



4452nd MEETING REGULAR

TELEVISED
June 9, 2014
7:00 P.M.
AUDITORIUM
CITY HALL

STRATFORD CITY COUNCIL AGENDA

The Municipal Council of The Corporation of the City of Stratford will meet in Regular Session in the City Hall Auditorium on the above date and time.

COUNCIL PRESENT: Mayor Mathieson – Chair presiding, Councillors Beatty, Brown, Clifford, Culliton, Famme, Henderson, Mark, McManus, Ritsma and Smythe.

REGRETS:

STAFF PRESENT: Ronald R. Shaw – Chief Administrative Officer, Cindy McNair – Deputy CAO/Director of Human Resources, Andre Morin – Director of Corporate Services/Interim Director of Social Services, Rick Young – Fire Chief, Ed Dujlovic – Director of Infrastructure and Development Services, Charlene Lavigne – Deputy Clerk, Jodi Akins – Council Clerk Secretary, Jeff Leunissen – Manager of Development Services.

ALSO PRESENT: Representatives of the Feline Friends Network (Item 6.1), Members of the public and Media.

1.0 CALL TO ORDER:

Opening Prayer – Mayor Mathieson

2.0 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 otherwise comply with the *Act*.

Name, Item and Nature of Pecuniary Interest

3.0 ADOPTION OF THE MINUTES

- 3.1 Motion by
That the Minutes of the Regular Meeting of Council of The Corporation of the City of Stratford dated May 27, 2014 be adopted as printed.

4.0 ADOPTION OF THE ADDENDA TO THE AGENDA

- 4.1 Motion by
That the Addenda to the Regular Agenda of Council and Standing Committees dated June 9, 2014, be added to the Agenda as printed.

5.0 REPORT OF THE COMMITTEE OF THE WHOLE IN-CAMERA SESSION:

- 5.1 From the May 27, 2014 Session, under the *Municipal Act, 2001* as amended, Applications for the Joint Compliance Audit Committee (Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2) (b)))

Motion by

That Jim Brown, Angela Byrne, John F. McGarry, Dan Schneider and Patricia Taylor be appointed by Stratford City Council to the Joint Compliance Audit Committee for the 2014-2018 term of Council under the *Municipal Elections Act*.

- 5.2 At the June 9, 2014 Session, under the *Municipal Act, 2001* as amended, matters concerning the following items were considered:
- Cooper Expropriation Update (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));
 - Contract Negotiations – CUPE Local 1385 (Labour relations or employee negotiations (section 239.(2)(d));
 - Ontario Medal for Good Citizenship Award (Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b));
 - Senior Achievement Awards (Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b)).

6.0 HEARINGS OF DEPUTATIONS AND PRESENTATIONS:**6.1 Presentation by Cheryl Simpson of Feline Friends Network of Stratford**

Motion by

That the presentation by Cheryl Simpson be heard.

7.0 ORDERS OF THE DAY:**7.1 Report – Amendment to OPA Application 01-13 and Zone Change Application Z06-13 – 305 Romeo Street South/258 Burritt Street**

Attachment – Management Report dated May 29, 2014

Staff recommendation: Staff recommends approval of the applicant's request to replace the original zoning schedule with the attached zoning schedule that shows the zone boundary between the General Industrial I2-26 Special Zone and the General Industrial I2-27 Special Zone to be 76 m from Romeo Street South.

If approved by Council, By-law 11.3 will reflect the revised zoning schedule.

Motion by

That approval of the applicant's request to replace the original zoning schedule with the attached zoning schedule that shows the zone boundary between the General Industrial I2-26 Special Zone and the General Industrial I2-27 Special Zone to be 76 m from Romeo Street South, with respect to Zone Change Application Z06-13 – 305 Romeo Street South/258 Burritt Street, be granted.

7.2 Resolution – Liquor licence for 2014 Savour Stratford Perth County Culinary Festival

Attachment – Letter from Savour Stratford dated April 21, 2014

The Savour Stratford Planning Committee is applying for a liquor licence from the Alcohol and Gaming Commission of Ontario for the festival in a number of venues, either indoor or fenced. As part of their application, event organizers have requested a resolution of City Council to designate their event as having municipal significance.

City Departments have not expressed concern with the request, subject to the required permits being obtained.

Motion by

That City Council hereby designates the 2014 Savour Stratford Perth County Culinary Festival, July 19-20, 2014, as having municipal significance in Stratford, subject to obtaining the required permits.

- 7.3 Invitation to meet with Trustees of the Avon Maitland District School Board to discuss matters of mutual interest.

Attachment – Letter from AMDSB dated May 28, 2014

Motion by

That _____ represent Stratford City Council at the meeting with Trustees of the Avon Maitland District School Board on June 27, 2014.

- 7.4 Report – Ontario Ice Storm Assistance

Attachment – Report dated June 3, 2014

Staff recommendation: That Council authorize staff to complete an Expression of Interest (EOI) for the Ontario Ice Storm Assistance program to apply for funding to assist with damages related to the December 2013 ice storm;

Further, that authority to submit the EOI and subsequent claim submissions is given to Andre Morin, City Treasurer and Director of Corporate Services for The Corporation of the City of Stratford. Authority is also given to Andre Morin to attest to the accuracy of all costs claimed.

Motion by

That Council authorize staff to complete an Expression of Interest (EOI) for the Ontario Ice Storm Assistance program to apply for funding to assist with damages related to the December 2013 ice storm;

Further, that authority to submit the EOI and subsequent claim submissions is given to Andre Morin, City Treasurer and Director of Corporate Services for The Corporation of the City of Stratford. Authority is also given to Andre Morin to attest to the accuracy of all costs claimed.

- 7.5 Resolution – Canada Day Fireworks on Municipal Property

Staff have not expressed concern with this request to use municipal property.

Motion by

That the request from the Kinsmen Club of Stratford to set off display fireworks on municipal property at the SERC site on Canada Day, July 1, 2014, be permitted, subject to the necessary permits being obtained and the required certificate of insurance being provided to the City.

8.0 BUSINESS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

8.1 None scheduled.

9.0 REPORTS OF THE STANDING COMMITTEES:

9.1 Report of the Planning and Heritage Committee:

Your Committee recommends:

9.1.1 That on the application by 1357442 Ontario Limited for 305 Romeo Street South / 258 Burritt Street (our files O1-13/Z06-13), to amend the Official Plan for the northern portion of the properties from Industrial Area to Residential Area and to designate the southern portion of the properties from Industrial Area to Industrial Area – Special Policy Area to allow professional office, business office, personal services establishment, retail (up to 929m² or 10,000ft²), restaurant and financial institution uses; and to change the zoning for the northern portion of the properties from a General Industrial I2 Zone which permits a range of industrial and related uses to a Residential Fifth Density R5(1) Zone – Special to reduce the front yard depth from 7.5m to 1.5m, to reduce the exterior side yard width from 7.5m to 3.5m, to reduce the rear yard depth from 6.0m to 1.0m and to reduce the minimum landscaped open space from 30% to 24%; and to change the zoning for the southern portion of the properties from General Industrial I2 Zone to General Industrial I2 Zone – Special to allow in addition to the existing permitted uses, professional office, business office, personal services establishment, retail with a maximum gross floor area of 929m² (10,000 ft²), restaurant and financial institution uses; staff recommends the following:

- The Official Plan designation be amended for the Oxford Street frontage between Romeo Street South and Burritt Street from Industrial to Residential;

- Upon being notified by the Ministry of Municipal Affairs and Housing Official Plan Amendment No. 19 is about to be approved, the City request the lands designated Residential through this Amendment be changed to High Density Residential;
- A special policy be added to the Industrial designation to allow a broader range of uses on northeast corner of Romeo Street South and Douro Street (a portion of the property municipally known as 305 Romeo Street South);
- The Zoning By-law be amended for lands on the south side of Oxford Street from Romeo Street South to Burritt Street (northern portion of 305 Romeo Street South and 258 Burritt Street) from a General Industrial I2 Zone to a Residential Fifth Density R5(1) Zone – Special to reduce the front yard depth or setback along Romeo Street South to 3.0m, to reduce the exterior side yard width or setback along Oxford Street to 3.5m, to reduce the rear yard depth or setback from Burritt Street to 3.0m, to require a 10.0 metre setback to any industrial zone and to reduce the minimum landscaped open space from 30% to 24%;
- The Zoning By-law be amended for the lands on the northeast corner of Romeo Street South and Douro Street from General Industrial I2 Zone to General Industrial I2 Zone – Special to allow in addition to the existing permitted uses, professional office, business office, personal services establishment, retail with a maximum gross floor area of 929m² (10,000 ft²), restaurant and financial institution uses with a minimum setback from Romeo Street South of 3.0 metres. The maximum gross floor area of offices in this I2 Special Zone and the I2 Special Zone on the north side of Douro Street between Romeo Street South and Burritt Street shall not exceed 3 500 m² (37,673 ft²); and,
- The Zoning By-law be amended for the lands on the north side of Douro Street between Romeo Street South and Burritt Street from General Industrial I2 Zone to General Industrial I2 Zone Special to allow business and professional offices. The maximum gross floor area of offices in this I2 Special Zone and the I2 Special Zone on the northeast corner of Romeo Street South and Douro Street shall not exceed 3 500 m² (37,673 ft²).
- The above elements constitute sound land use planning.

For the following reasons:

- The amendments have been reviewed against the Provincial Policy Statement and the recommended changes which incorporates setbacks together with appropriate site planning, will allow an appropriate mix and intensity of uses that is not expected to result in future compatibility concerns;
- The proposed amendments have been reviewed against the policies of the existing and proposed Official Plan and been found to conform to the Residential Area and High Density Residential Policies respectively;
- The recommended zoning by-law amendments will permit uses which are compatible with existing uses in the area, to a scale which maintains the policies of the Official Plan;
- Appropriate studies submitted with and implemented through, the site plan approval process will mitigate expected impacts.

That on the application by 1357442 Ontario Limited for 305 Romeo Street South / 258 Burritt Street (our files O1-13/Z06-13), to amend the zoning by-law to permit a 1.5 m setback along Romeo Street South and a 1.0m setback along Burritt Street is recommended to be refused because:

- It does not leave sufficient room for landscaping between the road allowance and the building; and

It would allow a development pattern that could significantly alter the streetscape.

Respectfully submitted by Councillor Smythe, Chair.

Motion by

That the Report of the Planning and Heritage Committee dated June 9, 2014 be adopted as printed.

9.2 Report of the Community Services Committee:

Your Committee recommends:

- 9.2.1 That the request from The Local Community Food Centre for free bus service on any election day for Municipal, Provincial and Federal elections, be filed.
- 9.2.2 That the City enter into separate sponsorship agreements with the Stratford Rotary Club and the Stratford Volleyball Club to support the re-development of beach volleyball courts at the Stratford Education

Recreation Complex, and that staff be authorized to proceed with the S.E.R.C. beach volleyball court re-vitalization project.

Respectfully submitted by Councillor Beatty, Chair.

Motion by

That the Report of the Community Services Committee dated June 9, 2014 be adopted as printed.

9.3 Report of the Protection to Persons and Property Committee:

Your Committee recommends:

9.3.1 That Stratford City Council endorse a link to the Stratford Dog Park Association website from the City of Stratford website in accordance with the City's linkage policy.

9.3.2 That the request for additional directional signage for the Stratford Dog Park be filed.

9.3.3 That Traffic and Parking By-law 159-2008 be amended as follows:

Schedule 2 (No Parking) be amended by adding:

Street	Side	Between	Period
Perth Street	South	Easterly from the east curbline of Downie Street for a distance of 27 m.	Anytime

Section 8 No Parking In Unposted Locations (1) be amended by adding: "s) within 10 metres of any intersection".

9.3.4 That the prohibition of parking on Gordon Street proceed with the removal of parking on the east side of Gordon Street from Ontario Street to Willow Street for its entire length and on the west side of Gordon Street, 79.0 m north of Ontario Street to 123 m north of Ontario Street.

