment.....	20
Percentage of Caseload Exiting to Employment.....	21
ACTION STEPS AND RESOURCES.....	21
STAKEHOLDER LINKAGES.....	22
ADDRESSING SERVICE GAPS.....	23
INCREASED EMPLOYABILITY STRATEGIES.....	23
MONITORING SERVICE STRATEGIES	24
SECTION 3: PROGRAM MANAGEMENT	24
SERVICE DELIVERY	24
ANALYSIS OF RESOURCES	25
KEY PROGRAM MANAGEMENT ACTIVITIES	26
Intake	26
Emergency Assistance.....	26
Eligibility Determination and Review.....	26
Family Support	27
Participation Management	27
Program Delivery	27
Eligibility Verification Process (EVP).....	28
OVERVIEW OF LEARNING SUPPORTS.....	28
STRATEGY TO DELIVER FRENCH LANGUAGE SERVICES	29
BUSINESS PRACTICES	29
SUMMARY:	30

City of Stratford - Ontario Works Service Plan 2019-2020

ONTARIO WORKS VISION AND MANDATE

City of Stratford

The City of Stratford Ontario Works Division has a vision and a service mandate that builds upon the vision and mandate for the Ontario Works program established by the Province.

Vision

The Consolidated Municipal Service Manager (CMSM) is dedicated to a client-centered approach to service delivery and committed to program integrity, quality and excellence, which leads to sustainable employment and financial independence for residents of Stratford, St. Marys and Perth County.

Mandate

To improve employment outcomes for Ontario Works participants by increasing options that lead to sustainable employment and increased financial independence.

Province of Ontario

Vision

To improve employment outcomes for Ontario Works participants' by increasing individual employability with the goal of sustainable employment and increased financial independence.

Mandate

To provide employment assistance and financial assistance to people in financial need. The Ontario Works program:

- Recognizes individual responsibility and promotes self-reliance through employment;
- Provides financial assistance to those most in need while they meet obligations to become and stay employed;
- Effectively serves people needing assistance; and
- Is accountable to the taxpayers of Ontario.

City of Stratford - Ontario Works Service Plan 2019-2020

MINISTRY PRIORITIES FOR 2019-2020

As the Consolidated Municipal Service Manager for Stratford, Perth County, and St. Marys, the City of Stratford Social Services Department plans to address the Ministry priorities for the 2019-2020 business cycle in the following ways:

1. Improving Employment Outcomes

Improvements to Service Design and Delivery of Employment Supports

The Stratford CMSM is committed to developing service design and the delivery of employment supports based on best practice approaches. Management participates in two Southwest round tables, Business and Technology Working Group (BPT) and South West Region Employment Round Table (SWERT), as well as various local committees to ensure that local practice is current, efficient, and participant-focused. Monthly reviews of both COGNOS and Social Assistance Performance Operations reports will allow for the assessment of current trends and the adjustment of practices as required. An example of this was the implementation of a Long-Term Recipient caseload. By analyzing various reports we were able to establish that approximately 17% of our current caseload had been in receipt of social assistance for over 60 months. This is an area we decided to address in our service delivery as a pilot project for 2019 (see page 6 for more information).

Enhanced Coordination and Communication Between Ontario Works (OW) and the Ontario Disability Support Program (ODSP) Delivery Offices

The Stratford CMSM continues to focus on having a strong relationship with our local ODSP office. We implemented the following strategies to improve coordinated and participant-centered service delivery and these strategies will continue for 2019-2020:

- Dedicated OW Caseworkers and intake staff who specialize in transferring cases from OW to ODSP;
- Specialized OW Caseworker for ODSP-participating adult cases;
- Case conferencing with participants who require a higher degree of wraparound support within the community;
- On-going bi-monthly teleconferences with the ODSP manager to ensure that South West Region joint procedures and protocols are being followed, and reflect best practices; and
- Semi-annual joint training for OW and ODSP staff to strengthen partnerships and explore best practice options (in conjunction with Huron County Ontario Works).

City of Stratford - Ontario Works Service Plan 2019-2020

Enhanced Coordination and Communication with Employment Ontario Service Delivery Offices

The Stratford CMSM developed strong partnerships with the two local Employment Ontario providers, Conestoga College and Partners in Employment.

Ontario Works Caseworkers continued their quarterly meetings with Conestoga College. This created opportunities to tweak processes, review referrals, and case conference on difficult cases and scenarios.

Our North Perth Caseworker is based at the Partners in Employment office in Listowel. Due to this co-location, participants could be warm transferred to their Employment Ontario worker once an outcome plan was completed.

Employment Ontario and Ontario Works management meet on various community steering committees together to provide input on local labour market issues such as Skills Advanced Ontario and Partners in Resource and Planning (PREP).

2. Leverage Local Economic Development

Activities and Approaches

The Connect2Skills program was initiated through a Skills Advance Ontario Application by the Four County Labour Market Planning Board in 2017 and was designed to skills-match unemployed persons into the manufacturing industry. This was a collaborative workforce development initiative for the manufacturing sector in the City of Stratford, County of Perth, and the Town of St. Marys. Partners included local economic development offices, Conestoga College, Employment Ontario, and local manufacturers.

As of January 2019, of the 45 Ontario Works recipients who began in the Connect2Skills program:

- 31 completed the in-class training
- 19 completed the placement portion of the program and graduated successfully
- 15 are currently employed
- 8 exited the system because their earnings are in excess of entitlement

In 2019, the Supervisor of Ontario Works joined the local Newcomers Settlement Huron-Perth Committee. This committee is designed to address issues newcomers face when locating to Stratford, Perth County and St. Marys, including employment and training.

The Stratford CMSM participates in the Partners in Resources for Employment Committee on a quarterly basis. The mandate of this committee is to identify employment opportunities, labour market trends, new training initiatives, and current gaps within local employment/training sectors.

City of Stratford - Ontario Works Service Plan 2019-2020

3. Develop and Maintain Local Community Service Partnerships

The Stratford CMSM established a number of specialized caseloads in order to strengthen support for Ontario Works recipients who were identified as particularly vulnerable and required extra supports. They include the following:

- i. **Long-Term Recipient Caseload:** This Caseworker took a holistic approach to any benefit units that have more than 60 months of Ontario Works assistance. Intensive case management allowed for the Caseworker to work collaboratively with the participant to identify barriers and move them along the employment spectrum or onto another income source. The objective of this pilot project was to reduce the overall length of time on assistance. We are using the CRS 100 report to analyze our success with this project.
- ii. **Homelessness Caseload:** In early 2017, the Stratford CMSM created a Caseworker position to provide intensive case management to participants who are experiencing homelessness or are precariously housed. This Caseworker worked closely with the City of Stratford Housing Division as well as multiple community partners including:

- Canadian Mental Health Association
- Choices for Change: Alcohol, Drug and Gambling Centre
- John Howard Society of London and District
- Family Services of Perth-Huron

The goal was to rapidly re-house participants who were experiencing homelessness or to use a wraparound approach to prevent eviction for those who were precariously housed. In this approach, a variety of agencies worked together to provide multiple services and assist the participant in finding and maintaining stable, permanent housing.

- iii. A **dedicated Caseworker** continued to work with women fleeing domestic violence. This Caseworker worked closely with Optimism Place, the local stage-one women's shelter, as well as with the Housing Division.

The Stratford CMSM also partnered with other local services in order to provide specialized supports to OW recipients including:

- iv. Contracting the services of a psychologist to complete cognitive and mental health assessments for our participants. Participants who identified as having cognitive disabilities or believed that mental health was a barrier to their

City of Stratford - Ontario Works Service Plan 2019-2020

employment were scheduled for an assessment. The assessment identified next-steps for the Caseworker and the participant in regards to Outcome Planning. Examples of this include employment that involves routine tasks, counselling, and literacy supports.

- v. The Childcare Subsidy Intake Worker for Social Services was co-located with the Ontario Works Caseworkers. This allowed for a seamless approach when a participant needed to apply for childcare subsidy or required a therapeutic referral. The Ontario Works Caseworker warm transferred the participant to the Childcare Subsidy Intake Worker to ensure that an application was completed when needed.

4. Strengthen Program Accountability

In accordance with the 2019 Ontario Works Service Delivery Priorities this service plan prioritizes the following pillars for service delivery:

- i. **Improving Employment Outcomes:** Employment will be the focus of service delivery. Employment duties will be aligned to ensure that the Ministry employment targets are achieved.
- ii. **Enhancing Accountability for Achieving Outcomes:** Reports will be reviewed monthly in order to measure employment outcomes. Service delivery will be modified based on analyses of these reports. For example, if we are not meeting targets we will evaluate the option of moving from a “super-worker” model in which the Caseworker completes both income and employment related duties to a model in which there are specialized workers for employment and financial aspects of a file.
- iii. **Amending Service Contracts (in-year) related to Employment Targets:** The Stratford CMSM will continuously review data to identify labour market trends and ensure that employment targets are manageable.
- iv. **Strengthening Fiscal Accountability:** The budget submission will be based on a clear rationale to ensure that delivery costs reflect program delivery and program spending.

SECTION 1: ENVIRONMENTAL SCAN

Service Delivery

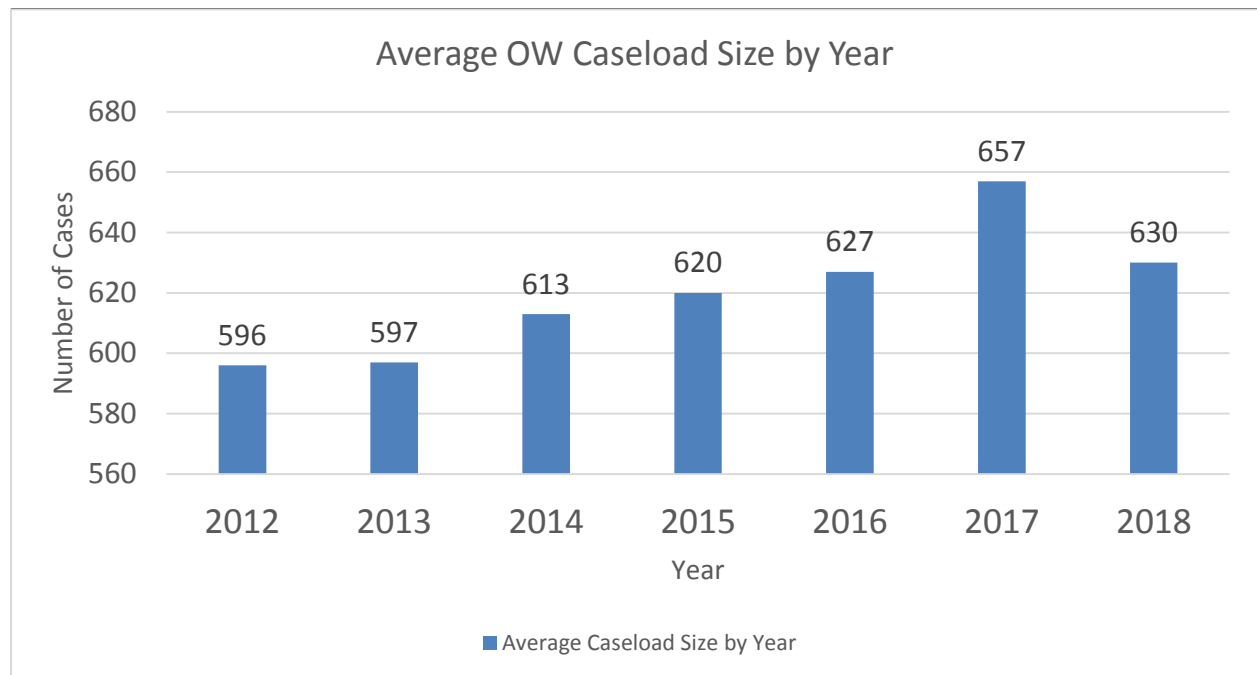
Although local service delivery continued to be improved over the 2018-2019 business cycle, the employment outcomes for recipients of Ontario Works in the first four months of 2019 were well below the sustained actuals of 2018. Based on SAMS Performance

City of Stratford - Ontario Works Service Plan 2019-2020

Report information, COGNOS reports, local labour market trends, and discussions with community partners, possible explanations for this decline in successful employment outcomes for participants are discussed below.

Caseload Description

The chart below illustrates the Stratford CMSM's Ontario Works caseload. Overall, the caseload has remained fairly consistent over the last five years. It is anticipated there will be a 3% increase annually over 2019 and 2020 due to factors such as the skills gap (i.e. the skills employers require versus the level of skill many of our participants have), the continued increase in part-time employment versus full-time employment, and the amount of participants experiencing multiple barriers to employment related to the social determinants of health¹.



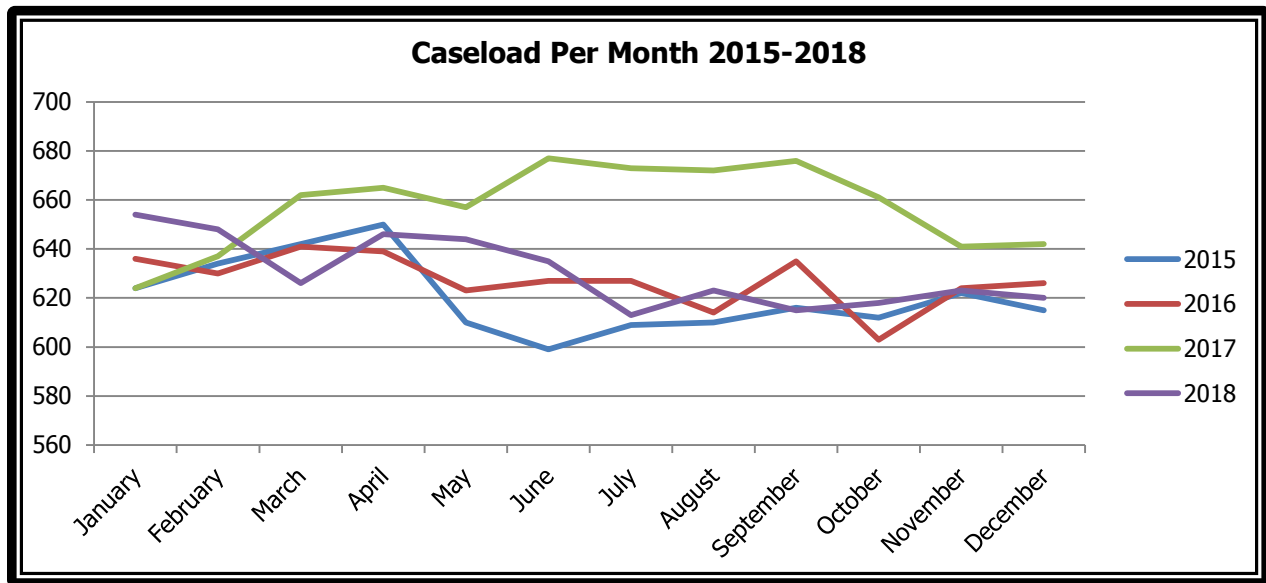
*Note: Year 2012 average is from April to December 2012.

The average caseload for the 2018 year dropped from an average of 657 to 630 in 2018.

¹ Social Assistance Operations Performance Reports, December 2018

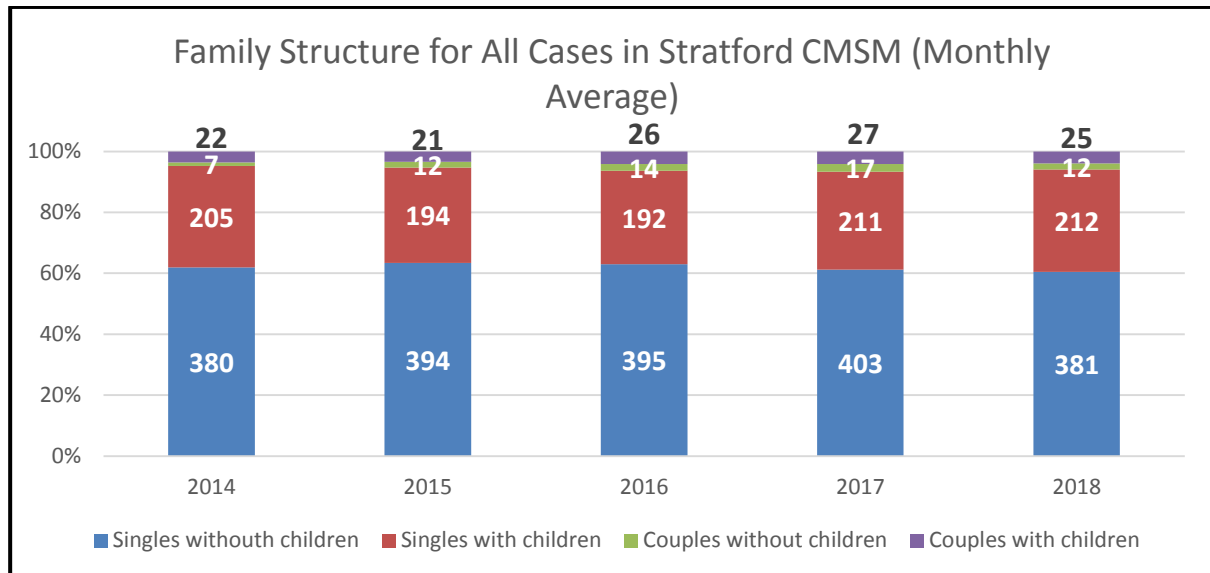
City of Stratford - Ontario Works Service Plan 2019-2020

The chart below reflects the previous four years of caseload by month. This data suggests there is no pattern to predict consistent spikes in caseload.



2

The chart below shows that singles without children (60.5%) continue to make up the majority of our caseload. This poses significant challenges in finding affordable housing options for single-income participants. When planning service delivery for this two-year cycle we will continue to keep this group front and centre.