That Traffic and Parking By-law 159-2008 be amended as follows:

Schedule 2 (No Parking) be amended by adding:

Street	Side	Between	Period
Gordon Street	East	Ontario Street and Willow Street	Anytime

Gordon Street West 79 m north of Ontario Street to Anytime
123 m north of Ontario Street

And further, that the property owners on the affected street be notified of the change.

- 9.3.5 That the City of Stratford continue to participate in the Perth County Mutual Aid Plan as revised, that By-law 116-61 be repealed, that Council adopt a new mutual aid by-law and, that the By-law be reviewed every five years.
- 9.3.6 That the posted speed on Church Street between Ontario Street and West Gore Street remain at 50 km per hour.
- 9.3.7 That the request to grant an exemption for the 2014 Ontario Pork Congress Outdoor Concert from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone on Thursday, June 19 from 5:00 p.m. to 11:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for their outdoor concert be approved.
- 9.3.8 That the request for an exemption from Noise Control By-law 113-79 for the 2014 ACES Car Show on Lakeside Drive, to permit the amplification of sound in a residential zone and park zone from on Sunday, June 22 from 10:00 a.m. to 4:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] be approved.
- 9.3.9 That the request for an exemption from Noise Control By-law 113-79 for the 2014 Savour Stratford Perth County Culinary Festival with respect to Clause 8 of Schedule 1 for the unreasonable noise for the duration of the 2014 event and Clause 2 of Schedule 2 with respect to amplification of sound from 7:00 p.m. on Saturday, July 19 to midnight on Saturday July 19 and Sunday, July 20 from 7:00 p.m. to 9:00 p.m. and from the loading and unloading provision [Schedule 2 clause 4] be approved.
- 9.3.10 That the request for exemption from Noise Control By-law 113-79 for the Blues & Ribfest Event on Veterans Drive from 7:00 p.m. to 10:00 p.m. on Friday, June 20 and Saturday, June 21, 2014 with respect to Clause 8 of Schedule 1 for unreasonable noise for the duration of the event and Clause 2 of Schedule 2 with respect to amplification of sound and from the loading and unloading provision in Schedule 2 clause 4 be approved.

Respectfully submitted by Councillor Brown, Chair.

Motion by

That the Report of the Protection to Persons and Property Committee dated June 9, 2014 be adopted as printed.

9.4 Report of the Public Works Committee:

Your Committee recommends:

- 9.4.1 That Council approve the reconstruction of Strachan Street, from West Gore Street to Brydges Street, at a road width of 6.8 metres, 1.5 metre wide concrete sidewalk on the west side, and existing parking conditions to remain unchanged.

Respectfully submitted by Councillor Culliton, Vice-Chair.

Motion by

That the Report of the Public Works Committee dated June 9, 2014 be adopted as printed.

10.0 NOTICE OF INTENT:

10.1 Notice of Public Meeting under the *Planning Act*:

City Council will be conducting a Public Meeting on June 23, 2014 at 7:00 pm in the City Hall Auditorium to consider Zone Change Application Z03-14 with regard to 27-39 Butler Cove Road Street.

10.2 Notice of Public Meeting - Festival Hydro

City Council will be conducting a Public Meeting on June 24, 2014 at 7:00 pm in the City Hall Auditorium for the public to provide input on options for selling, or retaining or merging Festival Hydro. There will be presentations made at the Public Meeting and opportunity for the public to provide input. A report will be available to the public after June 18 with a strategic options analysis for the possible sale, retention or merger of Festival Hydro.

10.3 Notice of Public Meeting – Market Square

City Council will be conducting a Public Meeting on July 2, 2014 in the City Hall Auditorium for the public to provide input on the future of Market Square. An Open House will be held at 6:30 pm followed by a Public Meeting with presentations and opportunity for the public to provide input. PLANT Architect

Inc., will present their design for the space and be available to answer questions.

11.0 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:

- 11.1 To adopt Official Plan Amendment No. 20 Special Policy Area for the lands bounded by Oxford Street, Burritt Street, Douro Street and Romeo Street South.

Attachment – By-law 11.1

- 11.2 To amend By-law 133-2004 as amended, to revise the heritage properties renovations process.

Attachment – By-law 11.2

- 11.3 To amend Zoning By-law 201-2000 as amended with respect to zone change application Z06-14 for 305 Romeo Street S and 258 Burritt Street.

Attachment – By-law 11.3

- 11.4 To amend Traffic and Parking By-law 159-2008 as amended, to revise No Parking provisions on Perth Street and Gordon Street and to amend Section 8(1) No parking in Unposted Locations to add a no parking provisions within 10 m of any intersection.

Attachment – By-law 11.4

- 11.5 To continue to participate in the Perth County Mutual Aid Plan and to repeal By-law 116-61.

Attachment – By-law 11.5

- 11.6 To authorize the entering into and execution of an agreement with The Stratford Rotary Club for exclusive naming rights for the beach volleyball courts at the Stratford Education Recreation Complex (SERC) for a 10-year term to April 30, 2023.

Attachment – By-law 11.6

- 11.7 To authorize the entering into and execution of an agreement with The Stratford Volleyball Club for program rights at the beach volleyball courts at the Stratford Education Recreation Complex (SERC) for a five-year term to May 31, 2019.

Attachment – By-law 11.7

- 11.8 To dedicate Parts 1 and 3 on Reference Plan 44R-5129 as public highway forming part of Erie Street.

Attachment – By-law 11.8

- 11.9 To appoint members to the Joint Compliance Audit Committee for the 2014-2018 term of Council under the *Municipal Elections Act*.

Attachment – By-law 11.9

Motion by

That By-laws 11.1 to 11.9 be taken collectively.

Motion by

That By-laws 11.1 to 11.9 be read a First and Second time.

Motion by

That By-laws 11.1 to 11.9 be read a Third time and Finally Passed.

12.0 CONSENT AGENDA:

Attachment – Consent Agenda dated June 9, 2014

Dated June 9, 2014 – numbered CA-2014-59 to CA-2014-60

13.0 NEW BUSINESS:

14.0 ADJOURNMENT:

The next Regular Council meeting is Monday, June 23, 2014 at 7:00 pm in the Auditorium, City Hall.

Motion by

That the meeting adjourn to convene into Standing Committees and to Committee of the Whole if necessary, and to reconvene into Council.

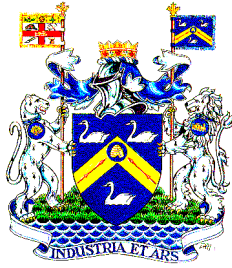
Meeting Start Time:

Meeting End Time:

15.0 COUNCIL RECONVENE:

Mayor - Daniel B. Mathieson

Deputy Clerk – V. Charlene Lavigne



**The Corporation of the City of Stratford
PLANNING AND HERITAGE COMMITTEE
AGENDA**

The Planning and Heritage Committee will meet on June 9, 2014 in the Auditorium, City Hall following the Regular meeting of City Council.

SUB-COMMITTEE ATTENDANCE: Councillor Smythe - Chair presiding, Councillor Ritsma - Vice-Chair, Councillor Culliton.

REGRETS: None noted at the May 29, 2014 meeting.

COMMITTEE PRESENT: Councillor Smythe - Chair presiding, Councillor Ritsma - Vice-Chair, Mayor Mathieson, Councillors Beatty, Brown, Clifford, Culliton, Henderson, Mark and McManus.

REGRETS:

STAFF PRESENT: Ronald R. Shaw – Chief Administrative Officer, Cindy McNair – Deputy CAO/Director of Human Resources, Joan Thomson – City Clerk, Andre Morin – Director of Corporate Services/Interim Director of Social Services, Ed Dujlovic – Director of Infrastructure and Development Services, Rick Young – Fire Chief, Charlene Lavigne – Deputy Clerk, Jodi Akins – Council Clerk Secretary, Jeff Leunissen – Manager of Development Services, Jeff Bannon – City Planner.

ALSO PRESENT: Members of the public and Media.

1.0 DISCLOSURE 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 otherwise comply with the *Act*.

Name, Item and Nature of Pecuniary Interest

Sub-committee: None declared at the May 29, 2014 meeting.

Committee:

2.0 DELEGATIONS

2.1 Presentations regarding Z07-13 for Brown Street

The following have asked to address Planning and Heritage Committee at the June 9 meeting regarding this zone change application:

- Christine Foster, representing some of the neighbours on Brown Street
- Ian Rawlings of IBI Group, representing the Applicant

Consideration of the Planning Report, including the staff recommendation, is listed in Item 3.1 below.

Committee discussion:

3.0 REPORT OF THE MANAGER OF DEVELOPMENT SERVICES

3.1 Outcome of Community Meeting on Zone Change Application by Werner Bromberg Limited, Z07-13, for 100 to 176 Brown Street

Objective: To report to Council the outcome of the community meeting, and subsequent correspondence received by staff, on the zone change application by Werner Bromberg Limited to rezone lands on the west side of Brown Street, between Russell Drive and Thomas Street, from a Residential First Density R1(5)-30 Zone, to a Residential Second Density R2(2) Zone – Special.

Background and Analysis: At the March 24, 2014 Planning and Heritage Committee, staff submitted a Planning Report on the zone change application by Werner Bromberg Limited to rezone lands on the west side of Brown Street, between Russell Drive and Thomas Street, to a Residential Second Density R2(2) Zone – Special to permit townhouse dwellings. Staff recommended approval of the application for the following reasons:

1. It will permit residential development which is consistent with the Provincial Policy Statement and in conformity with the Official Plan;
2. It will allow uses already permitted in the neighbourhood, replicating an existing streetscape;

3. The change to a Residential Second Density Zone will result in the same mass, density and form of development found elsewhere on Brown Street;
4. As it is an entire blockface, it will not result in compatibility impacts with area existing and planned uses;
5. There is no evidence to indicate it will negatively affect property values or increase traffic volumes to a point that Brown Street and Thomas Street will no longer be able to function as planned; and,
6. The recommended zone change will permit development appropriate for the lands and is considered sound land use planning.

Several area residents attended and spoke in opposition to the application. In summary, they opposed the application because it was not what was shown to them when they purchased their properties, they believe it will result in a decrease in their property values, that it would result in a lot more traffic, that it would not replicate the existing streetscape, and they are concerned it may introduce affordable housing in the area. One area resident did note the application was in conformity with the Official Plan and the Provincial Policy Statement.

Planning and Heritage Committee referred consideration of this zone change application back, in order for the applicant to meet with property owners to discuss the neighbourhood concerns raised at the public meeting and the March 24 Committee meeting.

On April 2, 2014, Development Services staff, the applicant and his agent, and approximately 24 members of the neighbourhood met in Council Chambers. Staff led off the meeting, giving an overview of the application and their recommendation. The applicant's agent, Mr. Ian Rawlings, then spoke about property values. On this issue, the owners of the subdivision and area residents share common interests: both have an interest in maintaining property values. He spoke about the length of time it has taken to get through the "pioneer stage" of the subdivision and that it is not in anyone's interests for it to take a long period of time for the subdivision to build out.

He also indicated his client is proposing to submit an application to Remove Part Lot Control for some lots in the next phase. Removal of Part Lot Control requires approval from the City and would allow for single detached dwellings on lots with $\pm 11\text{m}$ (36 ft) of frontage. (The Zoning By-law requires a minimum lot frontage for interior lots of 10m (32.8 ft)). Lastly, Mr. Rawlings indicated his client is supportive of staff's recommendation to include the park in the next phase of construction.

The meeting was then opened up to questions.

There were a number of questions and comments about the applicant's marketing strategy, that smaller single detached dwellings are preferred to semi-detached dwellings, and if they have considered selling lots to other builders. One resident did not object to the look of semi-detached dwellings following construction, but wondered what they would look like 10 years from now.

After a lengthy, respectful dialogue, Mr. Rawlings presented three alternatives.

1. Semis on both side of Brown Street at the southern limit of Brown Street;
2. Semis on Thomas Street; or
3. Semis on the east side of Brown Street.

Each of these alternatives requires a new zone change application complete with a new notice, public meeting, and fee.

At the request of Development Services staff, a decision on which alternative was preferred was not taken at the meeting. Staff requested they consider the merits of each option and provide a response in two weeks.