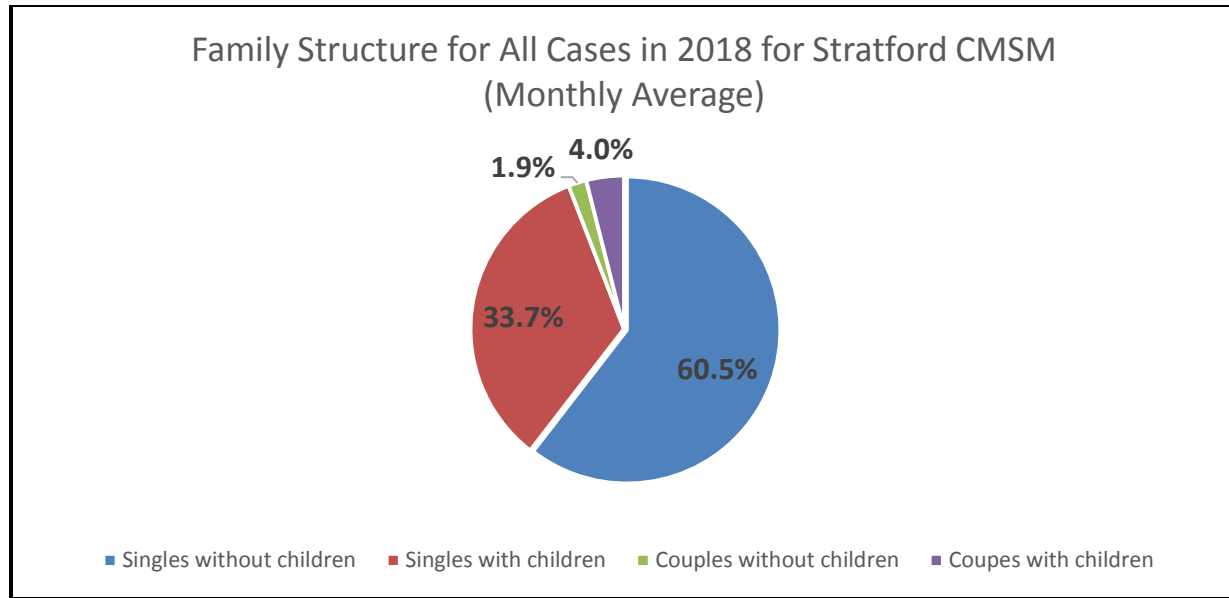


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² OW Caseload at a Glance, 2018

³ OW Caseload at a Glance, 2018

City of Stratford - Ontario Works Service Plan 2019-2020



Gaps in Services That Assist Clients to Prepare for, Find and Maintain Employment

Intensive case management for participants who present with multiple barriers is the best approach to move them along the employability spectrum. There are currently three Caseworkers who carry a reduced caseload (Addictions, Homelessness, and Long-Term Recipients). However, many participants with other barriers would also benefit from being part of a specialized caseload. The Stratford CMSM is working towards reducing caseload ratios in order to make intensive case management more feasible for other identified specializations (e.g. youth, sole-support parents, and mental health specialized caseloads).

Local Labour Market and Economic Development

Unemployment Rate

In March 2019, the unemployment rate for Stratford-Bruce Peninsula was 6.9%⁴, its highest rate since March 2017 when it was 6.8%. In the first four months of 2019, the unemployment rate was also considerably higher in comparison to 2018 over the same time period (5.73% vs. 4.55%).⁵ Local economic development information suggests this higher rate can be partially attributed to the slower start to seasonal employment in the hospitality/tourism and agriculture sectors due to extended winter weather conditions. It may also reflect layoffs in the County. This slow-down is expected to correct itself in the coming months as warmer weather increases tourism and agriculture activities.

⁴ The Stratford-Bruce Peninsula Unemployment rate cannot be separated or drilled down further to reflect Stratford or Perth County only.

⁵ 2018, Statistics Canada

City of Stratford - Ontario Works Service Plan 2019-2020

Layoffs at Local Factories

In 2019, there were layoffs at three factories in Perth County, all of which were large employers. Two layoffs occurred in Stratford and a third in Mitchell. The companies were Hendrickson Spring, Cooper Standard, and Schaeffler Automotive. While fewer employees at Hendrickson Spring were in receipt of social assistance, Ontario Works participants often receive employment at Cooper Standard and Schaeffler.

Out-of-County Workers

The demand for workers in the manufacturing sector is significant for Stratford and Perth County employers. A new company, Blue Branch, brought in workers from across the country (mainly from the East Coast) to fill these positions. This is an ongoing trend. Other local employers have bussed in workers from other regions to support their employment needs. As a result, lower-skilled local workers have struggled to find and maintain employment, increasing competitiveness in the local labour market. This competitiveness has increased the need for programs such as Connect2Skills as a way to reduce the growing skills gap in our workforce and better address the expectations of local employers.

Access to Housing

Out-of-County workers also require a place to live while employed in Perth County, which has resulted in an increased strain on an already tight housing market, particularly in Stratford. An overall lack of housing stock has severely decreased both the affordability and availability of housing for individuals living on a lower and/or fixed income. Vacancy rates for the area indicate a 0% vacancy rate for bachelor and 1.5% for 1 bedroom units.⁶

Caseload Exits to ODSP

File transfers to ODSP are at a higher rate than previous years and may be impacting employment targets as Caseworkers assist participants with multiple barriers in obtaining ODSP. There is a high deferral rate for medical reasons with some caseloads seeing greater than 50% deferrals. In the first four months of 2019, our caseload transferred 33 files to ODSP, representing approximately 5% of the overall Ontario Works caseload. During the same time in 2018, 18 files were transferred to ODSP. This increase supports the implementation of a Long-Term Recipient Caseload to address a higher barrier caseload with multiple needs that may prevent participants from finding and maintaining employment. In particular, the Homelessness Caseworker, who carries

⁶ CMHC Rental Market Survey; Ontario — Rental Market Statistics Summary by Metropolitan Areas, Census Agglomerations and Cities

City of Stratford - Ontario Works Service Plan 2019-2020

a caseload of 50-60 participants, is seeing quite complex cases.

Local Opioid Use

The Huron-Perth District Health Unit has documented a significant increase in opioid use within the region.⁷ The use of fentanyl amongst recipients of Ontario Works continues to be of concern. We estimate that approximately 25% of our caseload struggles with addictions, a portion of which do not disclose this or receive treatment. This can lead to further challenges in achieving and maintaining successful employment. The medical deferral rate is rising as the caseload continues to face increased barriers to employment, requiring enhanced responses to our participants' needs; including intensive case management by our specialized caseloads.

Cyber Incident at the City of Stratford

Due to a cyber incident that occurred at the City of Stratford on April 14th, 2019, access to SAMS locally has been restricted. We currently operate as a satellite office in Huron County. However, this has severely impacted the ability of Caseworkers to ensure proper exits are being documented and followed up on. We continue to provide excellent overall customer service, although our priority has been to ensure all participants are receiving accurate payments at the expense of some follow-up processes. We have mitigated this challenge by developing strategies to ensure our data is accurate and our exits to employment are being captured correctly, so that participants are aware of all of the benefits that may be available to them.

Performance Reports Data

Despite these challenges to service delivery, there is no clear trend emerging with regards to meeting employment targets. Overall, 2018 appears to be a statistical anomaly. Please see the chart below for averages on all 4 outcomes dating back to 2015:

Year	% of Terms to Employment	% of caseload exiting	Avg. Monthly Earnings	Caseload % w/ Earnings
2015	14.77%	1.14%	\$757.00	13.48%
2016	21.45%	1.9%	\$736.00	18.03%
2017	22.01%	1.83%	\$764.00	18.81%
2018	31.35%	2.51%	\$905.00	17.87%

⁷ Perth District Health Unit, December 11, 2018: "Local Community Group Reports Rise in Opioid-related Overdoses and Deaths"

City of Stratford - Ontario Works Service Plan 2019-2020

Proposed 2019 Baseline Targets

Based on our analysis, we are proposing that employment outcome targets be set to 21.63% for Target 3, a 20% increase from the Provincial median, and 1.55% for Target 4, a 3% increase from the Provincial median. We aim to exceed the Provincial median while balancing this against local labour market conditions. After discussion with the Ministry of Children, Community and Social Services, it was indicated that we could not project below 2018 actuals, but did not need to increase these outcomes by 3%. The targets set by MCCSS are prescribed in Section 2: Linking Strategies to Outcome Measures.

Employment Outcomes – City of Stratford CMSM

Measure	2019 Baseline	2018 CMSM Average	2018 Provincial Average
Average Employment Earnings	Not using	\$902.70	\$867.85
% of Caseloads with Employment Earnings	Not using	17.9%	12.4%
% of Terminations Exiting to Employment	21%	31.1%	18.0%
% of Caseload Exiting to Employment	1.50%	2.51%	1.5%

Future Socioeconomic Factors That may Influence Employment and Employability

The Stratford CMSM continues to support the Skills Advanced Ontario Program Connect2Skills as a program that has successfully addressed the education and skills required in acquiring available manufacturing jobs in Perth County.

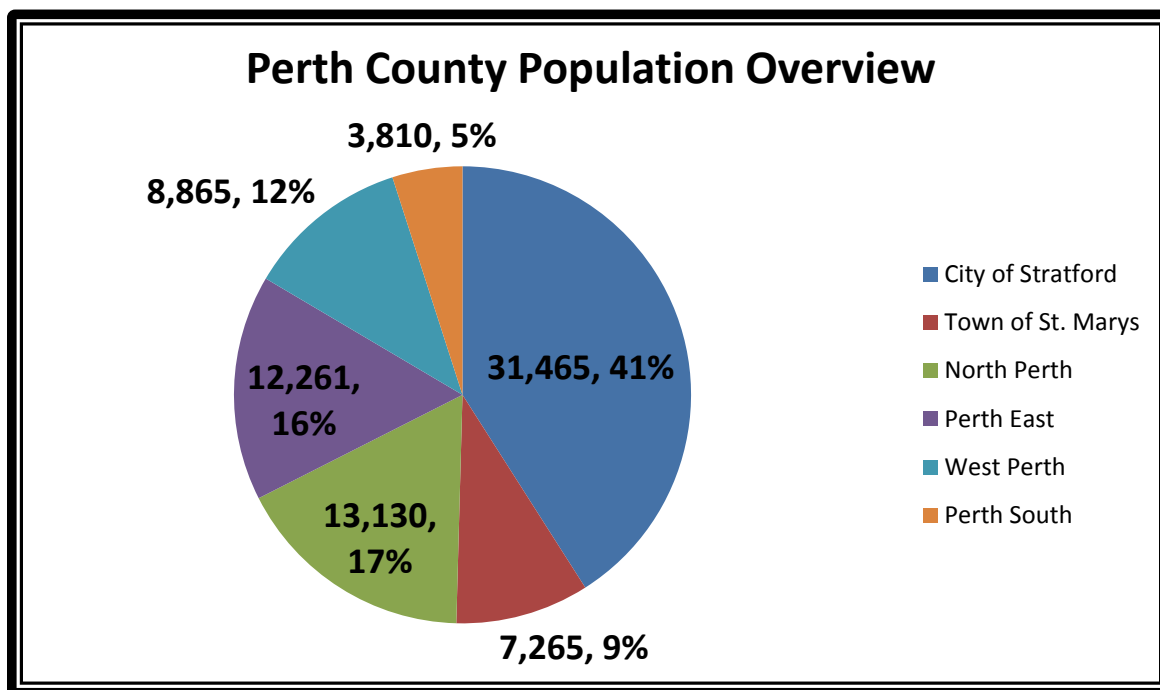
The City of Stratford and the County of Perth have each received a commitment of \$1,449,345 in provincial funding through the Ministry of Transportation's Community Transportation Grant Program to establish new public transit for a pilot period of five years. With this commitment, the City of Stratford, together with Perth County, its member municipalities, and the Town of St. Marys, will create an inter-regional transit service connecting London, St. Marys, Stratford, and Kitchener. Service between Listowel and Kitchener is also planned. A separate but related Perth County commitment will create a transit system to link the communities of Stratford, St. Marys,