During the meeting, Development Services staff reviewed the zone change approval process in the *Planning Act* including the provision which permits an applicant to appeal a matter to the Ontario Municipal Board if a decision is not made 120 days from submission of an application. (Section 34(11)).

On April 16, 2014, Christine Foster, on behalf of area residents, provided a response. Area residents do not support any of the alternatives presented and recommended a fourth option: additional small lot single detached dwellings on Brown and Thomas Street and no semi-detached dwellings.

Staff advised the applicant of the area resident's position. On April 29th, the applicant requested the original application be brought to Committee and Council for a decision.

See attached Planning Report for copies of the alternatives presented by the applicant at the Community Consultation meeting and the response from the neighbourhood.

No new information was presented at the April 2, 2014 Community Consultation meeting or contained in the April 16, 2014 neighbourhood response to indicate staff's original recommendation does not constitute sound land use planning and needs to be modified. For the reason outlined in the March 24, 2014 Development Services report, staff recommends approval of the zone change application from a Residential First Density R1(5)-30 Zone to a Residential Second Density R2(2) Zone – Special to permit semi-detached dwellings with a minimum lot area of 405 m² and a minimum lot

frontage of 11.6 m and an exterior side yard width of 3.8 m for corner lots and a minimum lot area of 250 m² and minimum lot frontage of 8 m for interior lots.

Financial impact: None.

Subject to further applications and approvals, the calculations below show the impact on Development Charges.

Existing development charges (20 units x \$13,389 per unit (2014 rate): \$267,780

Possible development charges (30 units x \$13,389 per unit (2014 rate): \$401,670

Possible difference in development charges collected: +\$133,890

Staff Recommendation: That the application to rezone the subject lands from a Residential First Density R1(5)-30 Zone, to a Residential Second Density R2(2) Zone – Special to permit semi-detached dwellings with a minimum lot area of 405 m² and a minimum lot frontage of 11.6 m and an exterior side yard width of 3.8 m for corner lots and a minimum lot area of 250 m² and minimum lot frontage of 8 m for interior lots be approved for the following reasons:

1. It will permit residential development which is consistent with the Provincial Policy Statement and in conformity with the Official Plan;
2. It will allow uses already permitted in the neighbourhood, replicating an existing streetscape;
3. The change to a Residential Second Density Zone will result in the same mass, density and form of development found elsewhere on Brown Street.
4. As it is an entire blockface, it will not result in compatibility impacts with area existing and planned uses;
5. There is no evidence to indicate it will negatively affect property values or increase traffic volumes to a point that Brown Street and Thomas Street will no longer be able to function as planned; and,
6. The recommended zone change will permit development appropriate for the lands and is considered sound land use planning.

It being noted that when the applicant submits their application for consent to sever or Removal of Part Lot Control, staff will recommend the Subdivision Agreement be amended to include a clause requiring Park Block 197 be developed in conjunction with phase 2.

Subsequent Information: Several neighbours are not able to attend the May 27 Planning and Heritage Committee meeting and requested that this item be deferred until the June 9 Planning and Heritage Committee meeting so they can attend and speak to the matter.

Committee discussion: Ian Rawlings requested to address Planning and Heritage Committee regarding the meeting with the neighbourhood residents of the 100 to 176 Brown Street matter.

It was noted that several neighbours could not attend the meeting and they asked to have this matter deferred to June 9, 2014.

Mr. Rawlings asked to have his presentation also deferred until June 9, 2014 if Council intended to defer the matter.

Committee decision: Motion by Councillor Ritsma and Councillor Clifford That the application (Z07-13) to rezone 100 to 176 Brown Street from a Residential First Density R1(5)-30 Zone, to a Residential Second Density R2(2) Zone – Special to permit semi-detached dwellings with a minimum lot area of 405 m² and a minimum lot frontage of 11.6 m and an exterior side yard width of 3.8 m for corner lots and a minimum lot area of 250 m² and minimum lot frontage of 8 m for interior lots, be deferred until Planning and Heritage Committee on June 9, 2014. **Carried**

Staff Recommendation: That the application to rezone 100 to 176 Brown Street from a Residential First Density R1(5)-30 Zone, to a Residential Second Density R2(2) Zone – Special to permit semi-detached dwellings with a minimum lot area of 405 m² and a minimum lot frontage of 11.6 m and an exterior side yard width of 3.8 m for corner lots and a minimum lot area of 250 m² and minimum lot frontage of 8 m for interior lots be approved for the following reasons:

1. It will permit residential development which is consistent with the Provincial Policy Statement and in conformity with the Official Plan;
2. It will allow uses already permitted in the neighbourhood, replicating an existing streetscape;
3. The change to a Residential Second Density Zone will result in the same mass, density and form of development found elsewhere on Brown Street.
4. As it is an entire blockface, it will not result in compatibility impacts with area existing and planned uses;
5. There is no evidence to indicate it will negatively affect property values or increase traffic volumes to a point that Brown Street and Thomas Street will no longer be able to function as planned; and,

- 6. The recommended zone change will permit development appropriate for the lands and is considered sound land use planning.**

It being noted that when the applicant submits their application for consent to sever or Removal of Part Lot Control, staff will recommend the Subdivision Agreement be amended to include a clause requiring Park Block 197 be developed in conjunction with phase 2.

Committee discussion:

Committee recommendation:

3.2 Forman Avenue

Objective: To report back to Sub-committee on why a gate has been erected on Forman Avenue at Short Street and what process would need to be followed to remove the gate.

Attachment – Plan of Subdivision

Background and Analysis: At the April 14, 2014 Council meeting, City Council gave the following direction:

That the matter of the gates being open on Forman Avenue be referred to staff to review the wording of the Subdivision Agreement.

Erection of a gate, comprised of wood strung across concrete barriers, at Forman Avenue and Short Street was not approved by the City. The Subdivision Agreement with Northwest Stratford (2009) Developments Inc. for Plan 44M-44 (below) does require the erection of a vehicle barricade at this location and the design shall be to the satisfaction of the Director of Infrastructure & Development Services. This provision was included in the Subdivision Agreement because the combined Secondary Plan/Transportation Environmental Assessment, which was adopted by Council on July 14, 2008, contained the following provision:

"Prior to the full McCarthy Road extension to O'Loane Avenue, there should be no direct physical vehicular connection between the existing Forman Avenue and the new extension of Forman Avenue to the north"

and all works are to be consistent with an approved Environmental Assessment. The recommendation directing there be no direct physical connection between existing Forman Avenue and McCarthy Road was included in the Secondary Plan/Transportation Environment Assessment to address concerns expressed by existing Forman Avenue residents about the potential for cut-through traffic.

The issue of prohibiting a direct connection for the extension of Forman Avenue was expressly mentioned in a Planning Report submitted to Council (January 10, 2014) and it was a condition of draft approval. Condition No. 11 was as follows:

11. That a vehicular barricade be constructed on the southerly limit of Forman Avenue to the satisfaction of the Director of Engineering and Public Works.

The Secondary Plan/Transportation Environment Assessment was a public process; it included numerous Open Houses and Public Meetings. In order to be consistent with the Municipal Class Environmental Assessment process, any changes to an Approved EA are to be circulated to the public and a Public Meeting held.

Staff is working with the developer and his engineering consultant to design a barrier that would prevent passenger vehicles from travelling from the original Forman Avenue to McCarthy Avenue West while allowing emergency vehicles along this route. Without a second means of access for emergency vehicles, lots and blocks on Forman Avenue north of Short Street, Fraser Drive, Robertson Drive, Butler Cove, Davidson Drive and Bradshaw Drive are only accessible by way of McCarthy Road West. If there were ever an incident along any of these streets and the access was blocked, emergency vehicles would have a very difficult time reaching the site.

Financial impact: No financial impact if knock-down bollards are erected as per the Subdivision Agreement. If Council wishes to have Forman Avenue opened up to passenger traffic, there will be costs associated with providing notice to the public of the proposed change and costs associated with obtaining an opinion that the change does not impact any other recommendation contained in the Environmental Assessment.

Staff recommendation: That staff continue to work with Northwest Stratford (2009) Developments Inc. to design a barrier which prevents passenger vehicles from travelling from the original Forman Avenue to McCarthy Road West while allowing emergency vehicles.

Sub-committee discussion: The Manager of Development Services stated that the barrier will be at the bottom of Forman Avenue and it is being recommended because it was a recommendation of the Environmental Assessment completed as part of the secondary plan. It was a public process and neighbours of Forman Street expressed concern about traffic going down Forman until such time that there is another exit for the future residents, either Short Street or McCarthy Road West.

He noted that Sub-committee could amend the motion but advised that there would have to be another public process to amend the EA to consider opening the road up to traffic.

A discussion took place regarding the chronology of events. There was a barricade at one point and it has since been removed. Drivers are using that road at their own risk as it is unassumed by the City.

The Manager stated that in 2008/2009 when the roads were being planned, the area residents stated that they didn't want the road connection right away. When the road was built this past year and houses were starting to go in, there was no barrier because of construction traffic.

During the winter, there was no barricade to allow for plowing so emergency vehicles could get through. At this time, staff are asking the developer to fulfill their obligation under the subdivision agreement to install a barrier. The barrier is a knockdown barrier which will allow emergency vehicles, but not passenger vehicles, to cut through there.

In response to a question from Councillor Ritsma, the Manager advised that his understanding is that the residents are objecting to the "cut-through" passenger traffic. He noted that when McCarthy is open to O'Loane Avenue, people will be less likely to utilize Forman Avenue which will create less traffic volume.

In response to a question from Councillor Famme, the Manager stated that Phase 1 of the construction required construction vehicles to come up Forman Avenue but for future phases, the trucks will be coming in off McCarthy Road.

Shawn Till, a resident of the subdivision, advised that he has spoken with many of the new residents and they are not concerned with the construction traffic, but with the passenger traffic. Signs were recently installed stating 30 km an hour but it doesn't seem to be slowing vehicles down. He is in favour of the barricade and was told that the street would be blocked off when they purchased the house.

Sub-committee recommendation: Motion by Councillor Ritsma

That staff continue to work with Northwest Stratford (2009) Developments Inc. to design a barrier which prevents passenger vehicles from travelling from the original Forman Avenue to McCarthy Road West while allowing emergency vehicles. Carried. (May 29, 2014)

Committee discussion:

Committee recommendation:

4.0 REPORT OF THE MUNICIPAL BUILDING OFFICIAL

4.1 Heritage Permit for a partial Demolition of the property at 27 Market Place

Objective: To consider the issuance of a Heritage Demolition permit for the partial demolition of the second floor of 27 Market Place, located within a Heritage Conservation District. The owner of the property is proposing to demolish a 24'-3" wide x 44'-0" long section of the second floor at the rear of the property to permit the construction of a new roof top patio for the new restaurant/lounge.

Attachment – Location map and elevations

Background and Analysis: The following is a brief description of the proposed work and Heritage Stratford's comments:

The owner has submitted Architectural Drawings of the proposed elevations (Attachment B and Attachment C) at the rear of the property. The proposed work will include the demolition of a portion of the second floor of the building (approximately 24'-3" wide x 44'-0" long). The proposed work would include Hardie Board Siding (Taupe in colour) as the exterior cladding of the roof top patio.

Heritage Stratford Review Comments:

The following submission was made to the April 8, 2014, Heritage Stratford meeting:

The owner would like to complete a total renovation and alteration to 27 Market Place along with the beautification to the exterior, including the construction of a new roof top patio.

Heritage Stratford reviewed the submission of the demolition and indicated that they would support the partial demolition of the second floor, but would recommend that all visible exterior walls of the roof top patio be clad with the reclaimed brick that is removed from the demolition as the installation of metal or synthetic (such as vinyl) siding is not supported in the Heritage Conservation District Standards.

Financial impact: None

Staff recommendation: That Council issue a Heritage Permit for the partial demolition of 27 Market Place in accordance with the requirements of Section 42 of the *Heritage Act* and City of Stratford By-law 174-97 with the stipulation that the owner is to clad all visible exterior walls of the roof top patio with reclaimed brick from the demolition.