City of Stratford - Ontario Works Service Plan 2019-2020

Mitchell, Sebringville, Monkton, Atwood, Milverton, Listowel and Millbank. A bus carrier will be selected through a competitive process and the new transportation services are expected to launch in the spring of 2019. It is anticipated that this service will increase employability for our rural participants by addressing transportation barriers that currently exist in our communities.

Regional and Local Demographic Trends

According to 2015-2016 Taxfiler – Migration Estimates, Perth County attracted 2,947 people through in-migration and lost 2,744 people due to out-migration between 2015 and 2016. This is a net-migration increase of 203 people. Of the 2,947 in-migrants, 2,607 were intraprovincial, 148 were interprovincial, and 192 were international migrants. Of the 2,744 out-migrants, 2,415 were intraprovincial, 268 were interprovincial, and 56 were international migrants. The 25-44 age cohort saw the greatest net loss of 1,003 people during that time period, while the greatest increase of in-migrants of 1,014 people came from the same age cohort.



According to 2016 Statistics Canada Census data, Perth County's population was 76,796, which constitutes a 2.2% population increase since 2011. The largest

City of Stratford - Ontario Works Service Plan 2019-2020

population centre in Perth County is the city of Stratford, which accounts for 41% of the total population.⁸

Labour Force Participation Rates (Census 2016)

Census data also showed that Perth County had a higher participation rate and employment rate than the Province of Ontario as a whole.⁹ The average unemployment rate for Perth County was 4.0% compared to 7.4% for Ontario.

	Perth County	Ontario
Participation rate	69.8%	64.7%
Employment rate	67.0%	59.9%
Unemployment rate	4.0%	7.4%

Labour Force by Population Perth County (Census 2016)

Occupation	# Employed	% of Workforce
Sales and Service	8,515	20.0%
Trades, Transport and Equipment Operators	7,710	18.1%
Business, Finance and Administration	5,285	12.4%
Management Occupations	5,030	11.8%
Manufacturing and Utilities	4,910	11.5%
Education, Law, Social, Government & Community	3,600	8.5%
Health Occupations	2,535	6.0%
Natural Resources , Agriculture & Related Occupations	2,080	4.9%
Natural and Applied Sciences	1,680	4.0%

⁸ Canada NHS, 2016 for Perth County Census Division

⁹ Canada NHS, 2016 for Perth County Census Division

City of Stratford - Ontario Works Service Plan 2019-2020

Art, Culture, Recreation and Sport	1,165	2.7%
Total	42,515	100%

Census 2011

The chart below outlines Perth County's top 10 occupations within the labour force, with Sales and Service ranking the highest.¹⁰ However, this category has seen a 1.1% decrease over the past 5 years, whereas Business, Finance and Administration, Management Occupations, and Health Occupations have seen increases. It should also be noted that the percentage of workers within the Manufacturing and Utilities occupations decreased almost 2 percent. This may indicate a shift in the types of occupations within Perth County.

Occupation	# Employed	% of Workforce
Sales and Service	8,840	21.1%
Trades, Transport and Equipment Operators	7,620	18.2%
Business, Finance and Administration	5,600	13.4%
Management Occupations	5,130	12.2%
Manufacturing and Utilities	4,065	9.7%
Education, Law, Social, Government & Community	3,460	8.5%
Health Occupations	2,805	6.7%
Natural Resources , Agriculture & Related Occupations	1,660	4.0%
Natural and Applied Sciences	1,525	3.6%
Art, Culture, Recreation and Sport	1,075	2.6%
Total	41,880	100%

¹⁰ Canada NHS, 2016 for Perth County Census Division

City of Stratford - Ontario Works Service Plan 2019-2020

Community Partnerships

It is of utmost importance that the Stratford CMSM collaborates and has strong partnerships at every level of the organization. Recognizing that, we are investing significant time networking locally, regionally, and provincially. Some of the steering groups and committees we participate in include:

- Partners in Resource for Employment in Perth
- Skills Advanced Ontario
- South West Employment Round Table
- Ontario Municipal Social Services Association (OMSSA)
- South West Region Business and Technology Working Group
- South West Region Strategic Management Group

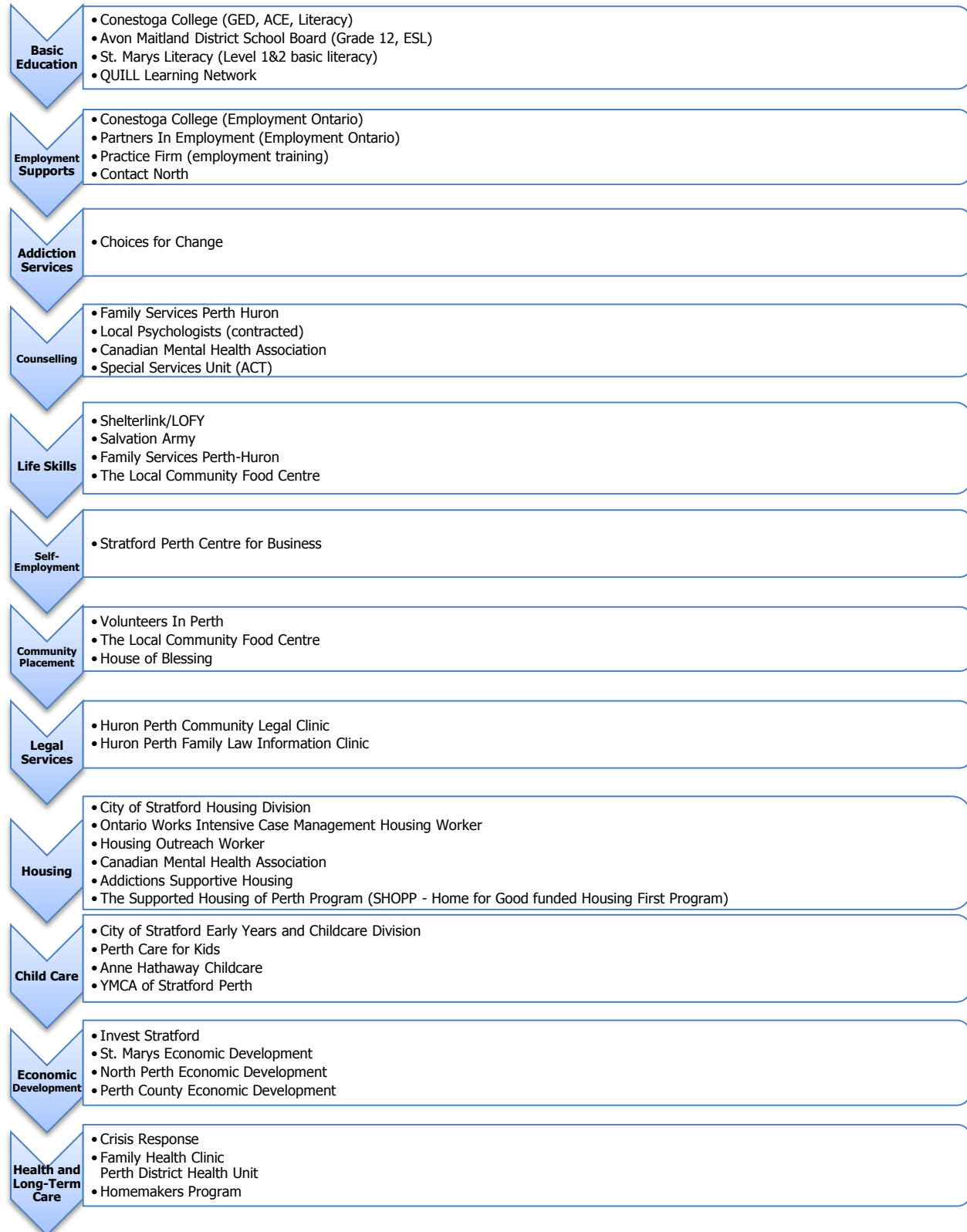
We continue to work closely with Economic Development (Invest Stratford) to look at our local labour market situation and affordable housing options. These partnerships allow us to stay abreast of current issues that impact our service delivery and enable us to implement best practices to improve participant services in a timely manner. By working with our community partners, we are able to improve employment outcomes for our participants. For example, case conferencing with our Employment Ontario providers, referrals to counselling services and the Community Legal Clinic have helped to mitigate complex situations for our participants.