Sub-committee discussion: The Municipal Building Official advised that the owner of the building is proposing to remove ¼ of the second floor to accommodate a new roof-top patio. The proposed work would include Hardie Board Siding as the exterior cladding of the roof top patio.

In response to Heritage Stratford's request that reclaimed brick from demolition in the interior of the building be used as cladding on the exterior, the structural engineer for the project, Brian Johnson, advised the Committee he has no reason to believe it can support the additional weight. He noted that of course anything can be done with enough money but the cost to dig out the basement and enlarge the footings to support the extra weight would be substantial.

In response to Councillor Ritsma's question what the difference in weight between the brick and the proposed cement fiberboard siding would be, Mr. Johnson advised that the brick would be approximately 6 times heavier.

At the request of Councillor Culliton, Mr. Johnson stated that he represents the owner of the building and reviewed some of the other projects he is assisting with in the building, including putting in an elevator shaft.

Councillor Famme stated that the *Heritage Act* only requires the façade of the building to be approved by the Heritage Stratford Committee and he doesn't think that the owner should have to use the brick.

In response to Councillor Ritsma's inquiry whether the cement fiberboard siding was appealing, Mr. Johnson answered that while appeal is a matter of opinion, it will essentially look like wood siding from close up, although you won't be able to see the wood-grain look from further away.

Councillor Smythe noted that this issue originally came up at a Heritage Stratford Committee meeting and suggested that Heritage Stratford be advised of the Sub-committee's recommendation before a decision was made by Council.

Sub-committee recommendation: Motion by Councillor Famme
That Council issue a Heritage Permit for the partial demolition of 27 Market Place in accordance with the requirements of Section 42 of the *Heritage Act* and City of Stratford By-Law 174-97. Carried. (May 29, 2014)

Committee discussion:

Committee recommendation:

4.2 City of Stratford Heritage Conservation District (HCD) Incentive Program Applications

Objective: To obtain Council approval for an application to the City's Heritage Conservation District Programs.

Background and Analysis: In May of 2004, the Ministry of Municipal Affairs and Housing gave final approval to the City of Stratford Heritage Conservation District Community Improvement Plan. This plan allows the City to provide tax increment financing grants and interest free loans to property owners in the HCD who upgrade and improve their buildings. The HCD CIP provides three types of programs, Façade Improvement Loans, Building Code Upgrade Loans, and Rehabilitation Grants. Owners of the buildings are required to make application to these programs at the time of building permit application.

Under the Façade Improvement and Building Code Upgrade loan programs, the City has made available a maximum annual amount of \$150,000 for interest free loans. These interest free loans are intended to cover 50% of the cost of the improvements to a maximum of \$25,000 in the case of façade improvements and a maximum of \$50,000 in the case of building code upgrades. The loans will be paid to the property owners upon receipt of invoices for all completed work and after City inspection of all completed improvements that have taken place. The loan amount will relate to the invoices showing the actual costs of completed work. Loans will be secured through the registration of a lien on title for the total loan amount. Loan payments will begin six months after the advancement of funds. Repayment of the loan will be on a monthly basis, the amount of these monthly payments will be calculated based on a 10 year amortization period.

Under the Rehabilitation Grant program, the City has committed to granting back to the owner the difference in the municipal portion of the increased taxes that result from a reassessment from the improvements. The amount of the grant will be 100% of the increase in municipal taxes in the first year, and will be reduced by 10% every year for a period of ten years. The amount of grants provided for a property over the life of this program will not exceed the value of the work done that resulted in the increased level of municipal tax assessment.

In all cases, no interest-free loan will be provided and no rehabilitation grant will be given until all of the work has been completed and inspected by the City.

Current Application:

15 Church Street

The owner is planning to construct a new addition in order to provide barrier free access to the basement of the building and has applied for a Building Code Upgrade Loan. The work also includes the installation of power door operators, a new barrier free washroom in the basement and a new elevator shaft for access to the main floor. As required, the owner has provided two separate quotes for the work and the estimated cost of the improvements is \$245,300.00. The work being proposed that would be eligible for the interest free loan under the program is the installation of a new barrier free entrance, barrier-free washroom facilities and a new elevator shaft. The owner has consulted with the Stratford Heritage Committee for the addition and obtained a Heritage Permit to undertake the work.

The lowest quote for the Building Code improvement was \$245,300.00 and therefore the owners are eligible to receive a maximum loan amount of \$50,000.00 under the Building Code Improvement Loan program.

Financial impact: Should the application be approved, the City will be required to provide an interest free loan in the amount of \$50,000.00.

This will be the first HCD loan in the incentive program for 2014.

Staff recommendation: That Council commit to providing an interest-free loan in the amount of \$50,000.00 under the Building Code Improvement Loan Program, for the property at 15 Church Street.

Sub-committee discussion: Councillor Ritsma inquired whether the city could afford to finance this loan. The Manager of Development Services advised they could and this is the first application under this program in 2014.

Sub-committee recommendation: Motion by Councillor Culliton
That Council commit to providing an interest-free loan in the amount of \$50,000.00 under the Building Code Improvement Loan Program, for the property at 15 Church Street. Carried. (May 29, 2014)

Committee discussion:

Committee recommendation:

5.0 FOR THE INFORMATION OF COMMITTEE

5.1 Project Update

Objective: To provide a verbal update on the status of various building and planning projects.

Background and Analysis: Sub-committee has requested that an update be provided at each Sub-committee meeting.

Financial impact: To be provided at the Sub-committee meeting.

Staff recommendation: For the information of sub-committee.

Sub-committee discussion: The Manager of Development Services advised that OPA No. 19 would be sent to the Ministry for approval.

He also provided the following updates:

A building permit was issued for another 8 units at 50 Galt Road, 43 units to date from a total of 80 units.

Site plan approval and building permits have been issued for 3 townhouses in the subdivision by Earth Park Homes, for a total of 18 units.

Staff are very close to issuing site plan approval for the new Sobeys site. They are moving top soil at this time, which they are allowed to do. Staff are hopeful final site plan approval and issuance of the building permit will happen any day. They are doing site servicing for the whole south part of the property and getting a building permit for the Dollarama.

In response to a question what they are doing with the store on Queensland, the Manager advised that staff haven't been told and the stores may have different owners.

A discussion took place regarding the railway crossing on O'Loane Avenue and whether increased traffic in the area might change the requirements. It was noted that there are lights there now but no barrier.

There is a public meeting scheduled for June 23, 2014 for a zone change application in the Earth Park Homes subdivision. It is for a site that is currently zoned for singles and they are asking for townhouses.

Staff are in the process of preparing the subdivision agreement for Phase 2 of the Northwest subdivision and finalizing conditions for Phase 3.

The OMB hearing for 431 St. Vincent Street is taking place on June 19 and 20, 2014.

A discussion took place regarding the pedestrian bridge to go across the Court Drain on Romeo Street and when that would happen.

Sub-committee recommendation: For the information of Committee.

6.0 ADJOURNMENT

Motion by

That the Planning and Heritage Committee meeting adjourn.

Meeting Start Time:

Meeting End Time:



**The Corporation of the City of Stratford
PUBLIC WORKS COMMITTEE
AGENDA**

The Public Works Committee will meet on June 9, 2014 in the Auditorium, City Hall following the Regular meeting of City Council.

SUB-COMMITTEE ATTENDANCE: Councillor McManus - Chair presiding, Councillor Culliton - Vice-Chair, Councillors Clifford and Brown.

REGRETS: None noted at the May 28, 2014 meeting.

COMMITTEE PRESENT: Councillor McManus - Chair presiding, Councillor Culliton - Vice-Chair, Mayor Mathieson, Councillors Beatty, Brown, Clifford, Henderson, Mark, Ritsma and Smythe.

REGRETS:

STAFF PRESENT: Ronald R. Shaw – Chief Administrative Officer, Cindy McNair – Deputy CAO/Director of Human Resources, Andre Morin – Director of Corporate Services/Interim Director of Social Services, Ed Dujlovic – Director of Infrastructure and Development Services, Rick Young – Fire Chief, Charlene Lavigne – Deputy Clerk, Jodi Akins – Council Clerk Secretary, Jeff Leunissen – Manager of Development Services.

ALSO PRESENT: Members of the public and Media.

1.0 DISCLOSURE 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 otherwise comply with the *Act*.

Name, Item and Nature of Pecuniary Interest

Sub-committee:	Councillor Culliton	3.1	His son is representing a Matilda Street resident in this matter.
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Councillor McManus 3.1 She owns property in the area and is employed by the AMDSB.

Committee:

2.0 DELEGATIONS

None scheduled.

3.0 REPORT OF THE DIRECTOR OF INFRASTRUCTURE AND DEVELOPMENT SERVICES DEPARTMENT

3.1 2014 Local Improvement Roadwork and Storm Sewer – Matilda Street from Galt Road to Roadhouse Drain

Objective: To obtain Council direction to proceed with an application to the Ontario Municipal Board to undertake the Roadwork and Storm Sewer Work on Matilda Street as a Local Improvement under the Municipal Act.

Attachment – Cost apportionment options and road work priority map

Background and Analysis: At the April 30, 2014 Public Works Sub-committee meeting, Sub-committee made the following recommendation:

That the motion regarding the reverse 60/40 split be deferred until staff have prepared a report with regard to the possibility of additional residents and school boards contributing to the cost of the Roadwork and Storm Sewer Work on Matilda Street as a Local Improvement under the *Municipal Act*.

Ontario Regulation 586/06 Local Improvement Charges states the following:

12. (1) Except as otherwise provided in this Regulation, for the purposes of raising the cost of undertaking a work as a local improvement, the municipality shall,
- (a) determine the municipality's share of the cost, if any; and
 - (b) specially charge the owners' share of the cost by imposing an equal special charge per metre of frontage,
 - (i) on the lots that abut directly on the work,
 - (ii) on lots that do not abut on the work but will be immediately benefited by it, or
 - (iii) on a combination of lots described in subclauses (i) and (ii). O. Reg. 586/06, s. 12(1).

It also states:

12. (6) The municipality may provide that the cost of a work to be specially charged on lots is not required to be paid with respect to one or more of the lots that are exempt from taxation. O. Reg. 586/06, s. 12 (6).

Based on the above, the City can charge additional residents that receive a benefit and tax exempt properties such as the school board. The issue is that the process has been initiated with only those lands directly abutting the proposed works being issued a notice. A legal opinion has been sought to determine if a new notice can be issued with more properties included when a petition against the work has been received.

The City's Local Improvement Policy is based on By-laws 194-87, 36-90 and 63-94. The By-laws layout the cost sharing formulas used for the various infrastructure components of a local improvement project. Accordingly, any changes to the cost sharing formula will require an amending by-law.

It should be noted that prior to 1990, the property owners were required to fund 100% of the road and storm sewer costs less any MTO subsidy available for the project. In 1990, due to decreasing MTO subsidy and to maintain equity with previous local improvement projects, the formula was changed to 60% property owner 40% City. The City's share would come from the MTO subsidy, and if there was a short fall in the MTO subsidy, the City would cover the difference from the general tax levy. Since the mid-nineties, the MTO stopped providing subsidy for local road projects. The City subsidy has been maintained to recognize that road and storm sewer projects do provide a service to the community and not just the abutting property owners.

In order to address the concerns on how the 60/40 split was determined, the attached chart was developed (See Attachment A). It illustrates what portions of the project are split on the 60/40 basis. City staff has also developed a chart showing the cost distribution if the split was changed to 60% City 40% residential (See Attachment B).

The City has a long history of using local improvement to upgrade roads to established design standards. The attached map shows the remaining streets that are considered local improvement road projects. Typically, these streets were constructed with minimal granular road base, no curbs and surface treated.

Financial impact: The 2014 Capital Budget provided \$697,820 for the project. The funding sources are sewer and water rates \$170,000 reserves \$374,820 and local improvement \$153,000.

Staff recommendation: Recommendation to follow once legal opinion has been received.

Sub-committee discussion: The Director of Infrastructure and Development Services stated that the city's lawyer has advised that the school board can be

charged for a Local Improvement, but because they are a tax-exempt property, the city would have to pay the charges that are levied against the school.