The Community Homelessness Prevention Initiative (CHPI) and the Homemakers Program are both administered by the Stratford CMSM. Risk of housing loss has become more prevalent which presents challenges for participants when finding and maintaining employment. Maintaining a strong link with the CHPI program allows Caseworkers to access financial resources to prevent eviction and/or re-house a participant. Similarly, the Homemakers Program, which provides in-home, light cleaning services, helps participants maintain their residence so they can concentrate on improving their employment outcomes.

As we move forward with the human service integration model, we continue to look for partnerships that can help coordinate services in order to better serve our mutual participants. The chart below outlines our key community partners and the services they offer.

City of Stratford - Ontario Works Service Plan 2019-2020

Key Community Partners and Services



City of Stratford - Ontario Works Service Plan 2019-2020

SECTION 2: STRATEGIES AND OUTCOMES

Service Strategy

Ontario Works Caseworkers have caseloads between 80 and 100, with the exception of two intensive caseloads; the Housing Stability and Homelessness Caseworker and the Long-Term Recipient Caseworker. These specialized caseworkers have reduced caseloads of approximately 30-60. Maintaining caseloads in this range are imperative to ensuring participants are supported in their move to self-sufficiency. This allows for Caseworkers to meet more frequently with participants and provide one-on-one service that meets their needs and moves them towards the goals identified in their outcome plan. Intensive case management supports help address the barriers that participants are facing with a more supportive and client-centered approach. The Housing Stability and Homelessness Caseworker helps participants in Ontario Works with securing stable, affordable housing; a crucial first step in ensuring that they are able to begin the journey towards employment. The Long-Term Recipient caseload helps identify barriers for individuals who have been on assistance for an extended period of time in order to better understand the issues they are facing. These individuals may be identified as having permanent barriers to employment and, therefore, require a referral to ODSP, or they may be able to move towards sustainable employment with increased supports. The attention these caseloads are able to offer participants helps provide more appropriate and situation-specific services.

Generalized caseloads focus on moving individuals towards self-sufficiency by using motivational interviewing and partnering with community agencies to provide wraparound supports to employable individuals. Through employment-focused outcome planning, the Ontario Works participant and caseworker can work together on a plan to increase employability. Outcome Plans are designed to be tailored to each participant's unique needs. The primary goal is employment and this one-on-one service helps people find and keep jobs. With the completion of the MCCSS assessment, the caseworker can identify what supports are required and assist the participant in deciding what employment path to commence. This may take the form of caseworker support in an independent job search or making an appropriate referral to a partnering community agency. In many cases, the participant may be referred to multiple partnering agencies to increase their employability. If participants do not have their Grade 12, a referral to Basic Education can be made in conjunction with a referral to Employment Ontario to help with job search techniques.

We also work closely with partnering agencies to support individuals with barriers to housing stability, access to childcare or transportation. By taking this approach, participants are connected to resources that can help support them once they transition

City of Stratford - Ontario Works Service Plan 2019-2020

off of Ontario Works. Coordinating services and supports helps participants build resiliency thereby reducing the likelihood of a return to Ontario Works. Once participants have achieved employment, caseworkers provide ongoing support to help them achieve financial independence. According to Social Assistance Operational Reports, approximately 20% of individuals on the overall caseload are working each month, but are not earning enough to move off of social assistance. In these cases, caseworkers help participants modify their outcome plan to accommodate their employment while also encouraging them to pursue additional options. This could include increasing their hours through a second job, continuing the job search for higher paid employment, volunteering to gain new work experience, or starting a training program (Basic Education) that could increase their skills to make them more employable. These strategies and measures may eventually lead to financial independence.

As part of our holistic approach to employment outcomes, the Stratford CMSM works in partnership and collaboration with a number of agencies and services (outlined on page 18).

Linking Strategies to Outcome Measures

Percentage of Terminations Exiting to Employment

We forecast our target for 2019 at 31.97%, which was our average for 2018 as per the Social Assistance Operations Performance Report with a 2% increase. We will weight this target at 600 points. We have evaluated the trends in our local economy as noted in Section 1 and have concerns regarding the targets prescribed by the Ministry. Due to an increase in our unemployment rate, as well as several other factors, we will closely be monitoring our outcome measures as we are trending downward from our 2018 averages. Using the strategies identified below, we will be continually evaluating the protocols in place but achieving these targets will be quite difficult due to the trends identified in our local economy.

Strategies being used with respect to this target include:

- Ensuring Caseworkers capture appropriate exit reasons in SAMS;
- Ongoing case conference and follow-up with Employment Ontario providers on mutual participants and general employment outcomes;
- Promoting employment-related benefits and services to assist and inform participants about moving toward self-sufficiency (Earnings Exemptions, Extended Employment Health Benefit, Child Care Subsidy referrals) in both written and verbal formats; and

City of Stratford - Ontario Works Service Plan 2019-2020

- Maintaining contact with participants to ensure they inform us when employment is attained and are aware of the supports available.

Percentage of Caseload Exiting to Employment

We forecast our target for 2019 at 2.56%, which was our average for 2018 as per the Social Assistance Operations Performance Report with a 2% increase. We will weight this target at 400 points. We have evaluated the trends in our local economy as noted in Section 1 and have concerns regarding the targets prescribed by the Ministry. Due to an increase in our unemployment rate, as well as several other factors, we will closely be monitoring our outcome measures as we are trending downward from our 2018 averages. Using the strategies identified below, we will be continually evaluating the protocols in place but achieving these targets will be quite difficult due to the trends identified in our local economy.

Strategies being used with respect to this target are the same as the previous outcome as well as:

- Ongoing discussions with local Economic Development professionals regarding labour market conditions and available employment;
- Ongoing participation in community groups which inform and support employment related activities in the community; and
- Ongoing evaluation of employment programs and initiatives to ensure the programs adequately meet the requirements of the community and support moving Ontario Works participants to self-sufficiency.

Action Steps and Resources

In order to successfully implement the above strategies, it is important that our caseload ratios remain consistent. This will allow staff to effectively serve those needing assistance. It is also important for staff to have strong working relationships with partnering agencies, as well as participants, in order to ensure that outcome targets are being met and data is captured accurately.

In order to achieve improved employment outcomes for Ontario Works participants it is crucial that staff keep up to date with best practices and training in the employment field. Training will focus on a holistic approach to participant circumstances, and focus on strengthening and empowering individuals as they move towards employment and off of Ontario Works. We previously completed training sessions such as Motivational Interviewing, Trauma Informed Care, Mental Health First Aid, and Housing-Based Case Management. We prioritize professional development by encouraging staff to submit training requests for programs that pertain to their work, such as Solution-Focused

City of Stratford - Ontario Works Service Plan 2019-2020

Coaching and Understanding Addictions. Using this approach, we ensure that training is relevant to the day-to-day activities of staff.

The Stratford CMSM continues to work in conjunction with local community partners, while actively seeking and embracing partnerships or services that can positively increase participant outcomes. We have developed a Voluntary Trusteeship and Housing Help program with the Salvation Army, which is in its second year, and continue to work alongside partnering agencies in the Skills Advance Ontario program, which has seen great success.

Stakeholder Linkages

The City of Stratford takes a holistic approach to case planning for participants who are “job ready” and who are not “job ready” when applying for assistance. Building trusting, quality relationships with participants are vital to ensuring that outcome planning is completed adequately, and meets the needs of each individual participant. By completing accurate, detailed outcome planning, we can address barriers that participants are facing and help move them along the employment spectrum. These quality relationships with participants link directly to our community partners and stakeholders, by ensuring that our referrals to their programs are appropriate and supported by evidence. It is of the utmost importance for the Stratford CMSM to maintain and strengthen quality relationships with our community partners in order to best serve participants and leverage funding that exists across the community.

To enhance strong linkages between Stratford CMSM and community partners, staff members participate in various local committees related to the effect of poverty on individuals. These include food security, housing and homelessness, mental health and addictions, and employment and training. Having a voice at these tables helps build strong partnerships, identify service gaps, and implement new programming and services that can enhance participants’ lives. Some of these agencies include Choices for Change, ODSP, the United Way, our local Community Legal Clinic and Employment Ontario providers.

Strong communication with partnering agencies is also key to ensuring participants are following through with referrals being made. Proactive measures like booking the appointment with the referral agency during the outcome planning process, or doing monthly follow-ups to confirm participant participation, are important strategies to confirm the delivery partner is helping achieve employment outcomes for participants. In many cases, partner agencies maintain open lines of communication, and situations that arise can be addressed quickly and effectively.

City of Stratford - Ontario Works Service Plan 2019-2020

This is also being done inter-departmentally as the City of Stratford Social Services Department moves towards a Human Service Integration model. As we continue integrating Ontario Works, Childcare, and Housing, we are streamlining our services, building stronger partnerships inter-departmentally, and reducing duplication of services.

Addressing Service Gaps

Two major gaps identified at this time are the following: 1) the lack of services to address and support participants with multiple barriers to employment; and 2) supporting those facing housing stability issues. These gaps are not mutually exclusive. We continue to work with local health and addictions agencies as well as EO providers to identify barriers and support our participants in an efficient and client-centred manner. We contract with a local psychologist who conducts cognitive and psychological assessments, outlining the barriers participants are facing and providing employment recommendations. These reports help guide next steps in employment planning. Our Housing Stability and Homelessness Caseworker continues to work with individuals experiencing housing stability concerns and works with our outreach team to address these issues. Through intensive case management, we are working towards rapidly re-housing these individuals to begin moving them towards employment and self-sufficiency.

Increased Employability Strategies

Our focus is on improving employment readiness for participants. To do this, we partner closely with our Adult Learning Centres, Employment Ontario providers, and programs such as Skills Advance Ontario. We use multiple providers in the community, as well as techniques such as motivational interviewing, to ensure we are providing participants with the appropriate level of service to match their needs. Taking a holistic approach to case planning, and involving community partners, helps create a wraparound support team better able to meet the needs of participants moving towards employment. The integration of Child Care, Housing, and Ontario Works has helped reduce duplication and allowed for more comprehensive supports to be put in place, in a more effective manner. Our intensive case management caseloads also address acute barriers and help support those with complex needs in a more focused and service-driven manner.

We continue to case conference and have open dialogue with local providers to ensure we are addressing these issues and identifying programs and supports that will help individuals become more self-reliant. This includes ongoing support for an individual beginning employment. This step is crucial as it can mean the difference between a participant maintaining employment or losing it. This includes ongoing check-ins if

City of Stratford - Ontario Works Service Plan 2019-2020

participants do not submit their income reporting cards, follow-ups regarding programs such as the Extended Employment Health Benefit and ongoing contact with Employment Ontario. Should an individual lose employment, we are able to reconnect with EO and the participant, address barriers that resulted in their employment loss, and work on a case plan to move them back into employment as quickly as possible.

Monitoring Service Strategies

Progress on the two outcome targets (percentage of terminations exiting to employment and percentage of caseload exiting to employment), is monitored using ongoing strategies that are pro-active and grounded in statistics. This includes regular reviews of the Social Assistance Operations Performance Reports, as well as the CRS 120 and CRS 420. Further to this, the Supervisor completes ongoing case reviews and monitors COGNOS reports to ensure employment benefits, employment activities and exits to employment are being accurately managed and captured. Outcome plans are also reviewed for accuracy and relevance to employment outcomes to ensure targeted outcomes are being met. Ensuring data is accurate by monitoring what is available, and comparing against other reports, also helps guide planning and resourcing. This ensures we are using local employment programs effectively and leveraging existing community relationships with key stakeholders.

SECTION 3: PROGRAM MANAGEMENT

Service Delivery

The Stratford CMSM Service Delivery model focuses on addressing individual needs to improve employment outcomes by increasing individual employability and moving towards self-sufficiency. To ensure we are achieving our outcome targets, it is important that our caseload ratios remain consistent. This allows staff to effectively serve the people needing assistance. It is also important for staff to have strong working relationships with partnering agencies, as well as participants, in order to ensure that outcome targets are being met and data captured accurately. To support this, we continue to follow up with participants who exit Ontario Works to ensure their exit reason is captured appropriately, and communicate with partnering agencies that may be able to provide more information regarding their circumstances, if we cannot reach the participant directly.

We continually evaluate caseloads and caseload statistics to ensure that specialized caseloads are meeting the needs of the participants they were intended to serve. Although current ratios do not allow for more specialized caseloads, many participants would benefit from this type of service. We continue to identify priority populations and

City of Stratford - Ontario Works Service Plan 2019-2020

ensure specialized caseloads meet the needs of the individuals requiring the most support to move towards financial independence and self-sufficiency.

We have reviewed processes to ensure alignment with Ministry priorities moving forward. We continue to focus on improvements to our service delivery model and the delivery of employment supports by examining best practices, training staff to help move participants toward sustainable employment and increased financial independence, while remaining accountable to the taxpayers of Ontario. We continue to coordinate with our local ODSP office to ensure business protocols are in place that support shared case management when possible. We are continuing to focus on strengthening our support for our ODSP-participating caseload and take part in monthly teleconferences with the ODSP manager and Huron County Ontario Works, where discussion on this topic is ongoing. We are also reinstituting joint meetings between Huron Perth ODSP, Stratford OW and Huron OW to explore best practices and strengthen relationships. We continue to work closely with our Employment Ontario providers and have ongoing strategies in place including; monthly reports submitted regarding progress, quarterly in-person case conferences, and a Caseworker operating out of our EO provider in Listowel.

We continue to sit on committees that include local economic development partners and participate in the Connect2Skills program. Our specialized caseloads continue to focus on supporting Ontario Works participants such as long-term recipients and those facing housing stability issues across several service sectors, such as healthcare, developmental services and housing.

Analysis of Resources

Presently, the Stratford CMSM has a two-member management team (Manager and Supervisor) 1 ERO, 1 EVP, 1 LSS, 1 Support Clerk and 1 Outreach Worker, 2 financial staff, 4 Intake Clerks, and 9 Ontario Works Caseworkers. All but our North Perth Caseworker, who is based in Listowel, operate out of our main office in Stratford but have the ability to travel as needed. Our caseloads average between 80 and 100, with our intensive caseloads operating between 30 and 60, based on need. The Social Services Intake Clerks are responsible for the front desk area, including walk-ins, telephone calls and completing initial Ontario Works applications.

With this current staff complement, we are able to meet the needs of our participants and provide specialized supports to those who require it. An increase in caseload numbers, or caseload ratios, could negatively impact the service being provided to participants who face these barriers and impact their ability to move towards self-sufficiency.

City of Stratford - Ontario Works Service Plan 2019-2020

Key Program Management Activities

Intake

We currently have four intake staff whose duties include completing Ontario Works applications. They gather as much data as possible during intake in order to streamline the eligibility process when they meet with a Caseworker. Intake can be completed in person, over the phone, or online. We completed 648 applications in 2018, averaging 54 per month. Of these applications, 102 were completed online. We continue to work towards integration at the front desk, and have a Public Housing Office Clerk who acts in a receptionist role and assists with the front desk. We also have aligned and consolidated positions within the corporation into a singular title, Intake Clerk, as we move towards greater integration and support for participants accessing Housing, Child Care subsidy, and Ontario Works. The ongoing integration has seen increased contacts and phone calls at the Intake Clerk level and we are striving to continue increasing capacity and enhancing our service delivery at this position.

Emergency Assistance

The Stratford CMSM continues to have a Caseworker specialized in Housing Stability and Homelessness, and works very closely with internal Outreach workers, Housing Division staff and a local Housing First program, the Supported Housing of Perth Program (SHOPP). They do not have set intake appointments but are available to see participants on an as-needed basis and shorten their wait time before an intake appointment. We continue to evaluate the provision of emergency assistance to participants who may not need to receive ongoing Ontario Works benefits but who meet the legislative requirements. These situations are reviewed on a case-by-case basis.

Eligibility Determination and Review

Eligibility determination is made during the initial intake interview with a Caseworker. At this time, the Stratford CMSM continues with the 'Super-worker' model where the participant has one Caseworker who monitors their ongoing financial eligibility, and manages their outcome plan to meet legislative requirements. We currently have specialized workers in the following areas to increase service delivery for these populations: Long-Term Recipients, Victims of Domestic Violence, Addiction Service Initiative (until July 31, 2019), Under 18 and LEAP, ODSP-participating adults, and those experiencing homelessness or who are precariously housed. We also have placed a Caseworker in North Perth 4 days a week to better serve the broader geographic area.

City of Stratford - Ontario Works Service Plan 2019-2020

The Eligibility Review Officer (ERO) works in a proactive manner to mediate complaints before they escalate. The ERO completes thorough investigations when they are identified and confirms the validity of all complaints received by our office, or through the provincial hotline. This position has regular contact with external agencies and ensures investigations are thorough and complete. Recommendations are made and reviewed with the management team prior to any final decisions that impact ongoing eligibility.

We abide by the Province's policies with respect to the portability of overpayment processes. Every terminated case with an overpayment is reviewed by the ERO to ensure the overpayment assessment is accurate and noted accordingly in SAMS. We continue to refer unpaid overpayments to UpLevel and pursue all unpaid overpayments after an individual has exited Ontario Works.

Family Support

We continue to mandate family support functions across staff, with the Ontario Works Supervisor taking the lead on all issues related to past arrears, FRO assignments and disputes over amounts owing. Caseworkers continue to support their participants in pursuit of spousal and child support and refer to the Family Law Information Clinic for support in this matter.

Participation Management

Caseworkers schedule and complete between 6 and 12 outcome plan appointments per week and are not to have more than 20% of their outcome plans overdue at any given time. All employment related benefits are thoroughly explained when the Rights and Responsibilities is signed, as well as during Outcome Plan appointments. As discussed earlier, referrals to community partners are of the utmost importance to ensure that participants have wraparound supports, are meeting their requirements, and are working towards increasing their employability. Child care options are thoroughly explained and up-front childcare is offered when this barrier to employment is identified. Licensed and unlicensed options are explored, and both therapeutic referrals and fee-subsidy are explained for all participants moving towards employment. We work very closely with the Early Years and Child Care Division to ensure we are supporting mutual participants in the most appropriate manner and sharing information to better assist when possible.

Program Delivery

The Stratford CMSM regularly reviews legislative requirements, directives, and standards to ensure we are meeting these measures. Participation in groups such as Business and Process Technology Working Group add an extra layer of accountability as

City of Stratford - Ontario Works Service Plan 2019-2020

we regularly meet with our counterparts and Ministry representatives to identify issues or legislative questions that are affecting us locally, or across West Region 1.

Modernization is a primary focus of our office and we continue to align ourselves with the modernization program and messaging being put forth by the Province. The majority of staff access SLACK and are encouraged to use this as an ongoing tool. Staff are expected to review the SA Extranet on a daily basis to ensure they are up to date on all communications. We constantly evaluate the effectiveness of our program and review our data outputs to ensure we are in line with expectations that are set forth.