The other issue that was discussed at the last meeting was expanding the area of notice. The Director advised that this is problematic because the city has received a petition against the work and there has not been a lot of case law in this matter.

The Director reviewed his report and discussed some of the numbers. He noted that if the City was to proceed as a Local Improvement with the City paying 60% of the cost, it would result in a 33% reduction in cost for the residents.

Councillor Brown noted that if the motion to switch the 60/40 split is accepted by Council, the price would go down by a third but if that is not acceptable, the only other alternative is for residents to appeal to the Ontario Municipal Board.

Councillor Clifford inquired about the history of the properties that had prepaid the costs. The Director responded that the prepaid costs were as a result of some subdivision work that was done in the area at properties adjacent to Matilda in the late 80's/early 90's.

Josee Glennie asked what kind of interest would be charged should the residents decide to defer their payment over 10 years and whether that rate was negotiable. The Director advised that he would have to look up the interest rate but noted that it would be a fixed rate over 10 years.

Ms. Glennie also asked about what will happen with the trees on the street and noted that all the trees run in a straight line where the sidewalk is supposed to go. The Director advised that a detailed design has not been completed because they have not received approval on the local improvement aspect but noted that in all reconstruction projects, they do everything they can to minimize the damage or removal of trees.

In response to Ms. Glennie's inquiry whether the sports teams that use SERC have been approached to help pay, the Director stated that they have not. The way the Local Improvement works is that the charges go against the properties, not individuals. The Director suggested that the intent of switching the 60/40 split is to recognize the fact that there are more than just local users using the road.

A discussion took place regarding why that split was not suggested in the first place. Ms. Glennie stated that they know the work needs to be done. They just don't feel that it's fair that they have such a high price because of the street's unique location.

A further discussion took place regarding what will happen with the trees. A resident expressed concern that if the trees were damaged, he would be responsible for the cost of removing the tree. The Director responded that the detailed design would be shown at the open house if this project proceeds.

Martin Nolan stated he feels the whole approach needs to be looked at and expressed concern regarding the difference in cost for a sewer hook-up to his house. The Director briefly explained the process and advised that he would look at what the difference in cost would be.

A discussion took place regarding the history of local improvements in the city and in particular, on Matilda Street.

In response to a concern about whether the property lines would change when the sidewalk was put in place, the Director replied that property lines are fixed and the City does not unilaterally change them. When they have done a detailed design, staff will hold an open house and invite local residents to comment on the design. He noted that they have made changes in the past based on suggestions from residents.

Mr. Martin suggested it was futile to bring this motion to Council as the residents would not agree. The Director explained that the motion would be discussed at Committee and Council and stated that if Committee wished to proceed with the project, Council would have to agree to take it the Ontario Municipal Board who would hear the objections and decide on a course of action.

Sub-committee recommendation: Motion by Councillor Brown

That the residents of Matilda Street pay 40% and the City of Stratford pays 60% of the cost for the Roadwork and Storm Sewer Work on Matilda Street as a Local Improvement under the *Municipal Act*. Carried. (May 28, 2014)

Committee discussion:

Committee recommendation:

3.2 Nile Street Reconstruction – Shakespeare Street to Douro Street – Open House Review and Design Approval

Objective: To consider the comments from the Open House and confirm the design concept for preparation of a tender.

Attachment - Map

Background and Analysis: Nile Street is classified as a local residential street, with a 20 metre (66 feet) road allowance. The pavement width varies between 6.6m and 6.7m, with 1.2m and 1.35m wide sidewalks running the full length on both sides of the street.

The existing sanitary sewers consist of 200mm (8 inch) diameter glazed tile, existing watermain is 150mm (6 inch) cast iron, the existing storm sewers are 200mm (8 inch) diameter concrete tile, and the existing curbs and pavement are in poor condition.

Based on the above analysis, the proposed project comprises of a full reconstruction of the road, sanitary and water systems, including services.

From our investigations to date, full storm sewer replacements will not be required within the limits of this project. The result of the investigation shows that there are no private connections to the storm sewer. With proper design of the road, storm water can be collected at a low point near the cross streets of Douro, Milton and Falstaff and brought to the existing storm sewers for minimal cost. The estimated capital cost savings for not replacing the storm sewer is \$45,375; and an estimated yearly maintenance savings of \$1,500.

This road section will be reconstructed to City standards, where sanitary services will be replaced to 2 metres behind the curb or sidewalk and water services will be replaced to property line with a new curb stop. Private service upgrades will be considered on an Owner requested basis, and subsidy funds will be made available to the property owners wanting to replace their sanitary service through the Sanitary Service Cost Sharing Policy, adopted by Council in 2005.

The road shall be reconstructed to a pavement width of 8m, to accommodate the future bus routes that were identified as per the Transportation Master Plan.

Due to the rerouting of City buses to Nile Street, the road will need to be widened to a width of 8m. The widening will be mostly taken on the western side of the road due to the cost of relocating all the hydro poles along Nile Street. Approximately eleven hydro poles will need to be relocated at an estimated cost of \$8,000 for each pole with a total cost nearing \$88,000. With the road widening being taken along the western side of Nile Street, the resulting impact will result in a loss of the sidewalk along the western side of Nile Street from Shakespeare to Douro Street. Therefore, as per City policy S.2.2 Sidewalk Installation:

“That the following be a general policy for reconstruction projects:

- sidewalks on one-side only on local residential streets at a width of 1.5 metres.”

The reconstruction of Nile Street will fall within this policy for local residential streets.

The resulting cost savings by not installing the sidewalk and reinstating that area with topsoil and sod would be an estimated \$13,339.89 during construction, and yearly maintenance costs.

On March 18th 2014, an information package was delivered to the 32 property owners affected by the possible reconstruction. The information package included a notice for an open house, request for sanitary sewer camera field work, sanitary service upgrade

letter (to be returned), and a water service upgrade letter (to be returned). The majority of properties are standard residential dwellings with the following exception:

- 153 Nile Street – Zip In Market

The Open House was held on Tuesday, April 29th, 2014, in the City Hall Auditorium from 5:00 p.m. to 7:00 p.m. Twelve of the 32 properties were in attendance (38%). Anyone not in attendance was notified to contact the Engineering staff to review the plans and discuss any concerns that the resident may have about the proposed construction.

The following design objectives were discussed by Engineering at the Open House:

- Rebuilding the road to a width of 8 metres,
- Widening the east sidewalk to 1.5 metres,
- Eliminating the west sidewalk,
- Replacement of the watermain and sanitary sewers.

From comments received at the Open House and comment sheets, the following is a summary of most significant issues raised to date:

- Children on the west side of Nile Street having no sidewalk to walk to school.
- Safety of children crossing the street.
- Bus routing to Nile Street was a bad idea.
- Residents were not informed of the bus rerouting decision until the open house.
- Extra noise and vibrations to old homes caused by bus traffic.

The vehicular traffic on Nile Street shows that an average of 270 vehicles per day use this area of Nile Street, with only 4% of vehicles going 40-50 km/hr or greater. Vehicles using Nile Street are required to stop at all side streets. Pedestrians crossing the side streets of Milton, Falstaff, and Douro are doing so at an uncontrolled intersection and must cross when there is a break in traffic. The intersections for Nile and Milton, Falstaff and Douro are controlled by a two way stop sign. Crossing these intersections and proceeding west or east is a safer environment than crossing the street and heading north or south.

At the Open House, staff advised the residents that the Transportation Master Plan identified Nile Street as a future bus route. The Master Plan went through a public consultation process with ample opportunity to provide feedback on bus routing. Staff advised residents that Council adopted the Transportation Master Plan in 2010.

The current construction schedule has a construction completion date for November 7th, 2014. If any delays were to occur to the schedule, this would put the project into jeopardy for 2014 construction.

Financial impact: The 2014 Engineering Capital Budget provides \$545,000 for this project with funding of \$115,000 from the general tax levy, \$130,000 from water and sewer rates and \$300,000 from Federal Gas Tax.

Staff recommendation: That Council approve the reconstruction of Nile Street, from Shakespeare to Douro Street, at a width of 8.0m, 1.5m wide concrete sidewalk on the east side only. Parking conditions to be changed to allow for parking only on the West Side.

Sub-committee discussion: The Director advised that this report is as a result of an open house that was held with regard to reconstruction on Nile Street. The road is proposed as being widened to accommodate the potential for a future bus route as per the Transportation Master Plan. The most significant concerns that they heard from the property owners were removal of the sidewalk on the west side and the potential of buses using Nile Street in the future.

In response to Councillor Culliton's question whether the cost was provided for in the budget, the Director replied that it was included in this year's capital budget.

Brad Horton, a Nile Street resident, stated that he understands that the street needs to be reconstructed as far as the sewers go but he is concerned about the widening of the street and losing the sidewalk. His property and several others will lose frontage, putting them very close to the road. The street is heavily trafficked and if the sidewalk is removed, kids will either walk on the grass or on the road rather than crossing the street.

Mr. Horton expressed concerns about the possible bus route going down Nile Street, citing the proximity of houses to the road, bus fumes and getting out of their driveways. He suggested that Shakespeare Street is more appropriate as the space is more wide open and the road is wide.

He advised that he would like to see hand-delivered notices to residents advising when meetings are taking place so residents can attend and voice their views. Many residents in the neighborhood don't know about this project and the ones that do are opposed to removing the sidewalk and the potential bus route.

Councillor Culliton asked the Director whether the sewer is badly in need of repair and whether the concerns of Mr. Horton have been considered.

The Director responded that the street has been identified by the water department as needing the underground services replaced. With regard to the Transportation Master

Plan, it was prepared in 2010 and identifies future bus routes. Engineering staff take those plans into consideration when reconstructing streets. The potential bus route change may never happen.

A discussion took place regarding notice of meetings. Councillor McManus assured Mr. Horton that residents would be notified that this matter is coming back to Public Works Committee on June 9, 2014.

In response to a question from Councillor Culliton, the Director stated that if the time comes to make changes to bus routes, it would come to Council to be discussed. The Director stated that Council has the option to reconstruct the street without accommodating buses and could also choose to put sidewalks on both sides of the road.

Councillor Culliton asked about the condition of the sewers. The Director responded that they are approaching the end of their useful life and that when they look at sewer repair, they try to do everything else at the same time and this street is a perfect candidate for total reconstruction.

In response to a request from Councillor McManus if the possible bus routing attached to this street could be provided to Council, the Director advised that he would provide information, with the proposed design showing where the road would be in relation to the houses.

The Director expressed concern that if there was a delay, construction may not happen this year.

Councillor Clifford stated that he believes that with all the unknowns, it would be a mistake to speed this up too much without getting answers.

Sub-committee recommendation: Motion by Councillor Brown

That staff prepare drawings of the proposed Nile Street reconstruction showing the street width as proposed and showing the road as it exists now and bring them back to the June Sub-committee meeting. Carried.

(May 28, 2014)

Committee discussion:

Committee recommendation:

4.0 REPORT OF THE MANAGER OF ENGINEERING

4.1 2013 Stratford Wastewater Treatment Plant Annual Report

Objective: To submit the 2013 Stratford Wastewater Treatment Plant Annual Report to Sub-Committee and Council for their information.

Attachment – Annual Report

Background and Analysis: The Stratford Wastewater Treatment Plant is owned by the City of Stratford, but operated under contract by Ontario Clean Water Agency (OCWA). OCWA has prepared the 2013 Annual Wastewater Treatment Plant Report which must be submitted annually to the Ministry of the Environment, showing how the treatment plant performed throughout the year.

The report summarizes the operation for the Water Pollution Control Plant and reports on all the activities that occurred at the treatment plant throughout the year. The report also indicates how the plant met all of the Certificate of Approval requirements for effluent discharge into the Avon River.

The effluent discharge requirements were met to the following levels of removal for 2013:

- | | |
|------------------------------|--------|
| • Combined Biological Demand | 98.2 % |
| • Total Suspended Solids | 98.2 % |
| • Total Kjeldahl Nitrogen | 94.0 % |
| • Total Phosphorus | 95.0 % |

The treatment plant treated a total of 7,911,900 m³ of effluent for an average daily flow of 21,733 m³ per day. The design capacity of the treatment plant is 30,660 m³ per day. Based on the flows received for 2013, the plant is only at 70.8 percent of the design capacity which would indicate there is ample capacity for more growth.