We continually evaluate our program and policies to ensure they meet and exceed the program standards set forth by MCCSS.

Some examples include:

- Ongoing case reviews – both SAMS and physical files
- Ongoing review of specific directives at team meetings
- Ask-outs to other municipalities on interpretation of complex cases
- Ongoing review of processes in place to ensure they meet legislative requirements.

Eligibility Verification Process (EVP)

We have 1 EVP worker, who is also supported by the ERO position to ensure we are adequately meeting our target of 90%. We have identified efficiencies to help streamline the EVP process, including file assignment, preparation, and clerical supports. This ensures that the EVP worker has enough time to review and complete file audits. We pride ourselves on thorough file audits that are completed in a timely manner. After the first cycle, we had an 89% completion rate and have been evaluating our process locally to ensure we exceed 90% moving forward. We currently review the EVP performance reports, but also meet locally throughout the EVP life cycle to ensure we are on target and identify any barriers to completion. Individuals who miss more than two EVP appointments are suspended until they attend and complete their appointment. Information is expected within a set timeframe and these expectations are clearly communicated to participants, as are the consequences of not submitting this information on time.

Overview of Learning Supports

The Stratford CMSM continues its commitment to providing staff with relevant training opportunities that can enhance service delivery and avoid burnout, allowing staff to better serve participant needs. We have attended information days for the SAIL

City of Stratford - Ontario Works Service Plan 2019-2020

Program and are anticipating its roll-out amongst other CMSMs in the province. Some professional development training opportunities provided to staff include:

- Core legislative training for new hires
- OMSSA Zone 1 training
- Community guest speakers at staff meetings (e.g. YMCA Settlement Services, QUILL Learning Network)
- Motivational Interviewing
- Trauma Informed Care
- Joint process training with Huron Ontario Works and ODSP
- Solution-Focused Coaching
- Rent Smart Ontario Train-the-Trainer
- Housing-Based Case Management and Housing First Principles
- Mindfulness and Workplace Stress
- OMSSA Webinars

We also encourage staff to submit requests for specific training that will enhance their abilities and encourage positive personal growth. Once they have completed a training session, they are asked to present the information they learned to their peers to share knowledge and best practices.

Strategy to Deliver French Language Services

We do not see a large French speaking population in Perth County but we do have one Caseworker fluent in French and print off applications in French when required. We are actively engaged with the YMCA Settlement Services to assist any newcomers to the area, including those who may move from French-speaking regions.

Business Practices

We are constantly reviewing business practices locally, and have instituted several policies that align us with the Provincial standards including Exception Based Income Reporting, Discretionary Benefits, Records Retention and Verification Standards. We implement processes as they are needed to address ongoing issues and ensure we look at best practices from across the Province when implementing processes. We participate in the Business and Process Technology working group (BPT) as well as the South West Employment Round Table (SWERT) which allows us to share best practices amongst CMSMs in the West Region 1, and implement effective, proven strategies that are working in other communities.

City of Stratford - Ontario Works Service Plan 2019-2020

We have also implemented two local processes which focus on the health and wellbeing of both staff and participants; a Zero Tolerance Policy for behaviour in our office and the Community Visit and Safe Work Protocol which focuses on best practices when completing home and community visits.

SUMMARY:

Management and staff of the City of Stratford Ontario Works Division are committed to providing quality, holistic services to all Ontario Works participants.

The Ontario Works Division will continue to work with community partners to identify gaps and find solutions through the enhancement of existing services or the development of new programming.

The Stratford CMSM will also continue to support and work diligently with the Province on any forthcoming projects or mandates. The City of Stratford Ontario Works Service Plan has been prepared in accordance with the Ministry Guidelines, Ontario Works Policy Directives, and Memorandums. The 2019-2020 Service Plan is respectfully submitted to the South West Regional Office of the Ministry of Children, Community and Social Services for approval.

City of Stratford - Ontario Works Service Plan 2019-2020



MANAGEMENT REPORT

Date: September 10, 2019
To: Social Services Sub-committee
From: Alex Burgess, Manager of Ontario Works
Kim McElroy, Director of Social Services
Report#: SOC19-018
Attachments: None

Title: Introducing MyBenefits

Objective: To provide an overview of MyBenefits, a new online service being implemented by the Ministry of Children, Community and Social Services (MCCSS) for Social Assistance recipients.

Background: MyBenefits is an online service being offered to Social Assistance recipients that has been piloted throughout the province from July, 2018 until March, 2019. The service is now being offered province-wide with the City of Stratford anticipated to begin usage of this tool in November, 2019. The service is available to residents of Ontario who are active Social Assistance recipients. MyBenefits will allow clients to see the status of all future payments and to report changes through their desktop, tablet or cell phone on a 24/7 basis.

Analysis: The City of Stratford Ontario Works Division has been in contact with MCCSS with regards to enrollment for MyBenefits. Currently, we are expected to begin usage of this tool locally in November, 2019. Based on the best practices of municipalities that we have spoken with, we will be utilizing a phased roll-out for clients accessing the portal to ensure a seamless transition that allows both staff and clients to become familiar with this new service.

MyBenefits gives people more choice and flexibility in how they receive, manage, and report information to the Ministry without replacing existing service channels (e.g. in office, over the phone). MyBenefits works on all of the latest major browsers (Chrome, Safari, Internet Explorer, Firefox, Edge), and on any device (e.g. desktop, tablet, or cell phone).

With MyBenefits, recipients can:

- Check payment history and view the breakdown and status of each payment
- Report earned income against an existing employer on file in SAMS and track the status of earned income submissions
- Report address changes
- View profile information (e.g. phone number, email, household members)
- View letters¹

Our initial plan for roll-out is to begin with those who are currently employed and reporting earnings. This will simplify their process for reporting earnings, reduce paperwork and in turn administrative time spent on confirming these amounts. Recipients can now also report earnings via the Interactive Voice Response (IVR), allowing them a more modern and streamlined approach as opposed to the current Income Reporting Card that must be submitted monthly. With these two new approaches to reporting income, recipient's will no longer have to mail in their Income Reporting Card or attend the local office to drop this paperwork off, saving them both travel time and reducing administrative time spent inputting these amounts. If the information being submitted is incorrect, a caseworker can inform the recipient as to why, ensuring there is accountability and accuracy in the information being submitted.

Once the initial roll-out is complete, MyBenefits will be advertised and promoted to all recipients of Ontario Works locally to ensure they have a more comprehensive, up-to-date method verifying the payments they are receiving, reporting their earnings, changes to their information and viewing communications sent from the local office.

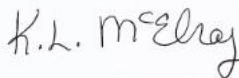
MyBenefits can be accessed at [MyBenefits](#)

Financial Impact: There is no financial impact.

Staff Recommendation: **THAT the report titled "Introducing MyBenefits" be received for information.**



Alex Burgess, Manager of Ontario Works



Kim McElroy, Director of Social Services

¹ "Introducing the ministry's newest online service: MyBenefits! (now in pilot)"; MCCSS. April 4, 2019

A handwritten signature in cursive script, reading "Joan Thomson".

Joan Thomson, Acting Chief Administrative Officer



**BY-LAW NUMBER -2019
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the execution of an agreement with Her Majesty the Queen in right of the Province of Ontario as represented by the Minister of Transportation for the Province of Ontario – Community Transportation Grant Program and to repeal By-law 17-2019.

WHEREAS Section 8.(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10.(1) of the Municipal Act 2001 provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS the Ministry of Transportation announced the Community Transportation Grant Program (CT Program) in December 2017 to fund Local Transportation projects and Long Distance Intercommunity Transportation;

AND WHEREAS The Corporation of the City of Stratford partnered with the County of Perth and the Town of St. Marys and submitted a proposal for funding as lead applicant;

AND WHEREAS at the June 11, 2018 Regular Council meeting, Council of The Corporation of the City of Stratford adopted resolutions with respect to funding under the Community Transportation Grant Program to establish a new inter-regional transit service;

AND WHEREAS The Corporation of the City of Stratford has been allocated funding for an intercommunity transportation program up to the amount of \$1,449,345;

AND WHEREAS The Minister and The Corporation of the City of Stratford agree to enter into a Transfer Payment Agreement for the purpose of establishing terms and conditions with respect to the CT Program funding;

AND WHEREAS it is deemed expedient to authorize the execution of an Agreement with Her Majesty the Queen in right of the Province of Ontario as represented by the Minister of Transportation for the Province of Ontario for funding under the Community Transportation Grant Program (CT Program).

NOW THEREFORE the Council of The Corporation of the City of Stratford hereby enacts as follows:

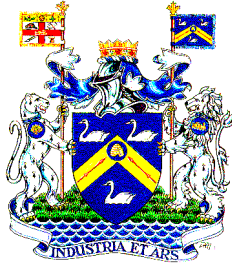
1. That the Mayor and Clerk, or designates, are hereby authorized to execute on behalf of The Corporation of the City Of Stratford a Transfer Payment Agreement (Agreement) with Her Majesty the Queen in right of the Province of Ontario as represented by the Minister of Transportation for the Province of Ontario for funding under the CT Program.
2. That the Chief Administrative Officer (CAO) and/or the Director of Corporate Services, or designates, have the delegation of authority to execute any and all required documentation on behalf of The Corporation of the City Of Stratford as required by the CT Program.
3. That the Corporation of the City Of Stratford commits to spending CT Program funding in accordance with all provisions specified in the Agreement.
4. That the Corporation of the City Of Stratford commits to spending CT Program funding only on implementing the approved projects identified in the Agreement.
5. That By-law 17-2019, being a By-law to authorize the entering into and execution of a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Transportation for the Community Transportation Grant Program, be repealed.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2019

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



**BY-LAW NUMBER -2019
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to exempt Block 59 44M-54, from the provisions of part-lot control for a period of one (1) year for the purpose of allowing Block 59 to be consolidated with adjacent properties.