In 1996, the treatment plant was upgraded and expanded. The works included the construction of a new storm holding tank, conversion of two former primary clarifiers to storm tanks, upgrading the sewage pumping facilities, four (4) new aeration tanks with fine bubble diffusion, modifications to the existing two (2) clarifiers, new chemical storage and delivery facilities, a new diesel engine and generator capable of supplying 100% standby power for the site, new return sludge and waste sludge system, metering and UV systems

In 2003, the treatment plant added the following improvements: a Raw Sewage Lift Station with four(4) screw pumps, three (3) screw pumps with the capacity of 427 litres per second and one (1) screw pump with the capacity of 2,600 litres per second to handle wet weather flows. In addition a new 3,000 cubic meter equalization storm

tank with a sediment flushing system was added. The existing holding tanks were modified into chlorine contact chambers with baffle walls along with a new Chlorination and De- Chlorination Contact chamber. A new chemical building was added to house process equipment, controls, and sampling equipment. The chlorination system included two (2) 15,000 litre sodium hypochlorite storage tanks and four (4) 13.4 litre per minute capacity metering pumps equipped with in-line mixers. The de-chlorination system includes one (1) 3,000 litre capacity sodium bisulphite storage tank with two (2) 4.0 litre per minute metering pumps and one standby metering pump with a inline mixer.

During the 2013 year, the treatment plant had 29 days where the flow exceeded the design capacity as a result of ten (10) storm events. The treatment plant contains approximately 7,500 m3 of additional storage capacity, to store and treat the flow from these storm events. Once a storm event subsides, the storm water from these storage tanks are pumped through the treatment plant and discharged into the Avon River. If flow is diverted around the plant, the excess flow is chlorinated in a chlorine contact chamber and upon leaving the chlorine contact chamber is de-chlorinated and then allowed to discharge into the Avon River.

The capital projects undertaken for the 2013 year were as follows:

- Installation of a 350 horse power Turbo Blower
- Biosolids Storage Tank concrete work
- SCADA Work
- Dewatering Auger
- Scum Box replacement
- Electrical IR Scan, Transformer Service and Transfer Switch Repair
- New Dissolved Oxygen Probes
- New Bearings for Screw Pump #2
- New Compressor

These projects were undertaken to ensure the Treatment Plant stayed in compliance with the Certificate of Approval.

In summary, the Water Pollution Control Plant, operated by OCWA met and exceeded all Certificate of Approval requirements for the 2013 operating year.

Financial impact: N/A

Staff recommendation: That Council receive the 2013 Stratford Wastewater Treatment Plant Annual Report for their information.

Sub-committee discussion: The Director advised that this report would be prepared on an annual basis to advise Council what's going on at the Water Pollution

Control Plant. A consultant is also preparing a report about what capital improvements are required at the plant.

Councillor Clifford asked whether there is an average number of discharges each year. The Director advised that there were 10 last year and the discharges are treated and reported to the MOE. The discharges are chlorinated and dechlorinated before they are released into the Avon River.

In response to a question from Councillor Culliton whether sewage is released into the river, the Director explained that they capture as much as they can in the storage facilities for full treatment and when it exceeds capacity, they have an overflow treatment process. The reason for the chlorination is to kill the bacteria and they are allowed to do so as per the City's Certificate of Approval from the MOE.

Councillor Brown inquired whether the City is looking at building another holding tank. The Director responded that they are not at this time and advised that there are a number of issues that need to be attended to at the sewage treatment plant due to the age of the facility. Staff are also working on a financial plan.

Sub-committee recommendation: Motion by Councillor Clifford
That Council receive the 2013 Stratford Wastewater Treatment Plant Annual Report for their information. Carried. (May 28, 2014)

Committee discussion:

Committee recommendation:

5.0 FOR THE INFORMATION OF COMMITTEE

5.1 Stratford Landfill Site Public Input Invited

Objective: To consider comments received, if any, regarding the operation of the Landfill Site.

Background and Analysis: As a requirement of Provisional Certificate of Approval No. 150101 for the Stratford Landfill Site, the public must be invited to make comments, either verbal or written, about the operation of the Landfill Site on a semi-annual basis. A notice was placed in the Beacon Herald Town Crier on Saturday, May 10, 2014, stating this requirement and inviting input. Comments were to be submitted by May 20, 2014, and currently, no responses have been received.

Financial impact: Unknown

Staff recommendation: That Sub-committee consider any comments received and refer to staff for a report.

Sub-committee discussion: The Director advised that no comments were received.

Sub-committee recommendation: For the information of Committee.

5.2 Downtown Truck Traffic

Councillor Culliton advised that he received an e-mail from a resident expressing concern about large trucks travelling through downtown. The Director advised that he would respond to the e-mail. He also explained that Ontario, Erie and Huron Streets are part of the provincial highway network. Any changes would require MTO approval. They would not ban truck traffic because the streets are part of the provincial highway network.

There are signs at the entrances to the city advising of alternate truck routes, which many trucks use.

5.3 Left Turn from Erie Street onto Ontario Street

Councillor Clifford advised that he has been asked whether there could be an advance green light at this corner. The Director stated that this intersection is a difficult one and it takes 100 seconds to get another green light. The challenge is accommodating the pedestrians crossing the intersection and allowing enough time. He advised that they have looked at it in the past but they could look at it again.

Sub-committee decision: Motion by Councillor Clifford

That staff prepare a report on the possibility of adding an advanced green light at the left hand turn onto Ontario Street from Erie Street.

Carried. (May 28, 2014)

5.4 Left Turn from West Gore Street onto Downie Street

Councillor Clifford advised that a resident expressed a concern that it is impossible to safely turn left at this corner.

The Director advised that the sightlines are difficult because of the angle of the road; however, the warrants aren't there for a traffic signal. One of the options would be to try to make it more of a 90 degree angle at that intersection, but the cost could be anywhere from \$50,000 to \$100,000 to try to rework the sidewalks and curbing in the area.

Councillor Clifford asked whether having no left turn would solve the problem. The Director advised that staff could look at the statistics to see if there is a problem with accidents there.

5.5 Capital Project Update

Objective: Engineering to provide a verbal update on the status of various engineering capital projects.

Background and Analysis: Sub-committee has requested that an update be provided at each Sub-committee meeting.

Financial impact: To be provided at the Sub-committee meeting.

Staff recommendation: For the information of Sub-committee.

Sub-committee discussion: The Director of Infrastructure and Development Services provided the following updates:

1. Borden Street Trunk Sewer from Lorne Avenue
 - Road building to commence next week

Councillor Clifford asked when this work will be completed. The Director advised due to the winter, they have not been able to complete restoration but it should be finished soon.

2. Mornington Street Eastside Sidewalk
 - Awaiting consultant response on culvert design
 - Delamere/Mornington Island Improvements are included in this project and design has been completed.
3. Matilda Street Reconstruction Galt South of Oakdale
 - Awaiting Council direction to continue the OMB process
4. Dufferin Street Oak to Walnut
 - Survey is complete
 - Design is ongoing
 - MOE approval is pending
 - Open house slated for June 5 2014
 - Tender closes end of August
 - Construction slated for Mid-September
5. Quinlan Pump Station Engineering
 - Request for Proposal to be sent out.

6. Nile Street Shakespeare to Douro
 - Awaiting MOE approval
 - Report to Council on open house
 - Tender July 15, 2014
 - Late August construction
7. Strachan Street West Gore to Brydges
 - Tender documents will be available for Contractor pick up commencing May 29/14
 - Tender closes June 11/14
 - Construction slated for July
8. Erie Street Parking Lot
 - Decommissioning old bore holes completed
 - Concept plans have been completed
 - Preparing report for Council with presentation in late June
9. Resurfacing
 - Road assessments completed
 - Tender documents will be available for Contractor pick up commencing May 29/14
 - Tender closes June 11/14
 - Resurfacing contract to commence in mid-July
10. Sidewalk/Curb and Gutter
 - Contractor is on site
11. Landfill Site 3RD Cell
 - Start of construction is slated for June.
12. Mornington Vivian Reconstruction
 - Start of construction slated for June 9, 2014
 - Completion of project slated for late October, 2014
13. Burritt Street Multi-use Trail Ontario to Duoro
 - Placement of top coat asphalt is slated for late May.

Sub-committee recommendation: For the information of Committee.

6.0 ADJOURNMENT

Motion by

That the Public Works Committee meeting adjourn.

Agenda

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June 9, 2014

Meeting Start Time:

Meeting End Time:



**The Corporation of the City of Stratford
FINANCE AND LABOUR RELATIONS COMMITTEE
AGENDA**

The Finance and Labour Relations Committee will meet on June 9, 2014 in the Auditorium, City Hall following the Regular meeting of City Council.

SUB-COMMITTEE ATTENDANCE: Councillor Clifford - Chair presiding, Councillor Mark - Vice-Chair, Councillor McManus

REGRETS: None noted at the May 20 Sub-committee meeting.

COMMITTEE PRESENT: Councillor Clifford - Chair presiding, Councillor Mark - Vice-Chair, Mayor Mathieson, Councillors Beatty, Brown, Culliton, Henderson, McManus, Ritsma and Smythe.

REGRETS:

STAFF PRESENT: Ronald R. Shaw – Chief Administrative Officer, Cindy McNair – Deputy CAO/Director of Human Resources, Andre Morin – Director of Corporate Services/Interim Director of Social Services, Ed Dujlovic – Director of Infrastructure and Development Services, Rick Young – Fire Chief, Charlene Lavigne – Deputy Clerk, Jodi Akins – Council Clerk Secretary, Jeff Leunissen – Manager of Development Services.

ALSO PRESENT: Members of the public and Media.

1.0 DISCLOSURE 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 otherwise comply with the *Act*.

Name, Item and Nature of Pecuniary Interest

Sub-committee: None declared at the May 20, 2014 meeting.

Committee:

2.0 DELEGATIONS

None scheduled.

3.0 REPORT OF THE MANAGER OF RECREATION AND MARKETING

3.1 Stratford Roller Sports Alliance Grant Request (S.R.S.A.)

Objective: For Council to consider a grant request from the Stratford Roller Sports Alliance, to support the use of a dry ice pad in the summer of 2014.

Attachment – Grant Request Letter

Attachment – Stratford Roller Girls Mandate

Background and Analysis: The City has offered the S.R.S.A. a dry ice pad over the summer months, at a 2014 rate of \$93.00 per hour excluding taxes. A tentative rental contract, which includes 9 bookings at a total rental fee of \$2,511.00 excluding taxes, has been provided.

Based on the S.R.S.A.'s non-profit status and their ability to pay, they are requesting Council to consider a financial grant to support their use. They admit that they can afford to pay a maximum of \$40.00 per hour, as opposed to the going rate of \$93.00 per hour. Please see attached letter.

This matter has been tabled at the May Community Services Sub-Committee meeting and the staff recommendation is that the grant request be referred to the Finance and Labour Relations Sub-committee.

Financial impact:

Nine, 3-hour bookings at \$93.00 per hour =\$2,511.00.

Nine, 3-hour bookings at \$40.00 per hour = \$1,080.00.

The difference is \$1,431.00, and represents a reduction in rent. It is the amount the S.R.S.A. is requesting to be granted to support their use over the summer.

Staff recommendation: To grant, from the Community Grants Contingency Fund, the Stratford Roller Sports Alliance \$1,431.00 plus applicable tax to support their use of a dry ice pad in the summer of 2014.

Subsequent information: At the May 15, 2014 Community Services Sub-committee meeting, updated information regarding the amount of the grant request was

presented. The Stratford Roller Sports Alliance now has requested additional hours and therefore, the grant request has increased to an estimated \$5,000.00. At the Community Services Sub-committee meeting, the Sub-committee recommended to refer the revised grant request to Finance and Labour Relations Sub-committee for consideration.