WHEREAS Section 50 subsection 7 of the *Planning Act, R.S.O. 1990*, Chapter P.13, as amended, provides that Council of a local municipality may, by by-law, provide that the part-lot control provisions contained in Section 50 subsection 5 do not apply to the lands designated in the by-law;

AND WHEREAS application has been made to the City of Stratford to remove certain lands described in Section 1, and as shown on Registered Plan 44R-5341, herein from the part-lot control provisions of the *Planning Act* for the purpose of allowing Block 59 to be consolidated with adjacent properties to create a uniform lot pattern;

AND WHEREAS with the passing of legislation by the Province of Ontario proclaimed on May 22, 1996, whereby Ministry of Municipal Affairs and Housing approval of part-lot control exemption by-law authorized by council, including Council of The Corporation of the City of Stratford, is no longer required;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That Subsection 5 of Section 50 of the *Planning Act, R.S.O. 1990*, Chapter P.13, as amended, does not apply to Block 59, 44M-54, now designated as Parts 1, 2, 3 and 4 on Plan 44R-5341 situated in the City of Stratford, in the County of Perth and Province of Ontario, being all of PIN 53157-0773 (LT).
2. This exemption shall be in effect for a period of one (1) year from the date of passage of this By-law.
3. That the City Solicitor is authorized to have this By-law registered in the Perth County Land Titles Office.

READ a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



**BY-LAW NUMBER -2019
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to authorize the acceptance of the proposal, execution of the contract and the undertaking of the work by Wireless Personal Communications Inc. for cellular services [RFP19–44].

WHEREAS Section 8.(1) of the *Municipal Act, 2001, S.O. 2001, c.25 as amended*, provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the *Municipal Act, 2001*, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10.(1) of the *Municipal Act 2001* provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the proposal from Wireless Personal Communications Inc. for cellular services [RFP19–44] be accepted, and the Mayor and Clerk or their respective delegates are hereby authorized to execute the contract for the said work on behalf of The Corporation of the City of Stratford and to affix the corporate seal thereto.
2. That Wireless Personal Communications Inc. is authorized to undertake the said work and provide the contracted services in accordance with the accepted proposal and as further directed by the Director of Corporate Services, or authorized delegate.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



BY-LAW -2019
OF
THE CORPORATION OF THE CITY OF STRATFORD

BEING a By-law to authorize the entering into and execution of a contract with Canadian Waste Management Inc., for provision of bi-weekly recycling collection, weekly garbage collection, weekly organics collection and the collection of yard waste for a seven year term to 2026 [T-2019-18].

WHEREAS Section 8.(1) of the *Municipal Act, 2001, S.O. 201, c.25* as amended, provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable to the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the *Municipal Act, 2001*, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Section 10(1) of the *Municipal Act, 2001*, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

1. That the tender of Canadian Waste Management Inc., for the bi-weekly collection of recycling in the City of Stratford be awarded at a cost of \$672,216.14, including HST, for 2019;
2. That the tender of Canadian Waste Management Inc., for the weekly collection of garbage in the City of Stratford be awarded at a cost of \$407,424.37, including HST, for 2019;
3. That the tender of Canadian Waste Management Inc. for the collection of yard waste in the City of Stratford be awarded at a cost of \$67,800, including HST, for 2019;
4. That the tender of Canadian Waste Management Inc. for the weekly collection of source separated organics in the City of Stratford be awarded at a cost of \$388,380.10, including HST, starting January 1, 2020;
5. That The Corporation of the City of Stratford enter into an agreement with Canadian Waste Management Inc., for a seven (7) year term (2019-2026) for the provision of bi-weekly recycling collection, weekly garbage collection, and the collection of yard waste;

6. That The Corporation of the City of Stratford enter into an agreement with Canadian Waste Management Inc., for a term of 2020-2026 for the provision of weekly collection of source separated organics;
7. That Canadian Waste Management Inc., is authorized to undertake the said work and provide the contracted services in accordance with the accepted proposal and as further directed by the Director of Infrastructure and Development Services, or authorized delegate;
8. That the Mayor and Clerk or their respective delegates of The Corporation of the City of Stratford be and the same are hereby authorized to execute all necessary contract agreements on behalf of the Corporation and all necessary documents for the said work and to affix the corporate seal thereto.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2019.

Deputy Mayor – Martin Ritsma

Acting Clerk – Tatiana Dafoe



STRATFORD CITY COUNCIL CONSENT AGENDA

October 15, 2019

REFERENCE NO. CONSENT AGENDA ITEM

- CA-2019-141 In accordance with By-law 135-2017 the Infrastructure and Development Services Department provides notification that the following streets were temporarily closed to through traffic, local traffic only:
- Argyle Street from St. David Street to Cambria Street on or about Monday, September 30 for one day only for water main repair.
 - Home Street from Whitlock Street to Brydges Street on or about Tuesday, October 1 for two days only for sanitary and water installation.
 - Packham Road from Wright Boulevard to Dunn Road on or about Wednesday, September 25 between 8:00 a.m. and 12:00 a.m. for one day only to facilitate CN Rail performing upgrade and rehabilitation work on the at-grade rail crossing.
 - John Street North from Centre Street to Avon Street and the intersection of McLagan Drive and John Street North on or about Wednesday, September 25 for one day only for GEXR Railway Bridge Work.
 - Windemere Crescent from Briarhill Drive to Briarhill Drive on or about Tuesday, September 24 for one day only for watermain repair.
 - Oakdale Avenue from Forman Avenue to Cedarbrae Drive on or about Monday, September 23 for one day only for the installation of the pedestrian crossover at Stratford Secondary and Elementary School.
 - Nile Street from Shakespeare Street to Guelph Street on or about Friday, September 20 for up to 4 days for CN Rail work.

Emergency Services were notified.

- CA-2019-142 Resolution from the Town of Newmarket regarding the More Homes, More Choice Act 2019.

Attachment – Letter from Newmarket dated September 17, 2019

Endorsement of the resolution is requested.

- CA-2019-143 In accordance with By-law 102-2008 and By-law 135-2017, the City Clerk provides notification that the following streets were/will be temporarily closed for parades/street events:
- Waterloo Street South from Albert Street to Cobourg Street on Sunday, November 3 from 10:40 a.m. to 10:55 a.m. for the Royal Canadian Legion church parade.
 - Veterans Drive from Cobourg Street to Waterloo Street on Saturday, October 19 from 7:00 p.m. to 8:00 p.m. for the Stratford Lantern Parade.
- Emergency Services were notified.
- CA-2019-144 Notification from the Infrastructure and Development Services Department that they intend to call quotations in accordance with the City's Purchasing Policy for a Grader Rental.
- CA-2019-145 Notification that the CAO's Office intends to issue a Request for Proposals in accordance with the City's Purchasing Policy to contract an Inter-Community Transportation service provider.
- CA-2019-146 Notification from the Infrastructure and Development Services Department that they intend to call quotations in accordance with the City's Purchasing Policy for replacement of Environmental Services Division – Water Service Van (W14) including hybrid option.
- CA-2019-147 Notification from the Infrastructure and Development Services Department that they intend to call quotations in accordance with the City's Purchasing Policy for Replacement of Environmental Services Division – Water Service Truck (W33).

**Kiran Saini**

Deputy Town Clerk
Town of Newmarket
395 Mulock Drive
P.O. Box 328 Station Main
Newmarket, ON L3Y 4X7

ksaini@newmarket.ca
tel.: 905-953-5300, Ext. 2203
fax: 905-953-5100

September 17, 2019

Sent via email to: All Ontario Municipalities

Attn: Municipal Clerk

RE: More Homes, More Choice Act, 2019 - Bill 108 Proposed Regulations

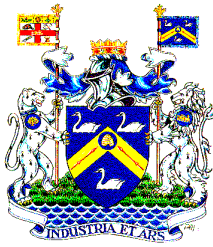
I am writing to advise that Council, at its meeting held on September 9, 2019, adopted the following recommendations:

1. That the report entitled Bill 108 Proposed Regulations, dated August 26, 2019 be received; and,
2. That following the September 9, 2019 Council meeting, the final version of the report entitled Bill 108 Proposed Regulations, dated August 26, 2019 be formally submitted to the province; and,
3. That it be requested by the Town that the province release final drafts of the regulations associated with Bill 108 with a consultation period of no less than 3 months; and,
4. That a copy of this Motion be sent to all Ontario Municipalities requesting their support; and,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Yours sincerely,

Kiran Saini
Deputy Town Clerk

KS:aw



**BY-LAW NUMBER -2019
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on October 15, 2019.

WHEREAS subsection 5(1) of the *Municipal Act, 2001, S.O. 2001 c.25* as amended, provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS subsection 5(3) of the *Act* provides that the powers of council are to be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Stratford at this meeting be confirmed and adopted by By-law;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. That the action of the Council at its meeting held on October 15, 2019 in respect of each report, motion, resolution, recommendation or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Mayor of the Council and the proper officers of the City are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required, and, except where otherwise provided, to execute all documents necessary in that behalf in accordance with the by-laws of the Council relating thereto.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 15th day of October, 2019.

Mayor – Daniel B. Mathieson

Acting Clerk – Tatiana Dafoe