Sub-committee discussion: Rebekah Zinger and the Manager of Recreation and Marketing were present to speak on the grant request by the Stratford Roller Sports Alliance. The Manager of Recreation and Marketing explained that the dry ice pad is available throughout the summer months and there is no extra cost for staffing. He supports the reduction in rental rates.

Councillor Mark asked the Director of Corporate Services how much was remaining in the contingency fund to support this grant. The Director responded that there is \$2,500 remaining at this time for 2014. There are also a couple of unknowns with a couple of other grants and depending how those are decided by Council, there may be room for this grant.

Councillor McManus asked if there is a separate rate when the ice is out. The Manager of Recreation and Marketing responded that the \$93.00 per hour represents that rate before tax.

Councillor Famme suggested this amount should be given in the form of a casual rate and that they should get it for ½ the price for the summer rather than in the form of a grant.

Councillor McManus agreed with the intent of the motion but felt that there may be a number of other requests for grants and that Council's hands may be tied if the remaining amount in the contingency fund was used up.

Councillor Mark suggested that the rates for next year be referred back to staff for review.

Sub-committee recommendation: Motion by Councillor Mark

That Council provide a grant from the Community Grants Contingency Fund, to the Stratford Roller Sports Alliance for up to a maximum of \$5,000 for their use of a dry ice pad in the summer of 2014. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

4.0 REPORT OF FESTIVAL HYDRO INC.

4.1 Festival Hydro Reports

Objective: To consider the financial reports from Festival Hydro Inc. for the year ended December 31, 2013.

Attachment – Financial Reports

Background and Analysis: None.

Financial Impact: This will be in the reports from the Board.

Staff recommendation: That the Financial Statements of Festival Hydro Inc. for the year ended December 31, 2013 be received by City Council.

Sub-committee discussion: Debbie Reece and Ysni Semsidini presented the Financial Statements for Festival Hydro for the year ended December 31, 2013. Mr. Semsidini advised that the requirements are more complex this year.

Sub-committee recommendation: Motion by Councillor McManus
That the Financial Statements of Festival Hydro Inc. for the year ended December 31, 2013 be received by City Council. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

5.0 REPORT OF THE MANAGER OF FINANCIAL SERVICES

5.1 April 30, 2014 Financial Report

Objective: To present the Statement of Operations as of April 30, 2014 and explain any variances.

Attachment – Report of the Manager of Financial Services dated May 20, 2014

Background and Analysis: See management report attached.

Financial impact: None

Staff recommendation: That the April 30, 2014 financial report be received for information.

Sub-committee discussion: The Manager of Financial Services presented the management report at the Sub-committee meeting and advised of no concerns at this time.

Sub-committee recommendation: Motion by Councillor McManus
That the April 30, 2014 financial report be received for information. Carried
(May 20, 2014)

Committee discussion:

Committee recommendation:

6.0 REPORT OF THE CHIEF BUILDING OFFICIAL

6.1 City of Stratford Energy Conservation and Demand Management Plan

Objective: Council to consider adopting the Energy Conservation and Demand Management Plan.

Attachment – Powerpoint Presentation

Attachment – Corporate Energy Conservation and Demand Management Plan

Background and Analysis: On January 1, 2012, Regulation 397/11 came into force under authority of the Green Energy Act 2009. The regulation requires municipalities to prepare, publish, make available to the public and implement energy conservation and demand management plans. The plan must be published on the City website, intranet site and be made available to the public on or before July 1, 2014.

In November 2013, the City retained the services of Blue Sky Energy Engineering and Consulting Inc. to help the City prepare the Energy Conservation and Demand Management Plan. Andrea Dwight from Blue Sky will attend to make a presentation of the Plan.

The proposed plan is attached for Sub-committee review.

Financial impact: Projects will be brought forward to Council for budget approval as scheduled in the plan.

Staff recommendation: That Council adopt the City of Stratford Energy Conservation and Demand Management Plan as written.

Sub-committee discussion: Andrea Dwight, from Blue Sky Energy Engineering & Consulting Inc. presented an overview of the report to Sub-committee.

A copy of the presentation was distributed at the Sub-committee meeting.

Ms. Dwight suggested that this report, if approved, be looked at annually so that it is meeting the needs of the City and taking advantage of all opportunities that are available.

Councillor Mark inquired if the weather is considered as a factor in the numbers for energy consumption. Ms. Dwight replied that they have not been adjusted for weather; however, there is a plan in place that will address that.

Sub-committee recommendation: Motion by Councillor McManus
That Council adopt the City of Stratford Energy Conservation and Demand Management Plan as written. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

*Item 6.1 to also be considered at the June 9, 2014 reconvene Council meeting.

7.0 REPORT OF THE DIRECTOR OF CORPORATE SERVICES

7.1 Proposed 2015 Budget Schedule and Process

Objective: To establish general timelines for approval of the 2015 budget, and to discuss various matters related to the 2015 budget process.

Attachment – Proposed budget schedule

Background and Analysis: Staff are beginning to prepare for the 2015 budget and would like to obtain feedback from Sub-committee on this matter.

The budget process involves a number of planning aspects. It would be useful at this time to set some general dates and establish any other direction for staff to facilitate the 2015 budget process. The attached proposed 2015 budget schedule is provided for sub-committee's consideration. Some dates will remain undetermined for now due to the upcoming municipal election and anticipated change in Council membership.

Financial impact: No financial impact.

Staff recommendation: That the Proposed 2015 Budget Schedule be adopted.

Sub-committee discussion: The Director of Corporate Services reviewed the budget schedule and stated that the time lines would be close to the same as in

previous years. The requests for 2015 Community Grant applications will be closed by September 30, 2014. Notices will be placed in the Town Crier prior to the deadline.

Sub-committee recommendation: Motion by Councillor Mark
That the Proposed 2015 Budget Schedule be adopted. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

7.2 Legislative Requirements – Ontario Regulation 284/09

Objective: To meet the City's legislative requirements under Ontario Regulation 284/09 by adopting the attached report by resolution, as prepared by the Director of Corporate Services.

Attachment – Management Report dated May 8, 2014

Background and Analysis: New financial reporting requirements for municipalities came into effect for 2009 whereby revenue and expenses were required to be reported on an accrual basis. Ontario Regulation 284/09 enables municipalities to switch from cash basis reporting to the new accrual basis, by allowing for certain expenses to be excluded from municipal budgets. It also requires municipalities to report on the impact of these exclusions and adopt those reports by resolution of Council.

Please see the attached Management Report prepared by the Director of Corporate Services explaining these exclusions from the City's approved 2014 budget, and detailing their calculation.

Financial impact: There is no direct financial impact. However the Committee is advised that the impact to the 2014 annual surplus (deficit) based on accrual accounting is estimated at \$10,863,124.

Staff recommendation: That the attached report from the Director of Corporate Services regarding legislative requirements of Ontario Regulation 284/09, and the impact of excluded expenses from the City's 2014 budget, be adopted by Council resolution.

Sub-committee discussion: The Director of Corporate Services reviewed the report with the Sub-committee.

Sub-committee recommendation: Motion by Councillor Mark
That the attached report from the Director of Corporate Services regarding legislative requirements of Ontario Regulation 284/09, and the impact of

excluded expenses from the City's 2014 budget, be adopted by Council resolution. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

7.3 CIBC Wood Gundy Investment Report

Objective: To consider the annual investment report of CIBC Wood Gundy that manages the City's reserve funds' investments, and to outline the investment strategy for the coming year.

Attachment – Portfolio evaluations and supporting documents

Background and Analysis: In 2003, the City awarded investment management of surplus funds of its reserve funds to CIBC Wood Gundy. The City's Investment Policy requires that annual reports of performance be presented to the Sub-committee. Also, in accordance with Ontario Regulation 655/05 I provide the following statement: *It is my opinion as the City Treasurer that in 2013 all investments were made in accordance with the investment policy and goals adopted by the City of Stratford*".

Warren Wolfenden is the City's Investment Advisor with CIBC Wood Gundy. He will be attending the meeting to present the City's annual report on portfolio evaluation and performance.

Financial impact: None.

Staff recommendation: That the annual investment report from CIBC Wood Gundy for the management of the City's reserve fund and the City Treasurer's Statement regarding investment activity be received.

Sub-committee discussion: A revised Portfolio Evaluation package was distributed at the Sub-committee meeting.

Warren Wolfenden and Peter Story from CIBC Wood Gundy reviewed the revised portfolio for the Sub-committee. Mr. Story stated that the portfolio has increased by 7.14% in the last six months.

The Director of Corporate Services added that he will continue to monitor the portfolio and investments.

Sub-committee recommendation: Motion by Councillor Mark.

That the annual investment report from CIBC Wood Gundy for the management of the City's reserve fund and the City Treasurer's Statement regarding investment activity be received. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

8.0 REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

8.1 Probable Construction Cost Study – Cooper Site

Objective: To consider a further report on the Cooper Building.

Background and Analysis: At the February 10, 2014 Finance and Labour Relations Committee meeting, presentations on the potential redevelopment of the Cooper Site were heard from Thor Dingman Michael Wilson, and Dean Robinson as well as other presentations.

Mr. Wilson stated that some of the structure can be retained. Suggestions for the site included installing solar panels on top of the structure, a parking garage, and other parking accommodations on the site without removing the building.

Mr. Dingman outlined parking options using different numbers of the bays and estimated possible revenue from vehicles parking in the bays.

The Grand Trunk Railway Site Heritage Committee advocated the retention of the three most easterly bays on the building where a railway steam locomotive could be displayed. The locomotive must be displayed in a protected environment.

The City Finance Committee approved the following referral:

That the Cooper Building Report be referred to staff for further review on the site and report back to the Finance and Labour Relations Committee in 90 days.

Subsequent to that meeting, there were two presentations made at the March 27th meeting of the Planning & Heritage Sub-committee by Alan Waddingham and Roger Hilderley.

At the heart of this issue is what uses can be made of the property. I have given this matter considerable thought given that there has been no decision with regard to the building and considerable discussion about whether there is a viable option that will allow for the retention of part or all of the building.

In order to move this matter along, I proposed that staff consider and report back to sub-committee with regard to what uses could be applied to this property and then obtain costings that would compare these uses being part of an adaptive re-use of all or part of the building compared to a new development. Staff would carefully consider the ideas brought forward and would work towards a reasonable comparison of uses on the site with or without the building.

Financial impact: We would ask that a budget be provided to us to assist us in estimating these costs of \$50,000. These estimate of construction costs would not include ongoing maintenance and operation costs.

Staff recommendation: That the City staff proceed to recommend development of public uses on the Cooper Site and that costings be obtained from qualified experts on the development of the site as an adaptive re-use and as new development.

Sub-committee discussion: The CAO stated that possible public uses for the facility are being looked at and also costings of what could be done on the property. The CAO also stated that this could be approved in stages with simply identifying uses as the first stage.

Councillor McManus would like to see what could go there and asked if it would be looked at given the state of the site or what the City needs. The CAO replied priority would be given to what the City needs and what the options will be.

Sub-committee recommendation: Motion by Councillor McManus
That City staff proceed to recommend development of public uses on the Cooper Site, that if outside help is needed, staff are authorized to spend up to \$10,000.00. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

8.2 Ontario Good Roads Association: Minimum Maintenance Standards
Litigation Funding

Objective: To consider allowing the Ontario Good Roads Association (OGRA) to retain the unspent allocation from the City for legal costs for future legal challenges.

Attachment – Correspondence from OGRA dated April 30, 2014

Background and Analysis: In 2010, the City of Stratford contributed \$3,100 to a litigation fund that allowed OGRA to dispute an application to have Minimum Maintenance Standards declared null and void. OGRA was successful in opposing the application, and have offered to return \$1,553.10 in unused funds to the City of

Stratford. However, OGRA recommends that we leave this sum in reserve in case the Minimum Maintenance Standards is challenged in the future.

See attached letter for details.

Financial impact: \$1,553.10.

Staff recommendation: That the City of Stratford agree to allow OGRA to retain the unused sum of \$1,553.10 in reserve to dispute future challenges to the Minimum Maintenance Standards.

Sub-committee discussion: The Director of Corporate Services added that it is money well spent regarding this matter.

Sub-committee recommendation: Motion by Councillor McManus
That the City of Stratford agree to allow OGRA to retain the unused sum of \$1,553.10 in reserve to dispute future challenges to the Minimum Maintenance Standards. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

9.0 REPORT OF THE CITY CLERK

9.1 Policy for designating Public Events as having Municipal Significance

Objective: To consider adopting a policy to establish guidelines for granting a municipal significance designation for public events at which alcohol will be served.

Attachment – Draft policy

Background and Analysis: Each year a number of organizations in the community host public events, including outdoor events, at which alcohol is served. A Special Occasion Permit (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO) is required.

A SOP is required from the AGCO any time alcohol is offered for sale or served anywhere other than in a licensed establishment or private place (i.e. residence or private office).

For some events in the community, the event organizer may also seek a resolution from City Council to designate the event as having municipal significance in the community, as part of their SOP application.

A designation by City Council for an event as having municipal significance is not required if the event organizer is a registered charity, non-profit association or organization for the advancement of charitable, educational, religious or community objects. These organizations may obtain a SOP from the AGCO and no municipal designation by City Council is required. Some charities have approached the City for a designation for their event as having municipal significance and the designations have been granted by Council.

Any other person or group (i.e. promoter or for-profit business etc.) may also obtain an SOP; however, for these types of events, the event must first be designated by City Council as having municipal significance. City Council is not under any obligation to provide a designation and the AGCO makes the final decision on whether or not to issue the SOP for the event.

Currently, there is no policy to set out what events should be granted a municipal significance designation by City Council, nor is the term defined by the AGCO.

A policy has been drafted for Council's consideration to set out the parameters for granting a municipal significance designation to public events at which alcohol will be served. This policy will also provide guidance to the public and staff when requests for a designation are made to the City.

Financial impact: None identified

Staff recommendation: That the Policy on Special Occasion Permits – Public Events with Municipal Significance be adopted as presented.

Sub-committee discussion: The City Clerk reviewed the policy for Special Occasion Permits for the Sub-committee. It is the final decision of the AGCO to grant the Special Occasion Permit. It is the designation of an event as "municipally significant" that Municipal Councils can deal with. This draft policy is intended to provide guidance for the public and staff when these requests come forward to Council.

Councillor Clifford asked if it needs to be from an organization within the City of Stratford. The Clerk replied that they would be only dealing with events within the City of Stratford; however, any organization requesting a municipally significant event that takes place in Stratford could ask for this designation.

Councillor Famme asked if a fee was received for these applications. The Clerk replied that there is no fee being recommended for the Council designation of the event.

Councillor Mark commented that staff should consider an applicable fee. The Director of Corporate Services added that CLT are in the process of compiling a list of fees for these types of requests and that this item will be included in the report.

Sub-committee recommendation: Motion by Councillor Mark
That the Policy on Special Occasion Permits – Public Events with Municipal Significance be adopted as presented. Carried (May 20, 2014)

Committee discussion:

Committee recommendation:

10.0 FOR THE INFORMATION OF COMMITTEE

10.1 Stratford Perth Museum Renovation

Objective: To inform Council of the Stratford Perth Museum renovations.

Background and Analysis: The Stratford Perth Museum is about to proceed with a renovation of the museum "kitchen." The majority of the project is covered by grants, including \$40,000 from the Rotary Club of Stratford.

The Museum Board wishes to inform Council of the project as per article 13 of the 10-year funding agreement with the City of Stratford and the County of Perth which states, "any major spending of a capital nature by the Museum shall be justified and referred to in those annual documents referred to in paragraph 8(b) (i-iv) and approved by the City and County Councils." The Museum believes the project does not qualify as a major expenditure or a capital expense (due to the confirmed sources of funding).

Financial impact: There is no financial impact on the financial sustainability of the Museum given the confirmed source of secured funding.

Staff recommendation: For the information of Council.

Sub-committee discussion: No discussion was held.

Sub-committee recommendation: For the information of Council.

10.2 Proposed Permanent Position – Policy Analyst – CAO's office

Objective: To consider making a policy analyst a permanent position for the City of Stratford.

Attachment – Job description

Background and Analysis: The City of Stratford has employed a policy analyst for the past couple of years. This position has been temporary and the funding for the current position is included in the current city budget until December 31, 2014.

This position has been valuable in the City and has undertaken a number of important projects for the City of Stratford. The significant ones are as follows:

- Research and write Reports:
 - o Market Square
 - o Cooper Building Report
 - o 2016 Ontario Heritage Conference
 - o Amalgamation of Perth and Huron Health Units
 - o Source Water Protection Interim Report
 - o Emergency Planning Reports:
 - Public Notification Systems and Sirens
 - Animals in Emergency Response plans
 - Business Continuity Pandemic Plan (in process)
- Research Projects:
 - o Expropriation appeal to the Ontario Municipal Board
 - o 10-year Infrastructure Review (in process)
 - o Municipal Access Agreements
 - o Development Charges
 - o Transportation/GO Transit
 - o Comparison Research:
 - BMA Study
 - Statistics Canada
- Research and write strategies:
 - o IT Strategy (in process)
 - o Sport Tourism (in process)
- Draft Grant Applications and Proposals:
 - o Rural Economic Development Fund (RED) application for Digital Media Strategy
 - o Research new Building Canada Fund
 - o New Economy Smart Cities Award
- Draft and Revise Policies:
 - o Respectful Workplace
 - o Long Service Awards
 - o Headphones/Earbuds
 - o Vacation
 - o Social Media
 - o Community Grants

- Draft Request For Proposals (RFP):
 - o Strategic Priorities
 - o Communications Strategy
 - o Legal Services
 - o Fire Services Review
- Coordinate Special Projects:
 - o Strategic Priorities
 - o Communications Strategy
 - o SEED Co Board Meetings and Strategy Sessions
 - o 2016 Ontario Heritage Conference

In essence, this position has allowed my office to proceed with researching and preparing reports on a number of issues that would have otherwise sat on the back burner. The position has also been helpful in other departments as you can see from the list noted above.

Hiring a different person each year as a policy intern, while helpful, has involved a learning curve as the new person learns about the City, city policies and procedures, local government issues, city staff and Council. It would be helpful and productive to have some continuity in this position beyond a year.

A proposed job description for the position is attached for your information. It is city policy that this permanent position, if approved, would be advertised.

A draft job description is enclosed for your review.

Financial impact: The money for this position is in the 2014 budget as well as a grant from the Government of Ontario (through AMCTO) in the amount of \$25,000. The grant is for one year only. A permanent position would qualify for City benefits.

Staff recommendation: That the position of policy analyst in the CAO's office be approved as a permanent full time position.

Sub-committee discussion: The CAO stated that there has been a demonstrated need for this position and there is money in the budget. The 2014 budget includes a grant from the Government of Ontario (through AMCTO).

Councillor Clifford asked if anything stated for this position would be overlapping with the Administrative Assistant in the CEO's office. The CEO replied that there would not be an overlap.

Councillor McManus asked if there was a way to compare the number of reports that were typical before the last 2 years before there was an intern so that a comparison

could be done and if more consultants were contracted to complete these reports, and what was the net benefit of having an intern.

The CAO responded that advances have been made on some of the projects as the reports have come through to Council.

Councillor Famme felt that some re-organizing of other positions could be looked at and that this is more related to HR as well as other departments.

Councillor Clifford asked what the wage is for that position. The CEO responded that it would be low on the administration grid.

Sub-committee decision: Motion by Councillor Mark

That the position of policy analyst in the CAO's office be deferred until further research is made to determine what re-organization might be possible. Carried (May 20, 2014)

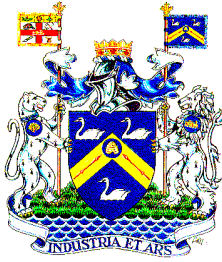
11.0 ADJOURNMENT

Motion by

That the Finance and Labour Relations Committee meeting adjourn.

Meeting Start Time:

Meeting End Time:



**The Corporation of the City of Stratford
PROTECTION TO PERSONS AND PROPERTY COMMITTEE
AGENDA**

The Protection to Persons and Property Committee will meet on June 9, 2014 in the Auditorium, City Hall following the Regular meeting of City Council.

COMMITTEE PRESENT: Councillor Brown - Chair presiding, Councillor Smythe - Vice-Chair, Mayor Mathieson, Councillors Beatty, Clifford, Culliton, Henderson, Mark, McManus and Ritsma.

REGRETS:

STAFF PRESENT: Ronald R. Shaw – Chief Administrative Officer, Cindy McNair – Deputy CAO/Director of Human Resources, Andre Morin – Director of Corporate Services/Interim Director of Social Services, Ed Dujlovic – Director of Infrastructure and Development Services, Rick Young – Fire Chief, Charlene Lavigne – Deputy Clerk, Jodi Akins – Council Clerk Secretary, Jeff Leunissen – Manager of Development Services.

ALSO PRESENT: Members of the public and Media.

1.0 DISCLOSURE 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 otherwise comply with the *Act*.

Name, Item and Nature of Pecuniary Interest

Committee:

2.0 DELEGATIONS

None scheduled.

3.0 REPORT OF THE CITY CLERK

3.1 Morgan Street Neighbourhood Party

Objective: To consider the request from the organizers of the Morgan Street Neighbourhood Party for an exemption from the Noise Control By-law.

Attachment – Correspondence from event organizer

Background and Analysis: The City has been approached by organizers of the Morgan Street Neighbourhood Party for an exemption from the Noise Control By-law. The original request was starting at 7:00 p.m. on Saturday, June 21 until 1:00 a.m. on Sunday, June 22, 2014 with an additional rain date for the exemption from 7:00 p.m. on Saturday, July 12 until 1:00 a.m. on Sunday, July 13, 2014.

Due to concerns raised during the notification process, the event has been moved to the Knights of Columbus parking lot on Morgan Street and the Noise Control By-law exemption request changed to 3:00 p.m. until 11:00 p.m. on Saturday, July 12, 2014.

The organizers circulated a noise to the neighbours regarding the revised July 12 date and did not receive concerns back by the deadline.

Financial impact: None identified.

Staff recommendation: For the consideration of Council with respect to granting the request for an exemption for the Morgan Street Neighbourhood Party from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone on Saturday, July 12, 2014 from 3:00 p.m. to 11:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for their neighbourhood party.

Committee discussion:

Committee recommendation:

*Item 3.1 to also be considered at the June 9 reconvene Council meeting.

4.0 ADJOURNMENT

Motion by

That the Protection to Persons and Property Committee meeting adjourn.

Meeting Start Time:

Meeting End Time:

15.0 COUNCIL RECONVENE

DECLARATIONS OF PECUNIARY INTEREST made at Standing Committee meetings held on June 9, 2014 with respect to the following Items and re-stated at the reconvene portion of the Council meeting:

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*.

Name, Item and Nature of Pecuniary Interest

15.1 Committee Reports:

Motion by

That Item 6.1 of the Finance and Labour Relations Committee meeting dated June 9, 2014 be adopted as follows:

6.1 That Council adopt the City of Stratford Energy Conservation and Demand Management Plan as written.

Motion by

That Item 3.1 of the Protection to Persons and Property Committee meeting dated June 9, 2014 be adopted as follows:

3.1 That Council grant the request for an exemption for the Morgan Street Neighbourhood Party from Noise Control By-law 113-79 to permit the amplification of sound in a residential zone on Saturday, July 12, 2014 from 3:00 p.m. to 11:00 p.m. and from the unreasonable noise provision [Schedule 1 clause 8] for their neighbourhood party.

The following by-laws require First and Second readings and Third and Final Readings:

11.10 To confirm the proceedings of Council of The Corporation of the City of Stratford at its meeting held on June 9, 2014.

Attachment – Confirmatory By-law

Motion by

That By-law 11.10 be read a First and Second time.

Motion by

That By-law 11.10 be read a Third time and Finally Passed.

Motion by

That the June 9, 2014 Regular Council meeting adjourn.

Reconvene Meeting Start Time:

Reconvene Meeting End Time: